



STEELE COUNTY BOARD AGENDA
Administration Center
630 Florence Avenue – Owatonna, MN 55060

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

TUESDAY, June 22, 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.

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 June 8, 2021 Board Minutes (pg. 4)
5. Approve June 15, 2021 Board of Appeal and Equalization Minutes (pg. 7)
6. Approve Bills and Journal Entries (pg. 9)

7. Approve Personnel Report (pg. 55)
8. Approve the Amended REAM Grant Agreement and Authorize the Chair to sign (pg. 56)
9. Approve Purchase of a Tandem Axle Chassis/Appurtenant Equipment for a Plow Truck (pg. 60)
10. Approve the 2021 Performance Measures Report (pg. 67)
11. Adopt Resolution Authorizing Participation in Performance Measurement Program (pg. 75)
12. Approve 2022 Aerial Imagery Agreement from Compliance Fund and Authorize GIS Coordinator to sign the contract and Authorize the Chair to sign the cost sharing Memorandums of Understandings (pg. 77)
13. Approve purchase of Computer Assisted Mass Appraisal (CAMA) Software through the Compliance Fund (pg. 102)
14. Approve donations to Public Health (pg. 105)
15. Approve the On-Sale Beer License and Application for an Exempt Permit for Holy Trinity Church of Litomysl (pg. 108)
16. Approve Resolution accepting Sheriff Donation of All Weather Tires (pg. 112)

General

17. CUP #425 (Northstar Recreation LLC) with 5 Conditions and Findings of Fact (pg. 114)
18. Review of CUP #209 (Spinler Pit) with 11 Conditions and Findings of Fact (pg. 125)
19. IUP #2021-06 (Pivot Energy MN Solar LLC) with 15 Conditions/Findings of Fact (pg. 133)

County Board Work Session – June 22, 2021

20. Action Items

Public Works Committee- June 10, 2021

21. Memorial Tree Program (pg. 150)

Internal Central Services Committee – June 16, 2021

22. County Attorney – Senior Attorney Position (pg. 151)

Information Items

23. Planning Commission Meeting Minutes – June 7, 2021 (pg. 158)
24. Public Works Committee Meeting Minutes – June 9, 2021 (pg. 162)

25. Land Use & Records Committee Meeting Minutes – June 15, 2021 (pg. 163)
26. Internal Central Services Committee Meeting Minutes – June 16, 2021 (pg. 164)
27. 1st Quarter Financial Reports (pg. 165)
28. 1st Quarter Investment and Cash Report (pg. 174)
29. Financial Reports for the Twelve Months ended December 31, 2020 (pg. 223)
30. Southeast Minnesota Emergency Medical Services Information (pg. 234)

Presentations:

Southeast Minnesota Emergency Medical Services Presentation – Virtual
- Don Hauge, Executive Director

Commissioner Reports:

Next Meeting Notices:

Community Services Committee – June 24, 2021 at 8 a.m. in the Boardroom
Internal Central Services – July 7, 2021 at 8 a.m. in the Boardroom
County Board Meeting – July 13, 2021 at 5:00 p.m. in the Boardroom

Adjourn

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

PROCEEDINGS OF THE STEELE COUNTY BOARD OF COMMISSIONERS

SPECIAL SESSION

June 8, 2021

STATE OF MINNESOTA)

) ss

COUNTY OF STEELE)

The Steele County Board of Commissioners met in Special Session at 5:00 p.m. on June 8, 2021 with Commissioner's Glynn, Brady, Gnemi, Krueger and Abbe present. Also present were County Attorney Dan McIntosh, Deputy Emergency Management Director Tom Karnauskas, County Engineer Greg Illka, Facilities and Fleet Director Jake Rysavy, Jail Administrator Anthony Buttera, Human Resources Director Julie Johnson, IT Director Dave Purscell, County Sheriff Lon Thiele, County Administrator Scott Golberg and County Auditor Laura Ihrke.

Call to order and Pledge of Allegiance.

Motion by Commissioner Glynn, seconded by Commissioner Gnemi to approve the agenda with additions. Ayes all.

There were no comments from the public.

Correspondence acknowledged.

Motion by Commissioner Krueger, seconded by Commissioner Glynn to approve the following Consent Agenda items. Ayes all.

- A. Approve the minutes of May 25, 2021
- B. Approve the minutes of May 25, 2021 Work Session
- C. Approve Bills and Journal Entries
- D. Approve Personnel Report

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

<i>Name</i>	<i>Position/Dept.</i>	<i>Rating/Step</i>	<i>Start Date</i>
Seth Hummel (promotion)	Corporal/Detention Center	B25/4	06/18/21

Resignations/Retirements/Terminations:

<i>Name</i>	<i>Position</i>	<i>Department</i>	<i>End Date</i>
Shawn Jore	Correctional Officer	Detention Center	05/27/21
Stacie Peterson	Correctional Officer	Detention Center	06/04/21

- E. Approve the **Resolution** Re-Appointing Ed Nelson as Steele County Trail Administrator.

RESOLUTION

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

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

- F. Approve Promotion of Karen Winter to Property Tax Specialist
- G. Approve Re-opening of Board Meetings to in-person attendance and discontinuing live streaming effective July 1, 2021
- H. Award the Contract for CSAH 34 & CSAH 45 Roundabout, SAP 074-634-029 & 074-645-040, to Heselton Construction in the amount of \$1,271,146.05
- I. Human Resources Director Julie Johnson read the following Personnel Anniversaries for staff.

Anniversaries:

<i>Name</i>	<i>Position-Department</i>	<i>Anniv. Date</i>	<i>Yrs. Service</i>
Darrin Helget	Road Deputy-Sheriff's Office	06/01/21	23
Teresa Dudley	Victim Services Coord. – Cty Attorney	06/02/21	17
Steve Schroht	Park & Recreation Director	06/03/21	25
Travis Avelar	Correctional Officer – Detention Center	06/04/21	14
Anthony Buttera	Jail Administrator – Detention Center	06/04/21	14
Bernadette Kehler	Correctional Officer – Detention Center	06/04/21	3
Kathleen Schroeder	Records Supervisor – Sheriff's Office	06/05/21	4
Tanner Wobschall	Facilities Maint. Worker I – Facilities	06/10/21	8
Tara Pitzl	Probation Officer II – Comm. Corrections	06/12/21	4
Becky Melchert	Records Specialist – Sheriff's Office	06/15/21	4

Cynthia Fowler	Programs Coordinator – Detention Center	06/16/21	18
Adil Lebgue	Correctional Officer – Detention Center	06/16/21	18
Amy Caron	Public Health Director/CHS Admin – PH	06/22/21	6
Tim Larson	Landfill Operator – Landfill	06/22/21	11
Karen Meier	Administrative Assistant – Sheriff's Office	06/22/21	23
Deb Zeman	Probation Officer II - Comm. Corrections	06/24/21	30
Kendra Sirek	Probation Officer II - Comm. Corrections	06/27/21	3
Rusty Bailey	Correctional Officer – Detention Center	06/29/21	4

Motion by Commissioner Krueger, seconded by Commissioner Gnemi to approve the updated Telecommuting Policy with additional review process thru Internal Central Services and eliminate mileage. Ayes all.

Motion by Commissioner Glynn, seconded by Commissioner Abbe to establish a Wine License Fee of \$200.00 annually. Ayes all.

Motion by Commissioner Glynn, seconded by Commissioner Abbe to approve an On-Sale 3.2 Beer and Wine License for the Blooming Prairie Country Club. Ayes all.

Motion by Commissioner Krueger, seconded by Commissioner Gnemi to approve the Renewal of the Consumption and Display Permit for the Blooming Prairie Country Club. Ayes all.

Motion by Commissioner Glynn, seconded by Commissioner Gnemi to approve a Cooperative Agreement with the City of Medford for the construction of the CSAH 45 (Main St.) Improvement project and authorize the Chair and Administrator to execute the Agreement. Ayes all.

Motion by Commissioner Glynn, seconded by Commissioner Abbe to award the contract for CSAH 45 (Main St.) improvements to the low bidder, R.A.W. Construction LLC, in the amount of \$1,886,304.90. Ayes all.

Motion by Commissioner Abbe, seconded by Commissioner Glynn to approve the 2021 State of Minnesota Annual County Boat and Water Safety Grant Contract Agreement in the amount of \$2039. Ayes all.

Motion by Commissioner Glynn, seconded by Commissioner Abbe to approve the Personnel Policy Amendment 19.5.4. Ayes all.

Motion by Commissioner Abbe, seconded by Commissioner Gnemi to take a recess for a few minutes due to a power outage. Ayes all.

Motion by Commissioner Glynn, seconded by Commissioner Gnemi to accept the low bid from Rochon in the amount of \$1,596,000.00 and authorize Facilities and Fleet Director Jake Rysavy to execute the contract and make scope reductions as submitted. Ayes all.

Presentation by Tim Penny, President & CEO, Southern Minnesota Initiative Foundation Update & 2022 Request for Funding.

Commissioner Reports:

Commissioner Krueger reported his attendance at Dodge/Steele Public Health Board meeting, Retirement for Mike Johnson, South Country Health Alliance, Ground-breaking in downtown Owatonna and AMC District 9 meeting.

Commissioner Abbe reported his attendance at Dodge/Steele Public Health Board meeting, Waseca/Dodge Commissioners meeting, South Country Health Alliance meeting and 911 meeting.

Commissioner Gnemi reported his attendance at Workforce meeting, Retirement for Mike Johnson, Drug Court Graduation, Zoom Workforce Board meeting and AMC District 9 meeting.

Commissioner Glynn reported his attendance at Community Health Board and Internal Central Services meeting.

Commissioner Brady reported his attendance at Internal Central Services, 911 w/Rice County, AMC District 9 meeting and Planning & Zoning meeting.

LISTING OF BILLS
6/8/2021

3D Specialties	3,383.75
7 Rivers Recycling LLC	2,536.44

Baker Tilly US, LLP	11,100.00
Bolton & Menk Inc	3,135.50
CRK Properties LLC	6,399.86
Dodge County Public Health	2,908.84
Jones Haugh & Smith Inc	3,120.00
Met-Con Construction Faribault Div	2,780.00
Miner's Outdoor & Rec	16,672.12
Minnesota Secured Title	3,400.00
MSL Landscaping & Fencing	4,718.00
Nuss Truck & Equipment	2,812.05
Owatonna Filters	3,193.56
SCR	3,835.69
Short Elliott Hendrickson Inc	2,752.41
Steele County Agricultural Society	21,500.00
Steele County Highway Dept	7,244.82
Steele County Historical Society	4,000.00
Summit Food Services LLC	3,989.44
Vertiv Corporation	2,105.00
Waste Management of Wi-Mn	50,546.53
98 Payments less than 2,000	<u>32,156.85</u>
Final Total:	194,290.86

Commissioners went into Closed Session at 6:35 p.m. 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. Ayes all.

Motion by Commissioner Glynn, seconded by Commissioner Krueger to come out of closed session at 6:54 p.m. Ayes all.

Motion by Commissioner Abbe, seconded by Commissioner Krueger to adjourn to the Call of the Chair at 6:54 p.m. Ayes all.

CHAIRMAN

ATTEST: _____
AUDITOR

June 15, 2021

COUNTY OF STEELE)

County Board of Appeal & Equalization June 15, 2021

Parcel	Owner	Original Value	Adjusted Value	\$Change
02-023-3201	INGVALDSON/DARRELL B	16,600	16,600	-
02-023-3201	INGVALDSON/DARRELL B	5,700	5,700	-
02-026-4101	INGVALDSON/DARRELL B	114,900	99,500	(15,400)
02-026-4101	INGVALDSON/DARRELL B	97,700	76,900	(20,800)
02-028-3000	JOHNSON/CHERYL ANN/	1,104,000	1,104,000	-
02-100-0101	JWD HOLDINGS LLC	305,900	333,700	27,800
02-100-0101	JWD HOLDINGS LLC	27,800	-	(27,800)
06-007-2400	MARSCHER/RONALD W	357,100	474,900	117,800
06-007-2400	MARSCHER/RONALD W	56,300	-	56,300
06-012-3106	MADDEN/DANIEL J/	482,600	482,600	-
07-023-2202	HAMER/DAVID A & DEBRA A	349,900	349,900	-
08-026-1201	STRANSKY/REID JOSEPH	780,400	773,700	(6,700)
08-029-1200	ANDERSON-BECKMAN/GARY/	644,000	605,300	(38,700)
09-027-2100	KATZUNG/KELLY & SHEILA	262,300	236,100	(26,200)
09-027-3100	KATZUNG/KELLY & SHEILA	508,800	476,100	(32,700)
09-027-3100	KATZUNG/KELLY & SHEILA	79,300	22,400	(56,900)
10-025-3301	ARMSTRONG/AARON ALAN	1,343,400	1,301,400	(42,000)
11-002-1301	FITZGERALD, AARON JAMES	796,100	765,300	(30,800)
11-015-1203	ROHWER/WILILAM R	148,500	84,800	(63,700)
16-112-0207	JONES/BRENT A & MICHELLE	321,900	294,400	(27,500)
17-002-4101	KRANDA/DAVID E	50,600	34,300	(16,300)
17-016-2034	JENSEN/WYMAN D	82,500	62,300	(20,200)
17-241-0300	CENTRAL VALLEY COOPERATIVE	860,300	737,700	(122,600)
17-450-0205	BOWMAN/JACOB W	563,700	546,000	(17,700)
17-536-0105	DEBRUIN/MARCO & KELLY A	849,300	809,000	(40,300)
17-558-0120	FEURING/DEBRA L	270,600	249,300	(21,300)
17-574-0108	HARTMANN/JOANNE & JEROME D	638,500	627,600	(10,900)
17-598-0104	RICHARDSON/RYKER J/	630,400	602,700	(27,700)
17-598-0106	JOHNSON/JAY S	773,700	704,500	(69,200)

Motion by Commissioner Gnemi, seconded by Commissioner Krueger to adjourn the Board of Appeal and Equalization at 7:35 p.m. Ayes all.

Chairman

ATTEST:_____
Auditor

DRAFT

NGRITZ
6/17/21

2:25PM

Steele County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Page 1

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

Explode Dist. Formulas Y

Paid on Behalf Of Name
on Audit List?: N

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

Save Report Options?: N

NGRITZ
6/17/21 2:25PM
1 General Revenue Fund

Steele County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Page 2

	Vendor Name	Rpt		Warrant Description	Invoice #	Account/Formula Descripti	1099
	No. Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name	
3	DEPT			County Wide			
89	5205 ANCOM COMMUNICATIONS INC						
	01-003-565-0000-6480		1,293.00	Motorola Impress batteries - 1	102450	Non-Capitalized Inventory	N
	5205 ANCOM COMMUNICATIONS INC		1,293.00	1 Transactions			
9	14805 Corporate Recognition Inc						
	01-003-565-0000-6480		332.50	Waterproof jackets - 2	18644	Non-Capitalized Inventory	N
	14805 Corporate Recognition Inc		332.50	1 Transactions			
97	2189 Further						
	01-003-000-0000-6893		256.95	Participant fees - June	15724122	Unallocated Insurance	N
	2189 Further		256.95	1 Transactions			
22	1064 Kappy's Collision Center						
	01-003-000-0000-6893		1,262.50	Squad #7412 - Damage claim	2299	Unallocated Insurance	Y
	1064 Kappy's Collision Center		1,262.50	1 Transactions			
173	68500 Postmaster - Owatonna						
	01-003-000-0000-6801		1,589.00	Yearly Fee - PO Box 890	20210614	General Expense	N
	68500 Postmaster - Owatonna		1,589.00	1 Transactions			
3	DEPT Total:		4,733.95	County Wide	5 Vendors	5 Transactions	
5	DEPT			Board Of Commissioners			
91	7866 Brady/James						
	01-005-000-0000-6331		53.76	Mileage - May		Mileage Reimbursement	N
	7866 Brady/James		53.76	1 Transactions			
92	4212 Bussler Publishing Inc						
	01-005-000-0000-6242		35.40	Synopsis Comm Brd Mtg 5/11/21	31408	Publishing	N
	4212 Bussler Publishing Inc		35.40	1 Transactions			
5	DEPT Total:		89.16	Board Of Commissioners	2 Vendors	2 Transactions	
13	DEPT			Law Library			
64	70550 Thomson Reuters - West						
	01-013-000-0000-6501		958.60	West Information charges - May	844445161	Books	N

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1 General Revenue 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>
	70550 Thomson Reuters - West		958.60	1 Transactions		
13	DEPT Total:		958.60	Law Library	1 Vendors	1 Transactions
31	DEPT			County Administrator		
	37025 Innovative Office Solutions LLC					
20	01-031-000-0000-6410		37.82	Copy paper 1 box	3372397	Office Supplies N
	37025 Innovative Office Solutions LLC		37.82	1 Transactions		
	4879 Shred Right					
110	01-031-000-0000-6801		5.00	Shredding service	553103	General Expense Y
	4879 Shred Right		5.00	1 Transactions		
	7020 Steele County Times					
42	01-031-000-0000-6801		89.00	2 year subscription - Admin	821	General Expense N
	7020 Steele County Times		89.00	1 Transactions		
31	DEPT Total:		131.82	County Administrator	3 Vendors	3 Transactions
32	DEPT			Human Resources		
	4879 Shred Right					
111	01-032-000-0000-6801		5.00	Shredding service	553103	General Expense Y
	4879 Shred Right		5.00	1 Transactions		
32	DEPT Total:		5.00	Human Resources	1 Vendors	1 Transactions
41	DEPT			Auditor		
	7887 Streamline Communications LLC					
55	01-041-000-0000-6410		431.17	Network cabling - Auditor	1208	Office Supplies N
	7887 Streamline Communications LLC		431.17	1 Transactions		
41	DEPT Total:		431.17	Auditor	1 Vendors	1 Transactions
42	DEPT			Treasurer		
	84035 Tri-M Graphics					
116	01-042-000-0000-6410		273.39	Window envelopes - 2000	95394	Office Supplies N

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1 General Revenue 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>
	84035 Tri-M Graphics		273.39	1 Transactions		
42	DEPT Total:		273.39	Treasurer	1 Vendors	1 Transactions
44	DEPT			Financial Administrator		
	8114 DepreciationWorks					
16	01-044-000-0000-6410		129.00	Depreciation software renewal	21060209	Office Supplies N
	8114 DepreciationWorks		129.00	1 Transactions		
44	DEPT Total:		129.00	Financial Administrator	1 Vendors	1 Transactions
61	DEPT			Information Technology		
	18450 Office of MN IT Services					
105	01-061-000-0000-6212		1,057.45	Internet fees - Monthly	DV21050406	M-Net Expenses N
	18450 Office of MN IT Services		1,057.45	1 Transactions		
61	DEPT Total:		1,057.45	Information Technology	1 Vendors	1 Transactions
62	DEPT			Central Services		
	2222 Charter Communications					
93	01-062-000-0000-6301		159.98	SCAC Backup Internet Connectio	0473145060621	Equip/Software Maint N
	2222 Charter Communications		159.98	1 Transactions		
	8499 Counties Providing Technology					
10	01-062-000-0000-6301		4,222.00	Gen Tech Assist/Support	June	Equip/Software Maint Y
	8499 Counties Providing Technology		4,222.00	1 Transactions		
	16282 Crosstown Cartage Inc					
11	01-062-000-0000-6801		297.00	Contracted mail service	5/28/2021	General Expense N
12	01-062-000-0000-6802		95.00	Additional mail service	5/28/2021	Internal Chargeback N
94	01-062-000-0000-6801		297.00	Contracted Mail Service	6-11-2021	General Expense N
95	01-062-000-0000-6802		110.00	Additional Mail Services	6-11-2021	Internal Chargeback N
	16282 Crosstown Cartage Inc		799.00	4 Transactions		
	572 Kronos Incorporated					
171	01-062-000-0000-6301		3,536.59	HRIS Operating Cost - May	11774945	Equip/Software Maint N
	572 Kronos Incorporated		3,536.59	1 Transactions		

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1 General Revenue 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	
28	4419 Matrix Communications Inc						
	01-062-000-0000-6210		753.46	Monthly phone system mtc - Jun	M003294	Telephone	N
	4419 Matrix Communications Inc		753.46	1 Transactions			
62	DEPT Total:		9,471.03	Central Services	5 Vendors	8 Transactions	
91	DEPT			County Attorney			
	37025 Innovative Office Solutions LLC						
19	01-091-000-0000-6410		59.29	Jump drive/Copy paper/Air dust	3373716	Office Supplies	N
	37025 Innovative Office Solutions LLC		59.29	1 Transactions			
	9019 Pitney Bowes Global Financial Services						
38	01-091-000-0000-6410		152.31	Postage meter lease Apr - June	3104754775	Office Supplies	N
	9019 Pitney Bowes Global Financial Services		152.31	1 Transactions			
	7887 Streamline Communications LLC						
57	01-091-000-0000-6315		431.16	Network cabling - Attorney	1208	County Attorney Forfeiture Expenditu	N
	7887 Streamline Communications LLC		431.16	1 Transactions			
	70550 Thomson Reuters - West						
62	01-091-000-0000-6410		1,195.86	Westlaw - May	844436845	Office Supplies	N
63	01-091-000-0000-6410		80.27	Library charge	844527548	Office Supplies	N
	70550 Thomson Reuters - West		1,276.13	2 Transactions			
	9109 Visual Labs Inc						
67	01-091-000-0000-6315		2,000.00	Subscription fee-12 individual	21320	County Attorney Forfeiture Expenditu	Y
	9109 Visual Labs Inc		2,000.00	1 Transactions			
	97402 Xerox Corporation						
70	01-091-000-0000-6410		213.88	Monthly charges 3/21-4/21/202	013251674	Office Supplies	N
117	01-091-000-0000-6410		205.58	Monthly charges	013499092	Office Supplies	N
	97402 Xerox Corporation		419.46	2 Transactions			
91	DEPT Total:		4,338.35	County Attorney	6 Vendors	8 Transactions	
101	DEPT			County Recorder			
	37025 Innovative Office Solutions LLC						
77	01-101-000-0000-6410		68.22	Envelopes - 2 boxes	3369665	Office Supplies	N

NGRITZ
6/17/21 2:25PM
1 General Revenue 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
37025	Innovative Office Solutions LLC		68.22	1 Transactions		
101	DEPT Total:		68.22	County Recorder	1 Vendors	1 Transactions
103	DEPT			Assessor		
8176	Anderson/Brian					
71	01-103-000-0000-6330		324.36	Lodging-MAAO/Vanguard Seminars		Travel Expenses N
72	01-103-000-0000-6330		52.49	Meals-W/Lodging MAAO/Vanguard		Travel Expenses N
8176	Anderson/Brian		376.85	2 Transactions		
4846	Effertz/William					
96	01-103-000-0000-6261		39.10	Meals-W/Lodging MAAO		Conference & Training N
4846	Effertz/William		39.10	1 Transactions		
31553	Halverson/Steven P					
75	01-103-000-0000-6261		324.36	Lodging-MAAO/Vanguard Seminars		Conference & Training N
76	01-103-000-0000-6261		56.49	Meals-W/Lodging MAAO/Vanguard		Conference & Training N
31553	Halverson/Steven P		380.85	2 Transactions		
8490	Nelson/Brock					
78	01-103-000-0000-6261		324.36	Lodging-MAAO/Vanguard Seminars		Conference & Training N
79	01-103-000-0000-6261		52.20	Meals-W/Lodging MAAO/Vanguard		Conference & Training N
8490	Nelson/Brock		376.56	2 Transactions		
103	DEPT Total:		1,173.36	Assessor	4 Vendors	7 Transactions
105	DEPT			Planning & Zoning		
37025	Innovative Office Solutions LLC					
121	01-105-000-0000-6410		40.24	Envelope/Markers/Folder	3382426	Office Supplies N
37025	Innovative Office Solutions LLC		40.24	1 Transactions		
51300	Metro Sales Inc					
130	01-105-000-0000-6410		265.62	Copier contract	1827668	Office Supplies N
51300	Metro Sales Inc		265.62	1 Transactions		
105	DEPT Total:		305.86	Planning & Zoning	2 Vendors	2 Transactions
111	DEPT			Buildings & Grounds		

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No. Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
5819 Diamond Energy Systems Inc					
120 01-111-044-0000-6300	1,648.41	Freezer repair - Det Center	C031716	Bldg Repairs & Maintenance	N
5819 Diamond Energy Systems Inc	1,648.41	1 Transactions			
33550 Hillyard-Hutchinson					
124 01-111-041-0000-6560	136.19	Soap/Tissues- Annex	604353226	Janitorial Supplies	N
123 01-111-041-0000-6560	33.46	Toilet Seat Cover - Annex	604360321	Janitorial Supplies	N
125 01-111-040-0000-6560	33.46	Toilet Seat Cover - Admin	604360322	Janitorial Supplies	N
126 01-111-044-0000-6560	38.51	Floor cleaner part - Det Cente	700466129	Janitorial Supplies	N
33550 Hillyard-Hutchinson	241.62	4 Transactions			
7906 Mark's					
129 01-111-044-0000-6300	156.08	Toilet parts - Det Center	001951387	Bldg Repairs & Maintenance	Y
7906 Mark's	156.08	1 Transactions			
52550 MEI Total Elevator Solutions					
132 01-111-042-0000-6300	182.63	Elevator Service Contract - CH	912714	Bldg Repairs & Maintenance	N
133 01-111-040-0000-6300	182.60	Elevator Service Contract-SCAC	912715	Bldg Repairs & Maintenance	N
52550 MEI Total Elevator Solutions	365.23	2 Transactions			
61560 Owatonna Public Utilities					
136 01-111-043-0000-6250	119.33	Utilities - 115 Mill - COB	705296	Utilities	N
134 01-111-043-0000-6250	333.30	Utilities - 303 Cedar - COB	718546	Utilities	N
135 01-111-043-0000-6250	106.91	Utilities - 109 Mill - COB	718547	Utilities	N
61560 Owatonna Public Utilities	559.54	3 Transactions			
7796 Ripple/Mary					
137 01-111-000-0000-6331	78.40	Mileage March - May		Mileage Reimbursement	N
7796 Ripple/Mary	78.40	1 Transactions			
85167 Stewart Sanitation					
143 01-111-040-0000-6300	188.09	Trash/Recycling - Admin	658955	Bldg Repairs & Maintenance	N
140 01-111-041-0000-6300	81.70	Trash/Recycling - Annex	659583	Bldg Repairs & Maintenance	N
142 01-111-042-0000-6300	74.72	Trash/Recycling - CH	659586	Bldg Repairs & Maintenance	N
141 01-111-043-0000-6300	51.97	Trash/Recycling - COB	659586	Bldg Repairs & Maintenance	N
85167 Stewart Sanitation	396.48	4 Transactions			
111 DEPT Total:	3,445.76	Buildings & Grounds	7 Vendors	16 Transactions	

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	No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name	
121	DEPT				Veteran Service			
	6032	APG Media of Southern Minnesota LLC						
4		01-121-000-0000-6242		114.00	Memorial flags - May	13476-0521	Publishing	N
	6032	APG Media of Southern Minnesota LLC		114.00	1 Transactions			
	2072	Gilormini/Rene						
98		01-121-751-0000-6820		300.00	Gift cards-Transitioning jobs	Grant fund	Grant Expense	N
	2072	Gilormini/Rene		300.00	1 Transactions			
	8371	KRFO - FM						
24		01-121-751-0000-6820		340.00	Memorial Day Message - Radio	2525406-1	Grant Expense	N
	8371	KRFO - FM		340.00	1 Transactions			
121	DEPT Total:			754.00	Veteran Service	3 Vendors	3 Transactions	
201	DEPT				Sheriff			
	3615	Ancom Technical Center Inc						
90		01-201-296-0000-6301		200.00	Tower 9-Replace battery	102230	T#9 Equipment Repairs	Y
	3615	Ancom Technical Center Inc		200.00	1 Transactions			
	1493	Hometown Federal Credit Union						
99		01-201-000-0000-5520		32,943.07	Mortgage sale - P Steinberg		Civil Fees Income	N
	1493	Hometown Federal Credit Union		32,943.07	1 Transactions			
	5487	LexisNexis Risk Data Management						
27		01-201-000-0000-6425		150.00	Searches/Report - May	1035910-202105	Investigation Expense	N
	5487	LexisNexis Risk Data Management		150.00	1 Transactions			
	7713	Magtech Ammunition						
102		01-201-000-0000-6285		5,610.00	Rifle ammo - 15 cases	20185	Firearms/Ammo Training	N
103		01-201-000-0000-6285		8,744.00	9MM ammo - 40 cases	20185	Firearms/Ammo Training	N
104		01-201-000-0000-6285		1,422.47-	Credit Memo - Excise tax	EX20185	Firearms/Ammo Training	N
	7713	Magtech Ammunition		12,931.53	3 Transactions			
	52784	MN Sheriffs Assn						
108		01-201-000-0000-6241		50.00	2021 Sustaining Member renewal		Membership Dues	N
	52784	MN Sheriffs Assn		50.00	1 Transactions			
	21215	Strohschein Properties LLC						

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No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name
59	01-201-000-0000-6346		750.00	Rent - June	0603201	Eds Rent Account 1
60	01-201-000-0000-6346		35.84	Utilities - May	732571	Eds Rent Account N
21215	Strohschein Properties LLC		785.84	2 Transactions		
5594	Water Systems Company					
68	01-201-000-0000-6410		8.70	5 Gal refill	902651	Office Supplies N
69	01-201-000-0000-6410		8.95	Rental fee - June	912695	Office Supplies N
5594	Water Systems Company		17.65	2 Transactions		
201	DEPT Total:		47,078.09	Sheriff	7 Vendors	11 Transactions
208	DEPT			Coroner		
4229	Moore Md/Kellyanna J					
33	01-208-000-0000-6801		3,536.33	Coroner services - June		General Expense Y
4229	Moore Md/Kellyanna J		3,536.33	1 Transactions		
208	DEPT Total:		3,536.33	Coroner	1 Vendors	1 Transactions
251	DEPT			Jail		
4346	Advanced Correctional Healthcare Inc					
3	01-251-000-0000-6432		29.06	Dodge County Pharmacy	107254	Medical Payments Y
2	01-251-000-0000-6269		1,611.88	Onsite medical health service	107278	Site Mental Health Services Y
1	01-251-000-0000-6270		7,899.47	Onsite medical services	107278	Medical Services Y
4346	Advanced Correctional Healthcare Inc		9,540.41	3 Transactions		
5750	Bob Barker Company Inc					
6	01-251-000-0000-6418		254.74	Inmate green smock - 2	1622051	Lock-Up Supplies N
8	01-251-000-0000-6418		130.24	Tshirts/Panties	1623039	Lock-Up Supplies N
7	01-251-000-0000-6418		291.92	Inmate tumblers - 500	1623937	Lock-Up Supplies N
5750	Bob Barker Company Inc		676.90	3 Transactions		
3134	Dash Medical Gloves					
15	01-251-000-0000-6451		1,703.20	Latex gloves - 8 cases	1236065	Operating Supplies N
3134	Dash Medical Gloves		1,703.20	1 Transactions		
37025	Innovative Office Solutions LLC					
21	01-251-000-0000-6410		181.87	Paper/Folders/Markers	3374951	Office Supplies 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	
	37025 Innovative Office Solutions LLC		181.87	1 Transactions			
	18450 Office of MN IT Services						
106	01-251-000-0000-6211		42.50	Fiber Management fee	DV21050406	Radio - Computers - Cameras	N
	18450 Office of MN IT Services		42.50	1 Transactions			
	62945 Owatonna Hospital						
37	01-251-000-0000-6432		486.61	ER visit - Flatness	122420	Medical Payments	Y
	62945 Owatonna Hospital		486.61	1 Transactions			
	4879 Shred Right						
41	01-251-000-0000-6304		20.00	Shredding service	551937	Contract Serv./Bldg Maint	Y
	4879 Shred Right		20.00	1 Transactions			
	85167 Stewart Sanitation						
54	01-251-000-0000-6254		257.81	Garbage service	658952	Garbage Disposal	N
	85167 Stewart Sanitation		257.81	1 Transactions			
	8247 Summit Food Services LLC						
61	01-251-000-0000-6441		3,779.09	Inmate meals - 5/22-28/2021	20000112999	Prisoner Meals	N
	8247 Summit Food Services LLC		3,779.09	1 Transactions			
	618 Turnkey Corrections						
65	01-251-000-0000-6418		42.49	Indigent fees	10020392	Lock-Up Supplies	N
	618 Turnkey Corrections		42.49	1 Transactions			
	8070 U N X Inc						
66	01-251-000-0000-6560		447.51	Laundry detergents	2021-43423-00	Janitorial Supplies	N
	8070 U N X Inc		447.51	1 Transactions			
251	DEPT Total:		17,178.39	Jail	11 Vendors	15 Transactions	
252	DEPT			Community Corrections			
	4064 Alcohol Monitoring System Inc						
88	01-252-000-0000-6274		1,074.40	SCRAM Monitoring fee	227535	Scram Monitoring	N
	4064 Alcohol Monitoring System Inc		1,074.40	1 Transactions			
	51300 Metro Sales Inc						
29	01-252-000-0000-6410		104.31	Copier contract	1827671	Office Supplies	N

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						Service Dates	Paid On Bhf #	On Behalf of Name	
	51300	Metro Sales Inc			104.31	1 Transactions			
	5830	Midwest Monitoring & Surveillance							
30		01-252-000-0000-6270			225.74	Lab services/Collection Cups	DT0521109	Chemical Testing	Y
	5830	Midwest Monitoring & Surveillance			225.74	1 Transactions			
	8996	Nicole Ranae Consulting LLC							
109		01-252-775-0000-6261			200.00	Summer Virtual training Series		Conference & Training - CCA Subsidy	Y
	8996	Nicole Ranae Consulting LLC			200.00	1 Transactions			
	4879	Shred Right							
113		01-252-000-0000-6410			10.00	Shredding service	553125	Office Supplies	Y
	4879	Shred Right			10.00	1 Transactions			
	85300	Streichers Inc							
58		01-252-000-0000-6801			37.97	Pepper Spray - 2	I1502286	General Expense	N
	85300	Streichers Inc			37.97	1 Transactions			
252	DEPT Total:				1,652.42	Community Corrections	6 Vendors	6 Transactions	
253	DEPT					Law Enforcement Center			
	4753	Godfather's Exterminating Inc							
115		01-253-000-0000-6304			40.00	Pest control	161837	Contract Services/Bldg Mtce	N
	4753	Godfather's Exterminating Inc			40.00	1 Transactions			
	37025	Innovative Office Solutions LLC							
100		01-253-000-0000-6410			126.83	Notebooks/Rub bands/Pens ect	3372210	Office Supplies	N
101		01-253-000-0000-6410			13.62	Notebooks	3373150	Office Supplies	N
	37025	Innovative Office Solutions LLC			140.45	2 Transactions			
	52550	MEI Total Elevator Solutions							
31		01-253-000-0000-6304			384.22	Monthly service - June	910579	Contract Services/Bldg Mtce	N
	52550	MEI Total Elevator Solutions			384.22	1 Transactions			
	4879	Shred Right							
112		01-253-000-0000-6254			40.50	Shredding service	553126	Garbage Disposal	Y
	4879	Shred Right			40.50	1 Transactions			
	85167	Stewart Sanitation							

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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>	
53	01-253-000-0000-6254		81.64	Garbage service	658954	Garbage Disposal	N
	85167 Stewart Sanitation		81.64	1 Transactions			
253	DEPT Total:		686.81	Law Enforcement Center	5 Vendors	6 Transactions	
281	DEPT			Emergency Management			
	3853 Mn Dept Of Natural Resources						
107	01-281-000-0000-6251		2,350.00	5th payment - Rain guages	231211	Other Administrative Costs	N
	3853 Mn Dept Of Natural Resources		2,350.00	1 Transactions			
	7887 Streamline Communications LLC						
56	01-281-000-0000-6421		351.17	Network cabling - P & Z	1208	Maintenance Operating Exp	N
	7887 Streamline Communications LLC		351.17	1 Transactions			
281	DEPT Total:		2,701.17	Emergency Management	2 Vendors	2 Transactions	
391	DEPT			Environmental Services			
	8371 KRFO - FM						
26	01-391-000-0000-6550		66.00	Haz waste ad	2518535A-1	Household Hazardous Waste	N
25	01-391-000-0000-6550		12.00	Haz waste ad	2518535B-2	Household Hazardous Waste	N
	8371 KRFO - FM		78.00	2 Transactions			
391	DEPT Total:		78.00	Environmental Services	1 Vendors	2 Transactions	
481	DEPT			Public Health Nursing			
	6032 APG Media of Southern Minnesota LLC						
5	01-481-460-6011-6243		230.00	Kids Connect - Run of Site	13052-0521	Advertising,Marketing & Promotional	N
	6032 APG Media of Southern Minnesota LLC		230.00	1 Transactions			
	8783 Availity LLC						
34	01-481-460-6009-6383		20.00	Medicare billing charges	00672850	Contract Services	N
	8783 Availity LLC		20.00	1 Transactions			
	8789 Dahle/Teya F						
13	01-481-461-6034-6261		75.00	Reflective Consultation	1261	Conference & Training	Y
14	01-481-461-6059-6261		75.00	Reflective Consultation	1261	Conference & Training	Y
	8789 Dahle/Teya F		150.00	2 Transactions			

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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
18	8389	Healthcarefirst										
		01-481-460-6009-6383			104.74	HHCAHPS fee - June		5209005		Contract Services	N	
	8389	Healthcarefirst			104.74		1 Transactions					
23	41040	KOWZ-KRUE Radio										
		01-481-460-6011-6243			180.00	Radio air time - May		5500-5		Advertising,Marketing & Promotional	N	
	41040	KOWZ-KRUE Radio			180.00		1 Transactions					
32	52975	Minnesota Valley Testing Labs										
		01-481-463-6049-6322			113.40	Lab water testing charges		1090547/109082		Well Water Service Agreements	N	
	52975	Minnesota Valley Testing Labs			113.40		1 Transactions					
35	5424	Northstar Calibration Inc										
		01-481-462-6047-6563			80.00	Thermometer Temp Calibration		637029		Maintenance And Repair	N	
36		01-481-464-6061-6383			80.00	Thermometer Temp Calibration		637029		Contract Services	N	
	5424	Northstar Calibration Inc			160.00		2 Transactions					
17	68140	Phelan, P.A. Inc./Francis J										
		01-481-460-6009-6383			1,290.00	2020 Medicare Cost Rep Prepara		11157		Contract Services	Y	
	68140	Phelan, P.A. Inc./Francis J			1,290.00		1 Transactions					
39	7944	Red Oxygen										
		01-481-460-6011-6210			17.73	Texting services		CI00122190-528		Telephone	N	
40		01-481-461-6040-6210			9.55	Texting services		CI00122190-528		Telephone	N	
	7944	Red Oxygen			27.28		2 Transactions					
83	81597	Spee Dee Delivery Service Inc										
		01-481-463-6049-6322			95.12	Well water sample		4248201		Well Water Service Agreements	N	
	81597	Spee Dee Delivery Service Inc			95.12		1 Transactions					
50	75500	Steele County Treasurer										
		01-481-460-6009-6171			730.08	Workers Comp - June				Workers Comp	N	
51		01-481-460-6009-6350			484.34	Property-Liability - June				Property & Liability Insurance	N	
52		01-481-460-6009-6381			791.96	CPU/Network Support - June				Cpu Usage & Network Support	N	
50		01-481-460-6011-6171			42.12	Workers Comp - June				Workers Comp	N	
43		01-481-460-6011-6341			299.97	Rent - June				Office Rent	N	
51		01-481-460-6011-6350			27.95	Property-Liability - June				Property & Liability Insurance	N	
52		01-481-460-6011-6381			45.69	CPU/Network Support - June				Cpu Usage & Network Support	N	
50		01-481-461-6025-6171			70.20	Workers Comp - June				Workers Comp	N	

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No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
51	01-481-461-6025-6350		Property-Liability - June		Property & Liability Insurance	N
52	01-481-461-6025-6381		CPU/Network Support - June		Cpu Usage & Network Support	N
50	01-481-461-6030-6171		Workers Comp - June		Workers Comp	N
44	01-481-461-6030-6341		Rent - June		Office Rent	N
51	01-481-461-6030-6350		Property-Liability - June		Property & Liability Insurance	N
52	01-481-461-6030-6381		CPU/Network Support - June		Cpu Usage & Network Support	N
50	01-481-461-6032-6171		Workers Comp - June		Workers Comp	N
45	01-481-461-6032-6341		Rent - June		Office Rent	N
51	01-481-461-6032-6350		Property-Liability - June		Property & Liability Insurance	N
52	01-481-461-6032-6381		CPU/Network Support - June		Cpu Usage & Network Support	N
50	01-481-461-6034-6171		Workers Comp - June		Workers Comp	N
46	01-481-461-6034-6341		Rent - June		Office Rent	N
51	01-481-461-6034-6350		Property-Liability - June		Property & Liability Insurance	N
52	01-481-461-6034-6381		CPU/Network Support - June		Cpu Usage & Network Support	N
50	01-481-461-6040-6171		Workers Comp - June		Workers Comp	N
47	01-481-461-6040-6341		Rent - June		Office Rent	N
51	01-481-461-6040-6350		Property-Liability - June		Property & Liability Insurance	N
52	01-481-461-6040-6381		CPU/Network Support - June		Cpu Usage & Network Support	N
50	01-481-461-6059-6171		Workers Comp - June		Workers Comp Ins	N
48	01-481-461-6059-6341		Rent - June		Office Rent	N
51	01-481-461-6059-6350		Property-Liability - June		Property & Liability Insurance	N
52	01-481-461-6059-6381		CPU/Network Support - June		Cpu Usage & Network Support	N
50	01-481-462-6047-6171		Workers Comp - June		Workers Comp	N
51	01-481-462-6047-6350		Property-Liability - June		Property & Liability Insurance	N
52	01-481-462-6047-6381		CPU/Network Support - June		Cpu Usage & Network Support	N
50	01-481-464-6052-6171		Workers Comp - June		Workers Comp	N
51	01-481-464-6052-6350		Property-Liability - June		Property & Liability Insurance	N
52	01-481-464-6052-6381		CPU/Network Support - June		Cpu Usage & Network Support	N
50	01-481-465-6057-6171		Workers Comp - June		Workers Comp	N
49	01-481-465-6057-6341		Rent - June		Office Rent	N
51	01-481-465-6057-6350		Property-Liability - June		Property & Liability Insurance	N
52	01-481-465-6057-6381		CPU/Network Support - June		Cpu Usage & Network Support	N
75500	Steele County Treasurer		6,358.25	40 Transactions		
481	DEPT Total:		8,728.79	Public Health Nursing	11 Vendors	53 Transactions
502	DEPT			Steele Co Community Ctr		
61560	Owatonna Public Utilities					
172	01-502-000-0000-6250		441.52	Utilities	718550	Utilities N

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No. Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name
61560 Owatonna Public Utilities		441.52	1 Transactions		
85167 Stewart Sanitation					
144 01-502-000-0000-6300		35.80	Trash/Recycling - Comm	659584	Bldg Repairs & Maintenance N
85167 Stewart Sanitation		35.80	1 Transactions		
502 DEPT Total:		477.32	Steele Co Community Ctr	2 Vendors	2 Transactions
521 DEPT			Park And Recreation		
3738 Arrow Ace Hardware					
118 01-521-000-0000-6823		41.97	Beach rake and shovel	266080	Beaver Lake N
3738 Arrow Ace Hardware		41.97	1 Transactions		
8732 Bartlett/Grace					
119 01-521-000-0000-6265		128.40	Per diems - Feb & June		Per Diems-Committee Mtgs N
8732 Bartlett/Grace		128.40	1 Transactions		
32000 Harlands Tire & Auto Center					
122 01-521-000-0000-6410		108.98	Tires - John Deere	113036	Operating Supplies/Truck Repairs N
32000 Harlands Tire & Auto Center		108.98	1 Transactions		
5229 Kozelka/Scott					
127 01-521-000-0000-6265		165.00	Per diems - Feb/April/June		Per Diems-Committee Mtgs N
5229 Kozelka/Scott		165.00	1 Transactions		
8805 Kropp/Jeff					
128 01-521-000-0000-6265		165.00	Per diems - Feb/April/June		Per Diems-Committee Mtgs N
8805 Kropp/Jeff		165.00	1 Transactions		
9084 Metro FiberNet LLC					
131 01-521-000-0000-6410		251.17	Monthly Internet/Cable	1671311	Operating Supplies/Truck Repairs N
9084 Metro FiberNet LLC		251.17	1 Transactions		
74005 Sherwin-Williams Company					
82 01-521-000-0000-6823		50.01	Parking lot pylon paint	0583-5	Beaver Lake N
80 01-521-000-0000-6823		250.22	Paint - Inside Beach House	0830-0	Beaver Lake N
81 01-521-000-0000-6823		268.29	Paint - Exterior Beach House	1902-5	Beaver Lake N
74005 Sherwin-Williams Company		568.52	3 Transactions		

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1 General Revenue 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	
138	81852 Spurgeon/Mark						
	01-521-000-0000-6265		202.95	Per diems - Feb/April/June		Per Diems-Committee Mtgs	N
	81852 Spurgeon/Mark		202.95	1 Transactions			
139	8731 Stanton/Eric						
	01-521-000-0000-6265		165.00	Per diems - Feb/April/June		Per Diems-Committee Mtgs	N
	8731 Stanton/Eric		165.00	1 Transactions			
145	8287 Wayne/Jennifer						
	01-521-000-0000-6265		227.10	Per diems - Feb/April/June		Per Diems-Committee Mtgs	N
	8287 Wayne/Jennifer		227.10	1 Transactions			
521	DEPT Total:		2,024.09	Park And Recreation	10 Vendors	12 Transactions	
550	DEPT			Four Seasons			
73	3738 Arrow Ace Hardware						
	01-550-000-0000-6410		3.99	Liquid nails	266050	Operating Supplies - Contracts	N
	3738 Arrow Ace Hardware		3.99	1 Transactions			
84	85167 Stewart Sanitation						
	01-550-000-0000-6254		131.89	Garbage service	658924	Garbage Disposal	N
	85167 Stewart Sanitation		131.89	1 Transactions			
87	87915 Thyssenkrupp Elevator Corp						
	01-550-000-0000-6410		141.94	Elevator phone monitoring	3005967576	Operating Supplies - Contracts	N
	87915 Thyssenkrupp Elevator Corp		141.94	1 Transactions			
550	DEPT Total:		277.82	Four Seasons	3 Vendors	3 Transactions	
602	DEPT			Co-Op Extension			
170	8815 Amazon Capital Services Inc						
	01-602-000-0000-6410		30.26	Avery Name Badges w/Lanyards	1DDCV6QYQ4PQ	Office Supplies	N
	8815 Amazon Capital Services Inc		30.26	1 Transactions			
74	8882 D & M Construction LLC						
	01-602-000-0214-6453		172.70	Class 2 modified rock/delivery	10911	Extension Programing Ag Exp	Y
	8882 D & M Construction LLC		172.70	1 Transactions			

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1 General Revenue Fund

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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	
8381	Thiede/Verna					
85	01-602-000-0214-6453	3.00	Composting leaves/grass	Community Gard	Extension Programing Ag Exp	N
86	01-602-000-0214-6453	12.00	Composting leaves/grass	Community Gard	Extension Programing Ag Exp	N
8381	Thiede/Verna	15.00	2 Transactions			
72120	Univ Of Mn Regents					
174	01-602-000-0000-6306	18,814.00	Ignaszewski - 100% MOA	0300027049	Contracted Services	N
175	01-602-000-0000-6306	10,974.83	Viktora-100% MOA - May/June	0300027049	Contracted Services	N
176	01-602-000-0000-6306	12,088.50	LaCanne-50% MOA - April/June	0300027049	Contracted Services	N
177	01-602-000-0000-6306	1,959.79	Rettman-25%-MOA-5 weeks	0300027049	Contracted Services	N
72120	Univ Of Mn Regents	43,837.12	4 Transactions			
602	DEPT Total:	44,055.08	Co-Op Extension	4 Vendors	8 Transactions	
606	DEPT		Soil Conservation			
84625	Steele County Soil & Water Conserv Dist					
114	01-606-000-0000-6801	33,750.00	2nd Qrt - 2021 Allocation	2021-6	General Expenses	N
84625	Steele County Soil & Water Conserv Dist	33,750.00	1 Transactions			
606	DEPT Total:	33,750.00	Soil Conservation	1 Vendors	1 Transactions	
1	Fund Total:	189,590.43	General Revenue Fund		183 Transactions	

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21 County Ditch Fund

Steele County



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Vendor	Name	Rpt		Warrant Description	Invoice #	Account/Formula Descripti	1099
No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name	
631	DEPT			Judicial Ditch 1			
	73300 Rinke-Noonan Attorney at Law						
156	21-631-000-0000-6273		6.68	Ditch Atty Monthly Retainer	328420	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						
156	21-633-000-0000-6273		6.68	Ditch Atty Monthly Retainer	328420	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						
156	21-634-000-0000-6273		6.68	Ditch Atty Monthly Retainer	328420	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						
156	21-635-000-0000-6273		6.68	Ditch Atty Monthly Retainer	328420	Attorney Fees	Y
	73300 Rinke-Noonan Attorney at Law		6.68	1 Transactions			
635	DEPT Total:		6.68	Judicial Ditch 6 & Imp	1 Vendors	1 Transactions	
636	DEPT			Judicial Ditch 7			
	73300 Rinke-Noonan Attorney at Law						
156	21-636-000-0000-6273		6.68	Ditch Atty Monthly Retainer	328420	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)			
	73300 Rinke-Noonan Attorney at Law						

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21 County Ditch Fund

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Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Descripti On Behalf of Name	1099
156	21-637-000-0000-6273		6.68	Ditch Atty Monthly Retainer	328420	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						
156	21-638-000-0000-6273		6.68	Ditch Atty Monthly Retainer	328420	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						
156	21-639-000-0000-6273		6.68	Ditch Atty Monthly Retainer	328420	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						
156	21-640-000-0000-6273		6.68	Ditch Atty Monthly Retainer	328420	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						
156	21-641-000-0000-6273		6.68	Ditch Atty Monthly Retainer	328420	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						
156	21-642-000-0000-6273		6.66	Ditch Atty Monthly Retainer	328420	Attorney Fees	Y

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21 County Ditch Fund

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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						
156	21-643-000-0000-6273		6.66	Ditch Atty Monthly Retainer	328420	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						
156	21-644-000-0000-6273		6.66	Ditch Atty Monthly Retainer	328420	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						
156	21-645-000-0000-6273		6.66	Ditch Atty Monthly Retainer	328420	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						
156	21-646-000-0000-6273		6.66	Ditch Atty Monthly Retainer	328420	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						
156	21-647-000-0000-6273		6.66	Ditch Atty Monthly Retainer	328420	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>	
647	DEPT Total:		6.66	County Ditch 20	1 Vendors	1 Transactions	
648	DEPT			County Ditch 21			
	73300 Rinke-Noonan Attorney at Law						
156	21-648-000-0000-6273		6.66	Ditch Atty Monthly Retainer	328420	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						
156	21-649-000-0000-6273		6.66	Ditch Atty Monthly Retainer	328420	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						
156	21-650-000-0000-6273		6.66	Ditch Atty Monthly Retainer	328420	Attorney Fees	Y
	73300 Rinke-Noonan Attorney at Law		6.66	1 Transactions			
650	DEPT Total:		6.66	County Ditch 23	1 Vendors	1 Transactions	
651	DEPT			County Ditch 24			
	73300 Rinke-Noonan Attorney at Law						
156	21-651-000-0000-6273		6.66	Ditch Atty Monthly Retainer	328420	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						
156	21-652-000-0000-6273		6.66	Ditch Atty Monthly Retainer	328420	Attorney Fees	Y
	73300 Rinke-Noonan Attorney at Law		6.66	1 Transactions			
652	DEPT Total:		6.66	County Ditch 25	1 Vendors	1 Transactions	

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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	
653	DEPT			County Ditch 27			
	73300 Rinke-Noonan Attorney at Law						
156	21-653-000-0000-6273		6.66	Ditch Atty Monthly Retainer	328420	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						
156	21-654-000-0000-6273		6.66	Ditch Atty Monthly Retainer	328420	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						
156	21-655-000-0000-6273		6.66	Ditch Atty Monthly Retainer	328420	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						
156	21-656-000-0000-6273		6.66	Ditch Atty Monthly Retainer	328420	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						
156	21-657-000-0000-6273		6.66	Ditch Atty Monthly Retainer	328420	Attorney Fees	Y
	73300 Rinke-Noonan Attorney at Law		6.66	1 Transactions			
657	DEPT Total:		6.66	Public Tile Ditch 10	1 Vendors	1 Transactions	
658	DEPT			Public Tile Ditch 11			
	73300 Rinke-Noonan Attorney at Law						

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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	
156	21-658-000-0000-6273		6.66	Ditch Atty Monthly Retainer	328420	Attorney Fees	Y
73300	Rinke-Noonan Attorney at Law		6.66	1 Transactions			
658	DEPT Total:		6.66	Public Tile Ditch 11	1 Vendors	1 Transactions	
659	DEPT			Public Tile Ditch 17			
73300	Rinke-Noonan Attorney at Law						
156	21-659-000-0000-6273		6.66	Ditch Atty Monthly Retainer	328420	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						
156	21-660-000-0000-6273		6.66	Ditch Atty Monthly Retainer	328420	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						
156	21-665-000-0000-6273		6.66	Ditch Atty Monthly Retainer	328420	Attorney Fees	Y
73300	Rinke-Noonan Attorney at Law		6.66	1 Transactions			
665	DEPT Total:		6.66	JD 2 Redetermination	1 Vendors	1 Transactions	
21	Fund Total:		200.00	County Ditch Fund		30 Transactions	

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38 Capital Outlay Fund

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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	
11	DEPT		District Court Admin.			
	3832 I & S Group Inc					
180	38-011-000-0000-6600	11,100.00	Boiler Replacement - CH	72649	Capital Outlay - District Court	Y
	3832 I & S Group Inc	11,100.00	1 Transactions			
11	DEPT Total:	11,100.00	District Court Admin.	1 Vendors	1 Transactions	
111	DEPT		Buildings & Grounds			
	8756 ICS Consulting Inc					
179	38-111-000-0000-6600	7,000.00	HVAC & Controls - Admin	7131	Capital Outlay - Buildings and Groun	Y
	8756 ICS Consulting Inc	7,000.00	1 Transactions			
111	DEPT Total:	7,000.00	Buildings & Grounds	1 Vendors	1 Transactions	
251	DEPT		Jail			
	8756 ICS Consulting Inc					
178	38-251-000-0000-6600	5,000.00	HVAC - Det Center	7131	Capital Outlay - Detention Center	Y
	8756 ICS Consulting Inc	5,000.00	1 Transactions			
251	DEPT Total:	5,000.00	Jail	1 Vendors	1 Transactions	
38	Fund Total:	23,100.00	Capital Outlay Fund		3 Transactions	

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53 Landfill Fund

Steele County



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Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099
No. Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name
398 DEPT		Landfill			
7940 Boyer Trucks					
146 53-398-000-0000-6330		53.30	Clamps	07P4803	Travel Expenses N
7940 Boyer Trucks		53.30	1 Transactions		
14420 Culligan Inc					
147 53-398-000-0000-6304		21.50	Water delivery	1909464	Contract Services N
148 53-398-000-0000-6304		33.77	Softner rental	1937618	Contract Services N
150 53-398-000-0000-6304		36.35	Softner rental	1937621	Contract Services N
149 53-398-000-0000-6304		11.76	Cooler rent	1937622	Contract Services N
14420 Culligan Inc		103.38	4 Transactions		
38160 J R's Advanced Recyclers Inc					
151 53-398-000-0000-6304		391.25	Appliances - 53	104270	Contract Services N
38160 J R's Advanced Recyclers Inc		391.25	1 Transactions		
1308 Miners's Outdoor & Rec					
152 53-398-000-0000-6380		67.91	Trimmer repair	179849	Grounds Maintenance N
1308 Miners's Outdoor & Rec		67.91	1 Transactions		
8711 Minnesota Paving & Materials					
153 53-398-000-0000-6380		402.62	25.95 tons 1 1/2" dust free	1644794	Grounds Maintenance N
8711 Minnesota Paving & Materials		402.62	1 Transactions		
8848 Napa Auto Parts Blooming Prairie					
154 53-398-000-0000-6301		193.26	Grease gun	746550	Equip Repairs N
8848 Napa Auto Parts Blooming Prairie		193.26	1 Transactions		
3743 RDO Equipment Co, Inc.					
155 53-398-000-0000-6600		201,440.00	John Deere - 644L loader	1424527	Capital Outlay N
3743 RDO Equipment Co, Inc.		201,440.00	1 Transactions		
398 DEPT Total:		202,651.72	Landfill	7 Vendors	10 Transactions
53 Fund Total:		202,651.72	Landfill Fund		10 Transactions

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81 Consolidated Dispatch Fur

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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	
230	DEPT			Consolidated Dispatch			
	2189 Further						
157	81-230-000-0000-6193		35.90	Participant fees - June	15725573	Fee-Flex Benefit Admin	N
	2189 Further		35.90	1 Transactions			
	3259 Local Government Information Systems						
158	81-230-000-0000-6301		36,790.00	RSC AP Support - May	50464	Equip Maint	N
159	81-230-000-0000-6301		150.00	FBPD Sup-Police - Axon	50464	Equip Maint	N
160	81-230-000-0000-6301		150.00	HealthEast CAD to CAD	50464	Equip Maint	N
161	81-230-000-0000-6301		125.00	RSC Jaquar Redundant Int	50512	Equip Maint	N
162	81-230-000-0000-6301		250.00	RSC New Exchange Build	50512	Equip Maint	N
163	81-230-000-0000-6301		62.50	RSC ACL Copy for Exchange	50512	Equip Maint	N
164	81-230-000-0000-6301		125.00	RSC Time Sync	50512	Equip Maint	N
165	81-230-000-0000-6301		125.00	RSC Firewell Security	50512	Equip Maint	N
166	81-230-000-0000-6301		875.00	RSC FB FW Alert	50512	Equip Maint	N
167	81-230-000-0000-6301		125.00	RSC Update DHCP	50512	Equip Maint	N
168	81-230-000-0000-6301		187.50	RSC Jaguar & FB Connection	50512	Equip Maint	N
	3259 Local Government Information Systems		38,965.00	11 Transactions			
	3167 TDS Metrocom - Mn						
169	81-230-000-0000-6210		779.83	RSC Telephone charges - June	5074440341	Telephone	N
	3167 TDS Metrocom - Mn		779.83	1 Transactions			
230	DEPT Total:		39,780.73	Consolidated Dispatch	3 Vendors	13 Transactions	
81	Fund Total:		39,780.73	Consolidated Dispatch Fund		13 Transactions	
	Final Total:		455,322.88	151 Vendors	239 Transactions		

Steele County

Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES



Recap by Fund	<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>	
	1	189,590.43	General Revenue Fund	
	21	200.00	County Ditch Fund	
	38	23,100.00	Capital Outlay Fund	
	53	202,651.72	Landfill Fund	
	81	39,780.73	Consolidated Dispatch Fund	
	All Funds	455,322.88	Total	Approved by,
				
				

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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
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3 - Vendor Number
4 - Vendor Name

Explode Dist. Formulas Y

Paid on Behalf Of Name
on Audit List?: N

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

Save Report Options?: N

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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
301 DEPT			Administration		
2163 Century Fence					
16 10-301-000-0000-6512		2,810.00	Gate post repair	218770591	Bldg Repair & Maintenance N
2163 Century Fence		2,810.00	1 Transactions		
33550 Hillyard-Hutchinson					
28 10-301-000-0000-6410		85.92	Sunshine shine-all cleaner	604353227	Office Supplies N
29 10-301-000-0000-6410		61.20	Quick & clean	604353227	Office Supplies N
30 10-301-000-0000-6410		25.55	Towel multifold white	604353227	Office Supplies N
31 10-301-000-0000-6410		48.47	Tissue opticore gsc 2 ply	604353227	Office Supplies N
32 10-301-000-0000-6410		32.49	Napkin disposable liners	604355932	Office Supplies N
33550 Hillyard-Hutchinson		253.63	5 Transactions		
37025 Innovative Office Solutions LLC					
34 10-301-000-0000-6410		77.16	Erasers & paper	IN3379250	Office Supplies N
35 10-301-000-0000-6410		44.26	11x17 paper	IN3383370	Office Supplies N
37025 Innovative Office Solutions LLC		121.42	2 Transactions		
52300 Mn Counties Insurance Trust					
49 10-301-000-0000-6350		96.00	Ins - 2021 Cimline MS 230 Melt	5570	Property & Liability Insurance N
52300 Mn Counties Insurance Trust		96.00	1 Transactions		
4879 Shred Right					
61 10-301-000-0000-6410		40.00	Quarterly shredding services	551959	Office Supplies N
4879 Shred Right		40.00	1 Transactions		
301 DEPT Total:		3,321.05	Administration	5 Vendors	10 Transactions
302 DEPT			Road & Bridge Maintenance Expense		
87765 3D Specialties					
65 10-302-000-0000-6534		737.38	(4) Road Work Ahead signs	104468	Supplies - Signing N
87765 3D Specialties		737.38	1 Transactions		
3738 Arrow Ace Hardware					
3 10-302-000-0000-6534		23.80	Bolts & builders hardware	266158/2	Supplies - Signing N
3738 Arrow Ace Hardware		23.80	1 Transactions		
5327 Cemstone Products Co Inc					
10 10-302-000-0000-6537		33.77	PS Mighty Bond-1 Gallon CSAH 1	559205	County Contracts N

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10 Road & Bridge 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	
11	10-302-000-0000-6525		Smith sprayer service kit	559220	CSAH Supplies - Aggregate/Asphalt	N
5327	Cemstone Products Co Inc	75.03	2 Transactions			
11215	Central Farm Services					
12	10-302-000-0000-6553	230.58	AMS Spray, 2.4-D LV4, Roundup	131035130	Weed Spray & Vegetation Supplies	N
13	10-302-000-0000-6553	230.58	AMS Spray, 2.4-D LV4, Roundup	131035130	Weed Spray & Vegetation Supplies	N
11215	Central Farm Services	461.16	2 Transactions			
5217	Crane Creek Asphalt					
17	10-302-000-0000-6525	503.04	9.230 ton webmix	4800008378	CSAH Supplies - Aggregate/Asphalt	N
18	10-302-000-0000-6525	713.95	13.10 ton webmix	4800008380	CSAH Supplies - Aggregate/Asphalt	N
19	10-302-000-0000-6525	715.04	13.12 ton webmix	4800008380	CSAH Supplies - Aggregate/Asphalt	N
5217	Crane Creek Asphalt	1,932.03	3 Transactions			
8882	D & M Construction LLC					
21	10-302-000-0000-6525	17.93	5.5 gal of propane for crackfi	11075	CSAH Supplies - Aggregate/Asphalt	Y
8882	D & M Construction LLC	17.93	1 Transactions			
31625	Hancock Concrete Products Co LLC					
27	10-302-000-0000-6537	5,546.43	Pipe for CSAH 19 - Rose St	1735790	County Contracts	N
31625	Hancock Concrete Products Co LLC	5,546.43	1 Transactions			
43165	Krause Feeds & Supplies Inc					
36	10-302-000-0000-6553	64.80	50 lbs of Oats	44784	Weed Spray & Vegetation Supplies	N
43165	Krause Feeds & Supplies Inc	64.80	1 Transactions			
4984	Medford Sand & Gravel LLC					
38	10-302-000-0000-6525	572.46	95.41 tons Class 5 gravel	19946	CSAH Supplies - Aggregate/Asphalt	N
4984	Medford Sand & Gravel LLC	572.46	1 Transactions			
8711	Minnesota Paving & Materials					
45	10-302-000-0000-6537	899.58	70.28 tons 3/4" dust free	1645970	County Contracts	N
46	10-302-000-0000-6525	229.37	46.47 tons 3/4" with fines	1645973	CSAH Supplies - Aggregate/Asphalt	N
47	10-302-000-0000-6525	12,594.12	1134.96 tons class 5 modified	1645973	CSAH Supplies - Aggregate/Asphalt	N
48	10-302-000-0000-6537	315.78	24.67 dust free CSAH 19 Rose S	1646109	County Contracts	N
8711	Minnesota Paving & Materials	14,038.85	4 Transactions			
6077	RCM Specialties Inc					
56	10-302-000-0000-6525	1,142.18	Emulsion for CSAH 8	7991	CSAH Supplies - Aggregate/Asphalt	Y

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10 Road & Bridge 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	Amount	Service Dates	Paid On Bhf #	On Behalf of Name
57 10-302-000-0000-6525		1,142.18	Emulsion for CSAH 45	7991	CSAH Supplies - Aggregate/Asphalt N
58 10-302-000-0000-6525		1,142.18	Emulsion for CSAH 37	7991	CSAH Supplies - Aggregate/Asphalt Y
59 10-302-000-0000-6525		1,142.18	Emulsion for CSAH 12	7991	CSAH Supplies - Aggregate/Asphalt Y
6077 RCM Specialties Inc		4,568.72	4 Transactions		
302 DEPT Total:		28,038.59	Road & Bridge Maintenance Expense	11 Vendors	21 Transactions
303 DEPT			Construction Expense		
3738 Arrow Ace Hardware					
2 10-303-000-0000-6510		20.99	Engineer hammer	266081/2	Engineering & Surveying Supplies N
3738 Arrow Ace Hardware		20.99	1 Transactions		
7595 Bolton & Menk Inc					
4 10-303-000-0000-6260		681.00	Prof serv 074-645-040	0269653	Consultants/Admin Fee N
5 10-303-000-0000-6260		681.00	Prof Serv 074-634-029	0269653	Consultants/Admin Fee N
7595 Bolton & Menk Inc		1,362.00	2 Transactions		
22460 Erickson Engineering Co LLC					
23 10-303-000-0000-6260		1,995.50	Blooming Prairie Twp culvert	14207	Consultants/Admin Fee Y
24 10-303-000-0000-6260		2,073.97	Blooming Prairie Bridge 74504	14222	Consultants/Admin Fee Y
25 10-303-000-0000-6260		90.00	Clinton Falls Twp Br L3951	14229	Consultants/Admin Fee N
22460 Erickson Engineering Co LLC		4,159.47	3 Transactions		
1308 Miners's Outdoor & Rec					
43 10-303-000-0000-6480		499.69	Chainsaw	180787	Non-Capitalized Inventory N
1308 Miners's Outdoor & Rec		499.69	1 Transactions		
1667 SRF Consulting Group Inc					
62 10-303-000-0000-6260		1,636.37	Steele Cty Transportation Plan	13417.00-14	Consultants/Admin Fee N
63 10-303-000-0000-6260		6,188.53	Cty Rd 180 & Mineral Springs	14282.00-3	Consultants/Admin Fee N
1667 SRF Consulting Group Inc		7,824.90	2 Transactions		
4364 WSB & Associates Inc					
66 10-303-000-0000-6260		8,407.00	Prof Serv 074-648-007	0179530001	Consultants/Admin Fee N
4364 WSB & Associates Inc		8,407.00	1 Transactions		
303 DEPT Total:		22,274.05	Construction Expense	6 Vendors	10 Transactions

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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	
304	DEPT		Equipment Maintenance & Shops			
	3738 Arrow Ace Hardware					
1	10-304-000-0000-6520	49.90	Chisel balde 200 M Stihl	266028/2	Machinery/Vehicle Parts	N
	3738 Arrow Ace Hardware	49.90	1 Transactions			
	10150 Carquest Auto Parts					
6	10-304-000-0000-6520	145.09	Battery for core cut saw	408211	Machinery/Vehicle Parts	N
7	10-304-000-0000-6520	20.00-	Return battery for core cut sa	408238	Machinery/Vehicle Parts	N
8	10-304-000-0000-6520	83.53	Gear oil, limited slip, RTV Se	408362	Machinery/Vehicle Parts	N
9	10-304-000-0000-6520	16.46	(2) 20 xtraclear	408439	Machinery/Vehicle Parts	N
	10150 Carquest Auto Parts	225.08	4 Transactions			
	11215 Central Farm Services					
14	10-304-000-0000-6521	6,825.00	3000 gallons Dyed Diesel	295888	Supplies-Diesel Fuel	N
15	10-304-000-0000-6540	11,707.66	4999 gallons Unleaded gas	2958892	Fuel & Lubricants	N
	11215 Central Farm Services	18,532.66	2 Transactions			
	16480 Crysteel Truck Equipment Inc					
20	10-304-000-0000-6600	1,455.41	Bedslide 1000lb Cap	L32133A	Capital Outlay	N
	16480 Crysteel Truck Equipment Inc	1,455.41	1 Transactions			
	8882 D & M Construction LLC					
22	10-304-000-0000-6540	79.87	24.5 gal of propane for crackf	11075	Fuel & Lubricants	N
	8882 D & M Construction LLC	79.87	1 Transactions			
	5365 Fleet Pride					
26	10-304-000-0000-6520	107.74	Shock absorber	74968700	Machinery/Vehicle Parts	N
	5365 Fleet Pride	107.74	1 Transactions			
	36550 IFACS					
33	10-304-000-0000-6520	5.11	Pipe coupling & 1 x 4 nipple b	5270541	Machinery/Vehicle Parts	N
	36550 IFACS	5.11	1 Transactions			
	50510 McNeilus Steel Inc					
37	10-304-000-0000-6520	264.48	Misc coil head & tail drops	01685728	Machinery/Vehicle Parts	N
	50510 McNeilus Steel Inc	264.48	1 Transactions			
	51630 Mike's Repair					
39	10-304-000-0000-6252	106.00	Custom labor tire mount (2)	092443	Contracted Services	Y

Steele County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
40	10-304-000-0000-6520		2 tires, stem & balance	092443	Machinery/Vehicle Parts	N
41	10-304-000-0000-6252		Custom labor tire mount (4)	092476	Contracted Services	Y
42	10-304-000-0000-6520		(4) tires 225/5R15 Carl	092476	Machinery/Vehicle Parts	Y
51630	Mike's Repair	1,640.00	4 Transactions			
1308	Miners's Outdoor & Rec					
44	10-304-000-0000-6520	111.46	Hus XP oil, air filters, felt	180907	Machinery/Vehicle Parts	N
1308	Miners's Outdoor & Rec	111.46	1 Transactions			
56125	NAPA Auto Parts					
50	10-304-000-0000-6520	18.04	Wiper blades	897020	Machinery/Vehicle Parts	N
56125	NAPA Auto Parts	18.04	1 Transactions			
4097	Nuss Truck & Equipment					
51	10-304-000-0000-6520	1,077.64	Brake drum & abex relin	1203496P	Machinery/Vehicle Parts	N
52	10-304-000-0000-6520	110.40-	Return (2) cores	CM1203496P	Machinery/Vehicle Parts	N
4097	Nuss Truck & Equipment	967.24	2 Transactions			
8253	Owatonna Filters					
53	10-304-000-0000-6512	373.80	(36) pleated filters	3259	Bldg Repair & Maintenance	N
8253	Owatonna Filters	373.80	1 Transactions			
61520	Owatonna Motor Company					
54	10-304-000-0000-6520	442.98	Various parts for unit#2051	149465	Machinery/Vehicle Parts	N
61520	Owatonna Motor Company	442.98	1 Transactions			
68420	Plunkett's Pest Control, Inc.					
55	10-304-000-0000-6512	98.50	June pest control	7095200	Bldg Repair & Maintenance	N
68420	Plunkett's Pest Control, Inc.	98.50	1 Transactions			
74090	Rockmount Research & Alloys Inc					
60	10-304-000-0000-6511	425.23	Grinder, wheel & disc	1262591	Maint Shop Supplies & Materials	N
74090	Rockmount Research & Alloys Inc	425.23	1 Transactions			
85167	Stewart Sanitation					
64	10-304-000-0000-6514	107.63	Garbage services May 2021	0000659585	Utility Services	N
85167	Stewart Sanitation	107.63	1 Transactions			

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Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

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Vendor Name		Rpt	Warrant Description	Invoice #	Account/Formula Description
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name
304	DEPT Total:		Equipment Maintenance & Shops	17 Vendors	25 Transactions
10	Fund Total:		Road & Bridge Fund		66 Transactions
	Final Total:		39 Vendors	66 Transactions	

Steele County

Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES



Recap by Fund	<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>	
	10	78,538.82	Road & Bridge Fund	
	All Funds	78,538.82	Total	Approved by,
				
				

Steele County

JOURNAL ENTRIES



Description MH - JAN 2021 INVESTMENTS - C4

RRN	Audit Date	Aud Seq	Account/Formula	Trans Amt	D/C	Desc 1	Desc 2	RC1	RC2	Basis
1	1/31/21	906	01-000-000-0000-1001 Cash	50,933.37	D	Investments				1
2	1/31/21	906	01-003-000-0000-5710 Interest From Investments	59,941.46	C	Investment Interest Earned				1
3	1/31/21	906	01-003-000-0000-5712 Premiums/Discounts on Investments	8,198.51	D	Miami Dade Transaction Premium				1
4	1/31/21	906	01-003-000-0000-6801 General Expense	799.58	D	AJE				1
5	1/31/21	906	01-003-000-0000-6357 Bank Charges	10.00	D	Transaction Cost - Northland				1
Debit Total				59,941.46		Credit Total	59,941.46	Net:	0.00	

Steele County

JOURNAL ENTRIES



Description MH - FEB 2021 INVESTMENTS C4

RRN	Audit Date	Aud Seq	Account/Formula	Trans Amt	D/C	Desc 1	Desc 2	RC1	RC2	Basis
1	2/28/21	906	01-000-000-0000-1001 Cash	45,939.64	D	Investments				1
2	2/28/21	906	01-003-000-0000-5712 Premiums/Discounts on Investments	88,385.00	D	Investments				1
3	2/28/21	906	01-003-000-0000-5710 Interest From Investments	134,330.78	C	Investment Interest Earned				1
4	2/28/21	906	01-003-000-0000-6801 General Expense	6.14	D	Adjustment to Investments				1
Debit Total				134,330.78		Credit Total	134,330.78	Net:	0.00	

Steele County

JOURNAL ENTRIES



Description MH - MARCH 2021 INVESTMENTS C5

RRN	Audit Date	Aud Seq	Account/Formula	Trans Amt	D/C	Desc 1	Desc 2	RC1	RC2	Basis
1	3/31/21	907	01-000-000-0000-1001 Cash	43,885.13	D	March Investments				1
2	3/31/21	907	01-003-000-0000-5710 Interest From Investments	65,687.49	C	March Invest Interest Earned				1
3	3/31/21	907	01-003-000-0000-5712 Premiums/Discounts on Investments	21,800.72	D	March Premium on Investments				1
4	3/31/21	907	01-003-000-0000-6801 General Expense	1.64	D	March Interest Invest Adjust				1
Debit Total				65,687.49		Credit Total	65,687.49	Net:	0.00	

Steele County

JOURNAL ENTRIES



Description MH - APRIL 2021 - INVESTMENT JES C4

RRN	Audit Date	Aud Seq	Account/Formula	Trans Amt	D/C	Desc 1	Desc 2	RC1	RC2	Basis
1	4/30/21	907	01-000-000-0000-1001 Cash	72,986.50	D	April Investments				1
2	4/30/21	907	01-003-000-0000-5710 Interest From Investments	72,988.85	C	April Invest Interest Earned				1
3	4/30/21	907	01-003-000-0000-6801 General Expense	2.35	D	April Interest Invest Adjust				1
Debit Total				72,988.85		Credit Total	72,988.85	Net:	0.00	

Steele County

JOURNAL ENTRIES



Description JW - 2021 1 SETTLEMENT

RRN	Audit Date	Aud Seq	Account/Formula	Trans Amt	D/C	Desc 1	Desc 2	RC1	RC2	Basis
1	5/31/21	501	01-000-000-0000-1001 Cash	70,836.01	D	1st Settle - TFY Real Estate				1
2	5/31/21	501	01-003-000-0000-5003 Delinquent Taxes	66,880.26	C	1st Settle - TFY Real Estate				1
3	5/31/21	501	01-003-000-0000-5004 Delinquent Tax - Library	708.67	C	1st Settle - TFY Real Estate				1
4	5/31/21	501	01-391-000-0000-5520 Fees	3,247.08	C	1st Settle - TFY Real Estate				1
5	5/31/21	501	10-000-000-0000-1001 Cash	9,022.32	D	1st Settle - TFY Real Estate				1
6	5/31/21	501	10-301-000-0000-5003 Delinquent Tax	9,022.32	C	1st Settle - TFY Real Estate				1
7	5/31/21	501	10-000-000-0000-1001 Cash	5,579.92	D	1st Settle - TFY Real Estate				1
8	5/31/21	501	10-301-000-0000-5003 Delinquent Tax	5,579.92	C	1st Settle - TFY Real Estate				1
9	5/31/21	501	10-000-000-0000-1001 Cash	2,375.03	D	1st Settle - TFY Real Estate				1
10	5/31/21	501	10-301-000-0000-5003 Delinquent Tax	2,375.03	C	1st Settle - TFY Real Estate				1
11	5/31/21	501	21-000-000-0000-1001 Cash	2,469.69	D	1st Settle - TFY Real Estate				1
12	5/31/21	501	21-665-000-0000-5051 Assessments	55.65	C	1st Settle - TFY Real Estate				1
13	5/31/21	501	21-631-000-0000-5051 Assessments	3.12	C	1st Settle - TFY Real Estate				1
14	5/31/21	501	21-634-000-0000-5051 Assessments	50.38	C	1st Settle - TFY Real Estate				1
15	5/31/21	501	21-635-000-0000-5051 Assessments	429.37	C	1st Settle - TFY Real Estate				1
16	5/31/21	501	21-640-000-0000-5051 Assessments	282.45	C	1st Settle - TFY Real Estate				1
17	5/31/21	501	21-645-000-0000-5051 Assessments	59.74	C	1st Settle - TFY Real Estate				1
18	5/31/21	501	21-647-000-0000-5051 Assessments	39.60	C	1st Settle - TFY Real Estate				1
19	5/31/21	501	21-648-000-0000-5051 Assessments	144.11	C	1st Settle - TFY Real Estate				1
20	5/31/21	501	21-656-000-0000-5051 Assessments	4.40	C	1st Settle - TFY Real Estate				1

Steele County

JOURNAL ENTRIES



Description JW - 2021 1 SETTLEMENT

RRN	Audit Date	Aud Seq	Account/Formula	Trans Amt	D/C	Desc 1	Desc 2	RC1	RC2	Basis
21	5/31/21	501	21-658-000-0000-5051 Assessments	6.84	C	1st Settle - TFY Real Estate				1
22	5/31/21	501	21-658-000-0000-5051 Assessments	4.93	C	1st Settle - TFY Real Estate				1
23	5/31/21	501	21-635-000-0000-5051 Assessments	85.63	C	1st Settle - TFY Real Estate				1
24	5/31/21	501	21-648-000-0000-5051 Assessments	554.34	C	1st Settle - TFY Real Estate				1
25	5/31/21	501	21-648-000-0000-5051 Assessments	290.48	C	1st Settle - TFY Real Estate				1
26	5/31/21	501	21-640-000-0000-5051 Assessments	458.65	C	1st Settle - TFY Real Estate				1
27	5/31/21	501	70-000-000-0000-2400 SC Tax Allocation	90,282.97	D	1st Settle - TFY Real Estate				1
28	5/31/21	501	70-000-000-0000-1001 Cash	90,282.97	C	1st Settle - TFY Real Estate				1
29	5/31/21	501	01-000-000-0000-1001 Cash	4,995.31	D	1st Settle - TFY Mobile Home				1
30	5/31/21	501	01-003-000-0000-5008 Delinquent Taxes Mh	3,058.53	C	1st Settle - TFY Mobile Home				1
31	5/31/21	501	01-003-000-0000-5004 Delinquent Tax - Library	36.55	C	1st Settle - TFY Mobile Home				1
32	5/31/21	501	01-391-000-0000-5520 Fees	1,900.23	C	1st Settle - TFY Mobile Home				1
33	5/31/21	501	10-000-000-0000-1001 Cash	435.90	D	1st Settle - TFY Mobile Home				1
34	5/31/21	501	10-301-000-0000-5003 Delinquent Tax	435.90	C	1st Settle - TFY Mobile Home				1
35	5/31/21	501	35-000-000-0000-1001 Cash	292.22	D	1st Settle - TFY Mobile Home				1
36	5/31/21	501	35-800-000-0000-5003 Delinquent Tax	292.22	C	1st Settle - TFY Mobile Home				1
37	5/31/21	501	38-000-000-0000-1001 Cash	77.66	D	1st Settle - TFY Mobile Home				1
38	5/31/21	501	38-000-000-0000-5003 Delinquent Tax	77.66	C	1st Settle - TFY Mobile Home				1
39	5/31/21	501	70-000-000-0000-2400 SC Tax Allocation	5,801.09	D	1st Settle - TFY Mobile Home				1
40	5/31/21	501	70-000-000-0000-1001 Cash	5,801.09	C	1st Settle - TFY Mobile Home				1

Steele County

JOURNAL ENTRIES



Description JW - 2021 1 SETTLEMENT

RRN	Audit Date	Aud Seq	Account/Formula	Trans Amt	D/C	Desc 1	Desc 2	RC1	RC2	Basis
41	5/31/21	501	01-000-000-0000-1001 Cash	16,029.58	D	1st Settle- Pen, Int, Cost				1
42	5/31/21	501	01-003-000-0000-5019 Penalties & Interest Current Tax Re & Pp	16,029.58	C	1st Settle- Pen, Int, Cost				1
43	5/31/21	501	70-000-000-0000-2400 SC Tax Allocation	16,029.58	D	1st Settle- Pen, Int, Cost				1
44	5/31/21	501	70-000-000-0000-1001 Cash	16,029.58	C	1st Settle- Pen, Int, Cost				1
45	5/31/21	501	01-000-000-0000-1001 Cash	101,306.40	D	1st Settle- Wind Tower Tax				1
46	5/31/21	501	01-003-000-0000-5010 Wind Tower Generation Tax	101,306.40	C	1st Settle- Wind Tower Tax				1
47	5/31/21	501	70-000-000-0000-2400 SC Tax Allocation	101,306.40	D	1st Settle- Wind Tower Tax				1
48	5/31/21	501	70-000-000-0000-1001 Cash	101,306.40	C	1st Settle- Wind Tower Tax				1
49	5/31/21	501	01-000-000-0000-1001 Cash	15,150.10	D	1st Settle- Transmission Lines				1
50	5/31/21	501	01-003-000-0000-5001 Current Tax	15,150.10	C	1st Settle- Transmission Lines				1
51	5/31/21	501	70-000-000-0000-2400 SC Tax Allocation	15,150.10	D	1st Settle- Transmission Lines				1
52	5/31/21	501	70-000-000-0000-1001 Cash	15,150.10	C	1st Settle- Transmission Lines				1
53	5/31/21	501	01-000-000-0000-1001 Cash	11,495,984.54	D	1st Settle- Real Estate Tax				1
54	5/31/21	501	01-003-000-0000-5001 Current Tax	11,093,205.36	C	1st Settle- Real Estate Tax				1
55	5/31/21	501	01-003-000-0000-5002 Current Tax Library	95,392.41	C	1st Settle- Real Estate Tax				1
56	5/31/21	501	01-391-000-0000-5520 Fees	307,386.77	C	1st Settle- Real Estate Tax				1
57	5/31/21	501	10-000-000-0000-1001 Cash	1,349,157.72	D	1st Settle- Real Estate Tax				1
58	5/31/21	501	10-301-000-0000-5001 Current Tax	1,349,157.72	C	1st Settle- Real Estate Tax				1
59	5/31/21	501	35-000-000-0000-1001 Cash	901,726.94	D	1st Settle- Real Estate Tax				1
60	5/31/21	501	35-800-000-0000-5001 Current Tax	901,726.94	C	1st Settle- Real Estate Tax				1

Steele County

JOURNAL ENTRIES

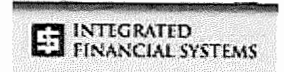


Descriptor JW - 2021 1 SETTLEMENT

RRN	Audit Date	Aud Seq	Account/Formula	Trans Amt	D/C	Desc 1	Desc 2	RC1	RC2	Basis
61	5/31/21	501	38-000-000-0000-1001 Cash	352,262.51	D	1st Settle- Real Estate Tax				1
62	5/31/21	501	38-000-000-0000-5001 Current Tax	352,262.51	C	1st Settle- Real Estate Tax				1
63	5/31/21	501	21-000-000-0000-1001 Cash	168,163.80	D	1st Settle- Real Estate Tax				1
64	5/31/21	501	21-665-000-0000-5051 Assessments	10,965.77	C	1st Settle- Real Estate Tax				1
65	5/31/21	501	21-631-000-0000-5051 Assessments	3,066.24	C	1st Settle- Real Estate Tax				1
66	5/31/21	501	21-634-000-0000-5051 Assessments	2,250.72	C	1st Settle- Real Estate Tax				1
67	5/31/21	501	21-633-000-0000-5051 Assessments	2,721.15	C	1st Settle- Real Estate Tax				1
68	5/31/21	501	21-637-000-0000-5051 Assessments	3,373.90	C	1st Settle- Real Estate Tax				1
69	5/31/21	501	21-638-000-0000-5051 Assessments	1,494.67	C	1st Settle- Real Estate Tax				1
70	5/31/21	501	21-639-000-0000-5051 Assessments	2,376.11	C	1st Settle- Real Estate Tax				1
71	5/31/21	501	21-640-000-0000-5051 Assessments	40,324.51	C	1st Settle- Real Estate Tax				1
72	5/31/21	501	21-635-000-0000-5051 Assessments	21,260.61	C	1st Settle- Real Estate Tax				1
73	5/31/21	501	21-642-000-0000-5051 Assessments	896.67	C	1st Settle- Real Estate Tax				1
74	5/31/21	501	21-641-000-0000-5051 Assessments	4,984.95	C	1st Settle- Real Estate Tax				1
75	5/31/21	501	21-643-000-0000-5051 Assessments	4,160.53	C	1st Settle- Real Estate Tax				1
76	5/31/21	501	21-644-000-0000-5051 Assessments	4,083.89	C	1st Settle- Real Estate Tax				1
77	5/31/21	501	21-645-000-0000-5051 Assessments	18,010.42	C	1st Settle- Real Estate Tax				1
78	5/31/21	501	21-646-000-0000-5051 Assessments	820.81	C	1st Settle- Real Estate Tax				1
79	5/31/21	501	21-647-000-0000-5051 Assessments	472.34	C	1st Settle- Real Estate Tax				1
80	5/31/21	501	21-650-000-0000-5051 Assessments	764.32	C	1st Settle- Real Estate Tax				1

Steele County

JOURNAL ENTRIES



Description JW - 2021 1 SETTLEMENT

RRN	Audit Date	Aud Seq	Account/Formula	Trans Amt	D/C	Desc 1	Desc 2	RC1	RC2	Basis
81	5/31/21	501	21- 651- 000- 0000- 5051 Assessments	1,132.17	C	1st Settle- Real Estate Tax				1
82	5/31/21	501	21- 652- 000- 0000- 5051 Assessments	2,865.79	C	1st Settle- Real Estate Tax				1
83	5/31/21	501	21- 648- 000- 0000- 5051 Assessments	8,347.31	C	1st Settle- Real Estate Tax				1
84	5/31/21	501	21- 653- 000- 0000- 5051 Assessments	790.55	C	1st Settle- Real Estate Tax				1
85	5/31/21	501	21- 654- 000- 0000- 5051 Assessments	4,642.76	C	1st Settle- Real Estate Tax				1
86	5/31/21	501	21- 655- 000- 0000- 5051 Assessments	2,593.90	C	1st Settle- Real Estate Tax				1
87	5/31/21	501	21- 656- 000- 0000- 5051 Assessments	5,680.42	C	1st Settle- Real Estate Tax				1
88	5/31/21	501	21- 657- 000- 0000- 5051 Assessments	156.22	C	1st Settle- Real Estate Tax				1
89	5/31/21	501	21- 658- 000- 0000- 5051 Assessments	2,488.94	C	1st Settle- Real Estate Tax				1
90	5/31/21	501	21- 659- 000- 0000- 5051 Assessments	1,418.84	C	1st Settle- Real Estate Tax				1
91	5/31/21	501	21- 660- 000- 0000- 5051 Assessments	375.66	C	1st Settle- Real Estate Tax				1
92	5/31/21	501	21- 645- 000- 0000- 5051 Assessments	1,729.28	C	1st Settle- Real Estate Tax				1
93	5/31/21	501	21- 658- 000- 0000- 5051 Assessments	74.03	C	1st Settle- Real Estate Tax				1
94	5/31/21	501	21- 658- 000- 0000- 5051 Assessments	639.18	C	1st Settle- Real Estate Tax				1
95	5/31/21	501	21- 648- 000- 0000- 5051 Assessments	244.67	C	1st Settle- Real Estate Tax				1
96	5/31/21	501	21- 653- 000- 0000- 5051 Assessments	1,650.81	C	1st Settle- Real Estate Tax				1
97	5/31/21	501	21- 640- 000- 0000- 5051 Assessments	10,488.61	C	1st Settle- Real Estate Tax				1
98	5/31/21	501	21- 649- 000- 0000- 5051 Assessments	817.05	C	1st Settle- Real Estate Tax				1
99	5/31/21	501	74- 000- 000- 0000- 1001 Cash	11,406.72	D	1st Settle- Real Estate Tax				1
100	5/31/21	501	74- 610- 000- 0000- 5720 Principal Collections	890.00	C	1st Settle- Real Estate Tax				1

Steele County

JOURNAL ENTRIES

Description JW - 2021 1 SETTLEMENT

RRN	Audit Date	Aud Seq	Account/Formula	Trans Amt	D/C	Desc 1	Desc 2	RC1	RC2	Basis
101	5/31/21	501	74- 610- 000- 0000- 5710 Interest Collections	17.80	C	1st Settle- Real Estate Tax				1
102	5/31/21	501	74- 610- 000- 0000- 5720 Principal Collections	9,916.21	C	1st Settle- Real Estate Tax				1
103	5/31/21	501	74- 610- 000- 0000- 5710 Interest Collections	582.71	C	1st Settle- Real Estate Tax				1
104	5/31/21	501	23- 000- 000- 0000- 1001 Cash	11,562.84	D	1st Settle- Real Estate Tax				1
105	5/31/21	501	23- 609- 000- 0000- 5589 Fees - Capital - MPFA Loan	5,622.84	C	1st Settle- Real Estate Tax				1
106	5/31/21	501	23- 609- 000- 0000- 5520 Fees - Operations & Maintenance	5,940.00	C	1st Settle- Real Estate Tax				1
107	5/31/21	501	70- 000- 000- 0000- 2400 SC Tax Allocation	14,290,265.07	D	1st Settle- Real Estate Tax				1
108	5/31/21	501	70- 000- 000- 0000- 1001 Cash	14,290,265.07	C	1st Settle- Real Estate Tax				1
109	5/31/21	501	23- 000- 000- 0000- 1001 Cash	2,640.00	D	1st Settle- Forfiture Tax				1
110	5/31/21	501	23- 609- 000- 0000- 5520 Fees - Operations & Maintenance	2,640.00	C	1st Settle- Forfiture Tax				1
111	5/31/21	501	01- 000- 000- 0000- 1001 Cash	8,670.18	D	1st Settle- Forfiture Tax				1
112	5/31/21	501	01- 003- 000- 0000- 5003 Delinquent Taxes	8,333.18	C	1st Settle- Forfiture Tax				1
113	5/31/21	501	01- 391- 000- 0000- 5520 Fees	337.00	C	1st Settle- Forfiture Tax				1
114	5/31/21	501	70- 000- 000- 0000- 2400 SC Tax Allocation	11,310.18	D	1st Settle- Forfiture Tax				1
115	5/31/21	501	70- 000- 000- 0000- 1001 Cash	11,310.18	C	1st Settle- Forfiture Tax				1
116	5/31/21	501	01- 003- 000- 0000- 5001 Current Tax	6,135.30	D	1st Settle- Refunds				1
117	5/31/21	501	01- 003- 000- 0000- 5002 Current Tax Library	118.38	D	1st Settle- Refunds				1
118	5/31/21	501	01- 000- 000- 0000- 1001 Cash	6,253.68	C	1st Settle- Refunds				1
119	5/31/21	501	10- 301- 000- 0000- 5001 Current Tax	846.56	D	1st Settle- Refunds				1
120	5/31/21	501	10- 000- 000- 0000- 1001 Cash	846.56	C	1st Settle- Refunds				1

Steele County

JOURNAL ENTRIES



Description JW - 2021 1 SETTLEMENT

RRN	Audit Date	Aud Seq	Account/Formula	Trans Amt	D/C	Desc 1	Desc 2	RC1	RC2	Basis
121	5/31/21	501	35- 800- 000- 0000- 5001 Current Tax	365.31	D	1st Settle- Refunds				1
122	5/31/21	501	35- 000- 000- 0000- 1001 Cash	365.31	C	1st Settle- Refunds				1
123	5/31/21	501	70- 000- 000- 0000- 1001 Cash	7,465.55	D	1st Settle- Refunds				1
124	5/31/21	501	70- 000- 000- 0000- 2400 SC Tax Allocation	7,465.55	C	1st Settle- Refunds				1
125	5/31/21	501	01- 003- 000- 0000- 5001 Current Tax	759.72	D	1st Settle- Refund Interest				1
126	5/31/21	501	01- 003- 000- 0000- 5002 Current Tax Library	14.66	D	1st Settle- Refund Interest				1
127	5/31/21	501	01- 000- 000- 0000- 1001 Cash	774.38	C	1st Settle- Refund Interest				1
128	5/31/21	501	10- 301- 000- 0000- 5001 Current Tax	104.83	D	1st Settle- Refund Interest				1
129	5/31/21	501	10- 000- 000- 0000- 1001 Cash	104.83	C	1st Settle- Refund Interest				1
130	5/31/21	501	35- 800- 000- 0000- 5001 Current Tax	45.23	D	1st Settle- Refund Interest				1
131	5/31/21	501	35- 000- 000- 0000- 1001 Cash	45.23	C	1st Settle- Refund Interest				1
132	5/31/21	501	70- 000- 000- 0000- 1001 Cash	924.44	D	1st Settle- Refund Interest				1
133	5/31/21	501	70- 000- 000- 0000- 2400 SC Tax Allocation	924.44	C	1st Settle- Refund Interest				1
134	5/31/21	501	01- 003- 901- 0000- 5301 Public Hunting	1,343.32	D	1st Settle- Rev Due to Other				1
135	5/31/21	501	01- 000- 000- 0000- 1001 Cash	1,343.32	C	1st Settle- Rev Due to Other				1
136	5/31/21	501	70- 000- 000- 0000- 1001 Cash	1,343.32	D	1st Settle- Rev Due to Other				1
137	5/31/21	501	70- 000- 000- 0000- 2400 SC Tax Allocation	3,395.68	D	1st Settle- SC Rev Sharing				1
138	5/31/21	501	70- 000- 000- 0000- 2164 Unapportioned Public Hunting Grounds	4,739.00	C	1st Settle- Revenue Sharing				1
Debit Total				29,083,153.08		Credit Total	29,083,153.08	Net:	0.00	

PERSONNEL REPORT
June 22, 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>
Andrew Nelson	Correctional Officer/Detention Center	B24/1	06/28/21

Resignations/Retirements/Terminations:

<i>Name</i>	<i>Position</i>	<i>Department</i>	<i>End Date</i>
Karen Fountaine	Emergency Preparedness Coord.	Public Health	08/31/21

Open Positions-Pending Board Approval:

<i>Position</i>	<i>Department</i>	<i>Notes</i>
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STAFFING STATUS (Information Only – No Action Required)
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Open Positions - Approved to Fill:

<i>Position</i>	<i>Department</i>	<i>Notes</i>
Benefit Specialist/HR Generalist	Human Resources	Offer Pending
Family Support Educator (.5 FTE)	Public Health	Offer Pending
Correctional Officers (7)	Detention Center/Sheriff's Office	Recruiting
Assistant Program Coordinator	Detention Center/Sheriff's Office	On-hold

Open Positions – In Committee:

<i>Position</i>	<i>Department</i>	<i>Notes</i>
Custodian	Facilities & Grounds	On-hold
SCHA Care Coordinator/Nurse (.4 FTE)	Public Health	Backfill Erin Cahoon



Steele County Agenda Item

Subject: REAM 'Remote Electronic Alcohol Monitoring' Revised Grant Agreement

Department: Community Corrections

Committee Meeting Date: June 9, 2021

Board Meeting Date: June 22, 2021

Consent Agenda: ☒ Yes ☐ No

Resolution: ☐ Yes ☒ No

Policy Committee Recommendation:

Committee Recommends approving the amended REAM Grant Agreement and Authorize the Community Corrections Director to sign

Recommendation:

Approve amended REAM Grant Agreement and Authorize the Community Corrections Director to sign.

Background (*Including Budget Impact*):

The Attached State of Minnesota Encumbrance Worksheet is an Amendment to the previously approved 2019-2021 Community Corrections Remote Electric Alcohol Monitoring Grant Agreement. The State of Minnesota is not creating a new RFP process for the next biennium and instead is amending the previous 2019-2020 Grant Agreement with additional funds and extending the agreement to 2023. The State of Minnesota is providing \$9,000 (2022) and \$9,000 (2023) creating the new total (\$34,500) for the REAM Grant Agreement. This Encumbrance Worksheets needs to be signed and sent back to the State by July 1, 2021.

Attachments:

State of Minnesota Encumbrance Worksheet / Amendment to Grant Agreement

STATE OF MINNESOTA ENCUMBRANCE WORKSHEET

State Accounting Information:**SWIFT Contract No. - 155543****PO No.:** 3-134425

Agency: P78 Corrections	Fiscal Year(s): FY 2022-23	Vendor Number: 0000197345
Total Amount of Contract: \$34,500 (FY22 - \$9,000 + FY23 - \$9,000)		
Category Code: 84101501		
Account Code: 441302		

Accounting Distribution 3: FY22	Accounting Distribution 4: FY23	Accounting Distribution 3:
Fund: 1000	Fund: 1000	Fund:
AppropID: P7837235	AppropID: P7837235	AppropID:
Fin DeptID: P787210	Fin DeptID: P787210	Fin DeptID:
Project: REAM Grant	Project: REAM Grant	Project:
Amount: \$9,000	Amount: \$9,000	Amount:

Contract Start Date: July 1, 2019**Expiration Date:** June 30, 2023

Contractor/Grantee Name and Address: Steele County Administration Center
630 Florence Avenue
Owatonna, MN 55060

THIS PAGE OF THE GRANT AGREEMENT CONTAINS PRIVATE INFORMATION. EXCEPT AS DEFINED ABOVE, THIS PAGE SHOULD NOT BE REPRODUCED OR DISTRIBUTED EXTERNALLY WITHOUT EXPRESS WRITTEN PERMISSION OF THE GRANTEE.

AMENDMENT NO. 1
FY 2022-23
To Contract # 155543

Agreement Start Date: **July 1, 2019**
 Original Agreement Expiration Date: **June 30, 2021**
 Current Agreement Expiration Date: **June 30, 2021**
 Requested Agreement Expiration Date: **June 30, 2023**

Total Agreement Amount: **\$34,500**
 Original Agreement: **\$18,000**
 Previous Revision w/o Amendment Total: **\$16,500**
 This Amendment: **\$18,000**

This grant agreement is between the State of Minnesota, acting through its commissioner of corrections (STATE), and **Steele County Community Corrections, 630 Florence Avenue, Owatonna, MN 55060 (Grantee)**.

Recitals

The STATE has a Grant Agreement with the Grantee identified as **contract # 155543** ("Original Agreement").

1. Under Minn. Stat. § 241.31, subd. 7, the STATE is empowered to enter into this grant.
2. The STATE is in need of Remote Electronic Alcohol Monitoring programming therefore the grant has been extended for another two-years.
3. The GRANTEE represents that it is duly qualified and agrees to perform all services described in this grant agreement to the satisfaction of the STATE.

The STATE and the GRANTEE are willing to amend the Original Grant Agreement as stated below.

Grant Agreement Amendment

In this Amendment, deleted Grant Agreement terms will be struck out, and the added Grant Agreement terms will be underlined.

REVISION 1. Clause 1. "**Term of Grant Agreement**" is amended as follows:

- 1.1 **Effective date:** July 1, 2019, or the date the State obtains all required signatures under Minn. Stat. §16C.05, Subd. 2. The Grantee must not begin work under this grant contract agreement until this grant contract agreement is fully executed and the Grantee has been notified by the State's Authorized Representative to begin the work.
- 1.2 **Expiration date:** ~~June 30, 2021~~ June 30, 2023, or until all obligations have been satisfactorily fulfilled, whichever occurs first.

REVISION 2, Clause 4, "Consideration and Payment," Paragraph 4.1 "Consideration" is amended as follows:

Consideration and Payment

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

Compensation. The GRANTEE will be paid:

Fiscal Year 2022

<u>\$9,000</u>	Remote Electronic Alcohol Monitoring
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Fiscal Year 2023

<u>\$9,000</u>	Remote Electronic Alcohol Monitoring
----------------	---

Any unused grant funds from Year 1 of the grant agreement may be applied to Year 2 of the grant agreement. Any unused grant funds from Year 1 will be spent in Year 2 before Year 2 funds are utilized.

Total Obligation. The total obligation of the State for all compensation and reimbursements to the Grantee under this grant agreement will not exceed ~~\$16,500~~, \$34,500.

Except as amended herein, the terms and conditions of the Original Grant Agreement and all previous amendments remain in full force and effect.

1. STATE ENCUMBRANCE VERIFICATION

Individual certifies that funds have been encumbered as required by Minn. Stat. §§16A.15 and 16C.05

Signed	<i>Mary Myers</i>
Date	5/12/2021
SWIFT Contract No.	c-155543 PO 3-134425

2. GRANTEE

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

By	
Title	Community Corrections Director
Date	

By	
Title	
Date	

3. STATE AGENCY

With delegated authority

By	
Title	
Date	

Distribution:

DOC Financial Services Unit – Original (fully executed) contract
Grantee
State's Authorized Representative



Steele County Agenda Item

Subject: Approve Purchase of a Tandem Axle Chassis and Appurtenant Equipment for a Plow Truck

Department: Highway

Committee Meeting Date: June 10, 2021

Board Meeting Date: June 22, 2021

Consent Agenda: ☒ Yes ☐ No

Resolution: ☐ Yes ☒ No

Policy Committee Recommendation:

Move to Board for Approval on Consent Agenda

Recommendation:

Approve the purchase of one tandem axle chassis in the amount of \$127,102.00 plus sales tax, and a box, plows, wing, and sander in the amount of \$132,237.71, to be paid in 2022, contingent on approval of the 2022 budget.

Background (*Including Budget Impact*):

The proposed 2022 Highway Capital Equipment Budget will include \$265,000 for replacement of one tandem plow truck. The new truck and equipment are proposed to be purchased through State contracts. A Mack chassis from Nuss Truck & Equipment is quoted at a cost of \$127,102.00.00, plus sales tax. The appurtenant equipment is proposed to be purchased from Crysteel Truck Equipment at a cost of \$132,237.71.

Mack truck production runs at least 7 months out and could be longer, we're still waiting on delivery for a chassis ordered in October 2020. With the after-market additions we will be lucky to see this truck before the 2022-2023 snow season. It is recommended to approve the purchase and submit the order now for payment on delivery in 2022.

Attachments:

First page of Nuss Truck Quote (Full 15 pages available upon request)

Crysteel Quote (5 pages)

TANDEM AXLE CAB/CHASSIS

Exhibit D: Price Schedule

VENDOR NAME**NUSS TRUCK & EQUIPMENT****MAKE AND MODEL****2023 MACK GRANITE AF 64F (T) TA**

This section for use when ordering

WB 224"

CA 137"

AF 63"

Rear Ratio 4.33

Cab Color Orange

Wheel Color White

Notes Steel County Mack Granite 64F AF May 2022 updated by Brian Selvy 5-11-21

Grand Total \$ 127,102.00

Code	Spec #	Description	Qty	2022 Price	Subtotal
002EO2	1.0	Price for Base Unit:	1	\$ 92,625.00	\$ 92,625.00
	2.0	FRAME OPTIONS			
AOXF3X	2.1	Front frame extension	1	\$ 886.00	\$ 886.00
12XCNX	2.2	Custom hole punching in frame		\$ 100.00	\$ -
4YAAX	2.4	Frame fastener option (bolt or huck spun)	1	STD	
	2.5	Frame, R.B.M., S.M., PSI, CT			
MC	2.6	2,120,000 17.7 120,000 87 - 112 CA		\$ (64.00)	\$ -
MC	2.7	2,120,000 17.7 120,000 113 - 133 CA		STD	
MC	2.8	2,120,000 17.7 120,000 134 - 152 CA		\$ 107.00	\$ -
MC	2.9	2,120,000 17.7 120,000 153 - 199 CA		\$ 406.00	\$ -
MC	2.10	2,120,000 17.7 120,000 200 - 236 CA		\$ 482.00	\$ -
MC	2.11	2,470,000 20.6 120,000 87 - 112 CA		\$ 176.00	\$ -
MC	2.12	2,470,000 20.6 120,000 113 - 133 CA		\$ 240.00	\$ -
MC	2.13	2,470,000 20.6 120,000 134 - 152 CA		\$ 347.00	\$ -
MC	2.14	2,470,000 20.6 120,000 153 - 199 CA		\$ 646.00	\$ -
MC	2.15	2,470,000 20.6 120,000 200 - 236 CA		\$ 722.00	\$ -
MC	2.16	2,820,000 23.5 120,000 87 - 112 CA		\$ 521.00	\$ -
MC	2.17	2,820,000 23.5 120,000 113 - 133 CA		\$ 585.00	\$ -
MC	2.18	2,820,000 23.5 120,000 134 - 152 CA	1	\$ 692.00	\$ 692.00
MC	2.19	2,820,000 23.5 120,000 153 - 199 CA		\$ 991.00	\$ -
MC	2.20	2,820,000 23.5 120,000 200 - 236 CA		\$ 1,067.00	\$ -
MC	2.21	3,160,000 26.3 120,000 87 - 112 CA		\$ 744.00	\$ -
MC	2.22	3,160,000 26.3 120,000 113 - 133 CA		\$ 808.00	\$ -
MC	2.23	3,160,000 26.3 120,000 134 - 152 CA		\$ 915.00	\$ -
MC	2.24	3,160,000 26.3 120,000 153 - 199 CA		\$ 1,214.00	\$ -
MC	2.25	3,160,000 26.3 120,000 200 - 236 CA		\$ 1,290.00	\$ -
	2.26	DOUBLE FRAME - PARTIAL IC REINFORCEMENT			
MC	2.27	3,230,000 26.9 120,000 87 - 112 CA		\$ 801.00	\$ -
MC	2.28	3,230,000 26.9 120,000 113 - 133 CA		\$ 865.00	\$ -
MC	2.29	3,230,000 26.9 120,000 134 - 152 CA		\$ 972.00	\$ -
MC	2.30	3,230,000 26.9 120,000 153 - 199 CA		\$ 1,214.00	\$ -
MC	2.31	3,230,000 26.9 120,000 200 - 236 CA		\$ 1,290.00	\$ -
MC	2.32	3,580,000 29.8 120,000 87 - 112 CA		\$ 1,041.00	\$ -
MC	2.33	3,580,000 29.8 120,000 113 - 133 CA		\$ 1,105.00	\$ -
MC	2.34	3,580,000 29.8 120,000 134 - 152 CA		\$ 1,212.00	\$ -
MC	2.35	3,580,000 29.8 120,000 153 - 199 CA		\$ 1,511.00	\$ -
MC	2.36	3,580,000 29.8 120,000 200 - 236 CA		\$ 1,587.00	\$ -
MC	2.37	3,920,000 32.7 120,000 87 - 112 CA		\$ 1,376.00	\$ -
MC	2.38	3,920,000 32.7 120,000 113 - 133 CA		\$ 1,450.00	\$ -
MC	2.39	3,920,000 32.7 120,000 134 - 152 CA		\$ 1,657.00	\$ -
MC	2.40	3,920,000 32.7 120,000 153 - 199 CA		\$ 1,856.00	\$ -
MC	2.41	3,920,000 32.7 120,000 200 - 236 CA		\$ 1,932.00	\$ -
MC	2.42	4,260,000 35.5 120,000 87 - 112 CA		\$ 1,832.00	\$ -
MC	2.43	4,260,000 35.5 120,000 113 - 133 CA		\$ 1,673.00	\$ -
MC	2.44	4,260,000 35.5 120,000 134 - 152 CA		\$ 2,003.00	\$ -
MC	2.45	4,260,000 35.5 120,000 154 - 199 CA		\$ 2,301.00	\$ -
MC	2.46	4,260,000 35.5 120,000 200 - 236 CA		\$ 2,384.00	\$ -

Copy



1130 73rd Avenue NE
 Fridley, MN 55432
 (763) 571-1902
 1-800-795-1902
 Fax # (763) 571-5091

Highway 60 East
 Lake Crystal, MN 56055
 (507) 726-6041
 1-800-722-0588
 Fax # (507) 726-2984

www.crysteeltruck.com

AN EQUAL OPPORTUNITY EMPLOYER

Date: 5/13/2021

Reference: REV 1

Company: Steele County Highway
 Department

Address: 3000 Hoffman Drive

Contact: Josh/Kevin
 Josh-507-676-5318 Kevin-507-676-6069

Phone# 6069 City: Owatonna

Email: kevin.lindquist@co.steele.mn.us State: MN

		Chassis Estimated Delivery	
Dealer	Nuss Truck	Front Frame Extension	YES
Truck Make	Mack	Front Mount Hyd or PTO	Front Mount
Model Year	2022/23	Air Tank Location	
Truck Model	Granite 64FR (T) TA	Air Dryer Location	
CA or CT	137	Battery Box Location	
Transmission	Allison 4500-RDS 6 speed	Exhaust clearance	
Cab Color	Orange	Def/Fuel Tank clearance	

REFERENCE: COOPERATIVE PURCHASE OF EQUIPMENT FROM STATE OF MINNESOTA

CONTRACT NO:

RELEASE NO: T-863(5)

CONTRACT PERIOD:

EXTENSION OPTION: Up to 48 months

1-UNIT

STATE COOPERATIVE PRICING

<u>QTY</u>		<u>Price Each</u>	<u>Extended</u>
1	<u>1.0 Body</u> 1.11 15.5' x 96" Crysteel Select HD Elliptical body Specifications: Crysteel Select Heavy Duty Elliptical Body Tandem Axle Side board style-NO FENDERS 15'6" x 96" 36" Side, Single Wall Elliptical, 3/16 AR450 56" Front, 3/16 AR450, Pressed in front brace 1/4" AR450 Floor 14" wide, 7ga 201 SS rear posts & rubrail Western I-Beam	\$13,450.00	\$13,450.00

		46" Tailgate, air trip hardware, 3/16 AR450, 2H Braces, spreader chain, banjo holders 1.5" off set top hinge Standard FMVSS 108 LED lights Yes____ or No X Yes____ or No X		
1	1.3	Air operated tailgate latch Elliptical HD TA	Standard	
1	1.4	Box Vibrator - Cougar DC-3200 12VDC Elliptical HD TA	\$1,006.00	\$1,006.00
1	1.5	Installation of body Elliptical HD TA	\$1,472.00	\$1,472.00
2	1.003	Add for 2" of Front Height (PFOB)	\$37.00	\$74.00
4	1.004	Add for 2" of Side Height (PFOB)	\$62.00	\$248.00
3	1.005	Add for 2" of Tailgate Height (PFOB) <i>**Body to have 60" Front, 44" Sides, & 52" Rear</i>	\$64.00	\$192.00
1	1.021	Receiver Tubes Welded To Underside of Body for Walk Rail Insert-SS-Tandem Axle	\$652.00	\$652.00
1	1.027	Elliptical Folding Ladder Installed <i>**Mounted at rear of body on Driver Side</i>	\$78.00	\$78.00
1	1.034	(1) grab handle (each) <i>**Mounted by ladder on DS Rear</i>	\$128.00	\$128.00
3	1.035	(1) step (each) <i>** (2) Steps Mounted inside box by ladder on DS Rear</i> <i>*** (1) Step Mounted to the driver side front of body</i>	\$128.00	\$384.00
1	1.038	Full Rib Tailgate ILO 2H	-\$104.40	-\$104.40
1	1.045	Sander fitting in front face of rear pillar, split manifold mount	\$365.00	\$365.00
1	1.059	24" Mild Steel Free Standing Cabshield adjustable height-Mild Steel uprights	\$1,201.00	\$1,201.00
1	1.064	55 Gal Reservoir-Mild Steel-Black-2" suction, in tank return line filter	\$1,235.00	\$1,235.00
1	1.066	Paint Mild steel stationary 24" cab shield w/wiper	\$566.00	\$566.00
1	1.068	(2) shovel holders in stationary cab shield uprights - Vertical	\$239.00	\$239.00
1	1.071	Add for lighted license plate bracket on free standing cab shield	\$213.00	\$213.00
1	1.073	Hard mount strobe light brackets on cab shield outer corners	\$433.00	\$433.00
1	1.074	Whelen Super LED DOT3401D 2-lamp system: (2) Micro Freedom LED, (2) 5D-400 Super LED, (2) LED B-T-T, (2) BU lights, in stainless housings	\$3,975.00	\$3,975.00
1	1.078	Installation of SS Whelen Light Boxes into Rear Pillar <i>**91" Center to Center</i> <i>***Mounted so that lights sit higher than the tarp</i>	\$278.00	\$278.00
1	1.090.	(1) set tandem axle poly fenders w/o lights M4000B <i>** Mounted to Dump Body and not to the Frame of truck</i>	\$1,556.00	\$1,556.00
1	NCI	Aero 550E Asphalt Tarp system with Aero Weighted Tarp <i>**Tarp installed with short arms above pre-wet tanks with side mounted springs</i> <i>***Make sure that tarp is adjusted at the shop so that when it is rolled up both sides of the tarp roll up evenly</i>	\$2,745.00	\$2,745.00
1	NCI	Minimizer Tear Away Mudflap brackets at rear	\$319.00	\$319.00

<u>1.0 Finish Paint</u>			
1	1.20.	Shot blast, seal and paint 15'-15.5' 1 color <i>**Orange to Match Cab</i>	\$2,477.00 \$2,477.00
<u>1.0 Undercoat</u>			
1	1.26	Undercoat underside 15-15.5' box	\$470.00 \$470.00
<u>2.0 Hoist</u>			
1	2.1	Installation of Roller Combo TA hoist	\$936.00 \$936.00
1	2.2	RC690 Roller Combo Hoist w/greaseable hinge	\$5,464.00 \$5,464.00
1	2.4	Central Grease Bank	\$403.00 \$403.00
1	2.5	Composite rear hinge ILO greaseable <i>NOTE: Installation of box to be set back 18" from back of tire</i>	\$124.00 \$124.00
<u>3.0 Scraper</u>			
1	3.1	Installation of 4500-FX - underbody plow only	\$2,751.00 \$2,751.00
1	3.3	Monroe 4511 FX Under Body Scraper 00173429I	\$7,761.00 \$7,761.00
1	3.11	4500-FX - Add for moving driver side fuel tank out and up for scraper install	\$832.00 \$832.00
1	NCI	Add Notch to Discharge end of scraper as per Steele County	
1	3.18	MS4500 - 19 bank grease line kit installed PN00150977I	\$514.00 \$514.00
<u>4.0 Wing</u>			
1	4.1	Installation of RLP Double Function Wing Plow Only	\$2,953.00 \$2,953.00
1	4.3	Monroe 9DFWMB Patrol Wing	\$6,025.00 \$6,025.00
1	4.17	FDFW - Heavy duty single push arm 00011715	\$552.00 \$552.00
1	4.20.	RDFW - Rear Mt ND style bolt on single push arm no pull plates w/ HD wing stop w/rubber cushion <i>**Custom Built Per Josh @ Steele County</i>	\$1,545.00 \$1,545.00
1	4.25	RDFW - Add for wing light harness tube & light bracket kit 00014162i	\$99.00 \$99.00
1	4.27	RDFW - (1) 4" LED wing light installed 605-1492110	\$262.00 \$262.00
1	4.29	RDFW - Whelen WPLOW1A Rear Facing Wing Strobe	\$408.00 \$408.00
1	4.30.	RDFW - Monroe Para-Glide front wing post ILO standard; short linkage arms, Kit # 00116562	\$1,207.00 \$1,207.00
<u>5.0 Front Hitch</u>			
1	5.1	Installation of front hitch	\$2,182.00 \$2,182.00
1	5.2	Added installation cost for power reversing plow	\$432.00 \$432.00
1	5.5	(2) side plates of 3/4" material	\$218.00 \$218.00
1	5.10.	MC7090 non-tilt low profile w/fold flat lift arm 00054392 Jaw Style	\$1,257.00 \$1,257.00
1	5.34	4" x 10" DA lift cylinder 05002953	\$362.00 \$362.00
<u>6.0 Plows</u>			
1	6.101	MTE MC6000 quick hitch 00023450i	\$780.00 \$780.00
1	6.6	Monroe MP45R-12-ISCT Full Trip Deep Curl Reversible 00016586 1755#	\$6,172.00 \$6,172.00
1	6.10.	2WFT - Cable markers 05051181	\$83.00 \$83.00
1	6.117	2" oscillation bolt ILO 1.25" for MTE hitch 00012721 swivel plate installed	\$167.00 \$167.00
1	6.29	2WFT - 12" rubber snow deflector installed for 12' plow 00043105i	\$245.00 \$245.00

1	6.30.	2WFT - Adjustable, removable jack stand 00061212i	\$162.00	\$162.00
1	6.125	Boss LED, Heated plow lights w/harness, w/Factory Plow Light Pkg (add mounting brackets)	\$980.00	\$980.00
1	6.129	Mirror mount plow light brackets	\$602.00	\$602.00
1	6.130.	LED plow light brackets	\$455.00	\$455.00
<u>7.0 Pup Hitch</u>				
1	7.1	Installation of 3/4" Pull Plate	\$979.00	\$979.00
1	7.2	Hitch plate assy-D-rings, Gussets, Plug, Gladhands	\$615.00	\$615.00
1	0	Provide electric and air to rear of truck (chassis must have a tractor package at the end of the frame)	\$698.00	\$698.00
1	7.3	Pup Hydraulic Line 1" with Quick Couplers & dust caps to rear plate, switch in cab for air tailgate	\$824.00	\$824.00
1	7.6	Buyers Air cushioned Pintle Hitch PH50AC <i>**Pintle Height of 22"</i>	\$399.00	\$399.00
<u>8.0 Sander</u>				
1	8.1	Installation of MS969 Sander	\$1,421.00	\$1,421.00
1	8.3	Monroe MS969-OW-DD-DD-SS Stainless Steel Sander One Way flighted, direct drive, SS spinner assy w/poly spinner, Arm level or gravity level, customer choice, dual discharge	\$4,461.00	\$4,461.00
1	8.9	MS969 - Add for Sensor installed in Auger Motor	\$407.00	\$407.00
1	8.12	MS969 - Add for Sander shields SS for Elliptical body	\$525.00	\$525.00
1	8.16	MS969 - (1) 4" LED sander light installed 605-1492110	\$262.00	\$262.00
1	8.1	Installation of Vari Tech PreWet Radius Body	\$2,367.00	\$2,367.00
1	8.5	PWRB - 1087616 (2-95 Gal Rb Dual Lid Tank Kit Radius body) VAR RB 190	\$1,083.00	\$1,083.00
1	8.7	PWRB - 1087619 (2-100 Gal Rb Ss tank Mk mounting Kit) VARRB200-DT-MK-SS	\$2,539.00	\$2,539.00
1	8.9	PWRB - 1087407 Rb-dt Fill Suction Kit radius body plumbing VAR9516X001	\$597.00	\$597.00
1	8.10.	PWRB - 1087401 Egf Prewet Kit 1 Nozzle 12vdc Plunger Valve Grav. VAR9510X002	\$440.00	\$440.00
1	8.11	PWRB - 1066994 Low Level Ind Sw Assy Sw w/ Wpack Connector LDS8009X001 <i>NOTE: Tanks with vents, 3/4" line from electrical valve not 1/2" quick disconnect hoses on pre-wet, when you turn sander on pre-wet automatically comes on. When you shut sander off pre-wet automatically shuts off. Make sure pre-wet tanks can be easily removed.</i>	\$243.00	\$243.00
<u>9.0 HYDRAULICS</u>				
1	9.006	8 Functions-6100EX Electric Controlled-INSTALLED	\$27,173.00	\$27,173.00
1	9.101	6100 - Scraper Kit -- (Auto Reverse Lift - Accumulator)	\$2,218.00	\$2,218.00
1	9.102	6100 - Wing Kit -- (Lock Valves - Counterbalance Valve)	\$804.00	\$804.00
1	9.103	6100 - Add for Pup Valve Section	\$1,528.00	\$1,528.00
1	9.104	6100 - Add for Seat Mount Option	\$429.00	\$429.00
1	9.107	6100 - Add to Upgrade to a 5 Stick Ultra Control	\$2,170.00	\$2,170.00
1	9.11	FRES - S95H41 Full ported 1-1/2" NPT Brass ball Valve 600 PSI	\$188.49	\$188.49
1	9.34	CPE - Low level indicator w/ light and buzzer	\$207.57	\$207.57

1	9.48 CPE - 2" low pressure ball valve	\$75.05	\$75.05
	<u>10.0 Air Bag</u> No Air Bag Quoted		
	<u>11.0 Anti-Icing</u> No Anti-Ice Quoted		

Total Package Price

\$132,237.71

PRICES SHOWN DO NOT INCLUDE ANY APPLICABLE TAXES OR FEES

Cost Per Loaded Mile for

\$2.95

Delivery:

Starting Point:

Lake Crystal, MN

*A WRITTEN PURCHASE ORDER MUST BE RETURNED SPECIFYING PURCHASE OF THIS EQUIPMENT OFF THE STATE OF MINNESOTA COOPERATIVE PURCHASE CONTRACT

*NO EXHAUST WORK INCLUDED FOR TRUCKS WITH NEW EMISSION CONTROL EXHAUST SYSTEMS. EXHAUST SYSTEMS CANNOT BE MODIFIED.

*ALL LABOR COSTS ARE BASED ON INSTALLING EQUIPMENT ON A TRUCK CHASSIS WITH ALL TRUCK ITEMS OUT OF THE WAY FOR EQUIPMENT INSTALLATION. IF CRYSTEEL HAS TO MOVE FUEL TANKS, AIR TANKS, AIR DRYER, ETC. EXTRA CHARGES MAY APPLY

Vendor Name:	Crysteel Truck Equipment-Lake Crystal
Contact Person:	Josh Miller
Street Address:	52248 Ember Rd
City, State, Zip:	Lake Crystal, MN 56055
Phone #:	(507) 726-6041
Toll Free #:	(800) 722-0588
Fax #:	(507) 726-2984
Email Address:	jmiller@crysteeltruck.com



Steele County Agenda Item

Subject: 2021 Performance Measures

Department: Treasurer's Office/Finance

Committee Meeting Date: June 16, 2021

Board Meeting Date: June 22, 2021

Consent Agenda: ☒ Yes ☐ No

Resolution: ☐ Yes ☒ No

Policy Committee Recommendation:

Committee recommends approving the 2021 performance measures

Recommendation:

Approve the 2021 Performance Measures Report

Background (*Including Budget Impact*):

Attached is the 2021 Performance Measures Report for the County's participation in the comprehensive performance measurement program as established by the Council on Local Results and Innovation. This report will be submitted to the Council. The County will be reimbursed \$.14 per Steele County's capita.

Attachments:

2021 Performance Measures

Steele County

2021 Performance Measures





Mission Statement

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

Vision Statement

First in Service. First in Stewardship.
The County of choice...today and tomorrow.

About the Program

In 2010, the Legislature created the Council on Local Results and Innovation. In February 2011, the Council released a standard set of ten performance measures for counties and ten performance measures for cities that will aid residents, taxpayers, and state and local elected officials in determining the efficacy of counties and cities in providing services and measure residents' opinions of those services. In February of 2012, the Council created a comprehensive performance measurement system for cities and counties to implement. In 2013, the Council revised the performance measures and clarified the system requirements to increase participation in the program.

Participation in the standard measures program by a city or a county is voluntary. Counties and cities that choose to participate in the standard measures program must officially adopt and implement the ten minimum performance measures and system developed by the Council.

A county or city that elects to participate in the standard measures/performance measurement program is eligible for a reimbursement of \$0.14 per capita, not to exceed \$25,000 and is also exempt from levy limits under sections 275.70 to 275.74 for taxes payable in the following calendar year, if levy limits are in effect. However, participation in the standard measures/performance measurement program does not exempt a county or city from the new 2013 property tax levy limits, which are found in a different section of law.

Public Works

<i>Hours to Plow Complete System During a Snow Event</i>	2017	2018	2019	2020
2 to 4 inches of snowfall	6 hours	6 hours	6 hours	6 hours
6 plus inches of snowfall	8 hours	8 hours	8 hours	8 hours

<i>Pavement Conditions</i>	2017	2018	2019	2020
Average County Pavement Condition Rating	70.0	74.6	74.6	76.0

The Minnesota Department of Transportation rates Steele County Roads every two years on a scale from 0 (poor) to 100 (excellent) based on the types of pavement distresses and the smoothness of the surface.

<i>Bridge Sufficiency</i>	2017	2018	2019	2020
Average Bridge Sufficiency Rating	79.3	89.2	89.9	90.1

A measurement of the overall rating of a bridge's fitness on a scale from 0 (poor) to 100 (excellent) for the duty that it performs based on factors derived from over 20 National Bridge Inventory (NBI) data fields, including fields that describe its structural evaluation, functional obsolescence, and its essentiality to the public.

Public Health, Social Services

<i>Tobacco and Alcohol Use</i>	2017	2018	2019	2020
Tobacco Use, Steele County	16%	14%	14%	14%
Tobacco Use, State of Minnesota	16%	15%	15%	15%
Excessive Alcohol Use, Steele County	21%	23%	23%	19%
Excessive Alcohol Use, State of Minnesota	21%	23%	23%	22%

A statistic from County Health Rankings, adult smoking is based on Behavioral Risk Factor Surveillance Survey (BRFSS) data and is the percentage of the adult population in a county who both report that they currently smoke every day or most days and have smoked at least 100 cigarettes in their lifetime. Excessive alcohol use measures the percentage of a county's adult population that reports binge or heavy drinking in the past 30 days.

<i>Number of Low-Weight Births</i>	2017	2018	2019	2020
Steele County	6%	6%	6%	6%
State of Minnesota	6%	6%	7%	7%

Another statistic from County Health Rankings, low birthweight is the percentage of live births where an infant weighed less than 2,500 grams (approximately 5 lbs., 8 oz.).

Property Records, Valuation, Assessment

<i>Level of Assessment Ratio</i>	2017	2018	2019	2020
Assessment Year	2016	2017	2018	2019
Residential Property	92.2%	92.4%	92.3%	92.2%
Apartments	96.0%	N/A*	N/A*	N/A*
Agricultural Property	96.8%	95.0%	92.4%	93.9%
Commercial / Industrial Property	N/A*	93.2%	96.9%	96.3%

The level of assessment ratio is an indication of the quality and accuracy of the County's property value assessments. It is based on the difference between a property's assessed value and the actual sale price of the property. If the median ratio falls between 90% and 105%, the level of assessment is determined to be acceptable.

** Median ratio based on six or more sales transactions during the assessment year.*

Budget and Financial

<i>Bond Rating</i>	2017	2018	2019	2020
Moody's Investors Service	A3	A3	A3	A3
Standard & Poor's	AA	AA	AA	AA

<i>Outstanding Bonded Debt</i>	2017	2018	2019	2020
Debt Service Levy Per Capita	\$ 66.77	\$ 36.18	\$ 46.05	\$49.59
Total Outstanding Debt Per Capita	\$ 398.01	\$ 429.70	\$ 300.72	\$401.40

The debt service levy includes the amount of bonded debt funded by the property tax levy. The total outstanding debt includes both levied and non-levied bonded debt outstanding. Each of these figures are divided by the Minnesota State Demographic Centers estimated population of Steele County.

Environmental

<i>Recycling</i>	2017	2018	2019	2020
Steele County Recycling Percentage	50.3%	63.0%	58.0%	41.0%

The recycling percentage is a calculation of the total tonnage collected for recycling divided by the total municipal solid waste (MSW) generated. In 1989, Minnesota Legislation set county recycling goals. Each Greater Minnesota County (outside of the seven-county Metro Area) must recycle a minimum of 35% by weight of total solid waste generation.

<i>Waste Collections</i>	2017	2018	2019	2020
Household Hazardous Waste Collections (lbs.)	19,031	22,128	23,212	22,523
Electronics Collected (lbs.)	57,835	45,535	63,320	63,420

Proper disposal of leftover chemicals, household products, and electronics help protect the environment and people's health. The Steele County Landfill collects unwanted electronics for recycling and household hazardous products, such as paints, cleaners, oils, and pesticides.

Data Sources

Hours to Plow Complete System	Steele County Highway Department
County Pavement Condition Rating	Steele County Highway Department
Bridge Sufficiency Rating	Steele County Highway Department
Tobacco and Alcohol Use	County Health Rankings: http://www.countyhealthrankings.org
Low-weight Births	County Health Rankings: http://www.countyhealthrankings.org
Level of Assessment Ratio	Steele County Assessor's Office
Bond Rating	Steele County Treasurer's Office
Debt Outstanding	Steele County Treasurer's Office
Recycling	Score Report
Waste Collections	Steele County Landfill



Steele County Agenda Item

Subject: Performance Measurement Resolution

Department: Treasurer's Office/Finance

Committee Meeting Date: June 16, 2021

Board Meeting Date: June 22, 2021

Consent Agenda: ☒ Yes ☐ No

Resolution: ☒ Yes ☐ No

Policy Committee Recommendation:

Committee recommends adopting the Resolution authorizing participation in the PMR.

Recommendation:

Adopt resolution to participate in the performance measurement program

Background (*Including Budget Impact*):

Over the last few years, Steele County has participated in the Minnesota Council on Local Results and Innovation's comprehensive performance measurement program. In order to participate in the program, the county is required to adopt and implement at least ten performance measures as developed by the Council and a system to use the information to help plan, budget, manage and evaluate programs and process for optimal future outcomes. The attached resolution signifies the Board intent to follow the requirements of the program.

Attachments:

Resolution – Authorization to Participate in the Performance Measurement Program

RESOLUTION

AUTHORIZATION TO PARTICIPATE IN THE PERFORMANCE MEASUREMENT PROGRAM

WHEREAS, Benefits to Steele County for participation in the Minnesota Council on Local Results and Innovation's comprehensive performance measurement program are outlined in MS 6.91 and include eligibility for a reimbursement as set by State statute; and

WHEREAS, Any city/county participating in the comprehensive performance measurement program is also exempt from levy limits for taxes, if levy limits are in effect; and

WHEREAS, The Steele County Board has adopted and implemented at least 10 of the performance measures, as developed by the Council on Local Results and Innovation, and a system to use this information to help plan, budget, manage and evaluate programs and processes for optimal future outcomes; and

NOW THEREFORE LET IT BE RESOLVED THAT, Steele County will continue to report the results of the performance measures to its citizenry by the end of the year through publication, direct mailing, posting on the city's/county's website, or through a public hearing at which the budget and levy will be discussed and public input allowed.

BE IT FURTHER RESOLVED, Steele County will submit to the Office of the State Auditor the actual results of the performance measures adopted by the county.

Adopted this _____ day of June, 2021

STEELE COUNTY BOARD OF COMMISSIONERS

Chairman

ATTEST:

Laura Ihrke
Steele County Auditor



Steele County Agenda Item

Subject: 2022 Aerial Imagery

Department: GIS

Committee Meeting Date: 6/15/2021

Board Meeting Date: June 22, 2021

Consent Agenda: ☒ Yes ☐ No

Resolution: ☐ Yes ☒ No

Policy Committee Recommendation:

Committee recommends approving 2022 aerial imagery from Compliance Fund, authorize GIS Coordinator to sign contract, and authorize the Chair to sign cost sharing Memorandums of Understanding.

Recommendation:

1. Approve Steele County to enter into a two flight contract with Pictometry International Corp. and authorize the GIS Coordinator to sign contract.
2. Authorize Board Chair to sign cost sharing memorandums of understanding.

Background (*Including Budget Impact*):

Historically, Steele County has acquired updated aerial imagery on a triennial frequency, with the most recent capture being in the spring of 2019. The 2019 flight was the first flight of a two flight contract approved by the Steele County Board of Commissioners in June of 2018.

Since the 2019 flight, Pictometry has revised their flight grid. Because of this, Pictometry has issued a new two flight contract. Flight one of the new contract replaces the second flight from the previous contract approved in 2018. The second flight of the new contract would occur in the spring of 2025, with the county having the option to opt out of the second flight.

As outlined in the contract, both the rural orthogonal imagery (overhead) and the oblique imagery (angled) will be captured at a 6-inch ground sample distance. The municipalities, Beaver Lake, and the I35 corridor from Owatonna to Medford will be captured at a 3-inch ground sample distance for both orthogonal and oblique images.

In addition, the contract also includes line items for Pictometry's ChangeFinder product. ChangeFinder compares building outlines created from the new flight with existing building outlines from a previous flight. This product allows county staff to analyze all building changes in order to ensure accurate assessments and proper permitting.

The cost of the 2022 flight would be \$77,694.40. There is no general budget impact, as this will be funded through the Records Compliance Fund.

The payment structure would be as follows:

- \$6,474.52 Due at contract signing (June 2021)
- \$19,423.60 Due at Initial Shipment of Imagery (Spring 2022)
- \$25,898.14 Due at First Anniversary of Shipment of Imagery (Spring 2023)
- \$25,898.14 Due at Second Anniversary of Shipment of Imagery (Spring 2024)

In a cost sharing effort, the organizations below have agreed to contribute the following amounts (payable over 3 years) for a 2022 flight:

- \$15,000.00 Owatonna Public Utilities
- \$10,000.00 City of Owatonna
- \$1,200.00 City of Medford
- \$1,000.00 City of Ellendale

Subtracting \$27,200.00 (cost sharing partners) from the total flight cost of \$77,694.40, brings the total county cost to \$50,494.40.

Attachments:

1. Pictometry Aerial Imagery Contract
2. Owatonna Public Utilities Memorandum of Understanding
3. City of Owatonna Memorandum of Understanding
4. City of Medford Memorandum of Understanding
5. City of Ellendale Memorandum of Understanding

**AGREEMENT BETWEEN
PICTOMETRY INTERNATIONAL CORP. ("PICTOMETRY") AND
STEELE COUNTY, MN ("CUSTOMER")**

1. This order form ("Order Form"), in combination with the contract components listed below:

Section A: Product Descriptions, Prices and Payment Terms

Section B: License Terms:

- Delivered Content Terms and Conditions of Use
- Online Services General Terms and Conditions
- Software License Agreement

Section C: Non-Standard Terms and Conditions

Appendix 1: Photogrammetric Product Specifications

Map(s)

(all of which, collectively, constitute this "Agreement") set forth the entire understanding between Pictometry and Customer with respect to the subject matter hereof and supersedes all prior representations, agreements and arrangements, whether oral or written, relating to the subject matter hereof. Any modifications to this Agreement must be made in writing and be signed by duly authorized officers of each party. Any purchase order or similar document issued by Customer in connection with this Agreement is issued solely for Customer's internal administrative purposes and the terms and conditions set forth on any such purchase order shall be of no force or effect as between the parties.

2. In the event of any conflict among any contract components comprising this Agreement, order of precedence for resolving such conflict shall be, from highest (i.e., supersedes all others) to lowest (i.e., subordinate to all others): Section C: Non-Standard Terms and Conditions; Appendix 1: Photogrammetric Product Specifications; Section A: Product Descriptions, Prices and Payment Terms; License Terms in order as listed above under the heading 'Section B: License Terms'; and Order Form.
3. All notices under this Agreement shall be in writing and shall be sent to the following respective addresses:

CUSTOMER NOTICE ADDRESS	
630 Florence Ave.	
Owatonna, MN 55060	
Attn: Nick Flatgard, GIS Coordinator	
Phone: (507) 444-7489	Fax:

PICTOMETRY NOTICE ADDRESS	
25 Methodist Hill Drive	
Rochester, New York 14623	
Attn: General Counsel	
Phone: (585) 486-0093	Fax: (585) 486-0098

Either party may change their respective notice address by giving written notice of such change to the other party at the other party's then-current notice address. Notices shall be given by any of the following methods: personal delivery; reputable express courier providing written receipt; or postage-paid certified or registered United States mail, return receipt requested. Notice shall be deemed given when actually received or when delivery is refused.

4. This Agreement, including all licenses granted pursuant to it, shall be binding upon and inure to the benefit of the parties hereto, their successors and permitted assigns, but shall not be assignable by either party except that (i) Pictometry shall have the right to assign its right to receive Fees under this Agreement, provided no such assignment shall affect Pictometry's obligations hereunder, and (ii) Pictometry shall have the right to assign all its rights under this Agreement to any person or entity, provided the assignee has assumed all of Pictometry's obligations under this Agreement.
5. IN NO EVENT SHALL EITHER PARTY BE LIABLE, UNDER ANY CAUSE OF ACTION OF ANY KIND ARISING OUT OF OR RELATED TO THIS AGREEMENT (INCLUDING UNDER THEORIES INVOLVING TORT, CONTRACT, NEGLIGENCE, STRICT LIABILITY, OR BREACH OF WARRANTY), FOR ANY LOST PROFITS OR FOR ANY INDIRECT, INCIDENTAL, CONSEQUENTIAL, PUNITIVE, OR OTHER SPECIAL DAMAGES SUFFERED BY THE OTHER PARTY OR OTHERS, EVEN IF A PARTY HAS BEEN ADVISED OF THE POSSIBILITY OF SUCH DAMAGES.
6. With respect to any claims that Customer may have or assert against Pictometry on any matter relating to this Agreement, the total liability of Pictometry shall, in the aggregate, be limited to the aggregate amount received by Pictometry pursuant to this Agreement.
7. The waiver by either party of any default by the other shall not waive subsequent defaults of the same or different kind.

8. In the event that any of the provisions of this Agreement shall be held by a court or other tribunal of competent jurisdiction to be unenforceable, such provision will be enforced to the maximum extent permissible and the remaining portions of this Agreement shall remain in full force and effect.
9. Except with respect to Customer's payment obligations for services delivered, reports delivered or any ongoing subscription payment obligation, each party will be excused from performance under this Agreement, will not be deemed to be in breach hereof, and will have no liability to the other party whatsoever if either party is prevented from performing any of its obligations hereunder, in whole or in part, as a result of a Force Majeure Event. A "Force Majeure Event" means an event or occurrence beyond the control of the nonperforming party, such as an act of God or of the public enemy, embargo or other act of government in either its sovereign or contractual capacity, government regulation, travel ban or request, court order, civil disturbance, terrorism, war, quarantine restriction, epidemic, virus, fire, weather, flood, accident, strike, slowdown, delay in transportation, electrical power outage, interruption or degradation in electronic communications systems, inability to obtain necessary labor, materials or manufacturing facilities, and other similar events. In the event of any delay resulting from a Force Majeure Event, any date of delivery hereunder will be extended for a period equal to the time lost because of the delay.
10. In consideration of, and subject to, payment by Customer of the Fees specified in Section A of this Agreement, Pictometry agrees to provide Customer with access to and use of the products specified in Section A of this Agreement, subject to the terms and conditions set forth in this Agreement. Customer hereby agrees to pay the Fees specified in Section A of this Agreement in accordance with the stated payment terms and accepts and agrees to abide by the terms of this Agreement.

This Agreement shall become effective upon execution by duly authorized officers of Customer and Pictometry and receipt by Pictometry of such fully executed document, such date of receipt by Pictometry being the "Effective Date."

PARTIES:

CUSTOMER	PICTOMETRY
STEELE COUNTY, MN	PICTOMETRY INTERNATIONAL CORP.
	a Delaware corporation
SIGNATURE:	SIGNATURE:
NAME:	NAME:
TITLE:	TITLE:
DATE:	EXECUTION DATE:
	DATE OF RECEIPT (EFFECTIVE DATE):

SECTION A

PRODUCT DESCRIPTIONS, PRICES AND PAYMENT TERMS

Pictometry International Corp.
25 Methodist Hill Drive
Rochester, New York 14623

ORDER #

C23996052

BILL TO

Steele County, MN
Nick Flatgard, GIS Coordinator
630 Florence Ave.
Owatonna, MN 55060
(507) 444-7489
nicholas.flatgard@co.steele.mn.us

SHIP TO

Steele County, MN
Nick Flatgard, GIS Coordinator
630 Florence Ave.
Owatonna, MN 55060
(507) 444-7489
nicholas.flatgard@co.steele.mn.us

CUSTOMER ID	SALES REP	FREQUENCY OF PROJECT
A116695	DLars	Triennial

FIRST PROJECT

QTY	PRODUCT NAME	PRODUCT DESCRIPTION	LIST PRICE	DISCOUNT PRICE (%)	AMOUNT ¹
397	Reveal Essentials+ Neighborhood	Provides ortho and oblique imagery at a Neighborhood level. Deliverables include measurable oblique and ortho imagery at a neighborhood resolutions. Color balanced orthomosaic imagery is generated by a fully automated photogrammetric process and delivered digitally in various formats with the associated metadata. Applicable Terms and Conditions: Delivered Content Terms and Conditions of Use Product Parameters: <i>Leaf:</i> Leaf Off: Less than 30% leaf cover	\$ 160.00	\$ 120.00 (25% - Long Term Incentive Discount)	\$ 47,640.00
57	Reveal Essentials+ Property	Provides high resolution ortho and oblique imagery at a Property level. Deliverables include measurable oblique and ortho imagery at a property resolutions. Color balanced orthomosaic imagery is generated by a fully automated photogrammetric process and delivered digitally in various formats with the associated metadata. Applicable Terms and Conditions: Delivered Content Terms and Conditions of Use Product Parameters: <i>Leaf:</i> Leaf Off: Less than 30% leaf cover	\$ 400.00	\$ 360.00 (10% - Long Term Incentive Discount)	\$ 20,520.00
20,086	ChangeFinder - Change Detection; Digital Parcel File Provided	Existing building outlines from a specified older imagery source are updated and classified relative to the most-nadir single-frame orthogonal image in a specified, newer Pictometry imagery source. Pictometry delivers updated digital building outlines from the newer imagery source and their classification attributes in shapefile and geodatabase formats. Coverage includes only locations specified in a single, customer-provided digital parcel shapefile. Parcels in the specified locations must be generally contiguous. All Pictometry imagery to be used must be licensed or owned by the customer. Final invoiced amount will be adjusted for the actual quantity of records in the parcel file used for production. Use of older non-Pictometry-sourced building outline data requires acceptance in advance. Applicable Terms and Conditions: Delivered Content Terms and Conditions of Use	\$ 0.44	\$ 0.40 (9.091%)	\$ 8,034.40

		Product Parameters: <i>Data Source – Base:</i> Pictometry Outlines <i>Data Source Year – Base:</i> 2019 <i>Data Source – Comparison:</i> Pictometry Imagery <i>Data Source Year – Comparison:</i> 2022 <i>Deck Identification:</i> Included in Building Outlines <i>Regional Status Report Requested:</i> <i>Modified Technical Specifications:</i> <i>Parameter Changes</i> Prior to commencement of production, Customer may make changes to these product parameters by providing Pictometry with written authorization (email being acceptable).			
3	Pictometry Connect - CA - 50	Pictometry Connect - CA - 50 (Custom Access) provides up to 50 concurrent authorized users the ability to login and access the Pictometry-hosted custom imagery libraries specified elsewhere in this Agreement via a web-based, server-based or desktop integration. The default deployment is through web-based Pictometry Connect. Term commences on date of activation. The quantity represents the number of years in the Connect term. Applicable Terms and Conditions: Online Services General Terms and Conditions; Software License Agreement Product Parameters: <i>Admin User Name:</i> Nick Flatgard <i>Admin User Email:</i> nicholas.flatgard@co.steele.mn.us	\$ 2,200.00	\$ 500.00 (77.273%)	\$ 1,500.00
1	Oblique Imagery Bundle w/Three (3)Yrs of EFS Maint & Support	Includes digital copy of the Licensed Documentation for the License Software, two (2) End User Training Sessions, one (1) Advanced User Technical Training, one (1) Administration / IT Training Session, fifteen (15) hours of telephone support, one copy of Pictometry Electronic Field Study (EFS) software, latest version, on the storage media specified herein, and access to download updated versions of the EFS Licensed Software for a period of three years from the initial date of shipment of the EFS software, along with a copy of the updated documentation. Applicable Terms and Conditions: Software License Agreement	\$ 0.00		\$ 0.00
1	RapidAccess - Disaster Response Program	RapidAccess - Disaster Response Program is an emergency response program offering flights after an emergency or disaster. Refer to the attached detailed description of the Disaster Response Program. Applicable Terms and Conditions: Order Form	\$ 0.00		\$ 0.00
1	Pictometry Connect - EarlyAccess	Pictometry Connect - EarlyAccess provides authorized users the ability to login and access the imagery, as specified elsewhere in this agreement, immediately following its preliminary processing and quality control checks and prior to its final processing. Early Access imagery will become available in CONNECT Explorer incrementally as it is processed and it will remain available until final, fully processed imagery is made available through other means. This offering requires an active Pictometry CONNECT account and the current purchase of access to an imagery product. Applicable Terms and Conditions: Online Services General Terms and Conditions	\$ 10,000.00	\$ 0.00 (100%)	\$ 0.00

454	Reveal Orthomosaic - Combined	This product represents a single orthomosaic, combining tiles of multiple resolutions with the best-available resolution preferred Applicable Terms and Conditions: Delivered Content Terms and Conditions of Use Product Parameters: <i>Leaf:</i> Leaf Off: Less than 30% leaf cover	\$ 0.00		\$ 0.00
1	ChangeFinder - Project Fee	This is a flat fee per project. One project set-up fee is required for each Change Detection, Change Detection and Building Outlines, or Building Outline line item in the order. Applicable Terms and Conditions: Order Form	\$ 1,000.00	\$ 0.00 (100%)	\$ 0.00
SUBTOTAL					\$77,694.40

SECOND PROJECT

QTY	PRODUCT NAME	PRODUCT DESCRIPTION	LIST PRICE	DISCOUNT PRICE (%)	AMOUNT ¹
397	Reveal Essentials+ Neighborhood	Provides ortho and oblique imagery at a Neighborhood level. Deliverables include measurable oblique and ortho imagery at a neighborhood resolutions. Color balanced orthomosaic imagery is generated by a fully automated photogrammetric process and delivered digitally in various formats with the associated metadata. Applicable Terms and Conditions: Delivered Content Terms and Conditions of Use Product Parameters: <i>Leaf:</i> Leaf Off: Less than 30% leaf cover	\$ 160.00	\$ 120.00 (25% - Long Term Incentive Discount)	\$ 47,640.00
57	Reveal Essentials+ Property	Provides high resolution ortho and oblique imagery at a Property level. Deliverables include measurable oblique and ortho imagery at a property resolutions. Color balanced orthomosaic imagery is generated by a fully automated photogrammetric process and delivered digitally in various formats with the associated metadata. Applicable Terms and Conditions: Delivered Content Terms and Conditions of Use Product Parameters: <i>Leaf:</i> Leaf Off: Less than 30% leaf cover	\$ 400.00	\$ 360.00 (10% - Long Term Incentive Discount)	\$ 20,520.00
20,086	ChangeFinder - Change Detection; Digital Parcel File Provided	Existing building outlines from a specified older imagery source are updated and classified relative to the most-nadir single-frame orthogonal image in a specified, newer Pictometry imagery source. Pictometry delivers updated digital building outlines from the newer imagery source and their classification attributes in shapefile and geodatabase formats. Coverage includes only locations specified in a single, customer-provided digital parcel shapefile. Parcels in the specified locations must be generally contiguous. All Pictometry imagery to be used must be licensed or owned by the customer. Final invoiced amount will be adjusted for the actual quantity of records in the parcel file used for production. Use of older non-Pictometry-sourced building outline data requires acceptance in advance. Applicable Terms and Conditions: Delivered Content Terms and Conditions of Use Product Parameters: <i>Data Source – Base:</i>	\$ 0.44	\$ 0.40 (9.091%)	\$ 8,034.40

		Pictometry Outlines <i>Data Source Year – Base:</i> 2022 <i>Data Source – Comparison:</i> Pictometry Imagery <i>Data Source Year – Comparison:</i> 2025 <i>Deck Identification:</i> Included in Building Outlines <i>Regional Status Report Requested:</i> <i>Modified Technical Specifications:</i> <i>Parameter Changes</i> Prior to commencement of production, Customer may make changes to these product parameters by providing Pictometry with written authorization (email being acceptable).			
3	Pictometry Connect - CA - 50	Pictometry Connect - CA - 50 (Custom Access) provides up to 50 concurrent authorized users the ability to login and access the Pictometry-hosted custom imagery libraries specified elsewhere in this Agreement via a web-based, server-based or desktop integration. The default deployment is through web-based Pictometry Connect. Term commences on date of activation. The quantity represents the number of years in the Connect term. Applicable Terms and Conditions: Online Services General Terms and Conditions; Software License Agreement Product Parameters: <i>Admin User Name:</i> Nick Flatgard <i>Admin User Email:</i> nicholas.flatgard@co.steele.mn.us	\$ 2,200.00	\$ 500.00 (77.273%)	\$ 1,500.00
1	Oblique Imagery Bundle w/Three (3)Yrs of EFS Maint & Support	Includes digital copy of the Licensed Documentation for the License Software, two (2) End User Training Sessions, one (1) Advanced User Technical Training, one (1) Administration / IT Training Session, fifteen (15) hours of telephone support, one copy of Pictometry Electronic Field Study (EFS) software, latest version, on the storage media specified herein, and access to download updated versions of the EFS Licensed Software for a period of three years from the initial date of shipment of the EFS software, along with a copy of the updated documentation. Applicable Terms and Conditions: Software License Agreement	\$ 0.00		\$ 0.00
1	RapidAccess - Disaster Response Program	RapidAccess - Disaster Response Program is an emergency response program offering flights after an emergency or disaster. Refer to the attached detailed description of the Disaster Response Program. Applicable Terms and Conditions: Order Form	\$ 0.00		\$ 0.00
1	Pictometry Connect - EarlyAccess	Pictometry Connect - EarlyAccess provides authorized users the ability to login and access the imagery, as specified elsewhere in this agreement, immediately following its preliminary processing and quality control checks and prior to its final processing. Early Access imagery will become available in CONNECT Explorer incrementally as it is processed and it will remain available until final, fully processed imagery is made available through other means. This offering requires an active Pictometry CONNECT account and the current purchase of access to an imagery product. Applicable Terms and Conditions: Online Services General Terms and Conditions	\$ 10,000.00	\$ 0.00 (100%)	\$ 0.00

I	ChangeFinder - Project Fee	This is a flat fee per project. One project set-up fee is required for each Change Detection, Change Detection and Building Outlines, or Building Outline line item in the order. Applicable Terms and Conditions: Order Form	\$ 1,000.00	\$ 0.00 (100%)	\$ 0.00
454	Reveal Orthomosaic - Combined	This product represents a single orthomosaic, combining tiles of multiple resolutions with the best-available resolution preferred Applicable Terms and Conditions: Delivered Content Terms and Conditions of Use Product Parameters: Leaf: Leaf Off: Less than 30% leaf cover	\$ 0.00		\$ 0.00
SUBTOTAL					\$77,694.40

Thank you for choosing Pictometry as your service provider.	TOTAL	\$ 155,388.80
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¹Amount per product = ((1-Discount %) * Qty * List Price)

STANDARD ORTHO MOSAIC PRODUCTS

Pictometry standard ortho mosaic products are produced through automated mosaicking processes that incorporate digital elevation data with individual Pictometry ortho frames to create large-area mosaics on an extremely cost-effective basis. Because these products are produced through automated processes, rather than more expensive manual review and hand-touched corrective processes, there may be inherent artifacts in some of the resulting mosaics. While Pictometry works to minimize such artifacts, the Pictometry standard ortho mosaic products are provided on an 'AS IS' basis with respect to visible cutlines along mosaic seams resulting from the following types of artifacts:

- i. Disconnects in non-elevated surfaces generally caused by inaccurate elevation data;
- ii. Disconnects in elevated surfaces (e.g., roadways, bridges, etc.) generally caused by elevated surfaces not being represented in the elevation data;
- iii. Building intersect and clipping generally caused by buildings not being represented in the elevation data;
- iv. Seasonal variations caused by images taken at different times during a season, or during different seasons;
- v. Ground illumination variations caused by images taken under different illumination (e.g., sunny, high overcast, morning light, afternoon light, etc.) within one flight day or during different flight days;
- vi. Single GSD color variations caused by illumination differences or multiple-aircraft/camera captures;
- vii. Mixed GSD color variations caused by adjacent areas being flown at different ground sample distances (GSDs); and
- viii. Water body color variations caused by multiple individual frames being used to create a mosaic across a body of water (e.g., lakes, ponds, rivers, etc.).

Other Pictometry products may be available that are less prone to such artifacts than the Pictometry standard ortho mosaic products.

Geofences:

FIRST PROJECT

For the Pictometry Connect - CA - 50 product(s) in this project, the following geofences apply:
MN Steele (Primary)

SECOND PROJECT

For the Pictometry Connect - CA - 50 product(s) in this project, the following geofences apply:
MN Steele (Primary)

FEES; PAYMENT TERMS

All amounts due to Pictometry pursuant to this Agreement ("Fees") are expressed in United States dollars and do not include any duties, taxes (including, without limitation, any sales, use, ad valorem or withholding, value added or other taxes) or handling fees, all of which are in addition to the amounts shown above and, to the extent applicable to purchases by Customer, shall be paid by Customer to Pictometry without reducing any amount owed to Pictometry unless documents satisfactory to Pictometry evidencing exemption from such taxes is provided to Pictometry prior to billing. To the extent any amounts properly invoiced pursuant to this Agreement are not paid within thirty (30) days following the invoice due date, such unpaid amounts shall accrue, and Customer shall pay, interest at the rate of 1.5% per month (or at the maximum rate allowed by law, if less). In addition, Customer shall pay Pictometry all costs Pictometry incurs in collecting past due amounts due under this Agreement including, but not limited to, attorneys' fees and court costs.

FIRST PROJECT

Due at Signing	\$6,474.52
Due at Initial Shipment of Imagery	\$19,423.60
Due at First Anniversary of Shipment of Imagery	\$25,898.14

Due at Second Anniversary of Shipment of Imagery	\$25,898.14
Total Payments	\$77,694.40

SECOND PROJECT

Due at Initial Shipment of Imagery	\$25,898.12
Due at First Anniversary of Shipment of Imagery	\$25,898.14
Due at Second Anniversary of Shipment of Imagery	\$25,898.14
Total Payments	\$77,694.40

RapidAccess—Disaster Response Program (“DRP”)

Customer is eligible for DRP described below from the Effective Date through the second anniversary of the initial Project delivery. Following payment to Pictometry of amounts due with respect to each subsequent Project, Customer will be eligible for the then-current DRP for a period of two years from delivery of such subsequent Project. Customer must be in good-standing with Pictometry to maintain eligibility for DRP.

- A. Disaster Coverage Imagery at No Additional Charge** – Pictometry will, upon request of Customer and at no additional charge, provide standard quality imagery of up to 200 square miles of affected areas (as determined by Pictometry) upon the occurrence of any of the following events during any period Customer is eligible for DRP:
- ☐ **Hurricane:** areas affected by hurricanes of Category 2 and higher.
 - ☐ **Tornado:** areas affected by tornados rated EF4 and higher.
 - ☐ **Terrorist:** areas affected by damage from terrorist attack.
 - ☐ **Earthquake:** areas affected by damage to critical infrastructure resulting from earthquakes measured at 6.0 or higher on the Richter scale.
 - ☐ **Tsunami:** areas affected by damage to critical infrastructure resulting from tsunamis.
- B. Discounted Rate** – Coverage for areas affected by the events set forth above exceeding 200 square miles will be, subject to Pictometry resource availability, offered to Customer at the then current DRP rates. Also, coverage for areas affected by hurricanes below Category II, tornadoes below EF4 or earthquakes rated below 6.0 on the Richter scale will be, subject to Pictometry resource availability, offered to Customer at the then current DRP rates.
- C. Online Services – Use of Pictometry Connect Explorer™** – Pictometry’s DRP includes the use of Connect Explorer for a term of ninety days from the date of delivery of the DRP imagery. Customer shall have access to the DRP imagery for as long as they maintain an active Connect account.

SECTION B

LICENSE TERMS

PICTOMETRY DELIVERED CONTENT TERMS AND CONDITIONS OF USE

These Pictometry Delivered Content Terms and Conditions of Use (the “Delivered Content Terms and Conditions”), in combination with the corresponding Agreement into which these terms are incorporated, collectively set forth the terms and conditions that govern use of Delivered Content (as hereinafter defined) for use within computing environments operated by parties other than Pictometry. As used in the Delivered Content Terms and Conditions the terms “you” and “your” in uppercase or lowercase shall mean the Customer that entered into the Agreement into which the Delivered Content Terms and Conditions are incorporated.

1. DEFINITIONS

- 1.1 “Authorized Subdivision” means, if you are a county or a non-state consortium of counties, any political unit or subdivision located totally or substantially within your boundaries that you authorize to have access to Delivered Content pursuant to the Delivered Content Terms and Conditions.
- 1.2 “Authorized System” means a workstation or server that meets each of the following criteria (i) it is owned or leased by you or an Authorized Subdivision, (ii) it is located within and only accessible from facilities that are owned or leased by you or an Authorized Subdivision, and (iii) it is under the control of and may only be used by you or Authorized Subdivisions.
- 1.3 “Authorized User” means any employee of you or Authorized Subdivisions that is authorized by you to have access to the Delivered Content through an Authorized System.
- 1.4 “Delivered Content” means the images, metadata, data layers, models, reports and other geographic or structural visualizations or embodiments included in, provided with, or derived from the information delivered to you by or on behalf of Pictometry pursuant to the Agreement.
- 1.5 “Project Participant” means any employee or contractor of persons or entities performing services for compensation for you or an Authorized Subdivision that has been identified by written notice to Pictometry prior to being granted access to Delivered Content and, unless Pictometry expressly waives such requirement for any individual, has entered into a written agreement with Pictometry authorizing such access.

2. GRANT OF RIGHTS; RESTRICTIONS ON USE; OWNERSHIP

- 2.1 Subject to the terms and conditions of the Agreement, you are granted nonexclusive, nontransferable, limited rights to:
 - (a) install the Delivered Content on Authorized Systems;
 - (b) permit access and use of the Delivered Content through Authorized Systems by:
 - (i) Authorized Users for performance of public responsibilities of you or Authorized Subdivisions that are to be performed entirely within facilities of you or Authorized Subdivisions;
 - (ii) Project Participants under the supervision of Authorized Users for performance of tasks or preparation of materials using only hard copies (or jpg copies) of Delivered Content solely for fulfilling public responsibilities of you or Authorized Subdivisions to be performed entirely within facilities of you or Authorized Subdivisions; and
 - (iii) individual members of the public, but only through Authorized Users and solely for the purpose of making hard copies or jpg copies of images of individual properties or structures (but not bulk orders of multiple properties or structures) to the individual members of the public requesting them.
- 2.2 You may not reproduce, distribute or make derivative works based upon the Delivered Content in any medium, except as expressly permitted in the Delivered Content Terms and Conditions.
- 2.3 You may not offer any part of the Delivered Content for commercial resale or commercial redistribution in any medium.
- 2.4 You may not distribute or otherwise make available any Delivered Content to Google or its affiliates, either directly or indirectly.
- 2.5 You may not exploit the goodwill of Pictometry, including its trademarks, service marks, or logos, without the express written consent of Pictometry.
- 2.6 You may not remove, alter or obscure copyright notices or other notices contained in the Delivered Content.
- 2.7 All right, title, and interest (including all copyrights, trademarks and other intellectual property rights) in Delivered Content in all media belong to Pictometry or its third party suppliers. Neither you nor any users of the Delivered Content acquire any proprietary interest in the Delivered Content, or any copies thereof, except the limited use rights granted herein.

3. OBLIGATIONS OF CUSTOMER

- 3.1 **Geographic Data.** If available, you agree to provide to Pictometry geographic data in industry standard format (e.g., shape, DBF) including, but not limited to, digital elevation models, street centerline maps, tax parcel maps and centroids, which data, to the extent practicable, shall be incorporated into the Delivered Content. You agree that any of this data that is owned by you may be distributed and modified by Pictometry as part of its products and services, provided that at no time shall Pictometry claim ownership of that data.
- 3.2 **Notification.** You shall (a) notify Pictometry in writing of any claims or proceedings involving any of the Delivered Content within ten (10) days after you learn of the claim or proceeding, and (b) report promptly to Pictometry all claimed or suspected defects in Delivered Content.
- 3.3 **Authorized User Compliance.** You shall at all times be responsible for compliance by each Authorized User with the Delivered Content Terms and Conditions.
- 3.4 **Authorized Subdivision Compliance.** You shall at all times be responsible for compliance by each Authorized Subdivision with the Delivered Content Terms and Conditions.
- 3.5 **Project Participants.** Each notice to Pictometry identifying a potential Project Participant shall include a detailed description of the scope and nature of the Project Participants’ planned work and the intended use of the Delivered Content in such work. Pictometry retains the right to restrict or revoke access to Delivered Content by any Project Participant who does not comply with the terms of the Delivered Content Terms and Conditions.

4. LICENSE DURATION; EFFECT OF TERMINATION

- 4.1 **Term.** The license granted to you in the Delivered Content Terms and Conditions is perpetual, subject to Pictometry’s right to terminate the license in the event you do not pay in full the Fees specified elsewhere in the Agreement, the Agreement is terminated for any reason other than a breach of the Agreement by Pictometry, or as otherwise provided in the Agreement.
- 4.2 **Effect of Termination.** Upon termination of the license granted to you in the Delivered Content Terms and Conditions, you shall immediately cease all use of the Delivered Content, promptly purge all copies of the Delivered Content from all workstations and servers on which any of it may be stored or available at the time, and return hard drive/media containing Delivered Content to Pictometry.

5. TRADEMARKS; CONFIDENTIALITY

- 5.1 **Use of Pictometry’s Marks.** You agree not to attach any additional trademarks, trade names, logos or designations to any Delivered Content or to any copies

of any Delivered Content without prior written approval from Pictometry. You may, however, include an appropriate government seal and your contact information so long as the seal and contact information in no way obscure or deface the Pictometry marks. You further agree that you will not use any Pictometry trademark, trade name, logo, or designation in connection with any product or service other than the Delivered Content. Your nonexclusive right to use Pictometry's trademarks, trade name, logos, and designations are coterminous with the license granted to you in the Delivered Content Terms.

- 5.2 Confidentiality of Delivered Content.** The Delivered Content consists of commercially valuable, proprietary products owned by Pictometry, the design and development of which reflect an investment of considerable time, effort, and money. The Delivered Content is treated by Pictometry as confidential and contains substantial trade secrets of Pictometry. You agree that you will not disclose, provide a copy of, or disseminate the Delivered Content (other than as expressly permitted in the Delivered Content Terms and Conditions) or any part thereof to any person in any manner or for any purpose inconsistent with the license granted to you in the Delivered Content Terms and Conditions. You agree to use your best efforts to assure that your personnel, and any others afforded access to the Delivered Content, protect the Delivered Content against unauthorized use, disclosure, copying, and dissemination, and that access to the Delivered Content and each part thereof will be strictly limited.

6. LIMITED WARRANTY; DISCLAIMER OF WARRANTIES

- 6.1 Limited Warranties; Exclusive Remedy.** Pictometry warrants that the Delivered Content will contain true and usable copies of the designated imagery as of the date of capture. As the sole and exclusive remedy for any breach of the foregoing warranty, Pictometry shall use reasonable efforts to correct any deficiency that precludes use of the Delivered Content in the manner intended.
- 6.2 Disclaimer of Other Warranties.** Except as provided in Section 6.1, above, THE DELIVERED CONTENT IS PROVIDED TO YOU "AS IS" AND "WITH ALL FAULTS." PICTOMETRY MAKES NO OTHER WARRANTIES OR REPRESENTATIONS OF ANY KIND, EXPRESS, IMPLIED, OR STATUTORY. ALL IMPLIED WARRANTIES, INCLUDING BUT NOT LIMITED TO WARRANTIES OF PERFORMANCE, MERCHANTABILITY, FITNESS FOR A PARTICULAR PURPOSE, AND ACCURACY, ARE HEREBY DISCLAIMED AND EXCLUDED BY PICTOMETRY.
- 6.3 Limitation of Liability.** With respect to any other claims that you may have or assert against Pictometry on any matter relating to the Delivered Content, the total liability of Pictometry shall, in the aggregate, be limited to the aggregate amount received by Pictometry in payment for Delivered Content during the immediately preceding twenty-four (24) month period.

7. MISCELLANEOUS PROVISIONS

- 7.1 Restricted Rights.** Delivered Content acquired with United States Government funds or intended for use within or for any United States federal agency is provided with "Restricted Rights" as defined in DFARS 252.227-7013, Rights in Technical Data and Computer Software and FAR 52.227-14, Rights in Data-General, including Alternate III, as applicable.
- 7.2 Governing Law.** This License Agreement shall be governed by and interpreted in accordance with the laws of the State of New York, excluding its conflicts of law principles.

[END OF DELIVERED CONTENT TERMS AND CONDITIONS]

SECTION B

LICENSE TERMS

PICTOMETRY ONLINE SERVICES GENERAL TERMS AND CONDITIONS

These Pictometry Online Services General Terms and Conditions (the "General Terms and Conditions"), in combination with the corresponding Pictometry order form, if any, collectively constitute the license agreement (the "License Agreement") that governs your use of the Pictometry online services (the "Online Services"), the images available in the Online Services, and all associated metadata and data layers included in, provided with, or derived from those images (the "Licensed Content") provided by Pictometry International Corp. and its affiliated companies (collectively, "Pictometry"). The terms "you" and "your" in uppercase or lowercase shall mean the individual, entity (e.g., corporation, limited liability company, partnership, sole proprietor, etc.) or government agency entering into the License Agreement.

1. GRANT OF RIGHTS; RESTRICTIONS ON USE; OWNERSHIP

- 1.1 You are granted a nonexclusive, nontransferable, limited right to access and use the Online Services and the Licensed Content obtained or derived from the Online Services solely for your internal business purposes and not for resale or redistribution. The rights granted to you include, subject to the restrictions set forth below and on the Order Form, the right to copy limited portions of the Licensed Content onto your computer to facilitate preparation of hardcopies and work product records, and the right to make hardcopies of the Licensed Content, provided that the Licensed Content and the permitted copies thereof may not be sold, leased, loaned, distributed, or copied for use by anyone other than you.
- 1.2 You may not make the Online Services available to any other party.
- 1.3 You may not copy the Licensed Content or portions thereof onto any computer or storage device or media for the purpose of creating or maintaining one or more databases of that content for use in substitution for subsequent access to the content through the Online Services.
- 1.4 You may not distribute or otherwise make available any Licensed Content to Google or its affiliates, either directly or indirectly.
- 1.5 You may not exploit the goodwill of Pictometry, including its trademarks, service marks, or logos, without the express written consent of Pictometry.
- 1.6 You may not remove, alter or obscure copyright notices or other notices contained in the Licensed Content.
- 1.7 You may not offer any part of the Online Services or the Licensed Content for commercial resale or commercial redistribution in any medium.
- 1.8 You may not use the Online Services or the Licensed Content to compete with any businesses of Pictometry.
- 1.9 You may not use information included in the Online Services or the Licensed Content to determine an individual consumer's eligibility for (a) credit or insurance for personal, family, or household purposes; (b) employment; or (c) a government license or benefit. The term "consumer" is defined in the United States Fair Credit Reporting Act at 15 USC §1681.
- 1.10 You may not access the Online Services via mechanical, programmatic, robotic, scripted or any other automated means. Unless otherwise agreed by Pictometry in writing, use of the Online Services is permitted only via manually conducted, discrete, human-initiated individual search and retrieval activities.
- 1.11 All right, title, and interest (including all copyrights, trademarks and other intellectual property rights) in the Online Services and the Licensed Content in all media belong to Pictometry or its third party suppliers. Neither you nor any users of the Online Services or the Licensed Content acquire any proprietary interest in the Online Services, the Licensed Content, or any copies thereof, except the limited use rights granted herein.

2. ACCESS TO SERVICES

- 2.1 Only you, your employees, and temporary or contract employees dedicated to performing work exclusively for you (each, an "Eligible User" and collectively, the "Eligible Users") are eligible to access and use the Online Services and the Licensed Content pursuant to the License Agreement. Each Eligible User to be provided access to the Online Service shall be assigned a unique login/password ("Pictometry Credential") for purposes of accessing the Online Services. You agree that each Pictometry Credential shall only be used by the Eligible User to whom it was originally assigned and that Pictometry Credentials may not be shared with, or used by, any other person, including other Eligible Users. You will promptly deactivate an Eligible User's Pictometry Credential in the event the Eligible User no longer meets the eligibility requirements or you otherwise wish to terminate the Eligible User's access to the Online Services. You are responsible for all use of the Online Services accessed with Pictometry Credentials issued to your Eligible Users, including associated charges, whether by Eligible Users or others. You will use reasonable commercial efforts to prevent unauthorized use of Pictometry Credentials assigned to your Eligible Users and will promptly deactivate any Pictometry Credentials you suspect are lost, stolen, compromised, or misused.
- 2.2 The Online Services, the Licensed Content, and features and functionality within the Online Services may be enhanced, added to, withdrawn, or otherwise changed by Pictometry without notice.
- 2.3 You are aware and understand that any user data collected or stored by the Online Services may be accessed by US law enforcement agencies under the US PATRIOT Act. You hereby release, and agree to hold Pictometry harmless from, all claims against Pictometry with respect to such access.

3. DISCLAIMERS

- 3.1 The Online Services and the Licensed Content are provided for visualization purposes only, are not authoritative or definitive, and do not constitute professional engineering or surveying services.
- 3.2 The Online Services and the Licensed Content are not to be relied upon to precisely locate or determine property boundaries and should not be used in lieu of a professional survey where the accuracy of measurements, distance, height, angle, area and volume, may have significant consequences.
- 3.3 All measurements and reports generated by the Online Services or from the Licensed Content are based upon second order visualization and measurement data that do not provide authoritative or definitive measurement results suitable for professional engineering or surveying purposes.
- 3.4 Contour information obtained from the Online Services or contained in the Licensed Content is generated from undersampled elevation data, is provided for informational purposes only, and is not suitable for use as the basis for hydrographic computations, estimations or analyses.
- 3.5 While the Online Services and the Licensed Content may be considered useful supplements for life critical applications, they are not designed or maintained to support such applications and Pictometry and its third party suppliers of the Online Services and the Licensed Content hereby disclaim all liability for damages claims and expenses arising from such use.
- 3.6 Your reliance on the Online Services and the Licensed Content should only be undertaken after an independent review of their accuracy, completeness, efficacy, timeliness and adequacy for your intended purpose.
- 3.7 Pictometry and each third party supplier of any portion of the Online Services or the Licensed Content assume no responsibility for any consequences resulting from the use of the Online Services or the Licensed Content.
- 3.8 Pictometry and each third party supplier of any portion of the Online Services or the Licensed Content hereby disclaim all liability for damages, claims and expenses arising from or in any way related to the accuracy or availability of the Online Services and the Licensed Content.
- 3.9 By accepting these General Terms and Conditions or by using the Online Services or the Licensed Content, you waive any and all rights you may have against Pictometry, each third party supplier of any portion of the Online Services or the Licensed Content, and each of their directors, officers, members and employees, arising out of use of or reliance upon the Online Services or the Licensed Content.

4. LIMITED WARRANTY

- 4.1 Pictometry represents and warrants that it has the right and authority to make the Online Services and the Licensed Content available to you and your Eligible Users as authorized expressly by this License Agreement.
- 4.2 EXCEPT AS OTHERWISE PROVIDED IN SECTION 4.1, THE ONLINE SERVICES AND LICENSED CONTENT ARE PROVIDED ON AN "AS IS", "AS AVAILABLE" BASIS AND PICTOMETRY AND EACH THIRD PARTY SUPPLIER OF LICENSED CONTENT EXPRESSLY DISCLAIM ALL OTHER WARRANTIES, INCLUDING THE WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE.

5. LIMITATION OF LIABILITY

- 5.1 No Covered Party (as defined below) shall be liable for any loss, injury, claim, liability, or damage of any kind resulting in any way from (a) any errors in or omissions from the Online Services or the Licensed Content, (b) the unavailability or interruption of the Online Services or any features thereof or the Licensed Content, (c) your or an Eligible User's use of the Online Services or the Licensed Content, (d) the loss or corruption of any data or equipment in connection with the Online Services or the Licensed Content, (e) the content, accuracy, or completeness of the Licensed Content, all regardless of whether you received assistance in the use of the Online Service from a Covered Party, (f) any delay or failure in performance beyond the reasonable control of a Covered Party, or (g) any content retrieved from the Internet even if retrieved or linked to from within the Online Services.
- 5.2 "Covered Party" means (a) Pictometry and any officer, director, employee, subcontractor, agent, successor, or assign of Pictometry; and (b) each third party supplier of any Licensed Content, third party alliance entity, their affiliates, and any officer, director, employee, subcontractor, agent, successor, or assign of any third party supplier of any Licensed Content or third party alliance entity and their affiliates.
- 5.3 TO THE FULLEST EXTENT PERMISSIBLE BY APPLICABLE LAW, UNDER NO CIRCUMSTANCES WILL THE AGGREGATE LIABILITY OF THE COVERED PARTIES IN CONNECTION WITH ANY CLAIM ARISING OUT OF OR RELATING TO THE ONLINE SERVICES OR THE LICENSED CONTENT OR THIS LICENSE AGREEMENT EXCEED THE LESSER OF YOUR ACTUAL DIRECT DAMAGES OR THE AMOUNT YOU PAID FOR THE ONLINE SERVICES IN THE TWELVE MONTH PERIOD IMMEDIATELY PRECEDING THE DATE THE CLAIM AROSE. YOUR RIGHT TO MONETARY DAMAGES IN THAT AMOUNT SHALL BE IN LIEU OF ALL OTHER REMEDIES WHICH YOU MAY HAVE AGAINST ANY COVERED PARTY.
- 5.4 TO THE FULLEST EXTENT PERMISSIBLE BY APPLICABLE LAW, NEITHER YOU NOR THE COVERED PARTIES WILL BE LIABLE FOR ANY SPECIAL, INDIRECT, INCIDENTAL, OR CONSEQUENTIAL DAMAGES OF ANY KIND WHATSOEVER (INCLUDING, WITHOUT LIMITATION, ATTORNEYS' FEES) IN ANY WAY DUE TO, RESULTING FROM, OR ARISING IN CONNECTION WITH THE ONLINE SERVICES, THE LICENSED CONTENT, OR THE FAILURE OF ANY COVERED PARTY TO PERFORM ITS OBLIGATIONS. THE FOREGOING LIMITATION OF LIABILITY SHALL NOT APPLY TO A PARTY'S INDEMNITY OBLIGATIONS OR YOUR (AND YOUR ELIGIBLE USERS') INFRINGEMENT OF INTELLECTUAL PROPERTY OR MISAPPROPRIATION OF PROPRIETARY DATA BELONGING TO PICTOMETRY OR ITS THIRD PARTY SUPPLIERS.
- 5.5 Notwithstanding anything to the contrary in this Section 5:
- (a) If there is a breach of the warranty in Section 4.1 above, then Pictometry, at its option and expense, shall either defend or settle any action and hold you harmless against proceedings or damages of any kind or description based on a third party's claim of patent, trademark, service mark, copyright or trade secret infringement related to use of the Online Services or the Licensed Content, asserted against you by such third party provided: (i) all use of the Online Services and the Licensed Content was in accordance with this License Agreement; (ii) the claim, cause of action or infringement was not caused by you modifying or combining the Online Services or the Licensed Content with or into other products, applications, images or data not approved by Pictometry; (iii) you give Pictometry prompt notice of such claim; and (iv) you give Pictometry the right to control and direct the investigation, defense and settlement of such claim. You, at Pictometry's expense, shall reasonably cooperate with Pictometry in connection with the foregoing.
- (b) In addition to Section 5.5(a), if the Online Services, the operation thereof or the Licensed Content become, or in the opinion of Pictometry are likely to become, the subject of a claim of infringement, Pictometry may, at its option and expense, either: (i) procure for you the right to continue using the Online Services or the Licensed Content, (ii) replace or modify the Online Services or the Licensed Content so that they become non-infringing; or (iii) terminate the License Agreement on notice to you and grant you a pro-rata refund or credit (whichever is applicable) for any pre-paid fees or fixed charges.
- (c) The provisions of Sections 5.5(a) and (b) shall constitute your sole and exclusive remedy for the respective matters specified therein.

6. MISCELLANEOUS

- 6.1 The terms and conditions of this License Agreement may be changed from time to time immediately upon notice to you. If any changes are made to this License Agreement, such changes will: (a) only be applied prospectively; and (b) not be specifically directed against you or your Eligible Users but will apply to all similarly situated Pictometry customers using the Online Services. You may terminate this License Agreement upon written notice to Pictometry if any change to the terms and conditions of this License Agreement is unacceptable to you. For termination to be effective under this Section 6.1, written notice of termination must be provided to Pictometry within 90 days of the effective date of the change. Continued use of the Online Services following the effective date of any change constitutes acceptance of the change, but does not affect the foregoing termination right. Except as provided above, this License Agreement may not be supplemented, modified or otherwise revised unless signed by duly authorized representatives of both parties. Furthermore, this License Agreement may not be supplemented, modified or otherwise revised by email exchange, even if the email contains a printed name or signature line bearing signature-like font. The foregoing does not prohibit the execution of electronic contracts bearing electronic signatures of authorized representatives of both parties, provided such signatures include digital certifications or are otherwise authenticated.
- 6.2 In the event of a breach of this License Agreement by you, any Eligible User or someone using the Pictometry Credential of an Eligible User, Pictometry may temporarily suspend or discontinue providing access to the Online Services to any or all Eligible Users without notice and Pictometry may pursue any other legal remedies available to it.
- 6.3 All notices and other communications hereunder shall be in writing or displayed electronically in the Online Services by Pictometry. Notices shall be deemed to have been properly given on the date deposited in the mail, if mailed; on the date first made available, if displayed in the Online Services; or on the date received, if delivered in any other manner. Legal notices to Pictometry should be sent to Pictometry, Attn: General Counsel, 25 Methodist Hill Drive, Rochester, New York 14623.
- 6.4 The failure of you, Pictometry, or any third party supplier of the Online Services or any Licensed Content to enforce any provision hereof shall not constitute or be construed as a waiver of such provision or of the right to enforce it at a later time.
- 6.5 Neither you nor any Eligible User may assign or otherwise transfer your rights or delegate your duties under this License Agreement without the prior written consent of Pictometry. Any attempt by you or any Eligible User to assign, transfer or delegate your rights or obligations under this License Agreement without Pictometry's consent shall be void, and shall also void the limited license granted to you by this License Agreement. This License Agreement and any amendment thereto shall be binding on, and will inure to the benefit of the parties and their respective successors and permitted assigns.
- 6.6 This License Agreement shall be governed by and interpreted in accordance with the laws of the State of New York, excluding its conflicts of law principles. Unless you are a government entity, in the event that any legal proceedings are commenced with respect to any matter arising under this License Agreement, the parties specifically consent and agree that the courts of the State of New York or, in the alternative, the Federal Courts located in the State of New York

shall have exclusive jurisdiction over each of the parties and over the subject matter of any such proceedings, and that the venue of any such action shall be in Monroe County, New York or the U.S. District Court for the Western District of New York, as applicable.

- 6.7 This License Agreement will be enforced to the fullest extent permitted by applicable law. If any provision of this License Agreement is held to be invalid or unenforceable to any extent, then (a) such provision will be interpreted, construed and reformed to the extent reasonably required to render it valid, enforceable and consistent with its original intent and (b) such invalidity or unenforceability will not affect any other provision of this License Agreement.
- 6.8 Where applicable, each affiliated company of Pictometry and each third party supplier of the Online Services or any Licensed Content has the right to assert and enforce the provisions of this License Agreement directly on its own behalf as a third party beneficiary.
- 6.9 In the event of a breach of your obligations under this License Agreement or your payment obligations with respect to access to the Online Services or the Licensed Content, you agree to pay all of Pictometry's costs of enforcement and collection, including court costs and reasonable attorneys' fees.
- 6.10 This License Agreement constitutes the entire agreement of the parties with respect to its subject matter and replaces and supersedes any prior written or verbal communications, representations, proposals or quotations relating to that subject matter.

[END OF ONLINE SERVICES GENERAL TERMS AND CONDITIONS]

SECTION B

LICENSE TERMS

PICTOMETRY SOFTWARE LICENSE AGREEMENT

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4. **DISCLAIMERS OF WARRANTY.** USE OF THE PICTOMETRY SOFTWARE IS AT YOUR SOLE RISK. TO THE MAXIMUM EXTENT PERMITTED BY APPLICABLE LAW, THE PICTOMETRY SOFTWARE IS PROVIDED "AS IS", WITH ALL FAULTS AND WITHOUT WARRANTY OF ANY KIND, AND PICTOMETRY HEREBY DISCLAIMS ALL WARRANTIES WITH RESPECT TO THE PICTOMETRY SOFTWARE, WHETHER EXPRESS, IMPLIED OR STATUTORY, INCLUDING, BUT NOT LIMITED TO, THE IMPLIED WARRANTIES OF MERCHANTABILITY AND OF FITNESS FOR A PARTICULAR PURPOSE. PICTOMETRY DOES NOT WARRANT THAT THE FUNCTIONS CONTAINED IN OR PROVIDED BY THE PICTOMETRY SOFTWARE WILL MEET YOUR REQUIREMENTS, THAT THE OPERATION OF THE PICTOMETRY SOFTWARE WILL BE UNINTERRUPTED OR ERROR-FREE, OR THAT DEFECTS IN THE PROPRIETARY MATERIALS WILL BE CORRECTED.
5. **LIMITATION OF LIABILITY.** IN NO EVENT WILL PICTOMETRY BE LIABLE FOR ANY INCIDENTAL, SPECIAL, INDIRECT OR CONSEQUENTIAL DAMAGES WHATSOEVER, INCLUDING, WITHOUT LIMITATION, DAMAGES FOR LOSS OF PROFITS, LOSS OF DATA, BUSINESS INTERRUPTION OR ANY OTHER COMMERCIAL DAMAGES OR LOSSES ARISING OUT OF OR RELATED TO YOUR USE OR INABILITY TO USE THE PICTOMETRY SOFTWARE, HOWEVER CAUSED, REGARDLESS OF THE THEORY OF LIABILITY (CONTRACT, TORT OR OTHERWISE), EVEN IF PICTOMETRY HAS BEEN ADVISED OF THE POSSIBILITY OF SUCH DAMAGES. IN NO EVENT WILL PICTOMETRY'S TOTAL LIABILITY TO YOU FOR ALL DAMAGES (OTHER THAN AS MAY BE REQUIRED BY APPLICABLE LAW IN CASES INVOLVING PERSONAL INJURY) CAUSED BY, ARISING OUT OF OR IN ANY WAY RELATED TO THE PICTOMETRY SOFTWARE EXCEED THE AMOUNT OF FIFTY DOLLARS (\$50.00). THE FOREGOING LIMITATIONS WILL APPLY EVEN IF THE ABOVE STATED REMEDY FAILS OF ITS ESSENTIAL PURPOSE.
6. **TERMINATION.** This License will terminate automatically without notice from Pictometry if you fail to comply with any term of this License. Upon the termination of this License, you will cease all use of the Pictometry Software and destroy all copies, full or partial, of the Proprietary Materials.
7. **MISCELLANEOUS PROVISIONS.**
 - A. **Restricted Rights.** Pictometry Software acquired with United States Government funds or intended for use within or for any United States federal agency is provided with "Restricted Rights" as defined in DFARS 252.227-7013, Rights in Technical Data and Computer Software and FAR 52.227-14, Rights in Data-General, including Alternate III, as applicable. Pictometry must be notified in advance of any license grants to United States federal governmental entities. The Pictometry Software is developed for general use in a variety of applications and is not developed or intended for use in any inherently dangerous applications or applications that could lead to property damage, personal injury or death. If you use the Pictometry Software in such applications, then you will be responsible for taking all appropriate fail-safe, backup, redundancy, and other measures to ensure the safe use of the Pictometry Software in such applications, including but not limited to, in any nuclear, aviation, mass transit, public safety or medical applications.
 - B. **Foreign Trade Restrictions.** The parties acknowledge that certain information, software technology, accompanying documentation and technical information may be subject to United States export control laws. You will not directly or indirectly export or re-export the Pictometry Software in violation of the Export Administration Regulations of the U.S. Department of Commerce.
 - C. **Governing Law.** This License will be governed by and interpreted in accordance with the laws of the State of New York, excluding its conflict of laws principles.
 - D. **Assignment.** You may not assign this License without Pictometry's prior written consent. Any assignment in violation of this License will be null, void and of no force and effect. For all purposes under this License, any merger, consolidation, spin-off, acquisition or change-in-control will be deemed an assignment.
 - E. **Partial Invalidity; Survival.** If any provision of this License is held invalid or unenforceable by competent authority, that provision will be construed so as to be limited or reduced to be enforceable to the maximum extent compatible with the law as it will then appear. The total invalidity or unenforceability of any particular provision of this License will not affect its other provisions and this License will be construed in all respects as if the invalid or unenforceable provision were omitted. The provisions of this License that by their nature would survive its termination will survive indefinitely.

- F. **Force Majeure.** Except with respect to Customer's payment obligations for services delivered, reports delivered or any ongoing subscription payment obligation, each party will be excused from performance under this Agreement, will not be deemed to be in breach hereof, and will have no liability to the other party whatsoever if either party is prevented from performing any of its obligations hereunder, in whole or in part, as a result of a Force Majeure Event. A "Force Majeure Event" means an event or occurrence beyond the control of the nonperforming party, such as an act of God or of the public enemy, embargo or other act of government in either its sovereign or contractual capacity, government regulation, travel ban or request, court order, civil disturbance, terrorism, war, quarantine restriction, epidemic, virus, fire, weather, flood, accident, strike, slowdown, delay in transportation, electrical power outage, interruption or degradation in electronic communications systems, inability to obtain necessary labor, materials or manufacturing facilities, and other similar events. In the event of any delay resulting from a Force Majeure Event, any date of delivery hereunder will be extended for a period equal to the time lost because of the delay.
- G. **Waiver.** No waiver of a breach of any term of this License will be effective unless in writing and duly executed by the waiving party. No such waiver will constitute a waiver of any subsequent breach of the same or any other term of this License. No failure on the part of a party to exercise, and no delay in exercising any of its rights hereunder will operate as a waiver thereof, nor will any single or partial exercise by a party of any right preclude any other or future exercise thereof or the exercise of any other right. No course of dealing between the parties will be deemed effective to modify, amend or discharge any part of this License or the rights or obligations of any party hereunder.
- H. **Entire Agreement; Construction.** This License contains the entire understanding of the parties with respect to the subject matter hereof and supersedes any prior or contemporaneous understandings regarding that subject matter. No amendment to or modification of this License will be binding unless in writing and signed by Pictometry. There are no representations, warranties, or obligations of any party not expressly contained herein. The headings in this License are for convenience only. They do not constitute a portion of this License and will not be used in any construction of it.

[END OF SOFTWARE LICENSE AGREEMENT]

SECTION C

NON-STANDARD TERMS AND CONDITIONS

1. Online Services Eligible Users: Notwithstanding anything in the Online Services General Terms and Conditions incorporated in this Agreement to the contrary, the terms 'Eligible User' and 'Eligible Users' as defined in those Online Services General Terms and Conditions shall, for the purposes of this Agreement, also include each 'Authorized User' as that term is defined in the Delivered Content Terms and Conditions of Use incorporated in this Agreement.

2. Applicable Law: Notwithstanding anything to the contrary set forth elsewhere in this Agreement, this Agreement and any modifications, amendments or alterations shall be interpreted, construed and enforced in all respects in accordance with the laws of the State of Minnesota, excluding its conflicts of law principles. Each party irrevocably consents to the exclusive jurisdiction of the courts of the State of Minnesota in connection with any action to enforce the provisions of this Agreement, to recover damages or other relief for breach or default under this Agreement, or otherwise arising under or by reason of this Agreement.

3. Non-appropriation of Funds. Notwithstanding anything herein to the contrary, in the event that the funds due for subsequent projects and related deliverables under the terms and conditions of this Agreement are not lawfully appropriated, the following provisions shall apply:

- a. Customer shall provide Pictometry with written documentation of non-appropriation of funds from its funding source prior to commencement of a subsequent project;
- b. This Agreement shall remain in full force and effect, however commencement of the subsequent project shall be deemed postponed until such time as funds for the subsequent project have been appropriated and all other sums due under the terms and conditions of this Agreement have been paid by Customer. In the event that the postponement exceeds eighteen months, Pictometry reserves the right to terminate any and all obligations with respect to the postponed project and all subsequent projects included in this Agreement; and
- c. If Customer, or any party authorized under the terms and conditions of this Agreement to use the licensed products set forth in Section A, is in possession of licensed products for which Pictometry has not been fully compensated in accordance with the payment terms of this Agreement, Customer or such authorized party shall immediately cease use of those licensed products, purge those licensed products from all Customer and authorized party computers, and return those licensed products to Pictometry.

4. Upon entering into this Agreement, the parties desire to simultaneously amend an existing agreement between the parties dated June 29, 2018 in order to terminate their obligations with respect to the Second Project set forth at no cost or expense to either party.

[END OF NON-STANDARD TERMS AND CONDITIONS]

EagleView Reveal

Essentials+ Neighborhood deliverables

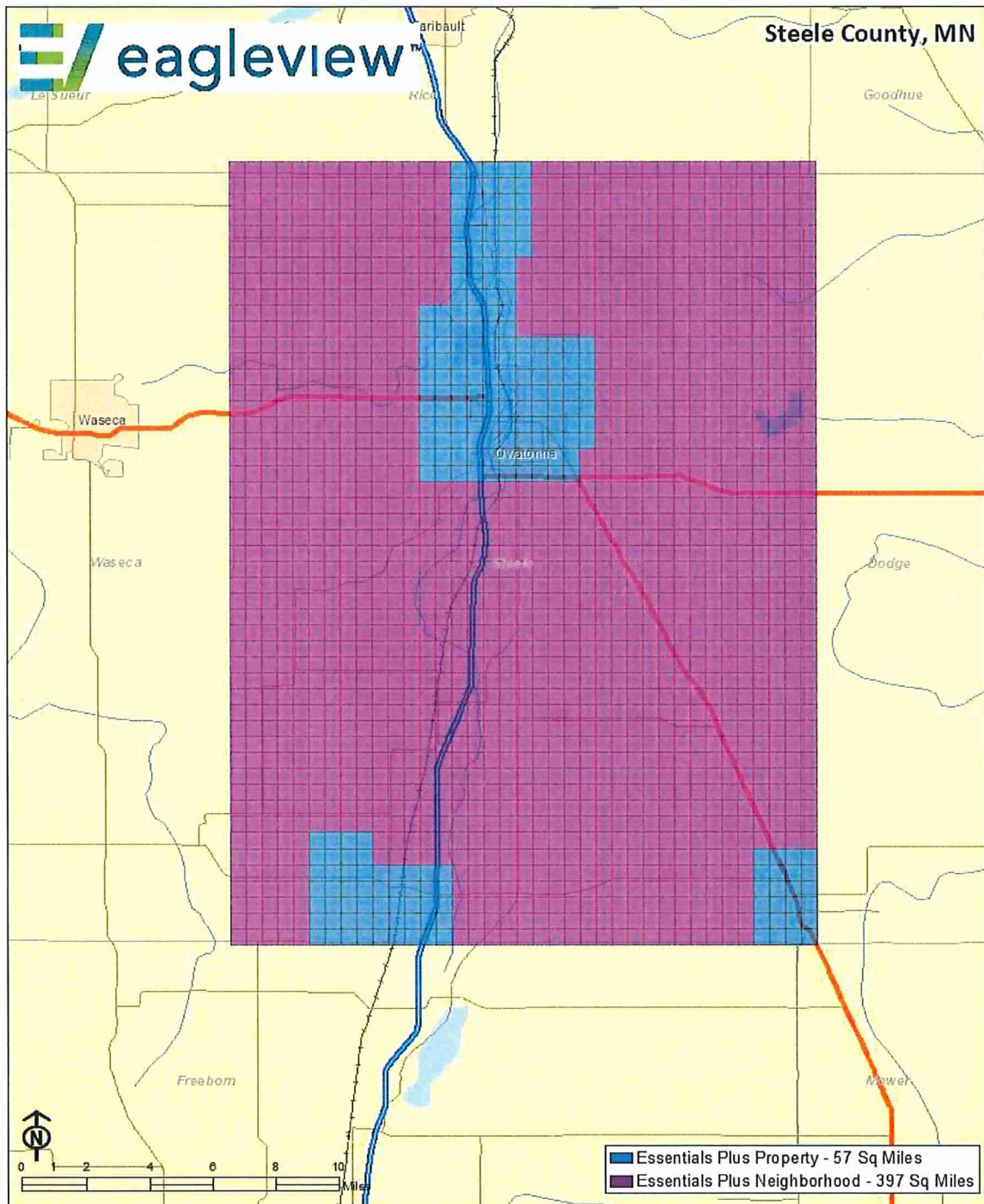
Product	Essentials+ Neighborhood
Orthomosaic Specifications	- Resolution at 6in GSD - Typical Positional Horizontal Accuracy: 1m at a 95% confidence level - Fully automated photogrammetric orthomosaic. Imagery may contain seamlines - Project-wide color and contrast balancing
Oblique Imagery	Nominal 6in GSD oblique imagery or better: Where available fully automated photogrammetric mosaiced imagery. Imagery may contain seamlines
Metadata and Reporting	Metadata: - Metadata generated that meets FGDC Standards upon request - Shapefile(s) with discrete deliverable boundaries and directional metadata
Orthomosaic Deliverable Format (Online)	Resolution: - Resolution at 6in GSD Access Methods: - Available via web-based viewer (Connect) - Contracted separately - Also available via WMS/WMTS (Image Service) - Contracted separately
Orthomosaic Deliverable Format (Physical)	Resolution: - Resolution at 6in GSD Projection/Coordinate System: - Customer Selectable Datum: - Customer Selectable File Format: - Mosaic Tiles - Available as JPEG, GeoTIFF, JPEG2000, PNG, ECW, MrSID (All versions) with world file - Includes separate Pictometry Map Image (PMI) trailer file - Project-Wide Mosaic - Available in ECW, MrSID (All versions) format
Oblique Imagery Deliverable Format	Access methods: Available via web-based viewer (Connect) - Contracted separately
Delivery Timeline	Best efforts to make ortho and oblique imagery available online and/or ready for physical delivery within 30 days of capture completion

EagleView Reveal

Essentials+ Property deliverables

Product	Essentials+ Property
Ortho frame imagery	Nominal 2in GSD ortho imagery, Imagery as good as 1.2in and no worse than 3in
Orthomosaic Specifications	- Orthomosaic Resolution 2in or 3in GSD (Best Available provided) - Typical Positional Horizontal Accuracy: 1m at a 95% confidence level - Fully automated photogrammetric orthomosaic. Imagery may contain seamlines - Project-wide color and contrast balancing
Oblique Imagery	Nominal 2.6in GSD oblique imagery ranging from 1.7in to 3.5in GSD: Where available fully automated photogrammetric mosaiced imagery. Imagery may contain seamlines
Metadata and Reporting	Metadata: - Metadata generated that meets FGDC Standards upon request - Shapefile(s) with discrete deliverable boundaries and directional metadata
Orthomosaic Deliverable Format (Online)	Resolution: 2in or 3in GSD (Best Available Provided) Access Methods: - Available via web-based viewer (Connect) - Contracted separately - Also available via WMS/WMTS (Image Service) - Contracted separately
Orthomosaic Deliverable Format (Physical)	Resolution: 2in or 3in GSD (Best Available Provided) Projection/Coordinate System: - Customer Selectable Datum: - Customer Selectable File Format: - Mosaic Tiles - Available as JPEG, GeoTIFF, JPEG2000, PNG, ECW, MrSID (All versions) with world file - Includes separate Pictometry Map Image (PMI) trailer file - Project-Wide Mosaic - Available in ECW, MrSID (All versions) format
Oblique Imagery & Frame Imagery Deliverable Format	Access methods: Available via web-based viewer (Connect) - Contracted separately
Delivery Timeline	- Best efforts to make frame imagery available online within 20 days of capture complete - Best efforts to make ortho and oblique imagery available online and/or ready for physical delivery within 30 days of capture completion

MAP(S)



MEMORANDUM OF UNDERSTANDING

On June 15, 2021, the Steele County Land Use & Records Policy Committee agreed to move the purchase recommendation for updated aerial imagery captured in the spring of 2022 (obtained from Pictometry International Corporation) to the Steele County Board of Commissioners ("County Board") for approval, with the following conditions:

- (a.) Owatonna Public Utilities will contribute \$15,000.00 (fifteen thousand dollars) towards Steele County's 2022 aerial imagery agreement with Pictometry International Corporation.

On June 22, 2021, the County Board authorized approval to purchase updated aerial imagery of Steele County from Pictometry International Corporation, as requested by the Steele County Land Use Records Policy Committee.

By signing below, the parties indicate their acknowledgment of all conditions set forth above. This memorandum also acknowledges the parties' understanding that fulfillment of the provisions set forth below will satisfy all conditions imposed by the County Board on June 22, 2021.

Therefore, it is the understanding of the undersigned parties that:

- 1.) Owatonna Public Utilities will reimburse Steele County for the amount of \$15,000.00 (fifteen thousand dollars) made payable in three annual payments of \$5,000.00 (five thousand dollars), with the first payment commencing in November of 2022.
- 2.) Steele County will provide Owatonna Public Utilities with the updated aerial imagery purchased from Pictometry International Corporation in a web-based application and/or digital format. Owatonna Public Utilities is responsible to provide their own device in which to locally store digital data.

By the Parties,

Signature
Christian Fenstermacher,
Owatonna Public Utilities Director of Engineering and Field Operations

Dated: _____

Signature
Scott Golberg, Steele County Administrator

Dated: _____

Signature
James Brady, Steele County Board of Commissioners Chairman

Dated: _____

MEMORANDUM OF UNDERSTANDING

On June 15, 2021, the Steele County Land Use & Records Policy Committee agreed to move the purchase recommendation for updated aerial imagery captured in the spring of 2022 (obtained from Pictometry International Corporation) to the Steele County Board of Commissioners ("County Board") for approval, with the following conditions:

- (a.) The City of Owatonna will contribute \$10,000.00 (ten thousand dollars) towards Steele County's 2022 aerial imagery agreement with Pictometry International Corporation.

On June 22, 2021, the County Board authorized approval to purchase updated aerial imagery of Steele County from Pictometry International Corporation, as requested by the Steele County Land Use Records Policy Committee.

By signing below, the parties indicate their acknowledgment of all conditions set forth above. This memorandum also acknowledges the parties' understanding that fulfillment of the provisions set forth below will satisfy all conditions imposed by the County Board on June 22, 2021.

Therefore, it is the understanding of the undersigned parties that:

- 1.) The City of Owatonna will reimburse Steele County for the amount of \$10,000.00 (ten thousand dollars) made payable as follows; \$3,333.34 (three thousand three hundred thirty three dollars and thirty four cents) for the first year and two annual payments thereafter of \$3333.33 (three thousand three hundred thirty three dollars and thirty three cents), with the first payment commencing in November of 2022.
- 2.) Steele County will provide the City of Owatonna with the updated aerial imagery purchased from Pictometry International Corporation in a web-based application and/or digital format. The City of Owatonna is responsible to provide their own device in which to locally store digital data.

By the Parties,

Signature
Troy Klecker, City of Owatonna Community Development Director

Dated: _____

Signature
Scott Golberg, Steele County Administrator

Dated: _____

Signature
James Brady, Steele County Board of Commissioners Chairman

Dated: _____

MEMORANDUM OF UNDERSTANDING

On June 15, 2021, the Steele County Land Use & Records Policy Committee agreed to move the purchase recommendation for updated aerial imagery captured in the spring of 2022 (obtained from Pictometry International Corporation) to the Steele County Board of Commissioners ("County Board") for approval, with the following conditions:

- (a.) The City of Medford will contribute \$1,200.00 (one thousand two hundred dollars) towards Steele County's 2022 aerial imagery agreement with Pictometry International Corporation.

On June 22, 2021, the County Board authorized approval to purchase updated aerial imagery of Steele County from Pictometry International Corporation, as requested by the Steele County Land Use Records Policy Committee.

By signing below, the parties indicate their acknowledgment of all conditions set forth above. This memorandum also acknowledges the parties' understanding that fulfillment of the provisions set forth below will satisfy all conditions imposed by the County Board on June 22, 2021.

Therefore, it is the understanding of the undersigned parties that:

- 1.) The City of Medford will reimburse Steele County for the amount of \$1,200.00 (one thousand two hundred dollars) made payable in three annual payments of \$400.00 (four hundred dollars), with the first payment commencing in November of 2022.
- 2.) Steele County will provide the City of Medford with the updated aerial imagery purchased from Pictometry International Corporation in a web-based application and/or digital format. The City of Medford is responsible to provide their own device in which to locally store digital data.

By the Parties,

Signature
Jed Petersen,
City of Medford Administrative Director of Operations

Dated: _____

Signature
Scott Golberg, Steele County Administrator

Dated: _____

Signature
James Brady, Steele County Board of Commissioners Chairman

Dated: _____

MEMORANDUM OF UNDERSTANDING

On June 15, 2021, the Steele County Land Use & Records Policy Committee agreed to move the purchase recommendation for updated aerial imagery captured in the spring of 2022 (obtained from Pictometry International Corporation) to the Steele County Board of Commissioners ("County Board") for approval, with the following conditions:

- (a.) The City of Ellendale will contribute \$1,000.00 (one thousand dollars) towards Steele County's 2022 aerial imagery agreement with Pictometry International Corporation.

On June 22, 2021, the County Board authorized approval to purchase updated aerial imagery of Steele County from Pictometry International Corporation, as requested by the Steele County Land Use Records Policy Committee.

By signing below, the parties indicate their acknowledgment of all conditions set forth above. This memorandum also acknowledges the parties' understanding that fulfillment of the provisions set forth below will satisfy all conditions imposed by the County Board on June 22, 2021.

Therefore, it is the understanding of the undersigned parties that:

- 1.) The City of Ellendale will reimburse Steele County for the amount of \$1,000.00 (one thousand dollars) made payable as follows; \$333.34 (three hundred thirty three dollars and thirty four cents) for the first year and two annual payments thereafter of \$333.33 (three hundred thirty three dollars and thirty three cents), with the first payment commencing in November of 2022.
- 2.) Steele County will provide the City of Ellendale with the updated aerial imagery purchased from Pictometry International Corporation in a web-based application and/or digital format. The City of Ellendale is responsible to provide their own device in which to locally store digital data.

By the Parties,

Signature
Steve Engel,
City of Ellendale Deputy City Clerk/Treasurer

Dated: _____

Signature
Scott Golberg, Steele County Administrator

Dated: _____

Signature
James Brady, Steele County Board of Commissioners Chairman

Dated: _____



Steele County Agenda Item

Subject: CAMA Software

Department: Assessor's Office

Committee Meeting Date: June 15, 2021

Board Meeting Date: June 22, 2021

Consent Agenda: ☒ Yes ☐ No **Resolution:** ☐ Yes ☒ No

Policy Committee Recommendation:

Land Use and Records Policy Committee recommends approval to be paid from the Compliance Fund

Recommendation:

Compliance Fund Committee recommends approval.

Background (*Including Budget Impact*):

This is a request to purchase two modules for the CAMA software (Vanguard mass appraisal). Funding to come from Compliance Fund.

The first module is for archiving the CAMA data at the end of each year. This is required of assessors to save the annual parcel level assessment information for posterity. The data is saved to the cloud as opposed to the County server. The cost is an annual cost of \$3,040 per process with a six-year commitment.

The second process is to automate export/import function. This functionality allows us to import data from the 400 to CAMA, such as, ownership, legal descriptions and permit information. This process would become automated. The Advanced Export Scheduler license is one-time fee of \$850, with the annual service fee of \$250. (We also get an additional 4 hours of service time with this license).

Total annual outlay from Compliance Fund \$3,290. (First year \$4,140).

These two modules would allow us to save time and improve efficiency as both of our current manual processes are time consuming.

Attachments:

Invoices for Archive and Import/Export modules



Vanguard Appraisals, Inc.
1065 Sierra Ct. N. E.
Suite D
Cedar Rapids, IA 52402

Estimate

DATE	ESTIMATE #
6/4/2021	5667

NAME / ADDRESS
Steele County Assessor P.O. Box 890 Owatonna, MN 55060

CID#
MN0097

ITEM	DESCRIPTION	QTY	COST	HOURS*	TOTAL
Archive Module	Service Fees Only (based on 20,635 parcels with PRC reports)	6	3,800.00		22,800.00
Discount 20%	Discount 20% (multiple process discount) (-\$760/process)		-20.00%		-4,560.00
	Each process \$3,040.00				
			TOTAL		\$18,240.00

Prices good for 90 days.

*Time for installation and training.

Annual Cost

\$3,040.00



Vanguard Appraisals, Inc.
1065 Sierra Ct. N. E.
Suite D
Cedar Rapids, IA 52402

Estimate

DATE	ESTIMATE #
6/4/2021	5668

NAME / ADDRESS
Steele County Assessor P.O. Box 890 Owatonna, MN 55060

CID#
MN0097

ITEM	DESCRIPTION	QTY	COST	HOURS*	TOTAL
AES	Advanced Export Scheduler License Fees	1	850.00	4	850.00 850.00
AES-	Service Fees Service Fees First Year Only Sub Total	1	250.00		250.00 250.00
			TOTAL		\$1,100.00

Prices good for 90 days.

*Time for installation and training.



Steele County Agenda Item

Subject: Approve Donations to Public Health

Department: Public Health

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

Board Meeting Date: June 22, 2021

Consent Agenda: ☐ Yes ☒ No

Resolution: ☒ Yes ☐ No

Policy Committee Recommendation:

Recommendation:

Approve the donations to Public Health

Background (*Including Budget Impact*):

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

Attachments:

-Donations-June 2021

-Donation Acceptance Resolution June 22, 2021

STEELE COUNTY PUBLIC HEALTH

Donations

Donor & Address	Description of Items(s) donated	Quantity	Amount of Donation (\$)
Anonymous	Home Health Supplies		_____

Date donation approved by Commissioners: _____

RESOLUTION

ACCEPTANCE OF DONATION FOR PUBLIC HEALTH

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:

- Home Health Supplies by Anonymous

Dated this 22nd day of June 2021.

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 22nd day of June 2021.

Laura Ihrke, Steele County Auditor



Steele County Agenda Item

Subject: On-Sale Beer License

Department: Auditor's Office

Committee Meeting Date:

Board Meeting Date: June 22, 2021

Consent Agenda: ☒ Yes ☐ No

Resolution: ☐ Yes ☒ No

Policy Committee Recommendation:

N/A

Recommendation:

Approve the On-Sale Beer License for Holy Trinity Church of Litomysl.

Background (*Including Budget Impact*):

This is an annual renewal request for an On-Sale Beer License for their Summer Event to be held on July 25, 2021 and to waive the fee.

The applicant has received consent from the Somerset Township board, provided the certificate of insurance and has the required authorized signatures.

Attachments:

N/A



Steele County Agenda Item

Subject: Exempt Permits for Holy Trinity Parish Litomysl

Department: Auditor's Office

Committee Meeting Date:

Board Meeting Date: June 22, 2021

Consent Agenda: ☒ Yes ☐ No

Resolution: ☐ Yes ☒ No

Policy Committee Recommendation:

Recommendation:

Approve the Application for an Exempt Permit for Holy Trinity Parish Litomysl for an event to be held on July 25, 2021.

Background (*Including Budget Impact*):

The Holy Trinity Parish Litomysl will be holding 1 event this year that requires an Exempt Permit for bingo, pull-tabs and raffles and requires County approval.

Attachments:

Yes

LG220 Application for Exempt Permit

An exempt permit may be issued to a nonprofit organization that:

- conducts lawful gambling on five or fewer days, and
- awards less than \$50,000 in prizes during a calendar year.

If total raffle prize value for the calendar year will be \$1,500 or less, contact the Licensing Specialist assigned to your county by calling 651-539-1900.

Application Fee (non-refundable)

Applications are processed in the order received. If the application is postmarked or received 30 days or more before the event, the application fee is **\$100**; otherwise the fee is **\$150**.

Due to the high volume of exempt applications, payment of additional fees prior to 30 days before your event will not expedite service, nor are telephone requests for expedited service accepted.

ORGANIZATION INFORMATION

Organization Name: Holy Trinity Parish

Previous Gambling Permit Number: X74002-20

Minnesota Tax ID Number, if any: 20405

Federal Employer ID Number (FEIN), if any: _____

Mailing Address: 9946 SE 24th Ave

City: Owatonna State: Mn Zip: 55060 County: Steele

Name of Chief Executive Officer (CEO): Fr John Wilmot

CEO Daytime Phone: 507-583-7120

CEO Email: kmwend@hotmail.com

(permit will be emailed to this email address unless otherwise indicated below)

Email permit to (if other than the CEO): kmwend@hotmail.com

NONPROFIT STATUS

Type of Nonprofit Organization (check one):

☐ Fraternal ☒ Religious ☐ Veterans ☐ Other Nonprofit Organization

Attach a copy of one of the following showing proof of nonprofit status:

(DO NOT attach a sales tax exempt status or federal employer ID number, as they are not proof of nonprofit status.)

☐ **A current calendar year Certificate of Good Standing**

Don't have a copy? Obtain this certificate from:

MN Secretary of State, Business Services Division
60 Empire Drive, Suite 100
St. Paul, MN 55103

Secretary of State website, phone numbers:

www.sos.state.mn.us

651-296-2803, or toll free 1-877-551-6767

☐ **IRS income tax exemption (501(c)) letter in your organization's name**

Don't have a copy? To obtain a copy of your federal income tax exempt letter, have an organization officer contact the IRS toll free at 1-877-829-5500.

☐ **IRS - Affiliate of national, statewide, or international parent nonprofit organization (charter)**

If your organization falls under a parent organization, attach copies of both of the following:

1. IRS letter showing your parent organization is a nonprofit 501(c) organization with a group ruling; and
2. the charter or letter from your parent organization recognizing your organization as a subordinate.

GAMBLING PREMISES INFORMATION

Name of premises where the gambling event will be conducted (for raffles, list the site where the drawing will take place): _____

Physical Address (do not use P.O. box): 9946 SE 24th Ave

Check one:

☒ City: Owatonna Zip: _____ County: _____

☐ Township: _____ Zip: _____ County: _____

Date(s) of activity (for raffles, indicate the date of the drawing): 7-25-2021

Check each type of gambling activity that your organization will conduct:

☒ Bingo ☐ Paddlewheels ☒ Pull-Tabs ☐ Tipboards ☒ Raffle

Gambling equipment for bingo paper, bingo boards, raffle boards, paddlewheels, pull-tabs, and tipboards must be obtained from a distributor licensed by the Minnesota Gambling Control Board. EXCEPTION: Bingo hard cards and bingo ball selection devices may be borrowed from another organization authorized to conduct bingo. To find a licensed distributor, go to www.mn.gov/gcb and click on **Distributors** under the **List of Licensees** tab, or call 651-539-1900.

LG220 Application for Exempt Permit

11/17
Page 2 of 2

LOCAL UNIT OF GOVERNMENT ACKNOWLEDGMENT (required before submitting application to the Minnesota Gambling Control Board)

CITY APPROVAL for a gambling premises located within city limits

- ☐ The application is acknowledged with no waiting period.
- ☐ The application is acknowledged with a 30-day waiting period, and allows the Board to issue a permit after 30 days (60 days for a 1st class city).
- ☐ The application is denied.

Print City Name: _____

Signature of City Personnel: _____

Title: _____ Date: _____

**The city or county must sign before
submitting application to the
Gambling Control Board.**

COUNTY APPROVAL for a gambling premises located in a township

- ☐ The application is acknowledged with no waiting period.
- ☐ The application is acknowledged with a 30-day waiting period, and allows the Board to issue a permit after 30 days.
- ☐ The application is denied.

Print County Name: _____

Signature of County Personnel: _____

Title: _____ Date: _____

TOWNSHIP (if required by the county)

On behalf of the township, I acknowledge that the organization is applying for exempted gambling activity within the township limits. (A township has no statutory authority to approve or deny an application, per Minn. Statutes, section 349.213.)

Print Township Name: _____

Signature of Township Officer: _____

Title: _____ Date: _____

CHIEF EXECUTIVE OFFICER'S SIGNATURE (required)

The information provided in this application is complete and accurate to the best of my knowledge. I acknowledge that the financial report will be completed and returned to the Board within 30 days of the event date.

Chief Executive Officer's Signature: _____ Date: 6/17/21
(Signature must be CEO's signature; designee may not sign)

Print Name: FR. JOHN P. WILSON

REQUIREMENTS

Complete a separate application for:

- all gambling conducted on two or more consecutive days; or
- all gambling conducted on one day.

Only one application is required if one or more raffle drawings are conducted on the same day.

Financial report to be completed within 30 days after the gambling activity is done:

A financial report form will be mailed with your permit. Complete and return the financial report form to the Gambling Control Board.

Your organization must keep all exempt records and reports for 3-1/2 years (Minn. Statutes, section 349.166, subd. 2(f)).

Data privacy notice: The information requested on this form (and any attachments) will be used by the Gambling Control Board (Board) to determine your organization's qualifications to be involved in lawful gambling activities in Minnesota. Your organization has the right to refuse to supply the information; however, if your organization refuses to supply this information, the Board may not be able to determine your organization's qualifications and, as a consequence, may refuse to issue a permit. If your organization supplies the information requested, the Board will be able to process the

application. Your organization's name and address will be public information when received by the Board. All other information provided will be private data about your organization until the Board issues the permit. When the Board issues the permit, all information provided will become public. If the Board does not issue a permit, all information provided remains private, with the exception of your organization's name and address which will remain public. Private data about your organization are available to Board members, Board staff whose work requires access to the information; Minnesota's Depart-

ment of Public Safety; Attorney General; Commissioners of Administration, Minnesota Management & Budget, and Revenue; Legislative Auditor, national and international gambling regulatory agencies; anyone pursuant to court order; other individuals and agencies specifically authorized by state or federal law to have access to the information; individuals and agencies for which law or legal order authorizes a new use or sharing of information after this notice was given; and anyone with your written consent.

MAIL APPLICATION AND ATTACHMENTS

Mail application with:

- a copy of your proof of nonprofit status; and
- application fee (non-refundable). If the application is postmarked or received 30 days or more before the event, the application fee is \$100; otherwise the fee is \$150. Make check payable to State of Minnesota.

To: Minnesota Gambling Control Board
1711 West County Road B, Suite 300 South
Roseville, MN 55113

Questions?

Call the Licensing Section of the Gambling Control Board at 651-539-1900.

This form will be made available in alternative format (i.e. large print, braille) upon request.

An equal opportunity employer

RESOLUTION

**ACCEPTANCE OF TIRE DONATION
FOR SHERIFF'S OFFICE SQUAD**

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 donation of:

The Steele County Corn and Soybean Growers Board – A set of Goodyear Eagle
Enforcer Tires. Estimated Value \$ 900.00

Dated this 22nd day of June 2021.

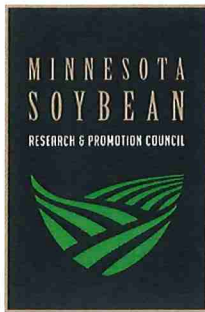
STEELE COUNTY
BOARD OF COMMISSIONERS

James Brady, Chair

CERTIFICATION

I hereby certify that the above is a true and correct copy of a Resolution duly passed, adopted and approved by the County Board of said County on the 22nd day of June 2021.

Laura Ihrke, Steele County Auditor



Dear Sheriff Thiele,

We are proud members of the Steele County Corn and Soybean Growers Board. We're a grassroots, farmer-led board that promotes locally grown commodities in our community through promotions, events and outreach activities and events. We know the past year has been difficult, which is why we want to set a new tone in 2021. This summer, in anticipation of a return to in-person events, we're investing soybean checkoff resources into giving back to area first responders while also promoting the diverse uses of soybeans. It's a win-win!

Through our Driving Soy campaign, which runs from June 1 to July 13, we will be donating a free set of Goodyear Eagle Enforcer tires – designed specifically for law enforcement vehicles – to more than 40 county sheriff's departments throughout Minnesota. As Steele County farmers, we want to show our appreciation by presenting the Steele County Sheriff's Department with a full set of these high-performance tires. The Eagle Enforcer tires contain soybean oil in the tread compound, and are specifically designed to perform in Minnesota's unpredictable climate, all part of Goodyear's pledge to fully replace petroleum-driven oils with soy oil by 2040.

There are no strings attached – just a few short steps to ensure compliance:

- The county sheriff's department will work with the identified Goodyear dealer to order a set of Eagle Enforcer soy-based tires. The department will pay, or be invoiced, for the tires to ensure they are given government pricing set by Goodyear.
- Our county soybean board will reimburse the sheriff's department for the cost of the tires and install.

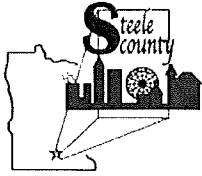
We also may ask, after you've used the tires through several seasons/weather conditions, if you're willing to complete a short survey on how the tires performed.

If you have any further questions or concerns, please reach out to Minnesota Soybean's Katelyn Engquist at kengquist@agmgmtsolutions.com or 507-508-1540.

Thank you for protecting our communities. We look forward to visiting with you in the future!

Sincerely,

The Steele County Corn and Soybean Growers Board



Steele County Agenda Item

Subject: CUP #425 (Northstar Recreation LLC)

Department: Planning & Zoning

Committee Meeting Date: June 7, 2021

Board Meeting Date: June 22, 2021

Consent Agenda: ☐ Yes ☒ No

Resolution: ☐ Yes ☒ No

Policy Committee Recommendation:

Planning Commission recommends approval with 5 conditions based on the Findings of Fact.

Background (*Including Budget Impact*):

This request is from John Frank on behalf of Northstar Recreation LLC to sell and service fish house / RV units and accessories on property located in the NW ¼, NW ¼, Section 33, Clinton Falls Township. The request would also allow for the outdoor storage of private campers, boats and fish houses. The property address is 3419 County Road 45 North.

Attachments:

Findings of Fact

Request Letter

Location Map

Site Map

Staff Report

**COUNTY OF STEELE
FINDINGS OF FACT
CONDITIONAL USE PERMIT #425**

Northstar recreation LLC

Applicant:

Northstar Recreation LLC.

Land Owner(s):

GJW LLC.

Project Description:

John Frank on behalf of Northstar Recreation LLC is requesting to sell and service Ice Castle or similar brand wheel fish houses from the property. This would include the outdoor display of fish houses and the sales of other outdoor related merchandise such as hunting blinds, canoes, and kayaks. He is also requesting to utilize the outdoor fenced in area of the site to lease for the storage of private campers, fish housed, boats, etc.

Zoning District(s):

General Business

Ordinance Section:

Section 1203.2 of the Steele County Zoning Ordinance allows vehicles services including auto equipment sales, new and used auto sales lots, motor fuel stations, and auto repair garages as a conditional use in the General Business Zone. Steele County has defined the sales of trailers, etc. licensed by the Department of Motor Vehicles as falling under this category.

Section 1203.5 allows open air display areas for the sale of products or equipment such as tools or trailers as a conditional use in the General Business Zone.

Property Address:

3419 County Road 45 North
Owatonna, MN 55060

Project Site Legal Description:

The South 650 feet of the NE 1/4 of NW 1/4 of Section 33, Township 108 North, Range 20 West, Steele County, Minnesota, lying West of the Chicago, Rock Island and Pacific Railway, formerly the Burlington, Cedar Rapids and Northern Railway

AND

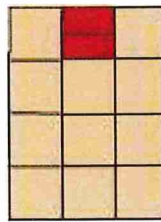
The South 650 feet of the NW 1/4 of the NW 1/4 of Section 33, Township 108 North, Range 20 West, Steele County, Minnesota, lying Easterly of a line 235 feet easterly of the following described line:

Beginning at a point on the North line of Section 32, Township 108 North, Range 20 West, distant 150.9 feet West of the Northeast Corner thereof; thence run southerly at an angle of 87°01'30" with said North Section line 1400 feet and there terminating.

EXCEPTING THEREFROM All that part of the NW 1/4 of the NW 1/4 and all that part of the NE 1/4 of the NW 1/4 of Section 33, T 108 N, R 20 W, Steele County, Minnesota, described by:

Commencing at the northwest corner of said NW 1/4; thence S 0°16'34" W, assumed bearing, 1330.31 feet to the southwest corner of said NW 1/4 of NW 1/4; thence S 89°30'10" E 799.37 feet along the south line of said NW 1/4 of NW 1/4 to the True Point of Beginning; thence S 89°30'10" E 621.01 feet along the south line of said NW 1/4 of NW 1/4 and the south line of said NE 1/4 of NW 1/4 to the westerly right of way line of the Chicago, Rock

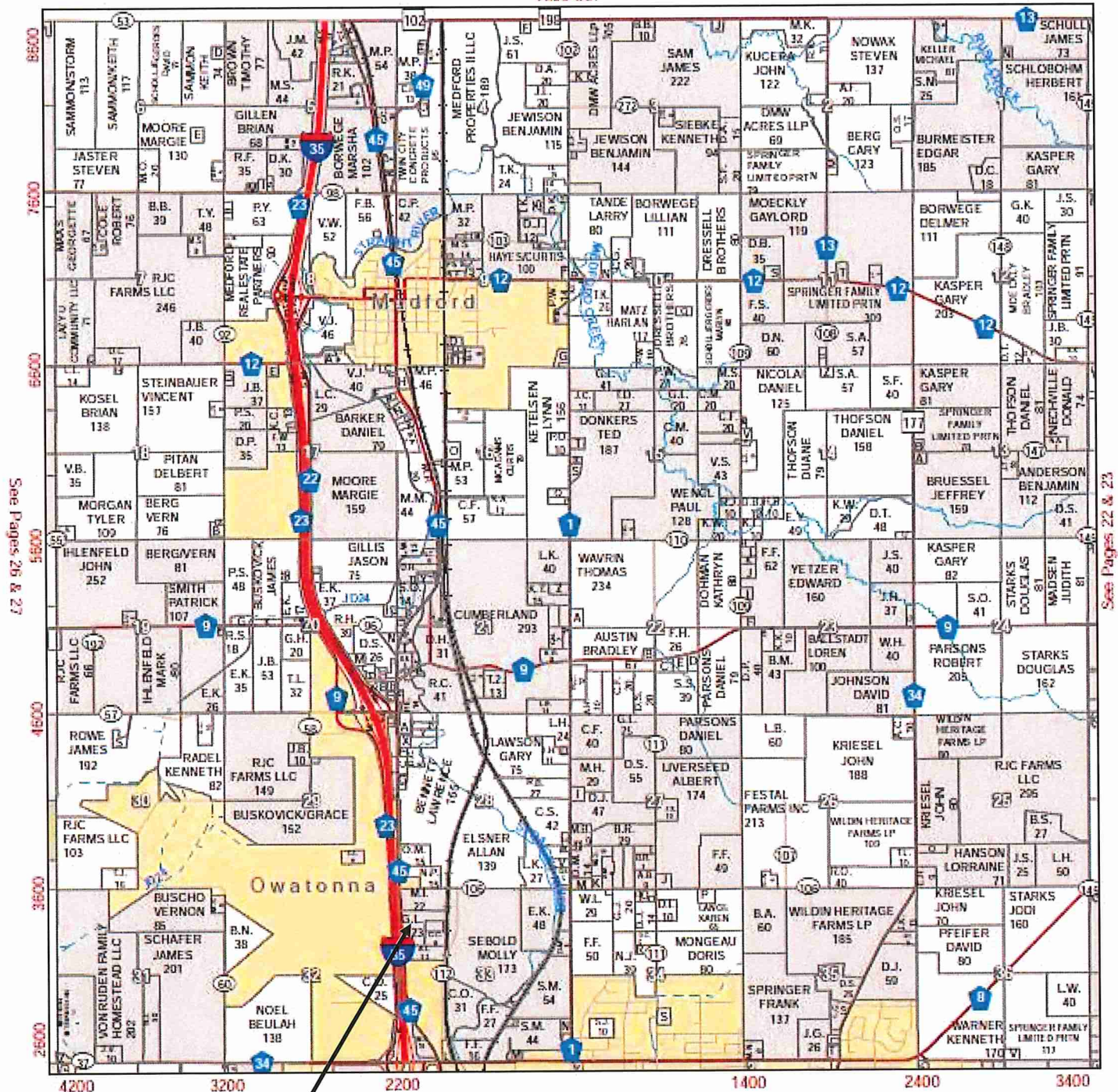
Medford & Clinton Falls



T.108N. - R.20W.



Rice Co.



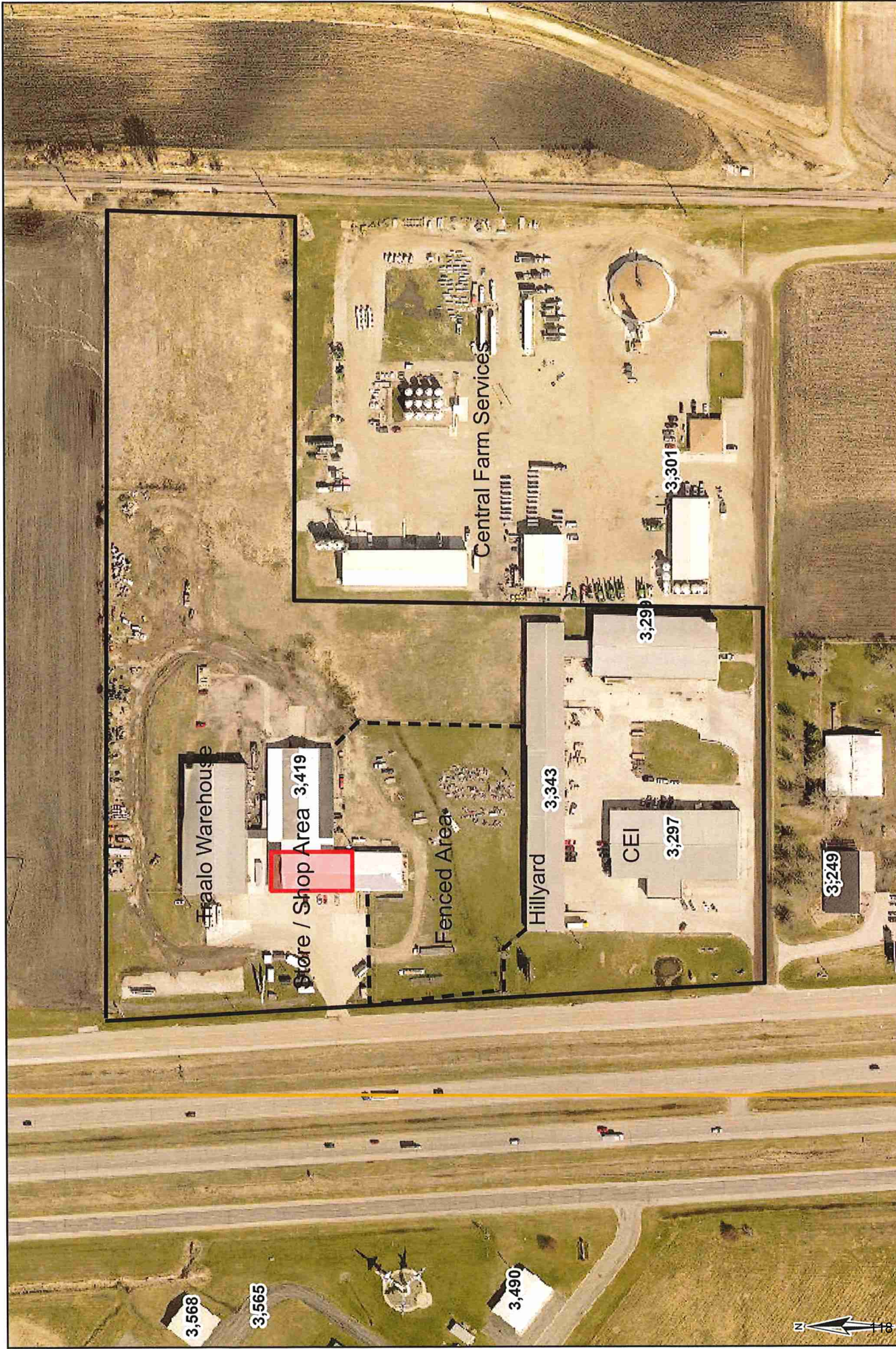
Northstar Recreation LLC Location

Proposed Use

In fulfillment of the Steele County Conditional Use Permit Application, thank you for considering Northstar Recreation LLC for the location of 3343 County RD 45 N, Owatonna, MN 55060. This property will be used for sales and service of American Surplus Ice Castles or similar brand names of wheel houses. Northstar Recreation LLC will sell items that complete the inside of an ice castle/wheel house. For example, generators, extension tanks, propane heating blankets, rattle reals, hole sleeves, hole covers, electrical cords, etc.

Our service will include warranty work and replacing/upgrading exterior and interior materials. All work done will be professionally inspected and all items removed will be disposed with proper attention. Our business will use Pooley's Scrap Iron & Recycling for all eligible materials. Washing of units will be done indoors and all waste water will be pumped and hauled off the property by Kirk Flom Septic & Drain, we will provide documentation for the county of all these additional services if requested.

In addition to American Surplus Ice Castles, Northstar Recreation LLC will sell hunting blinds from Banks Outdoors and or other comparable brands. Our business will be staying with the outdoor theme in selling Minnesota made canoes and kayaks. Thank you again for considering Northstar Recreation LLC as a suitable business for this prospective property.



GJW Properties / Northstar Rec. Site

May 27, 2021

Disclaimer: Steele County, MN makes no representations or warranties, express or implied, with respect to the use or accuracy of the data provided. THE DATA IS PROVIDED "AS IS" WITH NO GUARANTEE OR REPRESENTATION OF PERFORMANCE, MERCHANTABILITY, RELIABILITY, OR FITNESS OF THE DATA FOR ANY PARTICULAR PURPOSE. Steele County, MN is not responsible for any special, incidental, compensatory or consequential damages or third party claims resulting in the use of this data, even if such damages or claims are foreseeable. This data may not be used in states that do not allow the exclusion or limitation of incidental or consequential damages.

Staff Report
for
Conditional Use Permit # 425
Northstar Recreation LLC

Applicant:

John Frank on behalf of Northstar Recreation LLC

Property Owner(s):

GJW LLC

Property Address:

3419 County Road 45 North
Owatonna, MN 55060

Property Legal Description:

The South 650 feet of the NE 1/4 of NW 1/4 of Section 33, Township 108 North, Range 20 West, Steele County, Minnesota, lying West of the Chicago, Rock Island and Pacific Railway, formerly the Burlington, Cedar Rapids and Northern Railway

AND

The South 650 feet of the NW 1/4 of the NW 1/4 of Section 33, Township 108 North, Range 20 West, Steele County, Minnesota, lying Easterly of a line 235 feet easterly of the following described line:

Beginning at a point on the North line of Section 32, Township 108 North, Range 20 West, distant 150.9 feet West of the Northeast Corner thereof; thence run southerly at an angle of 87°01'30" with said North Section line 1400 feet and there terminating.

EXCEPTING THEREFROM All that part of the NW 1/4 of the NW 1/4 and all that part of the NE 1/4 of the NW 1/4 of Section 33, T 108 N, R 20 W, Steele County, Minnesota, described by:

Commencing at the northwest corner of said NW 1/4; thence S 0°16'34" W, assumed bearing, 1330.31 feet to the southwest corner of said NW 1/4 of NW 1/4; thence S 89°30'10" E 799.37 feet along the south line of said NW 1/4 of NW 1/4 to the True Point of Beginning; thence S 89°30'10" E 621.01 feet along the south line of said NW 1/4 of NW 1/4 and the south line of said NE 1/4 of NW 1/4 to the westerly right of way line of the Chicago, Rock Island and Pacific Railroad; thence N 1°46'14" E 344.24 feet along the westerly right of way line of said Railroad; thence N 89°30'10" W 621.01 feet; thence S 1°46'14" W 344.24 feet to said True Point of Beginning.

Project Description:

The applicant is requesting to sell and service Ice Castle or similar brand wheel fish houses from the property. Which would include the outdoor display of fish houses. Other products will include the sales of outdoor related merchandise such as hunting blinds, canoes, and kayaks. He is also requesting to utilize the outdoor fenced in area as a possible area to rent for the storage of private campers, fish housed, boats, etc.

Zoning District:

General Business

Reason for Conditional Use Permit Application:

Section 1203.2 of the Steele County Zoning Ordinance allows vehicles services including auto equipment sales, new and used auto sales lots, motor fuel stations, and auto repair garages as a conditional use in the General Business Zone. Steele County has defined the sales of trailers, etc. licensed by the Department of Motor Vehicles as falling under this category.

Section 1203.5 allows open air display areas for the sale of products or equipment such as tools or trailers as a conditional use in the General Business Zone.

General Criteria to consider for a Conditional Use Permit:

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

The proposal should not affect parks or schools. Electrical service is already provided to the site. The site is accessed from North County Road 45 which is a 10 ton per axel paved County Road and is striped for a north bound turn lane.

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:

There are some agricultural fields in the vicinity of the property, but they should not be affected by this proposal. The nearest residential properties are located ½ mile away or greater and should also not be affected by this proposal.

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

This site is zoned as General Business and has been used for similar purposes in the past. The most recent occupant had been "Golf Carts and More" which was allowed by CUP #319. The outdoor storage should not be any substantially different than previously as long as the site does not fall under the definition of a junk yard by allowing the storage of salvage or unlicensed vehicles and / or parts.

Yard Shows

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

The site is a 16 acre parcel and is one of several in that area owned by GJW LLC that he leases out to various businesses. This parcel contains two buildings. A 21000 sq. ft. warehouse building to the north and the building he is leasing that was originally used as Wicks Lumber Yard. This building is divided into three areas that contains 16800 sq. ft. of warehouse space, 7200 sq. ft. of "showroom / shop and 5520 sq. ft. of additional space. The business would be predominantly in the 7200 sq. ft. section. The leased area also contains a 2.5 ac. fenced-in grassed storage yard and another .5 acre paved parking / display area. Given the past history of the property and the General Business Zoning, it would seem appropriate for this business to utilize this space.

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

The property is zoned as General Business. According to the zoning ordinance, the General Business district is to provide for the establishment of commercial and service activities which draw and serve customers from the area or region. In the General Business Zoning District, vehicle services including auto equipment sales, new and use auto sales lots, motor fuel stations and auto repair garages are allowed by conditional use permit. In the past, Steele County has defined all vehicles licensed by the Department of Motor Vehicles under this category.

The area is also in the Safety Zone C or the Owatonna Airport. Safety Zone C has height limitations and prohibits uses that may cause interference from radio waves or lighting. Any potential outdoor lighting should obtain the approval of the Owatonna Airport Zoning authority.

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

Traffic to the site is expected to be minimal. As previously mentioned CSAH 45 is equipped with a north bound turn lane to facilitate traffic entering and exiting the site.

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:

Existing businesses in the area include other business on GJW LLC properties such as Traalo Trucking, Hillyard, and Concrete Enterprises Inc. (CEI). Other businesses in the area are Central Farm Services which is adjacent to the east, Traalo Trucking, Camping World, (formerly Noble RV) to the north and House

Chevrolet, and Cabela's further north on the west side of I-35. AJ Lysne is to the south. This type of business should be compatible with these other businesses in the area.

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

- Access:** The business would use the existing access onto North County Road 45. The access is adequate to handle the expected amount and type of traffic.
- Water:** Water is provided by a private well. This type of business would not be a high water using business.
- Sewage:** The property owner indicates the building is serviced by a septic system although no information is on file concerning the septic system. When the building was remodeled to accommodate retail space, a compliant septic system was supposed to be installed. A permit was issued by the county to connect to an existing mound system, that services the building to the south but we have no record that this was ever completed. A floor drain is in the shop area that the owner indicates runs to a separate holding tank as required. This appears to have been installed in 2003. *Conf Conf*
- Address:** The building and former occupant has been using 3343 North County Road 45 as an address. However, this is the address assigned to the building to the south currently partially occupied by Hillyard. The correct address for this site is 3419 North County Road 45. The business should utilize the correct address to ensure emergency services could located the correct property if needed.
- Parking:** The zoning ordinance requires a minimum of 7 parking spaces for this business based on the square feet of leased space. The property has an adequate number of parking spaces available including handicapped assessable parking stalls.
- Drainage:** No changes are expected to the drainage of the site as part of the business.

Staff Comments:

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

1. All lighting and signage shall comply with the requirements of ordinances related to the Owatonna Airport.
2. All lighting and signage must comply with Section 1514 of the Steele County Zoning Ordinance.
3. No unlicensed or salvage vehicles can be stored outside.
4. All outside storage of parts or equipment shall be screened from the public right-of-way.

CONDITIONAL USE PERMIT**PERMIT# 425**

PARCEL #:	12-033-4402	HEARING DATE:	06/07/21
DISTRICT:	General Business	DECISION DATE:	06/22/21
APPLICANT:	John Frank	LANDOWNER:	GJW LLC
ADDRESS:	2052 NE 69th St. Medford, MN 55049	ADDRESS:	Box 177 Medford, MN 55049

PROPERTY ADDRESS:

3419 County Road 45 north
Owatonna, MN 55060

LEGAL DESCRIPTION OF PROPERTY:

The South 650 feet of the NE 1/4 of NW 1/4 of Section 33, Township 108 North, Range 20 West, Steele County, Minnesota, lying West of the Chicago, Rock Island and Pacific Railway, formerly the Burlington, Cedar Rapids and Northern Railway

AND

The South 650 feet of the NW 1/4 of the NW 1/4 of Section 33, Township 108 North, Range 20 West, Steele County, Minnesota, lying Easterly of a line 235 feet easterly of the following described line: Beginning at a point on the North line of Section 32, Township 108 North, Range 20 West, distant 150.9 feet West of the Northeast Corner thereof; thence run southerly at an angle of 87°01'30" with said North Section line 1400 feet and there terminating.

EXCEPTING THEREFROM All that part of the NW 1/4 of the NW 1/4 and all that part of the NE 1/4 of the NW 1/4 of Section 33, T 108 N, R 20 W, Steele County, Minnesota, described by:

Commencing at the northwest corner of said NW 1/4; thence S 0°16'34" W, assumed bearing, 1330.31 feet to the southwest corner of said NW 1/4 of NW 1/4; thence S 89°30'10" E 799.37 feet along the south line of said NW 1/4 of NW 1/4 to the True Point of Beginning; thence S 89°30'10" E 621.01 feet along the south line of said NW 1/4 of NW 1/4 and the south line of said NE 1/4 of NW 1/4 to the westerly right of way line of the Chicago, Rock Island and Pacific Railroad; thence N 1°46'14" E 344.24 feet along the westerly right of way line of said Railroad; thence N 89°30'10" W 621.01 feet; thence S 1°46'14" W 344.24 feet to said True Point of Beginning.

CONDITIONAL USE PERMIT

PERMIT# 425

REFERENCE ORDINANCE FOR CUP:

Section 1203.2 of the Steele County Zoning Ordinance allows vehicles services including auto equipment sales, new and used auto sales lots, motor fuel stations, and auto repair garages as a conditional use in the General Business Zone.

Section 1203.5 allows open air display areas for the sale of products or equipment in the General Business Zone.

PROPOSED USE(S):

Sales and service of Ice Castle or similar brand wheeled fish houses.

Outdoor storage of private campers, boats, and fish houses.

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 lighting and signage shall comply with the requirements of ordinances related to the Owatonna Airport.
- 2 All lighting and signage must comply with Section 1514 of the Steele County Zoning Ordinance.
- 3 No unlicensed or salvage vehicles can be stored outside.
- 4 All outside storage of parts or equipment shall be screened from the public right-of-way.
- 5 The building must be serviced by a compliant sewage treatment system.

CONDITIONAL USE PERMIT

PERMIT# 425

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: Renewal of CUP #209

Department: Planning & Zoning

Committee Meeting Date: June 7, 2021

Board Meeting Date: June 22, 2021

Consent Agenda: ☐ Yes ☒ No

Resolution: ☐ Yes ☒ No

Policy Committee Recommendation:

Planning Commission recommends approval with 11 conditions based on the Findings of Fact.

Background (*Including Budget Impact*):

This request Kim Symes on behalf of David Spinler Construction to review CUP #209 allowing the mining of sand and gravel on property located in the S ½ of the NW ¼, the N ½ of the SW ¼, and the W ½ of the SE ¼, Section 27 Aurora Township.

Attachments:

Findings of Fact

Location Map

Site Map

Staff Report

**COUNTY OF STEELE
FINDINGS OF FACT
CONDITIONAL USE PERMIT #209**

Spinler Pit

Applicant:

Kim Symes on behalf of David Spinler Construction

Land Owner:

Kim Symes

Project Description:

The applicant is requesting the renewal of CUP #209 allowing the mining and processing of sand and gravel including crushing, screening, washing and stockpiling of aggregate material, and the stockpiling and processing of recyclable aggregate material.

Zoning District:

Agricultural District

Ordinance Section:

Condition #5 requires this permit to be renewed.

Property Description:

All that part the W 1/2 of the SE 1/4, Section 27, T 106 N, R 19 W, Steele County, MN, except:
Commencing 1246.27 feet West of the southeast corner of the S 1/2, SE 1/4, thence West 425.82 feet, thence North 2°31'02" West 92.74 feet; thence North 87°29'33" East 427.46 feet; thence South 1°31'02" East 105.87 feet to the Point of Beginning.

And except: Commencing at the northeast corner of the NW 1/4, SE 1/4 of said Section 27;
thence North 89°52'34" West a distance of 656.20 feet, on the north line of said SE 1/4;
thence South 00°00'27" East a distance of 1328.64 feet, to a point on the south line of said NW 1/4, SE 1/4;
thence North 89°59'07" East a distance of 656.20 feet, on the south line of said NW 1/4, SE 1/4, to the southeast corner thereof;
thence North 00°00'27" West a distance of 1327.05 feet, on the east line of said NW 1/4, SE 1/4, to the point of beginning.

And the N 1/2 of the SW 1/4 excepting the Railroad right-of-way;

And the S 1/2 of NW 1/4, all being in Section 27-106-19.

FURTHER EXCEPTING the following described property to-wit:

A tract of land described by commencing at the Southwest corner of the NW 1/4 of Section 27-106-19, Steele County, Minnesota, thence running North 0°00'00" West 102.28 feet, thence North 90°00'00" East 638.08 feet to point of beginning; thence continuing North 90°00'00" East 425.0 feet; thence North 0°00'00" West 512.47 feet; thence South 90°00'00" West 425 feet; thence South 0°00'00" East 512.47 feet to the point of beginning.

And also excepting therefrom the South 20 feet of the NE 1/4 of SW 1/4. Section 27-106-19.

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 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 State Highway 218, which is a paved State Highway. By easement to CSAH #4 which is a paved 9 ton / axel weight limit County Road.

And by easement to County Road 157 which is also a paved 9 ton / axel weight limit County Road. All of these roads are adequate to handle the expected traffic.

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, another gravel pit and scattered rural residences. This project should not affect nearby agricultural operations or the other gravel pit. 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.

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. The proposed use shall be consistent with past mining operations.

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

The planning commission find gravel mining of aggregate material and the storage of aggregate material is consistent with the Zoning Ordinance.

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

The planning commission find the site will access onto State Highway 218, CSAH #4 and County Road 157. There have been no reported issues with traffic from this site.

7) Existing businesses will not be adversely affected because of curtailment of customer's trade:

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

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

The planning commission find:

Access: The existing access roads is adequate.

Drainage: Water drains into the site.

Wetland: There are no known jurisdictional wetlands on the site.

Planning Commission Recommendations:

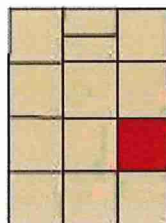
Based on the information provided and comments received, the Steele County Planning Commission recommends approval of the re-issuance of CUP #209 with the following conditions.

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

1. The applicant shall post "Truck Hauling" signs as deemed necessary by the Steele County Highway Engineer and/or MnDOT.
2. Recyclable stockpiles shall not exceed 20,000 cubic yards.
3. No topsoil shall be removed from the site.
4. Setback from property lines shall be 20 feet of undisturbed soil with a 4:1 slope maintained from the edge of the buffer strip to the bottom of the mine. Any erosion to neighboring properties as a result of this mine shall be corrected by the applicant.

5. The applicant is responsible to initiate renewal proceeding on or before January 1, ~~2018~~ 2026 or this permit becomes invalid.
6. Dust control should be provided in the pit as deemed necessary by the Steele County Planning and Zoning Director.
7. The accesses off of County State Aid Highway #4 and County Road 157 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, MPCA solid waste disposal permits, and Minnesota Wetland Conservation Act regulations.
11. 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.

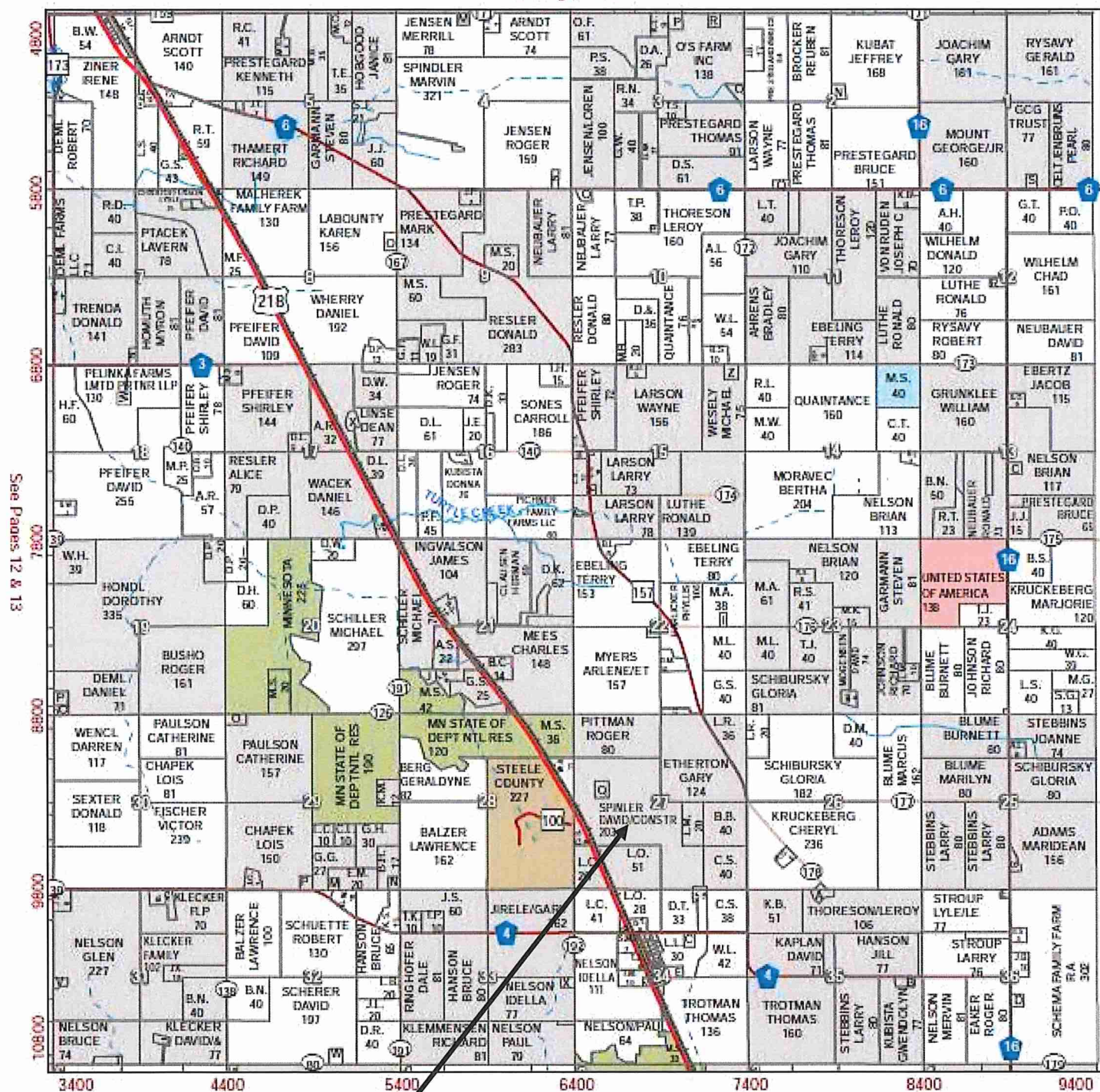
Aurora



T.106N. - R.19W.

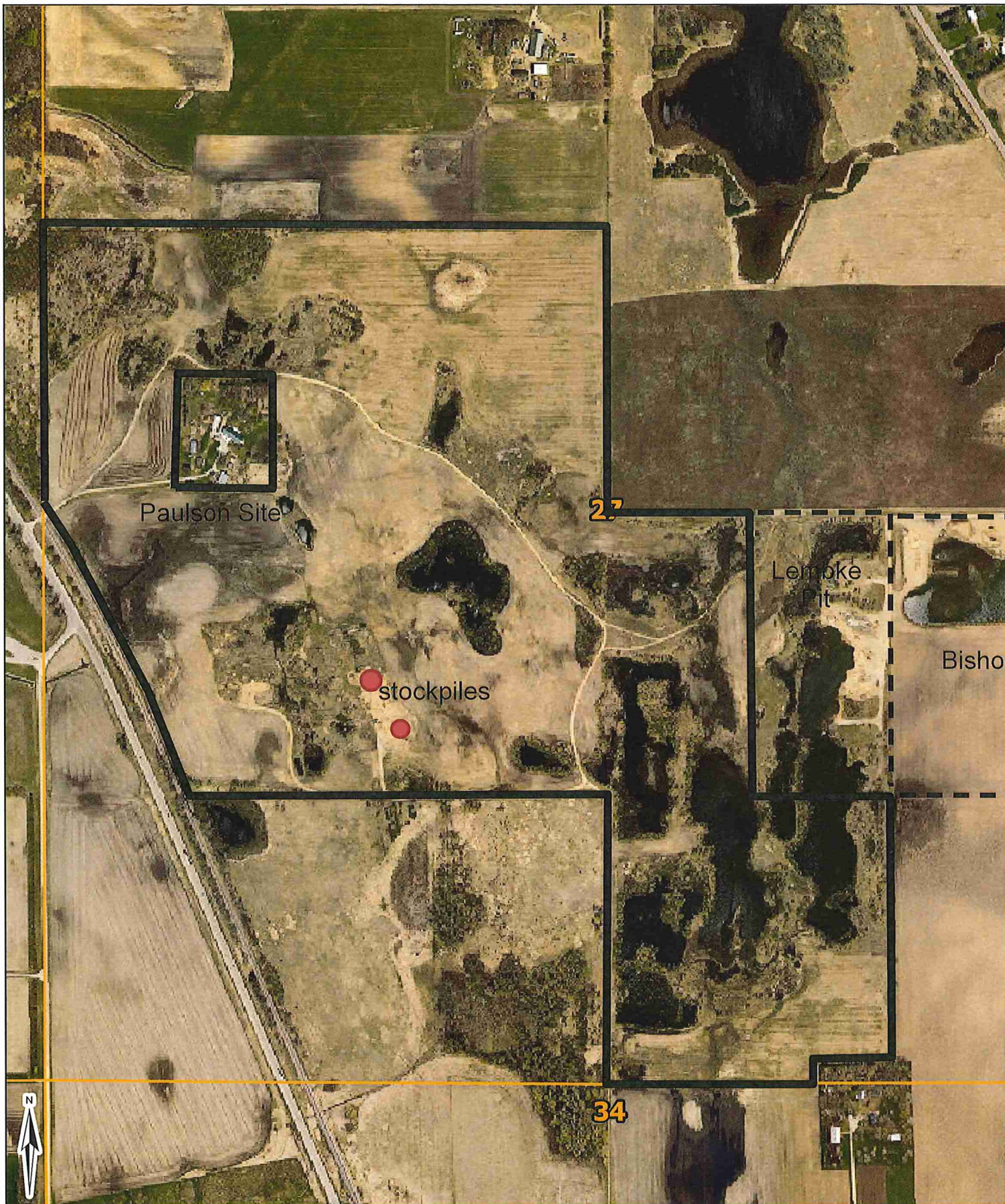


See Pages 16 & 17



See Pages 4 & 5

David Spinler Construction Gravel Pit Location



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CUP 209 (Spinler Pit)

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May 27, 2021

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Staff Report
for
2021 Review of Conditional Use Permit #209
Dave Spinler Construction – Bixby Pit

Operator: David Spinler Construction

Owner(s): Kim Symes

Project Location: All that part the W 1/2 of the SE 1/4, Section 27, T 106 N, R 19 W, Steele County, MN, except:
Commencing 1246.27 feet West of the southeast corner of the S 1/2, SE 1/4, thence West 425.82 feet, thence North 2°31'02" West 92.74 feet; thence North 87°29'33" East 427.46 feet; thence South 1°31'02" East 105.87 feet to the Point of Beginning.
And except: Commencing at the northeast corner of the NW 1/4, SE 1/4 of said Section 27;
thence North 89°52'34" West a distance of 656.20 feet, on the north line of said SE 1/4;
thence South 00°00'27" East a distance of 1328.64 feet, to a point on the south line of said NW 1/4, SE 1/4;
thence North 89°59'07" East a distance of 656.20 feet, on the south line of said NW 1/4, SE 1/4, to the southeast corner thereof;
thence North 00°00'27" West a distance of 1327.05 feet, on the east line of said NW 1/4, SE 1/4, to the point of beginning.
And the N 1/2 of the SW 1/4 excepting the Railroad right-of-way;
And the S 1/2 of NW 1/4, all being in Section 27-106-19.
FURTHER EXCEPTING the following described property to-wit:
A tract of land described by commencing at the Southwest corner of the NW 1/4 of Section 27-106-19, Steele County, Minnesota, thence running North 0°00'00" West 102.28 feet, thence North 90°00'00" East 638.08 feet to point of beginning; thence continuing North 90°00'00" East 425.0 feet; thence North 0°00'00" West 512.47 feet; thence South 90°00'00" West 425 feet; thence South 0°00'00" East 512.47 feet to the point of beginning.
And also excepting therefrom the South 20 feet of the NE 1/4 of SW 1/4, Section 27-106-19.

Zoning District: Agricultural District

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

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

Conditions:

1. The applicant shall post "Truck Hauling" signs as deemed necessary by the Steele County Highway Engineer and/or MnDOT.
2. Recyclable stockpiles shall not exceed 20,000 cubic yards.
3. No topsoil shall be removed from the site.
4. Setback from property lines shall be 20 feet of undisturbed soil with a 4:1 slope maintained from the edge of the buffer strip to the bottom of the mine. Any erosion to neighboring properties as a result of this mine shall be corrected by the applicant.
5. The applicant is responsible to initiate renewal proceeding on or before January 1, 2018 or this permit becomes invalid.
6. Dust control should be provided in the pit as deemed necessary by the Steele County Planning and Zoning Director.
7. The accesses off of County State Aid Highway #4 and County Road 157 shall be gated.
8. Hours of operation shall be between 6:00 AM and 7:00 PM. Monday thru Saturday.

Staff Report
Review CUP #209
(Dave Spinler Const – Bixby Pit)

- 1 -

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, MPCA solid waste disposal permits, and Minnesota Wetland Conservation Act regulations.
11. 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: 210 ac.
Minable Acres: Approximately 175 ac.
Active Areas: 0 acres.
Reclaimed Areas: 107 acres.

Natural Elev: 1290' – 1310'
Permitted Elev: Elevation not limited on permit.
Mining Elev: Estimated at 1280 feet.

Road Access: State Highway 218 to the west. (paved)
County State Aid Highway #4 to the south by easement (paved 9 ton road)
County Road 157 to the east by easement (paved 9 ton road).

Recyclable Amt: No recyclable material stockpiled onsite.

Material Removed: 2020 – 0 yds.
2019 - 0 yds.
2018 – 612 yds.
2017 – 810 yds.
2016 – 5,821 yds.
2015 – 354 yds.
2014 – 971 yds.
2013 – 2,490 yds.

Other Permits: Nation Pollution Disposal Elimination System (NPDES): Permit MNG490146
DNR Water Appropriations: (1996-5052) Allows up to 11 mg.

- No reported pumping since 2002.

Comments: The site was operated by Dave Spinler until he passed away in 2018. His daughter, Kim Symes wishes to keep the permit active should they decide to sell gravel. There is no mining activity currently occurring on the site and only a few small existing stockpiles of gravel. Some of the former mined areas have been leveled off and are being farmed. Other areas are open water or undulating topography that has grown up to trees and wildlife areas.

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



Steele County Agenda Item

Subject: IUP 2021-06 (Pivot Energy MN Solar 1 LLC)

Department: Planning & Zoning

Committee Meeting Date: June 7, 2021

Board Meeting Date: June 22, 2021

Consent Agenda: ☐ Yes ☒ No

Resolution: ☐ Yes ☒ No

Policy Committee Recommendation:

Planning Commission recommends approval with 15 conditions based on the Findings of Fact.

Background (*Including Budget Impact*):

This request is from Pivot Energy Minnesota Solar 1 LLC to construct a 1 MW solar energy system on property owned by Thomas Judd located in the SE 1/4, SW 1/4, Section 30, Clinton Falls Township. The property address is 3763 Runway Road.

Attachments:

Findings of Fact

Request

Location Map

Site Maps

Staff Report

S 56°06'14" W 582.67 feet along the Creek centerline to the west line of said NE 1/4; thence N 0°17'34" E 322.46 feet to beginning.

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. The project will generate electrical power that will be sold to Xcel energy. The applicant is in the process of developing an agreement with Xcel. There will be significant traffic on the road during construction but minimal traffic for maintenance after construction is completed. The site is in Zone C of the Owatonna Airport but should not affect operations of the Airport. No other public utilities or facilities will be directly affected.

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 site is predominately surrounded by agricultural land. Runoff from the site should not affect the agricultural properties, nor are there any known drainage tile under the site. If drainage tiles are found they will be protected. A residential building site owned by Thomas Judd is directly adjacent to the site. Mr. Judd has leased the land to Pivot Energy to construct this site. The site is not in an area where future residential development is expected. There are also two other 1 MW solar energy projects directly west of this site. Presumably this site should not affect those existing solar producers.

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

The planning commission find the appearance will be approximately 6.58 acres of solar panels within a fence area and look very similar to the two other solar facilities to the west of this site. The fence will be an 8 feet tall chain link or woven wire type fence and again look very similar to the adjacent facilities. The nearest neighboring residence is the landowner who is leasing the site to Pivot Energy and is benefitting financially from the project. Other residences are over 3500 feet away from the project.

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 approximately 8 acres of pasture and cropland on which the solar panels will be placed. At the end of its operational life the panels and support structures will be removed, and the property could be restored to farmland or some other use. The lease of the property is for up to 41 years after the start of production. The applicant indicates their lease requires them to remove all equipment at the end of the useful life. Steele county has not required financial assurance for decommissioning mainly because of the uncertainty as to what that cost may be. The counties risk would only be if the property was forfeited for unpaid taxes at the end of life cycle and the county had to clean it up. The counties risk is minimal but only if the value of the land is greater than the cleanup cost. For this reason, a condition of the permit will be that the area where the solar garden is located cannot be separated from the remainder of the parcel.

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

The planning commission find the zoning ordinance allows Primary Use solar energy systems by Interim Use Permit in the agricultural district.

The area is also in the Safety Zone C of the Owatonna Airport. Safety Zone C has height limitations and prohibits uses that may cause interference from radio waves or lighting. A determination of no hazard to air navigation from the Federal Aviation Administration has been submitted and a glare analysis indicating the site should not create glare potential for any flight path of the airport has been completed. The developer shall meet all standards of the Owatonna Airport Zoning Ordinance in addition to the Steele County Zoning Ordinance.

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

The planning commission finds there will be a significant amount of traffic during construction but minimal traffic after construction. Construction equipment shall abide by weight restrictions when roads are posted. At the township's request, any damage done to the road as part of the construction is to be remediated by the developer. Parking shall not be allowed on the road.

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

The planning commission finds existing businesses are located 1 mile away to the east. The proposed project should not have any effect on these businesses.

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

The planning commission finds

Access: The developer is seeking an easement to utilize the existing access that goes to one of the other solar sites. If they cannot obtain an easement, they will have to construct their own access. Any new access will need to obtain the approval of Clinton Falls Township. If a separate access is constructed, a separate 911 address should also be obtained.

Drainage: Existing drainage system shall be maintained throughout the project life.

Runoff: The project will require a storm water pollution prevention plan. The proposer shall be required to follow the plan.

Wetland: A level 1 Wetland Determination was done for the site and does not indicate any wetlands in the proposed area.

Floodplain: The proposed panels will not be located in a floodplain designated area.

Rare Species: The MN DNR has indicated no rare features have been documented within the proposed area.

Planning Commission Recommendations:

Based on the information provided and comments received, the Steele County Planning Commission recommends approval of IUP 2021-06 with the following 11 conditions.

1. This permit allows for the construction and operation of a 1 MW solar energy system in the location identified on the submitted application. Any additional expansion of the project will require the permit to be amended.
2. This permit shall expire on June 30, 2063 and all solar components and accessory facilities removed by this date. If the operator fails to remove the equipment, the responsibility shall be with the landowner.
3. If the project ceases to generate electricity before the permit expiration date, all solar components and accessory facilities shall be removed within one year of the discontinuation of use/operation. If the operator fails to remove the equipment, the responsibility shall be with the landowner.
4. The solar facility cannot be subdivided from the existing parcel of land into a separate parcel.
5. Construction must begin within 1 year of the issuance of this permit or this permit becomes null and void.
6. The operator shall notify the Steele County planning and zoning office of any changes in management or ownership of the project.
7. Any private drainage tile servicing adjoining properties shall be protected during construction and maintained throughout the life of the project.
8. The developer shall construct a security fence around the perimeter of the solar panels to deter unauthorized entrance.
9. Permanent vegetation shall be planted within the fenced project area and all noxious weeds shall be controlled.
10. The construction of any new access shall obtain the approval of Clinton Falls Township.
11. If a new access is constructed, a separate 911 address shall be obtained for the site.
12. Prior to the start of construction, the developer shall document with the township the condition of the haul road(s) to be used during the construction of the project. Any haul road(s) degradation caused by construction traffic shall be remedied by the developer.

13. Construction crew vehicles and equipment shall not park or unload on the township road.
14. The developer shall obtain building permit(s) from the Steele County Building Inspection office.
15. The developer and/or operator is responsible to acquire or maintain any federal, state, or local permits required in the construction, operation, and maintenance of the solar energy system.

Interim Use Request

The Applicant is requesting an interim use permit for a Solar Energy System. The proposed project will be a 1.40208 MWdc / 1.00 MWac single axis tracker ground mount solar photovoltaic array. The estimated generating capacity of the system will be approximately 2,087 megawatt hours per year (MWh/year). The estimated amount of electricity generated from the system will be equivalent to powering 170 residential homes. The proposed solar farm will be utilized as a community solar garden, under the Solar*Rewards Community Program with Xcel Energy.

A community solar garden is an off-site solar project which generates electricity that is sent to metered accounts through a participating electric utility. For those utility customers that cannot meet their own energy needs by installing a solar energy system on-site, a subscription to a community solar garden provides utility customers with an ability to participate in the green energy economy while potentially hedging on future energy escalation. Pivot Energy intends on subscribing residential, small businesses, government entities, school districts, and/or commercial and industrial electricity users to the proposed garden.

A site plan of the proposed community solar garden is depicted on the following page, in Photo 1. The solar array project boundary will be approximately 590' setback from Runway Road on land currently zoned as agricultural land. The solar array fencing components will begin at that 590' distance, whereas the Steele County Zoning Ordinance would require 100', and 20' setback from remaining adjacent parcels. The solar farm components will utilize 6.58 acres of land (within the project fence). Access to the site will be off of Runway Road, as depicted below, and will be a 30' gravel access road.

In our enclosed site plan, we have provided our plan for ingress and egress from Runway Road. Currently, we are working with Xcel Energy to utilize the existing private drive, by establishing an access easement. The private drive is currently being used by Xcel Energy to access existing community solar gardens to the west of our proposed project area. In the event Pivot Energy is not granted access, our project will install an additional private drive parallel to the Xcel-owned drive on our leased parcel. The Clinton Falls Township Road Commissioner has reviewed the site and has confirmed a third driveway is allowed in their jurisdiction. Any new driveway would be applied for during the building permit process.

Equipment required for the interconnection to electrical lines will be on the existing private drive off of Runway Road, as it is currently property of Xcel Energy. Both utility easements (to the extent necessary) and site access will utilize the abovementioned gravel access road. Overhead utility poles will connect to an existing Xcel Energy utility pole. The electrical substation, owned by Xcel Energy, of which we have an executed interconnection agreement with, is located nearby. The construction laydown area will be within our leased parcel.

Our proposed conditional use permit will not require utilities. The project does not require sewage, waste, irrigation, or potable water services. It will not require trash or recycling services, or natural gas. The project will require electrical service from Xcel Energy, and Pivot Energy is in the process of completing our interconnection agreement with Xcel Energy.

A 8' chain link fencing, or game fence, will be installed to surround the perimeter of the solar equipment components, as depicted in Photo 2, and will include warning signs of the high voltage associated with pivotenergy.net

solar PV technology. Additionally, signage will be added to provide emergency contact information during construction and throughout the operational term of the project.

The solar array will operate every day during daylight hours. The equipment moves imperceptibly slowly throughout the day, silently following the sun across the sky to maximize energy yield. There is no sound, smell, noise, pollution, emission, or other negative external impact attributable to the solar array's operation. There will be 3,048 solar panels affixed to the single-axis tracker racking system. Throughout the array, at the end of the racking rows, will be eight string inverters to convert the electricity generated from the panels to the transformer. The design and construction of the solar farm will meet standards and guidelines as provided by nationally accepted electric code.

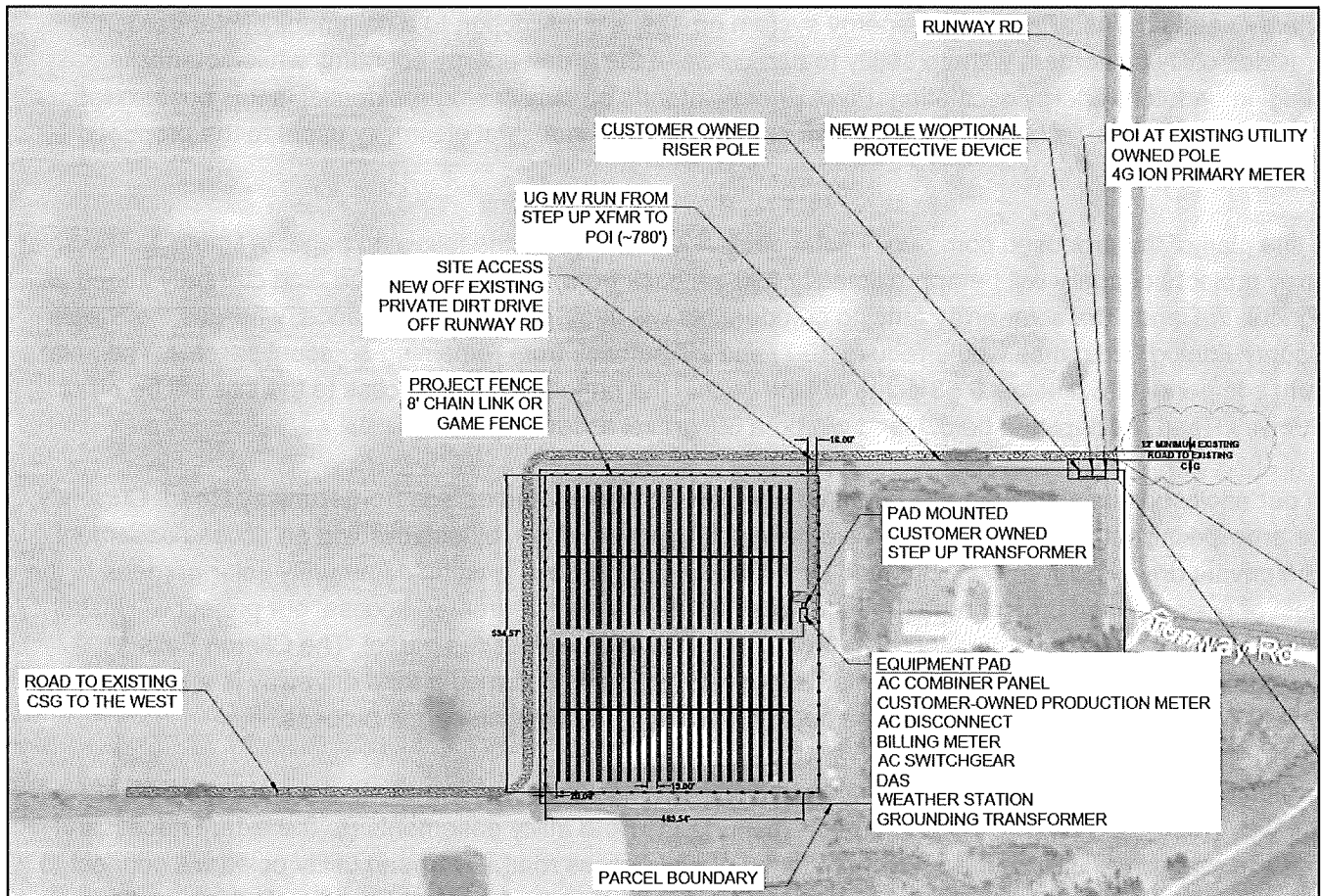


Photo 1 - Pivot Energy Minnesota Solar 1 LLC Site Plan

The modules atop the single-axis tracking racking, at full tilt, will be approximately 12' in height (at its highest point). At noon, when parallel with grade, the modules atop the racking will be at approximately 8' in height. The driven pile foundation will be determined upon further geotechnical review and soil boring testing. Larger electrical equipment, such as the utility meter, transformer, switchgear will not exceed 9' in height, and will be placed upon a concrete equipment pad next to the access road, inside the project fencing. All electrical wires and lines will be housed underground to the extent possible, until requiring overhead poles to connect to the utility's electric pole. The system is also designed according to National Electric Code and Xcel Energy's utility standard.

Our proposed project is subject to the terms and conditions of the Owatonna Airport Zoning Ordinance No. 800. As such, we have sought approval from both the Owatonna Degner Regional Airport (OWA) and the Federal Aviation Administration (FAA). We have received approval from OWA by means of a no glare analysis performed by the Minnesota Department of Transportation, and a Determination of No Hazard by the FAA. Both approvals are included in the Appendix.

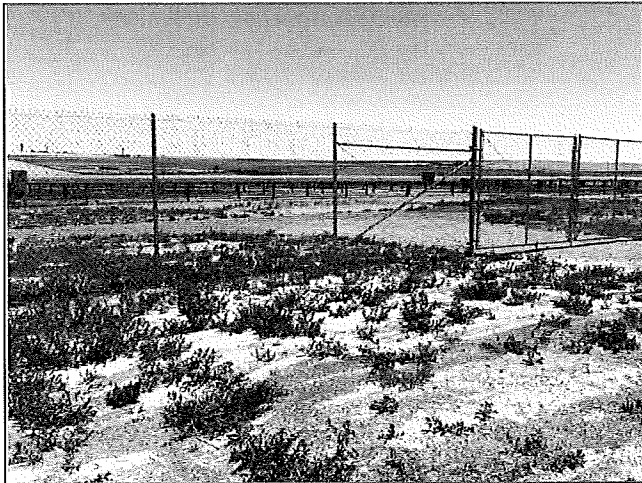


Photo 2 - Fencing



Landscaping

For landscaping, we will replant disturbed areas with a native grass mix likely including pollinator-friendly wild flowers to help keep weeds at bay and minimize erosion for the life of the project, as depicted in Photo 3. As such, additional landscaping will not be required.

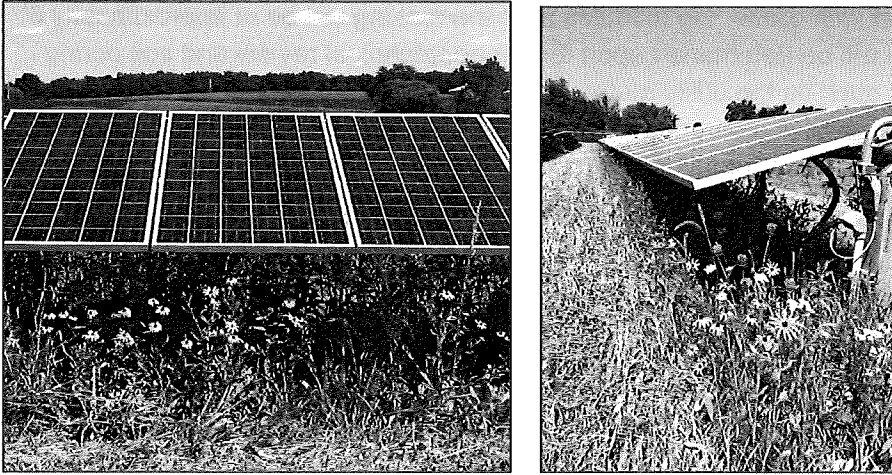


Photo 3 - Landscaping

Vegetation Control

Upon completion of construction, Pivot Energy will plant the approved seed mix over disturbed areas with a native grass mix, suitable for sheep grazing and containing native species beneficial to pollinators. Throughout our development due diligence, we will identify any invasive species that are present on our leased parcel and invasive species will be either removed or sprayed prior to site grading. Throughout the operations term of the system, Pivot Energy will be conducting maintenance visits to the site, approximately 2-4 times per year. As part of those visits, mowing will take place throughout the solar array rows, to ensure the height and placement of approved seed mix is maintained.

Much of the proposed site is farmed and will be taken out of regular rotation for the project's lifespan. The landowner who farms the site has accepted this reduction in available acreage and understands that the site may be readily returned to farming once the project ceases operation. Solar panels will be installed on a racking system that will include driven steel post or screwed helical pile foundations which anchor the racking system into the ground. Farm soils will be kept intact beneath the PV panels, and a grazing consultant could provide guidance following the initial system design to ensure a grazing friendly project. Sheep-friendly, pollinator supportive habitat and infrastructure that promotes sheep grazing as a vegetation management option will be practiceable within the fenced array.

Construction Plan

At peak construction there could be approximately 50 laborers on the site, however this would be for a short period (likely a month). Otherwise there will be anywhere from 25 - 50 people on average, between the hours of 7am-7pm (7pm will be the maximum hour and would only occur if there was a late delivery or need for overtime, which is not anticipated). The site will have an area in which the workers can park so there are no vehicles parked on the adjacent roads. There would be typical traffic of employees arriving and leaving the site at the beginning and end of work. As part of a standard road access permit and safety plan we would post cones, construction zone signs and a decreased speed limit sign to assure safety of both workers and local residents. We will comply with all county/state/township road requirements for the pivotenergy.net

access to the site. There will also be semi-trucks delivering materials throughout the course of the project on an intermittent schedule with the bulk of the material deliveries happening in the middle of the project schedule. Pivot Energy will abide by all local, state, and federal guidelines when disposing of construction waste.

There is a negligible impact on the local community and traffic after construction is completed because the array only requires 2-4 annual visits from maintenance technicians completing routine tasks such as vegetation management and basic equipment maintenance. If grazing is practiced, there will be additional visits to the site.

Revegetation, Drainage, & Erosion Plan

Our solar PV system will not impede upon current agricultural use and will not negatively impact existing drainage infrastructure in place to allow for farming to continue. Many of our projects across the state and country exist in agricultural communities. We are considered a harmonious use and a low-impact neighbor since we don't create any traffic, noise, or pollution, and will provide pollinator friendly seed mixes when we reseed the site. In addition, our sites are kept clean and neat.

Prior to construction, mechanical means to control runoff will be used, such as straw bales, anchored netting, silt fences or berms (if necessary). Our site plan proposes silt fences to be installed within areas of the parcel perimeter to manage drainage and erosion that may occur during construction. Much of the project will be non-impervious materials, to allow for adequate drainage of the site. The existing surface water drainage and subsurface drainage system will retain existing drainage patterns.

The natural vegetation will remain intact in between and underneath the solar equipment. Upon construction completion, Pivot Energy will seed disturbed areas with native grass seed mix approved by the County and/or the local jurisdiction. The use of native vegetation and/or pollinator-friendly seed mixes supports the habitat of bees, butterflies, wasps, flies, beetles, and other pollinator species needed for agriculture and grazing. The seed mix chosen will be native and local to the Minnesota environment, which naturally allows the site to be resilient to droughts and intense downpours. Native grasses and deep roots are more efficient than turf grass at absorbing run-off and are designed to not increase storm water runoff. Additionally, planting diverse mixes of native plants will prevent soil and nutrients from washing away, and improves water quality and prevents soil loss.

Should the Company damage any drain tiles on the Leasehold Estate during construction or Operation then Company shall promptly repair or replace those drain tiles. In cooperation with the landowner, and tenant farmer of the adjacent site, Pivot will identify existing drainage infrastructure to avoid during the installation and ongoing operation of our solar farm.

Environmental Impact

Renewable energy, by definition, does not draw upon finite resources and are not harmful to the environment. The technology is not loud and does not emit smell or pollution. In our design, and throughout the development due diligence process, Pivot Energy will comply with all local, state, and federal environmental regulations. The parcel is not located within a flood zone and wetlands were not found on site after a Level 1 Routine Wetland Determination was completed. Pivot Energy has completed the

Natural Heritage Review (NHIS) report through the Minnesota Department of Natural Resources, and the site was found to be in close proximity to the Blanding's turtles species, but impacts to this rare turtle are not anticipated.

Additionally, our consultation with the Minnesota Department of Administration State Historic Preservation Office occurred pursuant to the Minnesota Historic Sites Act and the Minnesota Field Archaeology Act. No properties listed in the National or State Registers of Historic Places and no known or suspected archaeological properties in the area will be affected by this project.

Decommissioning Plan

After the operational life of the facility is over, the Applicant will decommission the facility and restore the land to its original condition. Pivot Energy is bound by our lease and its termination provisions, which require all improvements and personal property from the project to be removed and to restore the property to substantially the same condition existing at the time of the lease effective date. This will involve the safe removal of all structural steel and aluminum, conductors, modules, inverters, transformers, concrete and fencing. Any future uses would be able to proceed in the same manner they would if the solar array had never been built.

Our initial interconnect agreements and other agreements with the utility is for 20 years. It is assumed that these contracts will be extended for an additional 10 years with the utility or with FERC. After the 30+ years of useful system life we will then begin to plan to decommission the solar project.

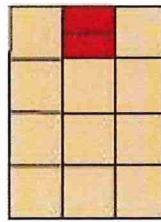
The solar modules will be removed, placed on palettes, and sold on a second-hand market. The solar panels are simple and will have useful life beyond 30 years. That said, the solar industry plans to repurpose older solar modules for charitable solar projects, projects in developing countries, or other projects what can benefit from these useful products.

The racking systems used to attach the solar modules and the perimeter are comprised of steel and aluminum. There are also copper and aluminum conductors throughout the site that also have generic salvage value. These raw materials will be removed and recycled. These raw materials have inherent salvage value which serves as a financial benefit to the decommissioning process.

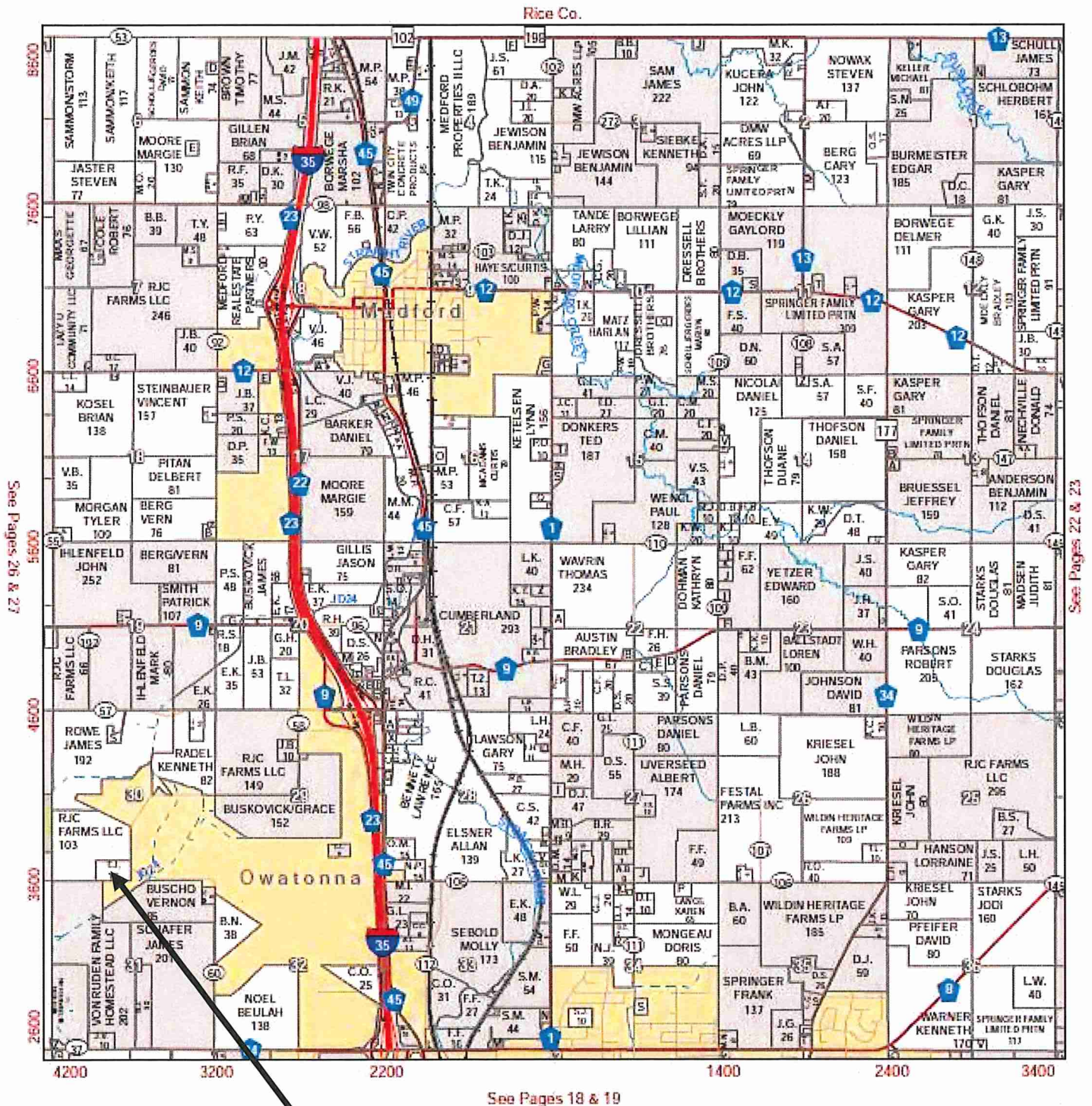
We plan to remove all above grade and below grade equipment including but not limited to solar modules, inverters, combiner boxes, wire, conductor, conduit, racking, concrete, fence, and other miscellaneous components. Solar modules and valuable raw material will have inherent salvage value and will be recycled and/or sold accordingly. The remaining equipment will be removed from site and disposed of per applicable disposal standards of the respective material and authority having jurisdiction in the area.

The site will be smoothed out and reseeded with a locally approved seed mix after the equipment removal has occurred. In some cases, the landowner requests the site is not reseeded but rather left open, so they may plant a desired agricultural use at that time (ex: farmer may prefer plant corn instead of native seed mix).

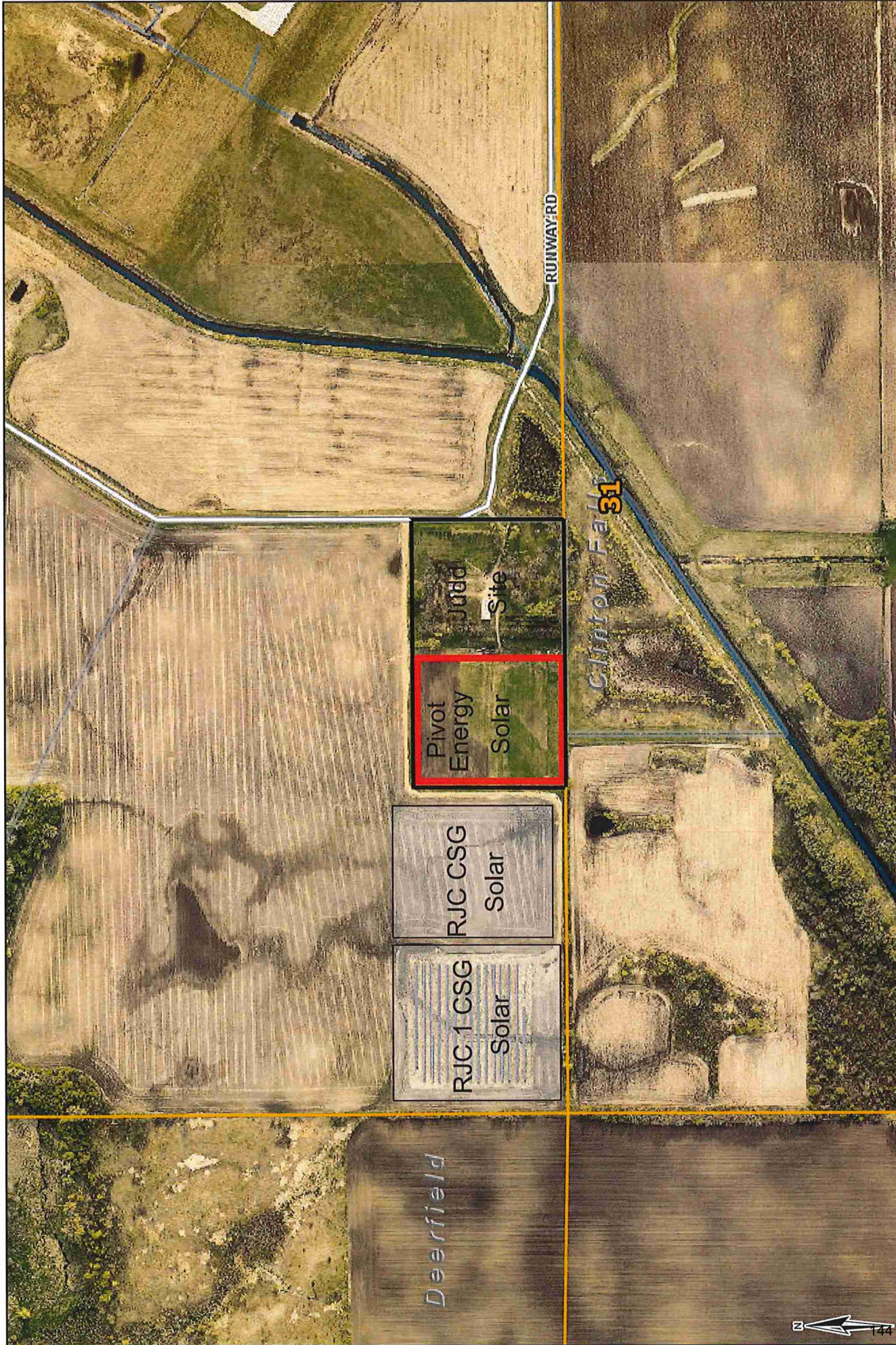
Medford & Clinton Falls



T.108N. - R.20W.

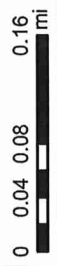


Pivot Energy Solar Request



Pivot Energy Site

May 28, 2021



Disclaimer: Steele County, MN makes no representations or warranties, expressed or implied, with respect to the use or accuracy of the data provided. THE DATA IS PROVIDED "AS IS" WITH NO GUARANTEE OR REPRESENTATION OF PERFORMANCE, MERCHANTABILITY, RELIABILITY, OR FITNESS OF THE DATA FOR ANY PARTICULAR PURPOSE. The user assumes all responsibility for the use of the data, and the user agrees to hold Steele County, MN harmless from and against all claims, damages, losses, or expenses, including reasonable attorneys' fees, arising from or resulting in the use of this data, even if such potential loss or damage. This data may not be used in sales that do not allow the exclusion or limitation of incidental or consequential damages.



Staff Report
for
Interim Use Permit #2021-06
Pivot Energy Minnesota Solar 1 LLC

Applicant:

Pivot Energy Minnesota Solar 1 LLC

Land Owner:

Thomas Judd

Zoning District:

Agricultural

Airport Overlay District

Address:

3763 Runway Road
Owatonna, MN 55060

Property Legal Description:

All that part of the SW 1/4 of Section 30, Township 108 North, Range 20 West, Steele County, Minnesota, described by:

BEGINNING at the Southeast Corner of said SW 1/4;

THENCE North 89° 56' 49" West, assumed bearing, 530.00 feet along the South line of said SW 1/4;

THENCE North 00° 16' 52" East 635.00 feet along a line parallel with the East line of said SW 1/4;

THENCE South 89° 56' 49" East 530.00 feet to East line of said SW 1/4;

THENCE South 00° 16' 52" West 635.00 feet to beginning, subject to a public road easement along the East line of said SW 1/4.

AND

All that part of the SW 1/4 of Section 30, Township 108 North, Range 20 West, Steele County, Minnesota, described by:

BEGINNING at the Southeast corner of said SW 1/4; thence North 89° 56' 49" West, assumed bearing, 530.00 feet along the South line of said SW 1/4 to the True Point of Beginning;

THENCE North 00° 16' 52" East 635.00 feet;

THENCE North 89° 56' 49" West 575.00 feet;

THENCE South 00° 16' 52" West 635.00 feet to the South line of said SW 1/4;

THENCE South 89° 56' 49" East 575.00 feet to said True Point of Beginning.

AND FURTHER EXCEPT: Beginning at the northwest corner of said NE 1/4; thence N 89°42'14" E, assumed bearing, 482.00 feet along the north line of said NE 1/4 to the centerline of Crane Creek; thence S 56°06'14" W 582.67 feet along the Creek centerline to the west line of said NE 1/4; thence N 0°17'34" E 322.46 feet to beginning.

Project Description:

Construct and operate a 1 MW community solar garden on approximately 8 acres of land. The solar energy system will consist of single axis trackers rotating from east to west mounted on a steel racking structure. The expected lifespan of the project is 40+ years.

Reason for Conditional Use Permit Application:

Section 1528.03 of the Steele County Zoning Ordinance requires an interim use permit for Primary Use Solar Energy Systems 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 project will generate electrical power that will be sold to Xcel energy. The applicant has begun the process of developing an agreement with Xcel. There will be significant traffic on the road during construction but minimal traffic for maintenance after construction is completed. No other public utilities or facilities will be directly affected.

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

The site is predominately surrounded by agricultural land. Runoff from the site should not affect the agricultural properties, nor are there any known drainage tile under the site so no effect is expected to the surrounding agricultural land. A building site owned by Thomas Judd is directly adjacent to the site. Mr. Judd has leased the land to Pivot Energy to construct this site. The site is not in an area where future residential development is expected. There are also two other 1 MW solar energy projects directly west of this site. Presumably this site should not affect those existing solar producers.

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

The appearance will be approximately 6.58 acres of solar panels within a fence and look very similar to the two other solar facilities to the west of this site. The fence will be an 8 feet tall chain link or woven wire type fence and again look very similar to the adjacent facilities. This appearance should have no effect on adjacent agricultural land. The nearest neighboring residence is the landowner who is leasing the site to Pivot Energy and is benefitting financially from the project. Other residences are over 3500 feet away from the project and the site may not even be visible to them.

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

The existing land use is approximately 8 acres of pasture and cropland on which the solar panels will be placed. At the end of its operational life the panels and support structures will be removed, and the property could be restored to farmland or some other use. The lease of the property is for up to 41 years after the start of production. The applicant indicates their lease requires them to remove all equipment at the end of the useful life. Steele county has not required financial assurance for decommissioning mainly because of the uncertainty as to what that cost may be. We have received estimates anywhere from \$20,000 to \$200,000 for this size of site with most applicants indicating the value of the salvage materials will cover the cost of removal. On past permits, Steele County has put the financial liability back on the landowner who benefited, should the company not follow thru with removal. The counties risk would only be if the property was forfeited for unpaid taxes at the end of life cycle and the county had to clean it up. The counties risk is minimal but only if the value of the land is greater than the cleanup cost. For this reason, the planning commission could consider a condition that prohibits the subdividing of the parcel to ensure there is ample equity attached to the site should the county ever be put in the position to clean up the site.

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

The zoning ordinance allows Primary Use solar energy systems by Interim Use Permit in the agricultural district. Primary Use Solar Energy Systems are defined as systems which are the primary use of the land on which it is located, and which generate power for sale to a utility or other off-premise consumer. The area is also in the Safety Zone C of the Owatonna Airport. Safety Zone C has height limitations and prohibits uses that may cause interference from radio waves or lighting. Pivot Energy has received a determination of no hazard to air navigation from the Federal Aviation Administration. They have also performed a glare analysis indicating the site should not create glare potential for any flight path of the airport.

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

During construction, there will be a significant amount of construction traffic to and from the site. This traffic will use runway road which is a gravel township road. Construction equipment should abide by weight restrictions when roads are posted and if required by the township could be required to remediate any damage caused by construction equipment. After construction, traffic will be limited to maintenance vehicles and is expected to consist of a couple trips per week. Vehicles and equipment parking should be entirely within the site but if conditions don't allow onsite parking, vehicle parking on the road may cause issues. The planning commission could consider a condition that prohibits the parking of personnel or construction equipment on the road. After construction, the project will only require intermittent maintenance traffic. This amount should not cause 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:

Existing businesses are located 1 mile away to the east. The proposed project should not have any effect on these businesses.

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

Access: Pivot Energy indicates they are seeking an easement to utilize the existing access that goes to one of the other solar sites. If they cannot obtain an easement, they will have to construct their own access. Any new access needs to obtain the approval of Clinton Falls Township. If a separate access is constructed, a separate 911 address should also be obtained.

Drainage: No drainage tile have been identified on the proposed site. If drainage tile are discovered, the developer should be required to allow maintenance of the tile throughout the life of the project.

Runoff: The project will require a storm water pollution prevention plan. If this plan indicates that storm water retention is warranted, the applicant has indicated that storm water retentions ponds may be installed. This will be governed by the MN Pollution Control Agency.

Wetland: A level 1 Wetland Determination was done for the site and did not indicated any wetlands in the proposed area.

Floodplain: The proposed panels will not be located in a floodplain designated area.

Rare Species: The MN DNR has indicated no rare features have been documented within the proposed area.

Staff Comments:

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

1. This permit allows for the construction and operation of a 1 MW solar energy system in the location identified on the submitted application. Any additional expansion of the project will require the permit to be amended.
2. This permit shall expire on June 30, 2063 and all solar components and accessory facilities removed by this date. If the operator fails to remove the equipment, the responsibility shall be with the landowner.
3. If the project ceases to generate electricity before the permit expiration date, all solar components and accessory facilities shall be removed within one year of the discontinuation of use/operation. If the operator fails to remove the equipment, the responsibility shall be with the landowner.
4. The solar facility cannot be subdivided from the existing parcel of land into a separate parcel.
5. Construction must begin within 1 year of the issuance of this permit or this permit becomes null and void.
6. The operator shall notify the Steele County planning and zoning office of any changes in management or ownership of the project.
7. Any private drainage tile servicing adjoining properties shall be protected during construction and maintained throughout the life of the project.
8. The developer shall construct a security fence around the perimeter of the solar panels to deter unauthorized entrance.

9. Permanent vegetative shall be planted within the fenced project area and all noxious weeds shall be controlled.
10. The construction of any new access shall obtain the approval of Clinton Falls Township.
11. If a new access is constructed, a separate 911 address shall be obtained for the site.
12. Prior to the start of construction, the developer shall document with the township the condition of the haul road(s) to be used during the construction of the project. Any haul road(s) degradation cause by construction traffic shall be remedied by the developer.
13. Construction crew vehicles and equipment shall not park or unload on the township road.
14. The developer shall obtain building permit(s) from the Steele County Building Inspection office.
15. The developer and/or operator is responsible to acquire or maintain any federal, state, or local permits required in the construction, operation, and maintenance of the solar energy system.



Steele County Agenda Item

Subject: Memorial Tree Program

Department: Administrator's Office

Committee Meeting Date: June 10, 2021

Board Meeting Date: June 22, 2021

Consent Agenda: ☐ Yes ☒ No

Resolution: ☐ Yes ☒ No

Policy Committee Recommendation:

Committee recommends a donation fee of \$200 and authority be given to the Facilities Director to select the location and type of tree to plant.

Recommendation:

Recommend a donation fee of \$200 and give authority to the Facilities Director to determine the type of tree to plant and the location it shall be planted.

Background (*Including Budget Impact*):

March 26, 1996 a minimum donation of \$50 was set for Memorial Tree participation. Since then, the cost of implementing the program has increased. The most popular tree we plant (evergreen) is at a contractor cost of \$136.00 in 2021 and a Burr Oak at a cost of \$170.00. The engraved brass leaf placed on the memorial tree in the lobby area is an additional cost of \$10.00. Recommend the donation amount to change from \$50 to \$200 per donation.

Currently, if a person donates \$100 dollars vs \$50, they would be able to order two trees. We recommend each person may request one tree per donation, even if they choose to donate above the set amount.

Some people are requesting specific trees and locations. We are exhausting the space available for the planting of trees and the types of trees. When planting trees we need to consider locations where the trees will be able to remain without being disturbed. This limits the available space we currently have left, and the types of trees that can be planted. We recommend the Facilities Director have authority to determine which trees shall be ordered and the location in which the trees will be planted.

Attachments:



POSITION DESCRIPTION STEELE COUNTY

SECTION I: GENERAL INFORMATION

Position Title: Senior Assistant County Attorney	Department: County Attorney
Immediate Supervisor's Position Title: County Attorney	FLSA Status: Exempt
Job Summary: Under the direction of the County Attorney, the Senior Assistant County Attorney (SACA) is responsible for providing legal representation in criminal and civil matters and in providing representation to the Department of Human Services in the areas of child protection, adult protection and child support enforcement. In addition, the SACA provides subject matter expertise, oversight and training to Assistant County Attorney I and II positions. The SACA will also independently research, develop and implement the office's training efforts for outside agencies, such as law enforcement agencies and Human Services. This classification differs from Assistant County I and II in that the SACA requires a higher degree of experience and complexity of caseload, oversight of less senior attorneys, direct responsibility for development of outside agency training and direct involvement in office strategy creation and implementation.	

SECTION II: ESSENTIAL DUTIES AND RESPONSIBILITIES

• Prepares cases for judicial proceedings by performing a variety of responsibilities to include: 40% a) Reviews police reports and human service reports relevant to pending petitions and/or complaints. b) Interviews individuals and witnesses, investigates the history and facts of the case, and evidence. c) Researches and interprets relevant laws and statutes. d) Determines appropriate criminal charges. e) Develops strategies for cases. f) Drafts complaints, petitions, pleadings, legal memoranda, and briefs and files motions with the court. g) Negotiates and consults with opposing counsel, County agencies and law enforcement. h) Researches and analyzes the proper disposition and/or sentence for case. • Represents Steele County for assigned criminal and civil cases in proceedings. Represents handles cases in the areas of adult criminal, juvenile prosecution, child protection, child support, commitments, guardianships, conservators, real estate and medial assistance representation. 30% a) Determines how best to present evidence and the facts of the case. b) Analyzes evidence and interpret legal authority as it is conveyed during proceedings and adjusts the County's case, as necessary. c) Handles matters from first hearings, contested hearings, pre-trial hearings, trial, disposition and sentencing. a) Oversees orientation and staff development. • Researches and determines whether to file appeals in criminal cases and drafts legal briefs for the Court of Appeals. Represents the County Human Services Department for appeals involving Child Protection and Civil Commitments before Special Review Board Hearings and Supreme Court Appeal Panels. 5%

- Proactively develops and administers legal training curricula based on local conditions, legal developments and emerging issues to provide periodic training to law enforcement, human service staff and other County agencies regarding complex legal matters, changes in laws, rules, regulations, courtroom procedure and related issues. Develops evaluation materials to gauge effectiveness of training curriculum. Provides training on a regional or state level, as requested. Collaborates with outside agencies to schedule frequency, duration and mode of training. 15%
- Addresses questions and calls from County staff regarding legal matters, mentors and advises less senior attorneys. Coordinates overall office strategy implementation with County Attorney and Chief Deputy County Attorney. 5%
- Attends or leads department scheduled meetings to discuss updates in the law or court procedure and/or the status of ongoing cases. Assumes special projects, as delegated. Serves on various committees, task forces or projects, as delegated. 5%
- Performs other duties of a comparable level or type, as required.
 - a) Keeps abreast of changing legislation, trends and developments in areas of responsibility.
 - b) Participates, attends and/or serves on various professional organizations or groups, as appropriate.

SECTION III: WORK REQUIREMENTS AND CHARACTERISTICS

EDUCATION/KNOWLEDGE REQUIREMENT: Minimum education required to perform adequately in position could reasonably be attained only by completing the following:			
REQUIRED EDUCATION/TRAINING (choose one)			DEGREE INFORMATION: Type of degree: (B.S., M.A., etc.)
	less than high school diploma		JD Degree from an accredited law school
	High school diploma or GED.		Major field of study or degree emphasis: Law
	1 year college	2 years college	
	3 years college	4 years college	
	1st year graduate level		
X	2nd year graduate level		Essential knowledge and specialized subject knowledge required to perform the essential functions of the job: • Subject-matter expertise level knowledge of principles,

		concepts, practices and standards of the legal professional including rules of conduct, rules of evidence, rules of court, civil and criminal procedures/processes. • Knowledge of relevant laws, statutes, case law applicable to areas of practice. • Knowledge of litigation and negotiation techniques and processes. • Knowledge of the principles, techniques, methods, and resources of legal research. • Knowledge of principles and concepts and practices pertaining to legal arguments. • Law enforcement policies and procedures. • Principles of teaching, leadership and management. • Ability to interpret relevant legal authorities to implement effective training curricula for use within office, for other County personnel and outside agencies.
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Required Work Experience in Addition to Formal Education/Training:

A minimum of 7 years legal and litigation experience with demonstrated progressively higher level of responsibility.

LICENSE/ CERTIFICATION	Identify licenses/certification required: MN Driver's License. Licensed to practice law in MN
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ESSENTIAL SKILLS REQUIRED TO PERFORM THE WORK	Skilled in: • Independently conducting legal research, analyzing and interpreting legal data and matters of law. • Establishing and maintaining effective working relationships with department personnel, judges, attorneys, clients, witnesses, other County employees, and the public. • Communication, public speaking and presentational skills. • Preparing cases for legal proceedings and in the presentation of legal matters in various legal proceedings and hearings. • Interpreting legal authority and advising county personnel and outside agencies on all various legal issues, questions or matters of law. • Interpreting various legal authority to create and administer effective training materials for non-lawyers. • Applying and independently determining appropriate course of actions on cases based upon matters of law, fact and legal research. • Making appropriate discretionary decisions with respect to negotiations and settlements within the general guidelines and policies of the Attorney's Office. • Persuasion and advocacy based upon the merits of individual issues and the information present. • Preparing legal documents, memoranda, motions, petitions, briefs, stipulations or other legal documents in a clear and concise manner. • Leadership • Training & Mentoring • Strategy creation and implementation
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PHYSICAL JOB REQUIREMENTS: Indicate according to essential duties/responsibilities				
<u>Employee is required to:</u>	Never	1-33% Occasionally	34-66% Frequently	66-100% Continuously
Stand		X		
Walk		X		
Sit			X	
Use hands dexterously (use fingers to handle, feel)		X		
Reach with hands and arms		X		
Climb or balance	X			
Stoop/kneel/crouch or crawl		X		
Talk or hear				X
Taste or smell	X			

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

PHYSICAL JOB REQUIREMENTS: Indicate according to essential duties/responsibilities

Physical requirements associated with the position can be best summarized as follows:

Light Work:

Exerting up to 25 pounds of force occasionally and/or a negligible amount of force frequently or constantly to lift, carry, push, pull or otherwise move objects, including the human body.

SECTION IV: CLASSIFICATION HISTORY AND APPROVAL

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

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

Department Head's Signature

Date

Classification History:

Prepared 08/2020 by JJ.



Steele County Agenda Item

Subject: County Attorney – Senior Attorney position

Department: Attorney's Office

Committee Meeting Date: ICS – June 16, 2021

Board Meeting Date: June 22, 2021

Consent Agenda: ☐ Yes ☒ No

Resolution: ☐ Yes ☒ No

Policy Committee Recommendation:

Committee recommends bringing item to the Board.

Recommendation:

As assistant attorneys have gained experience, developed expertise in their fields, and stayed with Steele County, I want to recognize their experience and longevity, which is valuable to the County and the people we serve. When I started as County Attorney there were only two designations – County Attorney and Assistant County Attorney. I created the Chief Deputy position in 2010 and the Assistant County Attorney I and II positions shortly after. The next step in this process is the Senior Attorney position. The position requires a minimum of 7 years' experience, demonstrated subject matter expertise in a relevant field, progressively higher levels of responsibility and additional supervisory and training responsibilities. Two attorneys currently meet the criteria for Senior Attorney status. The new position description was graded at D61.

The process for these positions started in January of 2020 but was slowed due to prioritizing COVID responses. I presented this information in November of 2020, but it was tabled due to the timing and continuing financial uncertainty due to the pandemic. Julie Johnson has reviewed all of the material and is in agreement with this recommendation. The recommendation is also made with the County Strategic Plan in mind, specifically the sub-goals to “Attract and Retain Employees” and “Succession Planning and Implementation.” Having several levels of attorney positions will allow me to reward longevity and expertise and maximize the use of institutional knowledge, incent less senior attorneys to stay with Steele County and encourage high-quality candidates in the event there is an attorney opening. This is not a request to add any FTE, but a new position to be used for promotion or future recruitment.

Background (*Including Budget Impact*):

The specific position description is available on the U drive.

Senior Assistant County Attorney (2 potential positions): Total salary increase of approximately \$9300 and benefits increase of \$1170 (if both positions were filled for all of 2022)

For context: Current Department preliminary net budget is \$1.21 million. Proposed additions would represent less than a 1% increase over preliminary proposed 2021 departmental budget

Attachments:

**Minutes of the
Steele County Planning Commission
June 7, 2021**

Call to Order:

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

Agenda:

Motion by Jaster, second by Queen to approve the agenda as submitted. Roll call taken. Motion passed unanimously.

Minutes:

Motion by Esplan, second by Lammers to approve the May 3rd, 2021 minutes as submitted. Roll call taken. Motion passed unanimously.

Building Permits:

The building permits for April & May were reviewed.

County Board Action

Oolman reported the County Board approved the review of CUP #316 (Benji Bishop – Bishop Pit), IUP (2021-04 (Ulland Brothers – Bergland Pit) as recommended. Review of CUP # 302 (MN Paving – 26th St. Quarry) was approved with a clarification that three seismographs readings shall be taken each blast with the locations specified.

CUP #425 (Northstar Recreation LLC)

This request is from John Frank on behalf of Northstar Recreation LLC to sell and service fish house / RV units and accessories on property located in the NW ¼, NW ¼, Section 33, Clinton Falls Township. The permit would also allow the outdoor storage of wheeled fish houses, campers, and boats. The property address is 3419 County Road 45 North.

Questions and comments of the commission.

- Schmidt – What are we doing with the address?
Oolman replied they should be using the 3419 address. 3343 should be for CEI.
- Schmidt – How about the septic, do we have to clarify anything with that?
Oolman responded that's up to the planning commission. We could ask that they make it compliant. In the early-mid 2000s we had a permit issued and okayed to install but it was never completed to our knowledge.
- Esplan – The septic should be investigated.
Schmidt agreed.
- Ingvaldson – It sounds like it should have been done already so they may just have to prove that it was completed.
- There was discussion about the septic system.
- Schmidt – Is there anything the applicant would like to add?
The applicant was not online.

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

Motion by Esplan, second by Lammers to recommend approval of CUP #425 with the following conditions:

1. All lighting and signage shall comply with the requirements of ordinances related to the Owatonna Airport.
2. All lighting and signage must comply with Section 1514 of the Steele County Zoning Ordinance.
3. No unlicensed or salvage vehicles can be stored outside.
4. All outside storage of parts or equipment shall be screened from the public right-of-way.
5. The building must be serviced by a compliant sewage treatment system.

Roll call taken. Motion passed unanimously.

Review of CUP #209 (Spinler Pit)

This request is from Kim Symes on behalf of David Spinler Construction to review CUP #209 allowing the mining of sand and gravel on property located in the S ½ of the NW ¼, the N ½ of the SW ¼, and the W ½ of the SE ¼, Section 27 Aurora Township.

Questions and comments of the commission.

- Lammers – Is the gravel tax up to date?
- Oolman – Yes, as far as we can tell. No mining has occurred in the past couple of years. He's leveled out some areas next to the railroad tracks & 218 and that area is being farmed. There is a building site right in the middle, but I haven't not ever heard anything from him..

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

Motion by Lammers, second by Ingvaldson to recommend approval of CUP #209 with the following conditions: (~~striketrough~~ is deleted, underlined is added).

1. The applicant shall post "Truck Hauling" signs as deemed necessary by the Steele County Highway Engineer and/or MnDOT.
2. Recyclable stockpiles shall not exceed 20,000 cubic yards.
3. No topsoil shall be removed from the site.
4. Setback from property lines shall be 20 feet of undisturbed soil with a 4:1 slope maintained from the edge of the buffer strip to the bottom of the mine. Any erosion to neighboring properties as a result of this mine shall be corrected by the applicant.
5. The applicant is responsible to initiate renewal proceeding on or before January 1, ~~2018~~ 2026 or this permit becomes invalid.
6. Dust control should be provided in the pit as deemed necessary by the Steele County Planning and Zoning Director.
7. The accesses off of County State Aid Highway #4 and County Road 157 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, MPCA solid waste disposal permits, and Minnesota Wetland Conservation Act regulations.
11. 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.

IUP 2021-06 (Pivot Energy Solar)

This request is from Pivot Energy Minnesota Solar 1 LLC to construct a 1 MW solar energy system on property owned by Thomas Judd located in the SE ¼, SW ¼, Section 30, Clinton Falls Township. The property address is 3763 Runway Road.

Questions and comments of the commission.

- Spatenka – Would they be able to sell the solar farm with condition #4?
Oolman replied that splitting the property would not be allowed if #4 was included as a condition. .
- Spatenka – What is Dodge County doing with this? Are they requiring a bond?
Oolman responded that they indicated they would be \$200,000 in financial assurance. Most solar companies are willing to do something, but they would like to do it in the later years of the lease.
- There was discussion on decommissioning the solar farms & wind turbines.
- Schmidt – If the solar company decides to upgrade the panels; do we have something in here so they would have to come back for another permit?
Oolman answered No, If only the panels were replaced they would not need an amendment. If they change from a single axis rotating system to a full rotating system we may want to review how that could affect the airport. .
- Schmidt – Is the applicant on? Is there anything you would like to add?
Liz (Pivot Energy) – Dale covered most of it, so I'll just go through a few points.
 - *We do either chain-link or game fencing*
 - *We are working with Excel energy to get an easement for road access & electric poles*
 - *We have a fully executed interconnection agreement with Excel*
 - *We won't require utilities, sewage, waste, irrigation, water, trash, etc.*
 - *We have sign offs from airport, FAA, MDOT, DNR, & State historical preservation office*
 - *Solar panels will be on pilings, no concrete footings.*
 - *We're will be planting native & pollinator plants and will maintain throughout the lease.*
 - *We will be doing a drain tile study.*
 - *There is a decommissioning provision for landowners stating that we will decommission.*
 - *Construction period is 2-3 months.*
 - *We will have a separate address for our site.**Schmidt noted that noxious weeds are a big concern when establishing vegetation.*
- There was discussion to verify ownership of the project for the duration of the lease and where the decommission funds come from if the lease is sold.
- Ingvaldson: What happens now if panels are damaged? How do they get disposed of now?
Liz answered the panels would be disposed of in a recycling centers that accepts them.
- Schmidt – 8 ft chain-link fence would be our fence of preference. We've done the chain-link fence on the rest of them. Have we required barb wire on top of that?
Oolman answered we have not gotten that specific in our conditions. Both chain link and woven wire type fences have been allowed.

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

- Queen – On condition # 8 on the fence, have we indicated type of fence on anything else?
Oolman replied the only one I can think of is adding the slats to one because it was near a residence. The height is regulated by the electrical code.
- Liz reiterated the national electric code requires the height.
Oolman responded, the only complaints I've had about fences is that chain link look too industrial. This site is not near any neighboring residences.

Motion by Esplan, second by Spatenka to recommend approve of IUP #2021-06 with the following conditions:

1. This permit allows for the construction and operation of a 1 MW solar energy system in the location identified on the submitted application. Any additional expansion of the project will require the permit to be amended.
2. This permit shall expire on June 30, 2063 and all solar components and accessory facilities removed by this date. If the operator fails to remove the equipment, the responsibility shall be with the landowner.
3. If the project ceases to generate electricity before the permit expiration date, all solar components and accessory facilities shall be removed within one year of the discontinuation of use/operation. If the operator fails to remove the equipment, the responsibility shall be with the landowner.
4. The solar facility cannot be subdivided from the existing parcel of land into a separate parcel.
5. Construction must begin within 1 year of the issuance of this permit or this permit becomes null and void.
6. The operator shall notify the Steele County planning and zoning office of any changes in management or ownership of the project.
7. Any private drainage tile servicing adjoining properties shall be protected during construction and maintained throughout the life of the project.
8. The developer shall construct a security fence around the perimeter of the solar panels to deter unauthorized entrance.
9. Permanent vegetative shall be planted within the fenced project area and all noxious weeds shall be controlled.
10. The construction of any new access shall obtain the approval of Clinton Falls Township.
11. If a new access is constructed, a separate 911 address shall be obtained for the site.
12. Prior to the start of construction, the developer shall document with the township the condition of the haul road(s) to be used during the construction of the project. Any haul road(s) degradation caused by construction traffic shall be remedied by the developer.
13. Construction crew vehicles and equipment shall not park or unload on the township road.
14. The developer shall obtain building permit(s) from the Steele County Building Inspection office.
15. The developer and/or operator is responsible to acquire or maintain any federal, state, or local permits required in the construction, operation, and maintenance of the solar energy system.

Roll call taken. Motion passed unanimously.

Adjournment:

Motion by Jaster, second by Esplan to adjourn at 8:18 pm.



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 in a respectful and fiscally responsible way.

Thursday, June 10th, 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, and Community Corrections Director Tim Schammel

Consent:

1. Committee recommends approving the REAM 'Remote Electronic Alcohol Monitoring' Revised Grant Agreement and authorize the Chair to sign.
2. Committee recommends the purchase of the Tandem Axle Chassis and Appurtenant Equipment for a Plow Truck.

General:

3. Committee recommends approving the Memorial Tree Program revision.

Department Head Reports

Four Seasons: Beaver Lake is open. Discussion regarding ordinances at the beach and county property. Ice is in and running well. The grant request approved by the Board has been submitted.

Highway: An update was given on the Rose St. storm sewer repair. Update on the PW Facility grounds maintenance and options regarding the mowing. Update regarding the traffic signals was given. Since the power outage experienced on Tuesday most signals are back up. Final adjustments to signal times are being made. The Transportation Plan is being updated with adjustments. Will present to the public. Various project updates were given.



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

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

Tuesday, June 15, 2021 at 8:00 a.m. – Board Room

Attendees: Commissioner Brady, Nick Flatgard, Planning & Zoning Director Dale Oolman, Finance Director Cathy Piepho, Deputy Auditor Karen Winter, County Assessor Bill Effertz and Administrator Scott Golberg.

Consent:

1. Committee recommends approving 2022 Aerial Imagery from Compliance Fund and Authorize GIS Coordinator to sign the contract and Authorize the Chair to sign the cost sharing Memorandums of Understandings.
2. Committee recommends approving purchase of Computer Assisted Mass Appraisal (CAMA) Software

Department Head Reports:

Planning & Zoning: The service provider for Bixby sewer treatment system will retire in July. In the process of finding a replacement.

Treasurer: Continuing to work on Budgets. Audit is still in process and going well.

Assessor: The Board of Appeal and Equalization meeting will be held tonight. Review/discussion of assessed values and classifications trend.



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, June 16, 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, Emergency Management Tom Karnauskas, County Auditor Laura Ihrke and Administrator Scott Golberg.

Consent Agenda

1. Committee recommends approving the 2021 Performance Measures Report
2. Committee recommends Adopting the Performance Measurement Resolution

General Item

3. County Attorney – Senior Attorney position

Informational Items

4. 1st Quarter 2021 Financial Reports
5. 2020 Financial Reports
6. 1st Quarter 2021 Investment and Cash Report

Department Head Reports

Human Resources: Emergency and Risk Management Director starts on Monday June 21, one Correctional Officer has been hired and the additional positions are still posted, hired a part-time nurse, 2021-2025 Human Resource contract with MNPrairie has been signed.

Attorney's Office: More in-person court, Civil Court does have longer wait times, mediation and arbitration customary wait times.

Auditor: Working on mobile home taxes.

Information Technology: Update on power outage, no damage to County,



Steele County Agenda Item

Subject: 1st Quarter 2021 Financial Reports

Department: Treasurer's Office/Finance

Committee Meeting Date: June 15, 2021

Board Meeting Date: June 22, 2021

Consent Agenda: ☐ Yes ☐ No

Resolution: ☐ Yes ☐ No

Policy Committee Recommendation:

Recommendation:

Informational item only

Background (*Including Budget Impact*):

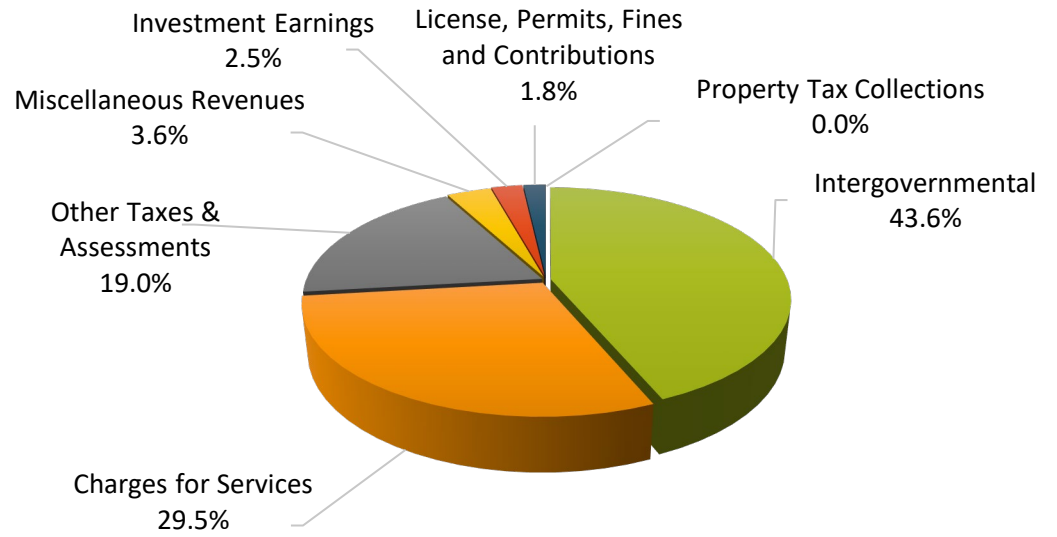
Attached are the financial reports for the three months ended March 31, 2021. Expenditures exceeded revenues by \$3.2 million. Revenues received for the first quarter of 2021 was \$3.9 million less than the 1st quarter of the prior year largely due to the bond proceeds received for the Detention Center project in 2020. Expenditures spent were almost \$1.0 million less than the prior year due to a combination of factors including the disbursements made relating to the business relief grants and the decrease in capital expenditures.

Overall, revenues and expenditures were consistent with prior year results excluding the bond proceeds received in 2020 and consistent with budget expectations.

Steele County
Summary of Revenues and Expenditures
For Three Months Ending March 31, 2021 (Cash Basis)

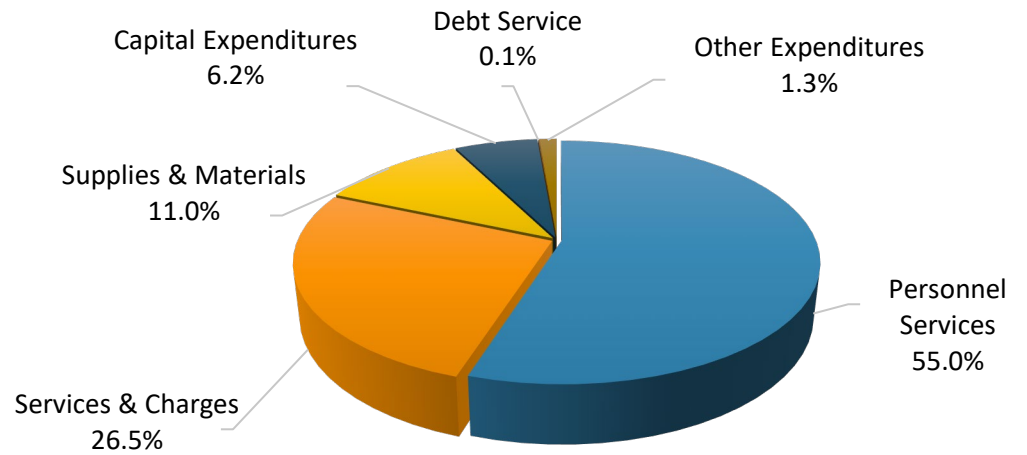
January - March 2021 Revenues

Property Tax Collections	\$ -
Intergovernmental	2,531,520
Charges for Services	1,715,343
Other Taxes & Assessments	1,101,037
Miscellaneous Revenues	207,112
Investment Earnings	145,920
License, Permits, Fines and Contributions	104,652
Total Revenues	\$ 5,805,584



January - March 2021 Expenditures

Personnel Services	\$ 4,969,189
Services & Charges	2,394,543
Supplies & Materials	989,635
Capital Expenditures	560,863
Debt Service	5,870
Other Expenditures	117,025
Total Expenditures	\$ 9,037,125



Steele County
Overview of Activities
For Three Months Ending March 31, 2021

Revenues

The County collected just over \$5.8 million in revenue during the first three months of 2021, a decrease of 40.3% in comparison to the prior year, as outlined below:

Summary of Steele County Revenues					
Description	2020		2021		
	Jan - Mar		Jan - Mar	\$ Change	% Change
Property Tax Collections	\$ 148,264	\$	-	\$ (148,264)	(100.0%)
Other Taxes & Assessments	969,010		1,101,037	132,027	13.6%
Intergovernmental	1,779,213		2,531,520	752,307	42.3%
Charges for Services	1,660,142		1,715,343	55,201	3.3%
Investment Earnings	348,297		145,920	(202,377)	(58.1%)
Licenses, Fines, and Contributions	27,227		104,652	77,425	284.4%
Detention Center Bonds	4,674,126		-	(4,674,126)	(100.0%)
Miscellaneous / Other Financing Sources	114,793		207,112	92,319	80.4%
<i>Total Revenues</i>	<u>\$ 9,721,072</u>	<u>\$</u>	<u>5,805,584</u>	<u>\$ (3,915,488)</u>	<u>(40.3%)</u>

Significant changes between 2020 and 2021 are outlined below:

- **Property Tax Collections** decreased 100.0% from the prior year due to a switch in revenue recognition of County property taxes. The 3rd settlement of property tax (from 11/16 to 12/31) will now be recognized in December instead of January.
- **Other Taxes and Assessments** increased 13.6% primarily from an increase in sales and wheelage tax collections.
- **Intergovernmental** revenues increased 42.3% primarily from the funds received in January from the Economic Relief Grant Program .
- **Investment Earnings** decreased 58.1% due to lower interest rates as a result from the COVID - 19 pandemic. For example, in March of 2020 checking account interest rates were at 1.36% and as of March 2021 interest rates were at 0.04%. This is an overall decrease of 97.1%.
- **License, Fines and Contributions** increased 284.4% due to increases in licenses and permits and recognition of the in-kind contribution for the Four Seasons. Historically, Owatonna Public Utilities has contributed up to \$100,000 of utilities relating to Four Seasons. This contribution was typically recorded at year end; but starting in 2021, the contribution will be recorded on a monthly basis based on actual utility costs, up to the \$100,000.
- **Detention Center Bonds** decreased 100.0% due to the County issuing bonds for the Detention Center HVAC and LED lighting conversion in 2020.
- **Miscellaneous / Other Financing Sources** increased 80.4% primary due to the timing of receipts for rental income from MNPrairie County Alliance and reimbursements received from other county funds for 2021 insurance allocations.

Steele County
Overview of Activities (Continued)
For Three Months Ending March 31, 2021

Expenditures

County spending totaled just over \$9.0 million during the first three months of 2021, a decrease of 9.6% in comparison to the prior year, as outlined below:

Summary of Steele County Expenditures					
Description	2020		2021		
	Jan - Mar		Jan - Mar		
				\$ Change	% Change
General Government	\$	2,042,902	\$	2,983,959	\$ 941,057 46.1%
Public Safety		2,699,927		2,710,633	10,706 0.4%
Highway		1,368,682		1,401,032	32,350 2.4%
Sanitation		381,925		378,912	(3,013) (0.8%)
Human Services (includes Cedarview)		-		-	- 0.0%
Public Health		640,332		637,768	(2,564) (0.4%)
Culture and Recreation		234,547		229,131	(5,416) (2.3%)
Conservation of Natural Resources		130,239		132,928	2,689 2.1%
Debt Service		513,650		1,900	(511,750) (99.6%)
Capital Improvements		1,988,635		560,862	(1,427,773) (71.8%)
Total Expenditures	\$	10,000,839	\$	9,037,125	\$ (963,714) (9.6%)

Significant changes between 2020 and 2021 are outlined below:

- For the majority of County departments, personnel costs are the main driver for expenditures. In comparison to last year, personnel services increased by \$127,423 or 2.6%. These increases are due to the cost of living adjustment (COLA), step changes, health insurance, and retirement costs.
- **General Government** increased 46.1% mainly due to the Steele County Economic Relief Grant Program which awarded \$715,024 in business grants. The remaining increase was due to an increase in personnel services, equipment & building maintenance, non-capitalized inventory, and insurance.
- **Debt Service** decreased 99.6% due to the payoff of the 2007 Administration Building bond payoff in 2020 which had payment dates in February. The current outstanding bonds have payments due in June and December.
- **Capital Improvement** expenditures decreased by 71.8% mainly due to the Detention Center HVAC conversion that was done during 2020.

Steele County
Comparative Financial Statements
For Three Months Ending March 31, 2021 in Comparison to Annual Budget (Cash Basis)

Revenues	January 2021 Actual	February 2021 Actual	March 2021 Actual	YTD Q1 2021	2021 Budget	% of 2021 Budget
Property Tax Collections	\$ -	\$ -	\$ -	\$ -	\$ 26,256,867	0.0%
Other Taxes & Assessments	318,721	434,988	347,328	1,101,037	4,277,800	25.7%
Intergovernmental	875,875	1,475,075	180,570	2,531,520	12,040,738	21.0%
Charges for Services	290,687	748,200	676,456	1,715,343	7,993,826	21.5%
Licenses and Permits	18,251	19,627	20,570	58,448	160,500	36.4%
Fines and Forfeitures	2,384	349	731	3,464	28,000	12.4%
Investment Earnings	52,678	46,782	46,460	145,920	310,000	47.1%
Gifts and Contributions	-	-	42,740	42,740	100,000	42.7%
Miscellaneous / Other Financing Sources	95,501	60,004	51,607	207,112	5,557,830	3.7%
Total Revenues	1,654,097	2,785,025	1,366,462	5,805,584	56,725,561	10.2%
Expenditures						
<i>Personnel Services</i>						
Wages and Overtime	1,119,825	1,130,304	1,139,628	3,389,757	15,593,213	21.7%
Health, Life and Disability Insurance	246,290	246,435	247,916	740,641	3,148,855	23.5%
PERA Contributions	96,728	98,196	98,623	293,547	1,371,270	21.4%
FICA / Medicare Tax	72,809	73,413	74,629	220,851	1,039,641	21.2%
Other Payroll Related Expenses	317,864	1,855	4,674	324,393	475,360	68.2%
Total Personnel Services	1,853,516	1,550,203	1,565,470	4,969,189	21,628,339	23.0%
Services & Charges	632,392	718,318	1,043,833	2,394,543	12,613,281	19.0%
Supplies & Materials	301,700	497,619	190,316	989,635	15,130,497	6.5%
Capital Expenditures	163,959	281,851	115,053	560,863	4,520,293	12.4%
Debt Service Levy	-	-	-	-	1,861,756	0.0%
Non-Levied Debt	-	5,870	-	5,870	121,331	4.8%
Other Expenditures	102,304	9,395	5,326	117,025	850,064	13.8%
Total Expenditures	3,053,871	3,063,256	2,919,998	9,037,125	56,725,561	15.9%
Net Expenditures (Over) Under Revenues	\$ (1,399,774)	\$ (278,231)	\$ (1,553,536)	\$ (3,231,541)	\$ -	

Steele County
Comparative Fund Financial Statements
For Three Months Ending March 31, 2021 (Cash Basis)

Revenues	General	Highway	Debt Service	Capital Projects	All Other Funds/Dept	Total
Property Tax Collections	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Other Taxes & Assessments	12,306	1,023,372	-	-	65,359	1,101,037
Intergovernmental	1,284,955	1,246,565	-	-	-	2,531,520
Charges for Services	755,064	548,305	-	-	411,974	1,715,343
Licenses and Permits	56,538	1,910	-	-	-	58,448
Fines and Forfeitures	3,464	-	-	-	-	3,464
Investment Earnings	145,893	-	-	27	-	145,920
Gifts and Contributions	42,740	-	-	-	-	42,740
Miscellaneous / Other Financing Sources	194,087	7,371	-	5,550	104	207,112
Total Revenues	2,495,047	2,827,523	-	5,577	477,437	5,805,584
Expenditures						
<i>Personnel Services</i>						
Wages and Overtime	2,993,078	329,185	-	-	67,494	3,389,757
Health, Life and Disability Insurance	635,948	92,938	-	-	11,755	740,641
PERA Contributions	264,069	24,543	-	-	4,935	293,547
FICA / Medicare Tax	192,908	22,910	-	-	5,033	220,851
Other Payroll Related Expenses	262,524	50,199	-	-	11,670	324,393
Total Personnel Services	4,348,527	519,775	-	-	100,887	4,969,189
Services & Charges	1,880,302	350,590	-	-	163,651	2,394,543
Supplies & Materials	415,688	530,667	-	-	43,280	989,635
Capital Expenditures	21,056	-	-	424,371	115,436	560,863
Debt Service Levy	-	-	-	-	-	-
Non-Levied Debt	-	-	-	-	5,870	5,870
Other Expenditures	114,233	-	1,900	-	892	117,025
Total Expenditures	6,779,806	1,401,032	1,900	424,371	430,016	9,037,125
Net Expenditures (Over) Under Revenues	\$ (4,284,759)	\$ 1,426,491	\$ (1,900)	\$ (418,794)	\$ 47,421	\$ (3,231,541)

Steele County
Budget to Actual Comparison
For Three Months Ending March 31, 2020 and 2021 in Comparison to Annual Budget (Cash Basis)

	2020 Jan - Mar Actual	2020 Budget	% of 2020 Budget	2021 Jan - Mar Actual	2021 Budget	% of 2021 Budget
Revenues						
Property Tax Collections	\$ 148,264	\$ 25,697,008	0.6%	\$ -	\$ 26,256,867	0.0%
Other Taxes & Assessments	969,010	3,636,400	26.6%	1,101,037	4,277,800	25.7%
Intergovernmental	1,779,213	11,390,193	15.6%	2,531,520	12,040,738	21.0%
Charges for Services	1,660,142	9,036,953	18.4%	1,715,343	7,993,826	21.5%
Licenses and Permits	24,384	168,500	14.5%	58,448	160,500	36.4%
Fines and Forfeitures	2,693	28,000	9.6%	3,464	28,000	12.4%
Investment Earnings	348,297	310,000	112.4%	145,920	310,000	47.1%
Gifts and Contributions	150	100,000	0.2%	42,740	100,000	42.7%
Detention Center Bonds	4,674,126	4,581,241	102.0%		-	0.0%
Miscellaneous / Other Financing Sources	114,793	3,264,964	3.5%	207,112	5,557,830	3.7%
Total Revenue	9,721,072	58,213,259	16.7%	5,805,584	56,725,561	10.2%
Expenditures						
General Government						
Commissioners	50,656	222,236	22.8%	49,987	216,859	23.1%
Courts	58,133	390,750	14.9%	86,273	315,750	27.3%
Law Library	1,880	36,000	5.2%	3,101	36,000	8.6%
County Administrator	60,701	267,426	22.7%	60,328	265,713	22.7%
Human Resources	104,387	445,096	23.5%	120,972	474,938	25.5%
County Auditor	104,997	550,509	19.1%	116,016	557,962	20.8%
Treasurer/Finance	131,877	473,320	27.9%	149,195	468,425	31.9%
Information Technology	117,505	492,013	23.9%	159,322	516,054	30.9%
Central Services	59,224	254,100	23.3%	72,396	246,100	29.4%
Auditor Elections	21,063	66,150	31.8%	2,219	63,268	3.5%
County Attorney	303,729	1,274,965	23.8%	320,816	1,306,840	24.5%
Recorder	100,026	418,135	23.9%	114,833	423,027	27.1%
Surveyor	6,990	25,000	28.0%	2,633	30,000	8.8%
County Assessor	176,899	748,675	23.6%	168,486	770,515	21.9%
Geographic Information Systems (GIS)	21,092	99,984	21.1%	58,713	137,642	42.7%
Planning & Zoning	105,248	645,699	16.3%	115,445	521,689	22.1%
Buildings and Grounds	394,172	1,595,840	24.7%	397,472	1,640,175	24.2%
Veterans Service	45,534	217,120	21.0%	50,939	224,342	22.7%
Other General Government	178,789	618,638	28.9%	934,813	639,920	146.1%
Total General Government	2,042,902	8,841,656	23.1%	2,983,959	8,855,219	33.7%
Public Safety						
Sheriff	814,349	3,234,552	25.2%	824,604	3,387,803	24.3%
Coroner	13,583	80,000	17.0%	16,559	90,000	18.4%
Detention Center	1,099,679	4,746,787	23.2%	1,075,122	4,883,911	22.0%
Community Corrections	418,786	1,800,962	23.3%	429,424	1,798,988	23.9%
Law Enforcement Center	106,892	509,128	21.0%	113,345	537,224	21.1%
Joint Dispatch	224,013	896,053	25.0%	227,901	911,605	25.0%
Emergency Management	22,625	99,230	22.8%	23,678	97,946	24.2%
Total Public Safety	2,699,927	11,366,712	23.8%	2,710,633	11,707,477	23.2%
Road and Bridge						
Highway	1,368,682	16,392,836	8.3%	1,401,032	17,325,246	8.1%

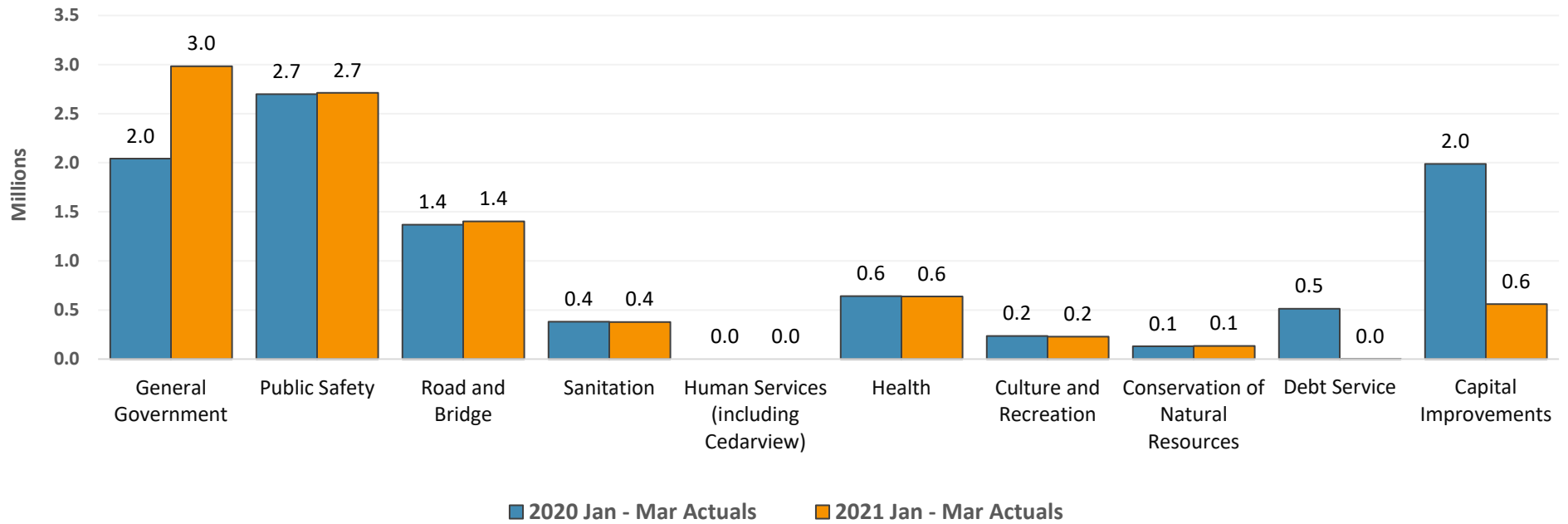
Steele County
Budget to Actual Comparison (Continued)
For Three Months Ending March 31, 2020 and 2021 in Comparison to Annual Budget (Cash Basis)

	2020	2020	% of	2021	2021	% of
	Jan - Mar Actual	Budget	2020 Budget	Jan - Mar Actual	Budget	2021 Budget
<i>Sanitation</i>						
Environmental Services	166,510	703,700	23.7%	168,196	725,300	23.2%
Landfill	215,415	1,443,270	14.9%	210,716	1,503,971	14.0%
Total Sanitation	381,925	2,146,970	17.8%	378,912	2,229,271	17.0%
<i>Human Services</i>						
MNPrairie County Alliance	-	5,365,528	0.0%	-	5,463,475	0.0%
Community Wellness (including Cedarview)	-	278,175	0.0%	-	-	0.0%
Total Human Services	-	5,643,703	0.0%	-	5,463,475	0.0%
<i>Health</i>						
Public Health Nursing	640,332	2,957,766	21.6%	637,768	2,948,708	21.6%
Community Health	-	250	0.0%	-	-	0.0%
Total Health	640,332	2,958,016	21.6%	637,768	2,948,708	21.6%
<i>Culture and Recreation</i>						
Historical Society	-	8,000	0.0%	-	8,000	0.0%
Parks and Recreation	78,292	298,520	26.2%	51,689	304,591	17.0%
Four Seasons Center	149,007	491,298	30.3%	174,218	492,965	35.3%
Community Center	7,248	19,750	36.7%	3,224	14,950	21.6%
Total Culture and Recreation	234,547	817,568	28.7%	229,131	820,506	27.9%
<i>Conservation of Natural Resources</i>						
U of M Extension	27,267	352,869	7.7%	29,075	357,679	8.1%
Soil and Water Conservation	-	135,000	0.0%	-	135,000	0.0%
Agricultural Society/County Fair	3,460	43,000	8.0%	-	72,500	0.0%
County Ditch	94,177	300,000	31.4%	97,360	300,000	32.5%
Clean Water Loan Program	-	139,000	0.0%	-	111,800	0.0%
Bixby Sewer Project	5,335	24,150	22.1%	6,493	16,631	39.0%
Total Conservation of NR	130,239	994,019	13.1%	132,928	993,610	13.4%
<i>Debt Service</i>						
Debt Service Levy	513,650	1,840,318	27.9%	1,900	1,861,756	0.1%
<i>Capital Improvements</i>						
General Government	339,075	1,177,640	28.8%	93,425	936,248	10.0%
Public Safety	1,261,626	4,779,641	26.4%	352,001	2,221,900	15.8%
Highway	379,035	610,000	62.1%	-	601,000	0.0%
Culture and Recreation	-	70,000	0.0%	-	30,000	0.0%
Public Health	5,475	8,000	68.4%	-	-	0.0%
Landfill	-	545,000	0.0%	115,436	650,000	17.8%
Fairgrounds	-	21,180	0.0%	-	81,145	0.0%
Public Works Facility	3,424	-	0.0%	-	-	0.0%
Total Capital Improvements	1,988,635	7,211,461	27.6%	560,862	4,520,293	12.4%
Total Expenditures	10,000,839	58,213,259	17.2%	9,037,125	56,725,561	15.9%
Net Expenditures (Over) Under Revenues	\$ (279,767)	\$ -		\$ (3,231,541)	\$ -	

Steele County
Summary of Expenditures by Function
For Three Months Ending March 31, 2020 and 2021 in Comparison to Annual Budget (Cash Basis)

	2020 Jan - Mar Actual	2020 Budget	% of 2020 Budget	2021 Jan - Mar Actual	2021 Budget	% of 2021 Budget
<i>Expenditures by Function</i>						
General Government	\$ 2,042,902	\$ 8,841,656	23.1%	\$ 2,983,959	\$ 8,855,219	33.7%
Public Safety	2,699,927	11,366,712	23.8%	2,710,633	11,707,477	23.2%
Road and Bridge	1,368,682	16,392,836	8.3%	1,401,032	17,325,246	8.1%
Sanitation	381,925	2,146,970	17.8%	378,912	2,229,271	17.0%
Human Services (including Cedarview)	-	5,643,703	0.0%	-	5,463,475	0.0%
Health	640,332	2,958,016	21.6%	637,768	2,948,708	21.6%
Culture and Recreation	234,547	817,568	28.7%	229,131	820,506	27.9%
Conservation of Natural Resources	130,239	994,019	13.1%	132,928	993,610	13.4%
Debt Service	513,650	1,840,318	27.9%	1,900	1,861,756	0.1%
Capital Improvements	1,988,635	7,211,461	27.6%	560,862	4,520,293	12.4%
Total Expenditures	\$ 10,000,839	\$ 58,213,259	17.2%	\$ 9,037,125	\$ 56,725,561	15.9%

Summary of Expenditures by Function





Steele County Agenda Item

Subject: 1st Qtr 2021 Investment and Cash Report

Department: Treasurer's Office/Finance

Committee Meeting Date: June 15, 2021

Board Meeting Date: June 22, 2021

Consent Agenda: ☐ Yes ☐ No

Resolution: ☐ Yes ☐ No

Policy Committee Recommendation:

Recommendation:

Informational item only

Background (*Including Budget Impact*):

Attached is the County's investment report for the first quarter of 2021 for securities held by the County's custodial party as well as a summary of all the investments held including cash accounts. Total investments and cash accounts held at March 31, 2021 amounted to \$48,848,586.75, an increase of \$1.1 million in comparison to the prior year. Total interest realized for the three months totaled \$145,920. Interest rates continue to remain nominal as a result of the pandemic.

Steele County
Investment and Cash Report
For the Quarter Ended March 31, 2021

<u>Investments Held with Custodian</u>	<u>Par/Book Value</u>	<u>Fair Market Value</u>
Cash/Money Market	\$ 63,870.56	\$ 63,887.18
Certificates of Deposit	11,764,000.00	12,253,902.29
Asset Backed Securities	2,000,000.00	2,199,265.00
Municipal Bonds	29,485,000.00	29,929,782.10
Government Securities	1,100,000.00	1,075,617.00
Total Investments Held with Custodian	44,412,870.56	45,522,453.57
CD's - Missing Heirs	161,665.57	161,665.57
CD's - Held Locally	1,816,412.27	1,816,412.27
Total Investments	46,390,948.40	47,500,531.41
Cash Accounts	2,455,713.35	2,455,713.35
Petty Cash	1,925.00	1,925.00
Total Investments & Cash Accounts	<u>\$ 48,848,586.75</u>	<u>\$ 49,958,169.76</u>



UBS Financial Services Inc.
681 Lake Street E.
Suite 354
Wayzata MN 55391-1758

CNQ7001266727 0321 X13 RP 0

Business Services Account

March 2021

Account name: STEELE COUNTY

Account number: RP 57229 CE

Your Financial Advisor:

HARNETT PARTNERS

Phone: 952-475-9440/800-627-2463

Questions about your statement?

Call your Financial Advisor or the
ResourceLine at 800-762-1000,
account 712057229.

Visit our website:

www.ubs.com/financialservices

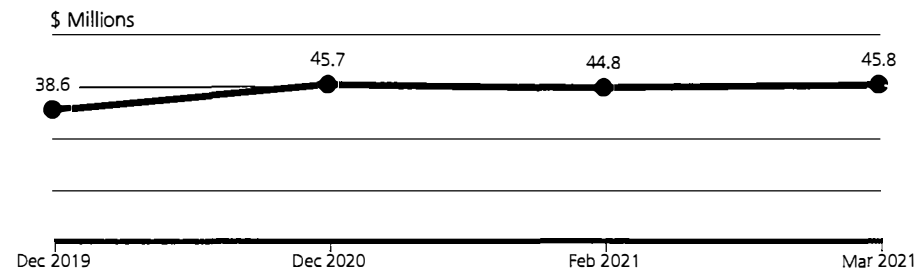
STEELE COUNTY
630 FLORENCE AVE
OWATONNA MN 55060-4704

Value of your account

	on February 26 (\$)	on March 31 (\$)
Your assets	44,811,983.70	45,760,141.03
Your liabilities	0.00	0.00
Value of your account	\$44,811,983.70	\$45,760,141.03
Accrued interest in value above	\$202,155.01	\$237,687.46

As a service to you, your portfolio value of
\$45,760,141.03 includes accrued interest.

Tracking the value of your account



Sources of your account growth during 2021

Value of your account at year end 2020	\$45,749,680.48
Net deposits and withdrawals	-\$8,155.90
Your investment return:	
Dividend and interest income	\$272,607.16
Change in value of accrued interest	-\$19,307.56
Change in market value	-\$234,683.15
Value of your account on Mar 31, 2021	\$45,760,141.03



Business Services Account
March 2021

Account name: STEELE COUNTY
Account number: RP 57229 CE

Your Financial Advisor:
HARNETT PARTNERS
952-475-9440/800-627-2463

Your account balance sheet

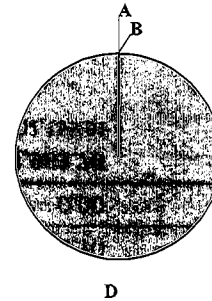
The value of your account includes assets held at UBS and certain assets held away from UBS. See page 1 for more information.

Summary of your assets

	Value on March 31 (\$)	Percentage of your account
A Cash and money balances	8,463.97	0.02%
B Cash alternatives	55,423.21	0.12%
C Equities	0.00	0.00%
D Fixed income	45,696,253.85	99.86%
E Non-traditional	0.00	0.00%
F Commodities	0.00	0.00%
G Other	0.00	0.00%
Total assets	\$45,760,141.03	100.00%

Value of your account **\$45,760,141.03**

Your current asset allocation



► *Cash and money balances* may include available cash balances, UBS Bank USA deposit account, UBS FDIC Insured Deposit Program Bank accounts, UBS AG Stamford Branch deposit account balances and money market mutual fund sweep balances. See the *Important information about your statement* on the last two pages of this statement for details about those balances.

Eye on the markets

Index	Percentage change	
	March 2021	Year to date
S&P 500	4.38%	6.17%
Russell 3000	3.58%	6.35%
MSCI - Europe, Australia & Far East	2.40%	3.60%
Barclays Capital U.S. Aggregate Bond Index	-1.25%	-3.37%

Interest rates on March 31, 2021

3-month Treasury bills: 0.01%

One-month LIBOR: 0.11%



Business Services Account
March 2021

Account name: STEELE COUNTY
Account number: RP 57229 CE

Your Financial Advisor:
HARNETT PARTNERS
952-475-9440/800-627-2463

Change in the value of your account

	March 2021 (\$)	Year to date (\$)
Opening account value	\$44,811,983.70	\$45,749,680.48
Deposits, including investments transferred in	1,246,225.00	1,991,844.10
Withdrawals and fees, including investments transferred out	0.00	-2,000,000.00
Dividend and interest income	60,424.14	272,607.16
Change in value of accrued interest	35,532.45	-19,307.56
Change in market value	-394,024.26	-234,683.15
Closing account value	\$45,760,141.03	\$45,760,141.03

Dividend and interest income earned

For purposes of this statement, taxability of interest and dividend income has been determined from a US tax reporting perspective. Based upon the residence of the account holder, account type, or product type, some interest and/or dividend payments may not be subject to United States (US) and/or Puerto Rico (PR) income taxes. The client monthly statement is not intended to be used and cannot be relied upon for tax purposes. Clients should refer to the applicable tax reporting forms they receive from UBS annually, such as the Forms 1099 and the Forms 480, for tax reporting information. It is the practice of UBS to file the applicable tax reporting forms with the US Internal Revenue Service and PR Treasury Department, and in such forms accurately classify dividends and/or interest as tax exempt or taxable income. Please consult your individual tax preparer.

	March 2021 (\$)	Year to date (\$)
Taxable dividends	1.61	39.19
Taxable interest	62,423.30	275,535.96
Taxable accrued interest paid	-2,000.77	-2,967.99
Total current year	\$60,424.14	\$272,607.16
Total dividend & interest	\$60,424.14	\$272,607.16

Summary of gains and losses

Values reported below exclude products for which gains and losses are not classified.

	Realized gains and losses		Unrealized
	March 2021 (\$)	Year to date (\$)	gains and losses (\$)
Short term	0.00	0.00	-495,645.39
Long term	0.00	-176.91	837,980.86
Total	\$0.00	-\$176.91	\$342,335.47

Cash activity summary

See *Account activity this month* for details. Balances in your Sweep Options are included in the opening and closing balances value. FDIC insurance applies to deposits at UBS Bank USA and all banks participating in the UBS FDIC Insured Deposit Program. It does not apply to deposits at UBS AG, Stamford Branch. SIPC protection applies to money market sweep fund holdings but not bank deposits. See *Important information about your statement* on the last two pages of this document for details.

	March 2021 (\$)	Year to date (\$)
Opening balances	\$8,979.16	\$1,344.81
<i>Additions</i>		
Deposits and other funds credited	950,194.00	950,194.00
Dividend and interest income	60,424.14	272,607.16
Proceeds from investment transactions	1,213,668.23	5,166,315.33
Total additions	\$2,224,286.37	\$6,389,116.49
<i>Subtractions</i>		
Other funds debited	0.00	-2,000,000.00
Funds withdrawn for investments bought	-2,224,801.56	-4,381,997.33
Total subtractions	-\$2,224,801.56	-\$6,381,997.33
Net cash flow	-\$515.19	\$7,119.16
Closing balances	\$8,463.97	\$8,463.97



Business Services Account
March 2021

Account name: STEELE COUNTY
Account number: RP 57229 CE

Your Financial Advisor:
HARNETT PARTNERS
952-475-9440/800-627-2463

UBS FDIC-Insured Dep Pgm Account APY

Interest period Feb 5 - Mar 4

Opening UBS FDIC-Insured Dep Pgm balance Feb 5	\$1,401.80
Closing UBS FDIC-Insured Dep Pgm balance Mar 4	\$25,741.44
Number of days in interest period	28
Average daily balance	\$4,804.97
Interest earned	\$0.03
Annual percentage yield earned	0.01%

Your investment objectives:

You have identified the following investment objectives for this account. If you have questions about these objectives, disagree with them, or wish to change them, please contact your Financial Advisor or Branch Manager. You can find a full description of the alternative investment objectives in *Important information about your statement* at the end of this document.

Your return objective:

Current income

Your risk profile:

Primary - Conservative

Investment eligibility consideration - None selected

Your account instructions

- Your account cost basis default closing method is FIFO, First In, First Out.



Business Services Account
March 2021

Account name: STEELE COUNTY
Account number: RP 57229 CE

Your Financial Advisor:
HARNETT PARTNERS
952-475-9440/800-627-2463

Your assets

Some prices, income and current values shown may be approximate. As a result, gains and losses may not be accurately reflected. See *Important information about your statement* at the end of this document for more information.

Cash

Cash and money balances

Cash and money balances include available cash balances, UBS Bank USA deposit account balances, UBS FDIC Insured Deposit Program Bank deposit account balances, UBS AG Stamford Branch deposit account balances and money market mutual fund sweep balances.

UBS Bank USA and all UBS FDIC Insured Deposit Program Bank deposit account balances are insured by the FDIC up to \$250,000 per depositor per ownership category, but are not protected by SIPC. UBS AG Stamford Branch deposit account balances are not insured by the FDIC and are not protected by SIPC. Money market sweep balances are protected by SIPC but are not insured by the FDIC.

For FDIC insurance purposes, deposit balances include deposit account balances held at UBS Bank USA through the UBS cash sweep programs, Certificates of Deposits and UBS Core Savings. FDIC insurance is calculated by ownership category (e.g., single, joint, retirement, business, trust). As a result, you will need to review your deposit amounts in each ownership category to determine whether your deposit balances are fully insured. For more information, visit www.fdic.gov. Please review this section as well as the "Cash alternatives" and "Fixed income" sections to review the current deposit balances held at UBS Bank USA.

See the *Important information about your statement* at the end of this document for details about those balances.

Holding	Opening balance on Mar 1 (\$)	Closing balance on Mar 31 (\$)	Price per share on Mar 31 (\$)	Average rate	Dividend/Interest period	Days in period
UBS FDIC INSURED DEP PGM	8,979.16	8,463.97				

UBS FDIC-Insured Deposit Program

Priority	Bank Name	Closing balance on Mar 31 (\$)	Status
1	UBS Bank USA	8,463.97	
2	Citibank, N.A.	0.00	(1)(2)
3	State Street Bank and Trust	0.00	(2)
4	HSBC Bank USA, N.A.	0.00	(1)(2)
5	East West Bank	0.00	(2)
6	BBVA USA	0.00	(2)
7	Ameris Bank	0.00	(2)
8	Citizens Bank, N.A.	0.00	(2)
9	Centennial Bank	0.00	(2)
10	BankUnited, N.A.	0.00	(2)
Total		\$8,463.97	

Status

(1) - Client has opted out of this bank

(2) - This Bank is at deposit capacity and may temporarily stop taking new deposits until capacity is available



Business Services Account
March 2021

Account name: STEELE COUNTY
Account number: RP 57229 CE

Your Financial Advisor:
HARNETT PARTNERS
952-475-9440/800-627-2463

Your assets (continued)

Cash alternatives

Money market funds

Money market funds are neither insured nor guaranteed by the Federal Deposit Insurance Corporation or any other government agency. Institutional prime and institutional municipal funds must float their net asset values (NAV) per share to the nearest 1/100th of a cent (e.g., \$1.0000). Government and retail money market funds will continue to transact at a stable \$1.00 net asset value. Although money market funds seek to preserve the value of your investment at \$1.00 per share, it is possible to lose money by investing in these funds.

Total reinvested is the total of all reinvested dividends. It does not include any cash dividends. It is not a tax lot for the purposes of determining holding periods or cost basis. The shares you receive each time you reinvest dividends become a separate tax lot.

Cost basis is the total purchase cost of the security, including reinvested dividends. The cost basis may need to be adjusted for return of capital payments in order to determine the adjusted cost basis for tax reporting purposes.

Unrealized (tax) gain or loss is the difference between the current value and the cost basis and would generally be your taxable gain or loss if the security was sold on this date. The unrealized (tax) gain or loss may need to be adjusted for return of capital payments in order to determine the realized gain or loss for tax reporting purposes.

Investment return is the current value minus the amount you invested. It does not include shares that are not reflected on your statement, including shares that have been realized as either a gain or a loss. It also does not include cash dividends that were not reinvested.

Holding	Number of shares	Purchase price/ Average price per share (\$)	Client investment (\$)	Cost basis (\$)	Price per share on Mar 31 (\$)	Value on Mar 31 (\$)	Unrealized gain or loss (\$)	Investment return (\$)	Holding period
UBS SELECT PRIME INSTITUTIONAL FUND	55,406.590				1.0003	55,423.21			

EAI: \$6 Current yield: 0.01%

Fixed income

Certificates of deposit and share certificates

Cost basis has been adjusted for accreted original issue discount (OID) on long-term (more than 1 year) CDs and share certificates. Cost basis has been adjusted automatically for amortization of premium using the constant yield method on long-term (more than 1 year) CDs and share certificates.

CDs are insured by the FDIC up to \$250,000 per depositor per ownership category, but are not protected by SIPC. For FDIC insurance purposes, balances of CDs issued by UBS Bank USA are combined with your other deposit balances held at UBS Bank USA, including deposits through the UBS cash sweep programs and UBS Core Savings.

FDIC insurance is calculated by ownership category (e.g., single, joint, retirement, business, trust). As a result, you will need to review your deposit amounts in each ownership category to determine whether your deposit balances are fully insured. For more information, visit www.fdic.gov. Please review this section as well as the "Cash" and "Cash alternatives" sections to review the current deposit balances held at UBS Bank USA.

Share certificates are NCUA insured up to \$250,000 in principal and accrued and posted dividends per qualifying account and per credit union, in accordance with NCUA rules. Yankee CDs are not insured by FDIC or NCUA.

Holding	Trade date	Total face value at maturity (\$)	Purchase price (\$)	Adjusted cost basis (\$)	Price on Mar 31 (\$)	Value on Mar 31 (\$)	Unrealized gain or loss (\$)	Holding period
FEDERAL SVGS BK IL US RATE 02.5000% MAT 05/28/2021 FIXED RATE CD CUSIP 313812DA4								
EAI: \$1,021 Current yield: 2.49%	May 16, 19	245,000.000	100.000	245,000.00	100.395	245,967.75	967.75	LT

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Your assets ▸ Fixed income ▸ Certificates of deposit and share certificates (continued)

Holding	Trade date	Total face value at maturity (\$)	Purchase price (\$)	Adjusted cost basis (\$)	Price on Mar 31 (\$)	Value on Mar 31 (\$)	Unrealized gain or loss (\$)	Holding period
FIRST TECHNOLOGY F CA US RATE 03.0500% MAT 06/14/2021 FIXED RATE CD ACCRUED INTEREST \$348.02 CUSIP 33715LBL3 EAI: \$1,868 Current yield: 3.03%	May 25, 18	245,000.00	100.000	245,000.00	100.617	246,511.65	1,511.65	LT
DISCOVER BANK DE US RATE 02.1000% MAT 07/06/2021 FIXED RATE CD ACCRUED INTEREST \$1,184.06 CUSIP 2546725D6 EAI: \$2,573 Current yield: 2.09%	Jun 19, 17	245,000.00	100.000	245,000.00	100.552	246,352.40	1,352.40	LT
BK HAPOALIM BM NY US RATE 02.1000% MAT 07/19/2021 FIXED RATE CD ACCRUED INTEREST \$408.49 CUSIP 06251AW89 EAI: \$1,050 Current yield: 2.09%	Jul 10, 19	100,000.00	100.000	100,000.00	100.626	100,626.00	626.00	LT
WELLS FARGO BK NA SD US RATE 01.7500% MAT 11/02/2021 FIXED RATE CD ACCRUED INTEREST \$346.20 CUSIP 949763CH7 EAI: \$2,905 Current yield: 1.73%	Oct 13, 16	249,000.00	100.000	249,000.00	100.997	251,482.53	2,482.53	LT
SALLIE MAE BANK UT US RATE 02.5000% MAT 12/06/2021 FIXED RATE CD ACCRUED INTEREST \$1,962.46 CUSIP 7954503E3 EAI: \$6,175 Current yield: 2.46%	May 30, 19	247,000.00	100.000	247,000.00	101.675	251,137.25	4,137.25	LT
STEARNS BANK NA MN US RATE 03.2000% MAT 12/07/2021 FIXED RATE CD ACCRUED INTEREST \$515.50 CUSIP 857894YS2 EAI: \$5,880 Current yield: 3.13%	Nov 27, 18	245,000.00	100.000	245,000.00	102.155	250,279.75	5,279.75	LT

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Your assets › **Fixed income** › **Certificates of deposit and share certificates** (continued)

Holding	Trade date	Total face value at maturity (\$)	Purchase price (\$)	Adjusted cost basis (\$)	Price on Mar 31 (\$)	Value on Mar 31 (\$)	Unrealized gain or loss (\$)	Holding period
COMMUNITY BANKERS VA US RATE 03.0000% MAT 01/11/2022 FIXED RATE CD ACCRUED INTEREST \$402.73 CUSIP 20361LBX1 EAI: \$6,125 Current yield: 2.93%	Jun 28, 18	245,000.00	100.000	245,000.00	102.291	250,612.95	5,612.95	LT
FIRST SOURCE BANK IN US RATE 02.4000% MAT 01/13/2022 FIXED RATE CD ACCRUED INTEREST \$1,754.04 CUSIP 33646CKZ6 EAI: \$5,928 Current yield: 2.36%	Jun 03, 19	247,000.00	100.000	247,000.00	101.848	251,564.56	4,564.56	LT
AMERICAN FIRST CRE CA US RATE 01.6000% MAT 03/07/2022 FIXED RATE CD ACCRUED INTEREST \$268.49 CUSIP 02616AAF6 EAI: \$3,920 Current yield: 1.58%	Feb 24, 20	245,000.00	100.000	245,000.00	101.420	248,479.00	3,479.00	LT
MORGAN STANLEY BK UT US RATE 02.7500% MAT 03/15/2022 FIXED RATE CD ACCRUED INTEREST \$295.34 CUSIP 61747MP21 EAI: \$6,738 Current yield: 2.68%	Mar 07, 18	245,000.00	100.000	245,000.00	102.574	251,306.30	6,306.30	LT
ALLY BK UT US RATE 02.7000% MAT 03/21/2022 FIXED RATE CD ACCRUED INTEREST \$181.22 CUSIP 02007GJD6 EAI: \$6,615 Current yield: 2.63%	Mar 15, 19	245,000.00	100.000	245,000.00	102.567	251,289.15	6,289.15	LT
CENTERSTATE BK OF FL US RATE 01.4000% MAT 03/30/2022 FIXED RATE CD CUSIP 15201QCX3 EAI: \$3,430 Current yield: 1.38%	Mar 30, 20	245,000.00	100.000	245,000.00	101.319	248,231.55	3,231.55	LT

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Your assets ▸ Fixed income ▸ Certificates of deposit and share certificates (continued)

Holding	Trade date	Total face value at maturity (\$)	Purchase price (\$)	Adjusted cost basis (\$)	Price on Mar 31 (\$)	Value on Mar 31 (\$)	Unrealized gain or loss (\$)	Holding period
CAPITAL ONE BK NA VA US RATE 02.4000% MAT 04/19/2022 FIXED RATE CD ACCRUED INTEREST \$2,625.86 CUSIP 1404202E9 EAI: \$5,880 Current yield: 2.34%	Apr 19, 17	245,000.00	100.000	245,000.00	102.425	250,941.25	5,941.25	LT
AMERICAN EXP BK UT US RATE 02.3500% MAT 05/03/2022 FIXED RATE CD ACCRUED INTEREST \$2,334.55 CUSIP 02587CEM8 EAI: \$5,758 Current yield: 2.29% Original cost basis: \$246,000.00	Apr 25, 17	245,000.00	100.092	245,227.01	102.443	250,985.35	5,758.34	LT
THIRD FED S&L ASSN OH US RATE 03.3000% MAT 05/30/2022 FIXED RATE CD ACCRUED INTEREST \$2,680.22 CUSIP 88413QCE6 EAI: \$8,085 Current yield: 3.18%	Nov 28, 18	245,000.00	100.000	245,000.00	103.728	254,133.60	9,133.60	LT
STATE BK INDIA NY US RATE 02.4500% MAT 05/31/2022 FIXED RATE CD ACCRUED INTEREST \$1,989.86 CUSIP 856285AW1 EAI: \$6,003 Current yield: 2.38%	Jun 01, 17	245,000.00	100.000	245,000.00	102.743	251,720.35	6,720.35	LT
FLAGSTAR BANK, FSB MI US RATE 02.5000% MAT 06/13/2022 FIXED RATE CD ACCRUED INTEREST \$1,829.12 CUSIP 33847E2J5 EAI: \$6,125 Current yield: 2.43%	Jun 05, 19	245,000.00	100.000	245,000.00	102.885	252,068.25	7,068.25	LT

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Your assets ▸ **Fixed income** ▸ **Certificates of deposit and share certificates** (continued)

Holding	Trade date	Total face value at maturity (\$)	Purchase price (\$)	Adjusted cost basis (\$)	Price on Mar 31 (\$)	Value on Mar 31 (\$)	Unrealized gain or loss (\$)	Holding period
MEDALLION BK UT US RATE 03.1000% MAT 06/29/2022 FIXED RATE CD ACCRUED INTEREST \$42.30 CUSIP 58404DCG4 EAI: \$7,719 Current yield: 2.99%	Jun 29, 18	249,000.00	100.000	249,000.00	103.730	258,287.70	9,287.70	LT
COMENITY CAP BK UT US RATE 03.1500% MAT 06/29/2022 FIXED RATE CD ACCRUED INTEREST \$42.28 CUSIP 20033AZG4 EAI: \$7,718 Current yield: 3.03%	Jun 27, 18	245,000.00	100.000	245,000.00	103.792	254,290.40	9,290.40	LT
TIAA FSB FLORIDA FL US RATE 02.1000% MAT 07/12/2022 FIXED RATE CD ACCRUED INTEREST \$8,880.41 CUSIP 87270LCK7 EAI: \$5,145 Current yield: 2.05%	Jul 02, 19	245,000.00	100.000	245,000.00	102.557	251,264.65	6,264.65	LT
BANK OF BARODA NY US RATE 03.4000% MAT 11/30/2022 FIXED RATE CD ACCRUED INTEREST \$2,761.44 CUSIP 06062R7Q9 EAI: \$8,330 Current yield: 3.22%	Nov 21, 18	245,000.00	100.000	245,000.00	105.432	258,308.40	13,308.40	LT
WELLS FARGO NATL B NV US RATE 01.9000% MAT 01/17/2023 FIXED RATE CD ACCRUED INTEREST \$178.55 CUSIP 949495AQ8 EAI: \$4,655 Current yield: 1.84% Original cost basis: \$245,010.00	Jan 07, 20	245,000.00	100.002	245,006.05	103.151	252,719.95	7,713.90	LT
MOUNTAIN AMERICA C UT US RATE 03.0000% MAT 04/28/2023 FIXED RATE CD ACCRUED INTEREST \$322.19 CUSIP 62384RAG1 EAI: \$7,350 Current yield: 2.83%	Apr 11, 18	245,000.00	100.000	245,000.00	105.869	259,379.05	14,379.05	LT

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Your assets ▸ Fixed income ▸ Certificates of deposit and share certificates (continued)

Holding	Trade date	Total face value at maturity (\$)	Purchase price (\$)	Adjusted cost basis (\$)	Price on Mar 31 (\$)	Value on Mar 31 (\$)	Unrealized gain or loss (\$)	Holding period
FIRST BASIN CREDIT TX US RATE 03.3500% MAT 06/22/2023 FIXED RATE CD CALLABLE 06/22/2021 @ 100.0000 ACCRUED INTEREST \$202.37 CUSIP 31933BAD4 EAI: \$8,208 Current yield: 3.33%	Jun 22, 18	245,000.000	100.000	245,000.00	100.740	246,813.00	1,813.00	LT
INDUSTRIAL AND COM NY US RATE 03.3000% MAT 06/30/2023 FIXED RATE CD CUSIP 45581EAX9 EAI: \$8,085 Current yield: 3.09%	Aug 10, 18	245,000.000	100.000	245,000.00	106.965	262,064.25	17,064.25	LT
CITIBANK NA SIOUX SD US RATE 03.3000% MAT 07/13/2023 FIXED RATE CD ACCRUED INTEREST \$1,705.59 CUSIP 17312QP52 EAI: \$8,085 Current yield: 3.08%	Jun 28, 18	245,000.000	100.000	245,000.00	107.068	262,316.60	17,316.60	LT
FIRSTBANK PUERTO R PR RATE 01.8500% MAT 09/06/2023 FIXED RATE CD ACCRUED INTEREST \$310.43 CUSIP 33767GAF5 EAI: \$4,533 Current yield: 1.78%	Aug 27, 19	245,000.000	100.000	245,000.00	103.939	254,650.55	9,650.55	LT
NEIGHBORS FED CRED LA US RATE 03.3000% MAT 09/19/2023 LICU SHARE CERTIFICATE ACCRUED INTEREST \$265.80 CUSIP 64017AAH7 EAI: \$8,085 Current yield: 3.07%	Sep 07, 18	245,000.000	100.000	245,000.00	107.574	263,556.30	18,556.30	LT
FARMERS & MERCHANT SD US RATE 03.3000% MAT 09/27/2023 FIXED RATE CD ACCRUED INTEREST \$82.80 CUSIP 30781TBJ6 EAI: \$7,557 Current yield: 3.07%	Sep 21, 18	229,000.000	100.000	229,000.00	107.633	246,479.57	17,479.57	LT

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Your assets ▸ **Fixed income** ▸ **Certificates of deposit and share certificates** (continued)

Holding	Trade date	Total face value at maturity (\$)	Purchase price (\$)	Adjusted cost basis (\$)	Price on Mar 31 (\$)	Value on Mar 31 (\$)	Unrealized gain or loss (\$)	Holding period
KNOXVILLE TVA EMPL TN US RATE 03.3000% MAT 09/27/2023 FIXED RATE CD ACCRUED INTEREST \$664.51 CUSIP 499724AE2 EAI: \$8,085 Current yield: 3.07%	Sep 05, 18	245,000.000	100.000	245,000.00	107.612	263,649.40	18,649.40	LT
BARCLAYS BK DE US RATE 03.3500% MAT 10/10/2023 FIXED RATE CD ACCRUED INTEREST \$3,867.64 CUSIP 06740KMG9 EAI: \$8,208 Current yield: 3.11%	Oct 10, 18	245,000.000	100.000	245,000.00	107.829	264,181.05	19,181.05	LT
UBS BK USA SALT LA UT US RATE 03.4500% MAT 10/24/2023 FIXED RATE CD ACCRUED INTEREST \$162.09 CUSIP 90348JEV8 EAI: \$8,453 Current yield: 3.19%	Oct 24, 18	245,000.000	100.000	245,000.00	108.193	265,072.85	20,072.85	LT
NATIONAL COOPERATI OH US RATE 03.4500% MAT 10/30/2023 FIXED RATE CD ACCRUED INTEREST \$3,496.78 CUSIP 635573AK4 EAI: \$8,453 Current yield: 3.19%	Oct 30, 18	245,000.000	100.000	245,000.00	108.234	265,173.30	20,173.30	LT
MORGAN STANLEY PRV NY US RATE 03.5500% MAT 11/08/2023 FIXED RATE CD ACCRUED INTEREST \$3,407.50 CUSIP 61760ARS0 EAI: \$8,698 Current yield: 3.28%	Oct 31, 18	245,000.000	100.000	245,000.00	108.363	265,489.35	20,489.35	LT
BAYCOAST BK MA US RATE 01.7500% MAT 01/31/2024 FIXED RATE CD ACCRUED INTEREST \$704.79 CUSIP 072727AY6 EAI: \$4,288 Current yield: 1.68%	Jan 08, 20	245,000.000	100.000	245,000.00	104.123	255,101.35	10,101.35	LT

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Your assets › Fixed income › Certificates of deposit and share certificates (continued)

Holding	Trade date	Total face value at maturity (\$)	Purchase price (\$)	Adjusted cost basis (\$)	Price on Mar 31 (\$)	Value on Mar 31 (\$)	Unrealized gain or loss (\$)	Holding period
COMENITY BANK DE US RATE 02.9500% MAT 03/14/2024 JUMBO CD - HELD AT UBS ACCRUED INTEREST \$452.60 CUSIP 981993ZE1 EAI: \$5,900 Current yield: 2.76%	Mar 06, 19	200,000.000	100.000	200,000.00	106.871	213,742.00	13,742.00	LT
BANK HAPOLIM BM N IL US RATE 02.9000% MAT 03/25/2024 FIXED RATE CD ACCRUED INTEREST \$67.69 CUSIP 06251AW48 EAI: \$4,118 Current yield: 2.69%	Mar 27, 19	142,000.000	100.000	142,000.00	107.703	152,938.26	10,938.26	LT
PRAIRIE SUN BANK MN US RATE 02.5500% MAT 05/03/2024 FIXED RATE CD ACCRUED INTEREST \$479.26 CUSIP 73966LAD4 EAI: \$6,248 Current yield: 2.39%	Apr 18, 19	245,000.000	100.000	245,000.00	106.817	261,701.65	16,701.65	LT
CAPITAL ONE NA VA US RATE 02.6500% MAT 05/30/2024 FIXED RATE CD ACCRUED INTEREST \$2,169.87 CUSIP 14042RLW9 EAI: \$6,546 Current yield: 2.47%	May 24, 19	247,000.000	100.000	247,000.00	107.264	264,942.08	17,942.08	LT
GOLDMAN SACHS BANK NY US RATE 02.6500% MAT 06/12/2024 FIXED RATE CD ACCRUED INTEREST \$1,938.85 CUSIP 38149MBE2 EAI: \$6,493 Current yield: 2.47%	Jun 05, 19	245,000.000	100.000	245,000.00	107.304	262,894.80	17,894.80	LT
RAYMOND JAMES BK N FL US RATE 02.0000% MAT 08/23/2024 FIXED RATE CD ACCRUED INTEREST \$487.23 CUSIP 75472RAE1 EAI: \$4,940 Current yield: 1.90%	Aug 28, 19	247,000.000	100.000	247,000.00	105.430	260,412.10	13,412.10	LT

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Your assets › **Fixed income** › **Certificates of deposit and share certificates** (continued)

Holding	Trade date	Total face value at maturity (\$)	Purchase price (\$)	Adjusted cost basis (\$)	Price on Mar 31 (\$)	Value on Mar 31 (\$)	Unrealized gain or loss (\$)	Holding period
FIRSTIER BANK NE US								
RATE 01.9500% MAT 08/23/2024								
FIXED RATE CD								
ACCRUED INTEREST \$22.65								
CUSIP 33766LAJ7								
EAI: \$1,034 Current yield: 1.85%								
Original cost basis: \$53,014.52	Aug 29, 19	53,000.000	100.018	53,010.04	105.257	55,786.21	2,776.17	LT
MAINE SVGS FED CRE ME US								
RATE 01.9000% MAT 11/08/2024								
FIXED RATE CD								
ACCRUED INTEREST \$293.33								
CUSIP 560507AN5								
EAI: \$4,655 Current yield: 1.81%	Oct 24, 19	245,000.000	100.000	245,000.00	105.249	257,860.05	12,860.05	LT
DELTA NATL BK & TR NY US								
RATE 02.8000% MAT 12/05/2024								
FIXED RATE CD								
ACCRUED INTEREST \$2,516.16								
CUSIP 24773RBD6								
EAI: \$5,600 Current yield: 2.58%	Apr 10, 19	200,000.000	100.000	200,000.00	108.588	217,176.00	17,176.00	LT
UINTA BANK WY US								
RATE 03.3000% MAT 02/03/2025								
FIXED RATE CD								
ACCRUED INTEREST \$1,987.95								
CUSIP 903572CY9								
EAI: \$7,887 Current yield: 2.98%	Jun 27, 18	239,000.000	100.000	239,000.00	110.752	264,697.28	25,697.28	LT
MERRICK BK UT US								
RATE 01.7000% MAT 02/28/2025								
FIXED RATE CD								
ACCRUED INTEREST \$34.22								
CUSIP 59013KFT8								
EAI: \$4,165 Current yield: 1.62%	Mar 02, 20	245,000.000	100.000	245,000.00	104.682	256,470.90	11,470.90	LT
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Your assets ▸ **Fixed income** ▸ **Certificates of deposit and share certificates** (continued)

Holding	Trade date	Total face value at maturity (\$)	Purchase price (\$)	Adjusted cost basis (\$)	Price on Mar 31 (\$)	Value on Mar 31 (\$)	Unrealized gain or loss (\$)	Holding period
SYNCHRONY BANK UT US RATE 02.7500% MAT 10/23/2025 FIXED RATE CD ACCRUED INTEREST \$598.97 CUSIP 87165HLT5 EAI: \$1,375 Current yield: 2.51% Original cost basis: \$51,981.50								
	Oct 24, 19	50,000.000	103.056	51,528.42	109.660	54,830.00	3,301.58	LT
TEXAS EXCHANGE BK TX US RATE 00.8500% MAT 02/27/2026 FIXED RATE CD CALLABLE 03/31/2021 @ 100.0000 CUSIP 88241TJC5 EAI: \$2,083 Current yield: 0.85%								
	Jul 21, 20	245,000.000	100.000	245,000.00	100.069	245,169.05	169.05	ST
ENERBANK UT US RATE 00.8500% MAT 07/10/2026 FIXED RATE CD ACCRUED INTEREST \$119.80 CUSIP 29278TPW4 EAI: \$2,083 Current yield: 0.85%								
	Jul 20, 20	245,000.000	100.000	245,000.00	99.644	244,127.80	-872.20	ST
FIRST NATL BK MI US RATE 00.6000% MAT 01/28/2027 FIXED RATE CD CALLABLE 01/28/2022 @ 100.0000 CUSIP 32110YSC0 EAI: \$1,470 Current yield: 0.62%								
	Feb 02, 21	245,000.000	99.575	243,958.75	97.415	238,666.75	-5,292.00	ST
Total		\$11,764,000.000		\$11,764,730.27		\$12,253,902.29	\$489,172.02	
Total accrued interest: \$57,392.21								
Total estimated annual income: \$282,331								



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Your assets ▸ **Fixed income** (continued)

Asset backed securities

Prices are obtained from independent quotation bureaus that use computerized valuation formulas to calculate current values. Actual market values may vary and thus gains/losses may not be accurately

reflected. The cost basis for asset backed securities has been adjusted automatically for return of principal payments, and if issued at a discount, accreted original issue discount (OID).

Holding	Trade date	Quantity	Purchase price(\$)	Adjusted cost basis (\$)	Price on Mar 31 (\$)	Value on Mar 31 (\$)	Unrealized gain or loss (\$)	Holding period
FNMA PL BL0533 RATE 03.5700% MATURES 11/01/25 CURRENT PAR VALUE 500,000 ACCRUED INTEREST \$1,487.50 CUSIP 3140HRSX2 EAI: \$17,850 Current yield: 3.24%								
	Oct 29, 20	500,000.000	110.976	554,880.04	110.204	551,020.00	-3,860.04	ST
FNMA PL AM7485 RATE 03.2400% MATURES 12/01/26 CURRENT PAR VALUE 500,000 ACCRUED INTEREST \$1,350.00 CUSIP 3138L8J70 EAI: \$16,200 Current yield: 2.96%								
	Jan 31, 20	500,000.000	106.630	533,154.76	109.555	547,775.00	14,620.24	LT
FNMA PL BL1300 RATE 04.2000% MATURES 01/01/29 CURRENT PAR VALUE 500,000 ACCRUED INTEREST \$1,750.00 CUSIP 3140HSNS6 EAI: \$21,000 Current yield: 3.73%								
	Feb 17, 21	500,000.000	117.318	586,590.21	112.660	563,300.00	-23,290.21	ST
FNMA PL BL3180 RATE 02.9100% MATURES 07/01/29 CURRENT PAR VALUE 500,000 ACCRUED INTEREST \$1,212.50 CUSIP 3140HURA6 EAI: \$14,550 Current yield: 2.71%								
	Oct 29, 20	500,000.000	111.166	555,833.00	107.434	537,170.00	-18,663.00	ST
Total		2,000,000.000		\$2,230,458.01		\$2,199,265.00	-\$31,193.01	
Total accrued interest: \$5,800.00								
Total estimated annual income: \$69,600								



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Your assets ▸ **Fixed income** (continued)

Municipal securities

Prices are obtained from independent quotation bureaus that use computerized valuation formulas to calculate current values. Actual market values may vary and thus gains/losses may not be accurately reflected. Cost basis has been automatically adjusted for mandatory amortization of bond premium on coupon tax-exempt municipal securities using the constant yield method and for accreted original issue

discount for securities issued at a discount. When original cost basis is displayed, amortization has been done using the constant yield method, otherwise amortization has been done using the straight line method.

Holding	Trade date	Total face value at maturity (\$)	Purchase price(\$)	Adjusted cost basis (\$)	Price on Mar 31 (\$)	Value on Mar 31 (\$)	Unrealized gain or loss (\$)	Holding period
WISC ST GEN FD APP 2003 TAX SR A RV BE/R/ RATE 01.616% MATURES 05/01/21 ACCRUED INTEREST \$2,693.32 CUSIP 977100CX2 Moody: Aa2 S&P: AA- EAI: \$3,232 Current yield: 1.61%	Oct 06, 16	400,000.000	99.593	398,372.00	100.108	400,432.00	2,060.00	LT
DES MOINES IA AREA CMNTY TAX BE/R/ RATE 02.200% MATURES 06/01/21 ACCRUED INTEREST \$2,933.32 CUSIP 250097J29 Moody: Aa1 EAI: \$4,400 Current yield: 2.19%	May 12, 15	400,000.000	100.000	400,000.00	100.318	401,272.00	1,272.00	LT
FLORIDA ST BRD ADMIN FIN TAX SR A RV BE/R/ RATE 02.638% MATURES 07/01/21 ACCRUED INTEREST \$1,978.50 CUSIP 341271AB0 Moody: Aa3 S&P: AA EAI: \$3,957 Current yield: 2.62% Original cost basis: \$304,590.00	Mar 01, 16	300,000.000	100.076	300,228.16	100.561	301,683.00	1,454.84	LT
SAN DIEGO CO CAL PENSION FGIC TAX SR A RV BE/R/ RATE 05.835% MATURES 08/15/21 ACCRUED INTEREST \$3,355.11 CUSIP 797398DK7 Moody: Aa2 S&P: AAA EAI: \$13,129 Current yield: 5.72% Original cost basis: \$512,766.00	Aug 11, 17	450,000.000	102.040	459,180.37	102.090	459,405.00	224.63	LT

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Business Services Account
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Account name: STEELE COUNTY
Account number: RP 57229 CE

Your Financial Advisor:
HARNETT PARTNERS
952-475-9440/800-627-2463

Your assets ▸ **Fixed income** ▸ **Municipal securities** (continued)

Holding	Trade date	Total face value at maturity (\$)	Purchase price(\$)	Adjusted cost basis (\$)	Price on Mar 31 (\$)	Value on Mar 31 (\$)	Unrealized gain or loss (\$)	Holding period
AMHERST NY								
TAX BE/R/								
RATE 01.830% MATURES 12/01/21								
ACCRUED INTEREST \$1,830.00								
CUSIP 0313032P4								
Moody: Aa3								
EAI: \$5,490 Current yield: 1.81%	Apr 29, 16	300,000.000	100.000	300,000.00	100.861	302,583.00	2,583.00	LT
ST OF NY MORTGAGE								
TAX RV OID99.014 BE/R/								
RATE 02.625% MATURES 04/01/22								
ACCRUED INTEREST \$3,281.25								
CUSIP 64988RHH8								
Moody: Aaa								
EAI: \$6,563 Current yield: 2.58%	Oct 28, 15	250,000.000	100.122	250,306.01	101.807	254,517.50	4,211.49	LT
Original cost basis: \$251,840.00								
CALIFORNIA ST DEPT WTR R								
TAX SR P RV BE/R/								
ESCROW TO MAT								
RATE 02.000% MATURES 05/01/22								
ACCRUED INTEREST \$2,499.99								
CUSIP 13066YTZ2								
Moody: WR S&P: AA+								
EAI: \$6,000 Current yield: 1.96%	Oct 26, 16	300,000.000	100.106	300,319.38	101.958	305,874.00	5,554.62	LT
Original cost basis: \$301,560.00								
VIRGINIA PORT AU CMNWLTH								
TAX SR B RV BE/R/								
RATE 02.545% MATURES 07/01/22								
ACCRUED INTEREST \$1,590.62								
CUSIP 928075GK0								
Moody: Aa1 S&P: AA+								
EAI: \$6,363 Current yield: 2.48%	May 02, 17	250,000.000	100.208	250,520.93	102.671	256,677.50	6,156.57	LT
Original cost basis: \$252,057.50								

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Your assets ▸ **Fixed income** ▸ **Municipal securities** (continued)

Holding	Trade date	Total face value at maturity (\$)	Purchase price(\$)	Adjusted cost basis (\$)	Price on Mar 31 (\$)	Value on Mar 31 (\$)	Unrealized gain or loss (\$)	Holding period
FREDERICK CNTY MD FOR IS TAX SR B BE/R/ RATE 03.000% MATURES 08/01/22 ACCRUED INTEREST \$2,750.00 CUSIP 35569PBB8 Moody: Aaa S&P: AAA EAI: \$16,500 Current yield: 2.89%								
Original cost basis: \$401,757.10	Jul 26, 16	370,000.000	101.969	377,287.24	103.739	383,834.30	6,547.06	LT
Original cost basis: \$194,317.20	Aug 08, 16	180,000.000	101.838	183,310.04	103.739	186,730.20	3,420.16	LT
Security total		550,000.000		560,597.28		570,564.50	9,967.22	
SAN MARCOS TX CONS TAX BE/R/ RATE 05.000% MATURES 08/01/22 ACCRUED INTEREST \$2,083.32 CUSIP 798781XU9 Moody: Aaa EAI: \$12,500 Current yield: 4.71%								
Original cost basis: \$273,237.50	Feb 27, 18	250,000.000	102.916	257,291.38	106.145	265,362.50	8,071.12	LT
LEXINGTON-FAYETTE URBAN TAX BE/R/ RATE 02.000% MATURES 08/01/22 ACCRUED INTEREST \$799.99 CUSIP 52908EB44 Moody: Aa2 S&P: AA EAI: \$4,800 Current yield: 1.95%								
Original cost basis: \$242,762.40	Jun 10, 16	240,000.000	100.261	240,628.60	102.472	245,932.80	5,304.20	LT
CONNECTICUT ST FOR ISSUE TAX SR A BE/R/ RATE 02.020% MATURES 08/15/22 ACCRUED INTEREST \$903.38 CUSIP 20772J3G5 Moody: A1 S&P: A EAI: \$7,070 Current yield: 1.97%								
Original cost basis: \$354,343.50	Aug 18, 16	350,000.000	100.296	351,036.01	102.305	358,067.50	7,031.49	LT

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Your assets ▸ **Fixed income** ▸ **Municipal securities** (continued)

Holding	Trade date	Total face value at maturity (\$)	Purchase price(\$)	Adjusted cost basis (\$)	Price on Mar 31 (\$)	Value on Mar 31 (\$)	Unrealized gain or loss (\$)	Holding period
ALABASTER AL TAX OID99.313 BE/R/ RATE 02.250% MATURES 09/01/22 ACCRUED INTEREST \$656.25 CUSIP 010662MQ4 Moody: Aa3 EAI: \$7,875 Current yield: 2.20% Original cost basis: \$358,977.50	Aug 10, 16	350,000.000	100.624	352,186.91	102.342	358,197.00	6,010.09	LT
MEADVILLE PA TAX BE/R/ RATE 03.242% MATURES 10/01/22 ACCRUED INTEREST \$3,728.30 CUSIP 583257PL8 S&P: A+ EAI: \$7,457 Current yield: 3.12% Original cost basis: \$234,872.05	Apr 10, 19	230,000.000	100.937	232,156.71	103.953	239,091.90	6,935.19	LT
MILWAUKEE CO WI TAX BE/R/ RATE 02.000% MATURES 10/01/22 ACCRUED INTEREST \$3,000.00 CUSIP 602245K68 Moody: Aa2 S&P: AA EAI: \$6,000 Current yield: 1.96% Original cost basis: \$303,000.00	Nov 10, 16	300,000.000	100.264	300,794.39	102.174	306,522.00	5,727.61	LT
AMHERST NY TAX BE/R/ RATE 01.930% MATURES 12/01/22 ACCRUED INTEREST \$1,929.99 CUSIP 0313032Q2 Moody: Aa3 EAI: \$5,790 Current yield: 1.89%	Apr 29, 16	300,000.000	100.000	300,000.00	102.291	306,873.00	6,873.00	LT

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Your assets ▸ **Fixed income** ▸ **Municipal securities** (continued)

Holding	Trade date	Total face value at maturity (\$)	Purchase price(\$)	Adjusted cost basis (\$)	Price on Mar 31 (\$)	Value on Mar 31 (\$)	Unrealized gain or loss (\$)	Holding period
SNOWHOMISH CO SD#332								
TAX BE/R/								
RATE 03.000% MATURES 12/01/22								
ACCRUED INTEREST \$1,800.00								
CUSIP 833245HCO								
S&P: AA+								
EAI: \$5,400 Current yield: 2.88%								
Original cost basis: \$186,454.80	May 19, 17	180,000.000	101.138	182,049.35	104.052	187,293.60	5,244.25	LT
ROBBINSDALE MN INDPT S C								
TAX BE/R/								
RATE 03.200% MATURES 02/01/23								
ACCRUED INTEREST \$1,599.99								
CUSIP 770265FP6								
S&P: AAA								
EAI: \$9,600 Current yield: 3.07%								
Original cost basis: \$300,010.00	Sep 25, 18	300,000.000	100.001	300,004.49	104.170	312,510.00	12,505.51	LT
GURDON AR SCH NO 6 0 CLA								
TAX BE/R/								
RATE 02.250% MATURES 04/01/23								
ACCRUED INTEREST \$1,181.25								
CUSIP 403283JA3								
Moody: Aa2								
EAI: \$2,363 Current yield: 2.21%								
Original cost basis: \$105,703.50	Oct 02, 19	105,000.000	100.389	105,408.76	101.862	106,955.10	1,546.34	LT
SHEBOYGAN WI AREA SCH								
TAX BE/R/								
MATURITY CALL								
RATE 03.050% MATURES 04/01/23								
CALLABLE 04/01/21 @ 100.00								
ACCRUED INTEREST \$3,812.50								
CUSIP 821023MB1								
Moody: Aa2								
EAI: \$7,625 Current yield: 3.05%								
Original cost basis: \$250,342.50	Apr 25, 18	250,000.000	100.000	250,000.00	100.000	250,000.00		LT

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Your assets ▸ **Fixed income** ▸ **Municipal securities** (continued)

Holding	Trade date	Total face value at maturity (\$)	Purchase price(\$)	Adjusted cost basis (\$)	Price on Mar 31 (\$)	Value on Mar 31 (\$)	Unrealized gain or loss (\$)	Holding period
ROANE CNTY TN								
TAX BE/R/								
RATE 02.350% MATURES 05/01/23								
ACCRUED INTEREST \$2,105.21								
CUSIP 769773WU2								
S&P: AA								
EAI: \$5,053 Current yield: 2.29%	Apr 28, 17	215,000.000	100.000	215,000.00	102.615	220,622.25	5,622.25	LT
BENSALEM TWP PA								
TAX BE/R/								
RATE 02.120% MATURES 06/01/23								
ACCRUED INTEREST \$1,802.00								
CUSIP 082329KR3								
Moody: Aa1								
EAI: \$5,406 Current yield: 2.05%	Dec 19, 19	255,000.000	100.254	255,650.17	103.439	263,769.45	8,119.28	LT
CONNECTICUT ST FOR ISSUE								
TAX BE/R/								
RATE 02.920% MATURES 08/01/23								
ACCRUED INTEREST \$1,216.67								
CUSIP 20772JL83								
Moody: A1 S&P: A								
EAI: \$7,300 Current yield: 2.76%	Apr 08, 16	250,000.000	101.670	254,176.15	105.767	264,417.50	10,241.35	LT
NAPA CA SOLID WASTE R EV								
TAX RV BE/R/								
RATE 02.070% MATURES 08/01/23								
ACCRUED INTEREST \$1,155.75								
CUSIP 630337AK9								
S&P: AA								
EAI: \$6,935 Current yield: 2.03%		335,000.000	---This information was unavailable---		101.867	341,254.45		

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Your assets ▸ Fixed income ▸ Municipal securities (continued)

Holding	Trade date	Total face value at maturity (\$)	Purchase price(\$)	Adjusted cost basis (\$)	Price on Mar 31 (\$)	Value on Mar 31 (\$)	Unrealized gain or loss (\$)	Holding period
NEW HAMPSHIRE HSG FIN AU TAX RV BE/R/ RATE 02.918% MATURES 01/01/24 ACCRUED INTEREST \$911.87 CUSIP 64469DD57 Moody: Aa2 EAI: \$3,648 Current yield: 2.79% Original cost basis: \$126,702.50	May 31, 19	125,000.000	100.835	126,044.60	104.437	130,546.25	4,501.65	LT
OKLAHOMA CNTY OK METRO T TAX BE/R/ RATE 02.650% MATURES 06/01/24 ACCRUED INTEREST \$2,649.99 CUSIP 67869TAD7 S&P: AA- EAI: \$7,950 Current yield: 2.49% Original cost basis: \$304,963.00	Jul 11, 19	300,000.000	101.093	303,279.19	106.258	318,774.00	15,494.81	LT
CHINO CA PUB FING AUT H ASSUR TAX SR A RV BE/R/ RATE 01.073% MATURES 09/01/24 DATED DATE 03/25/21 ACCRUED INTEREST \$53.64 CUSIP 169548FK5 S&P: AA EAI: \$3,219 Current yield: 1.06% Original cost basis: \$304,938.00	Mar 25, 21	300,000.000	101.638	304,914.24	101.015	303,045.00	-1,869.24	ST
CANADIAN CNTY OK INDPT S TAX BE/R/ RATE 02.000% MATURES 11/01/24 DATED DATE 11/01/19 ACCRUED INTEREST \$14,166.65 CUSIP 135537GT9 S&P: A+ EAI: \$10,000 Current yield: 1.91% Original cost basis: \$500,010.00	Oct 02, 19	500,000.000	102.818	514,094.83	104.444	522,220.00	8,125.17	LT

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Your assets ▸ **Fixed income** ▸ **Municipal securities** (continued)

Holding	Trade date	Total face value at maturity (\$)	Purchase price(\$)	Adjusted cost basis (\$)	Price on Mar 31 (\$)	Value on Mar 31 (\$)	Unrealized gain or loss (\$)	Holding period
TEAGUE TX INDPT SCH								
TAX BE/R/								
RATE 04.000% MATURES 02/15/25								
ACCRUED INTEREST \$1,533.33								
CUSIP 878147JC2								
S&P: A+								
EAI: \$12,000 Current yield: 3.63%								
Original cost basis: \$337,119.00	Aug 07, 20	300,000.000	110.761	332,285.19	110.085	330,255.00	-2,030.19	ST
EASTHAMPTON TWP NJ BRD								
ASSUR TAX BE/R/								
RATE 01.121% MATURES 03/01/25								
ACCRUED INTEREST \$303.61								
CUSIP 276037EQ7								
S&P: AA								
EAI: \$3,643 Current yield: 1.13%								
Original cost basis: \$326,687.00	Sep 24, 20	325,000.000	100.465	326,512.61	99.612	323,739.00	-2,773.61	ST
ST JAMES MO REORG SCH ST								
TAX BE/R/								
RATE 05.250% MATURES 03/01/25								
ACCRUED INTEREST \$503.12								
CUSIP 790074CK2								
S&P: AA+								
EAI: \$6,038 Current yield: 4.56%								
Original cost basis: \$129,131.20	Apr 05, 19	115,000.000	108.384	124,641.72	115.105	132,370.75	7,729.03	LT
ALABASTER AL								
TAX BE/R/								
RATE 02.406% MATURES 04/01/25								
ACCRUED INTEREST \$5,954.85								
CUSIP 010662PW8								
S&P: AA								
EAI: \$11,910 Current yield: 2.29%								
Original cost basis: \$498,534.30	Dec 19, 19	495,000.000	100.553	497,740.82	104.930	519,403.50	21,662.68	LT

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Your assets ▸ Fixed income ▸ Municipal securities (continued)

Holding	Trade date	Total face value at maturity (\$)	Purchase price(\$)	Adjusted cost basis (\$)	Price on Mar 31 (\$)	Value on Mar 31 (\$)	Unrealized gain or loss (\$)	Holding period
NEW MEXICO ST UNIV BUILD TAX RV BE/R/ RATE 02.410% MATURES 04/01/25 ACCRUED INTEREST \$2,530.50 CUSIP 6474294F3 Moody: A1 S&P: AA EAI: \$5,061 Current yield: 2.32% Original cost basis: \$212,650.20								
	Oct 25, 19	210,000.000	100.951	211,998.01	103.951	218,297.10	6,299.09	LT
MONONA WI TAX SR C BE/R/ RATE 00.750% MATURES 04/01/25 DATED DATE 09/23/20 ACCRUED INTEREST \$822.50 CUSIP 610100ZC6 S&P: AA+								
	Sep 09, 20	210,000.000	100.397	210,834.98	99.381	208,700.10	-2,134.88	ST
VIRGINIA BEACH VA DEV AU TAX RV BE/R/ RATE 03.000% MATURES 05/01/25 ACCRUED INTEREST \$5,000.00 CUSIP 92774GLZ6 Moody: Aa1 S&P: AA+								
	Sep 05, 19	400,000.000	103.758	415,032.14	108.910	435,640.00	20,607.86	LT
DAVENPORT IA TAX BE/R/ RATE 02.350% MATURES 06/01/25 CALLABLE 06/01/24 @ 100.00 ACCRUED INTEREST \$1,958.32 CUSIP 238388QV7 Moody: Aa3 S&P: AA EAI: \$5,875 Current yield: 2.29% Original cost basis: \$251,752.50								
	Jun 20, 19	250,000.000	100.500	251,251.54	102.800	257,000.00	5,748.46	LT

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Your assets › **Fixed income** › **Municipal securities** (continued)

Holding	Trade date	Total face value at maturity (\$)	Purchase price(\$)	Adjusted cost basis (\$)	Price on Mar 31 (\$)	Value on Mar 31 (\$)	Unrealized gain or loss (\$)	Holding period
MINNESOTA ST GEN FD TAX RV BE/R/ RATE 02.600% MATURES 06/01/25 ACCRUED INTEREST \$866.67 CUSIP 604146DT4 S&P: AA+ EAI: \$2,600 Current yield: 2.45% Original cost basis: \$103,193.00	Oct 02, 19	100,000.000	102.383	102,383.12	106.165	106,165.00	3,781.88	LT
MASS EDL FING AU AMT OID TAX RV BE/R/ RATE 03.911% MATURES 07/01/25 ACCRUED INTEREST \$4,253.21 CUSIP 57563RPL7 S&P: AA EAI: \$17,013 Current yield: 3.55% Original cost basis: \$470,836.20	Jul 11, 19	435,000.000	105.981	461,019.98	110.195	479,348.25	18,328.27	LT
CONNECTICUT ST FOR ISSUE TAX SR A BE/R/ RATE 02.520% MATURES 08/15/25 ACCRUED INTEREST \$1,610.00 CUSIP 20772J3K6 Moody: A1 S&P: A EAI: \$12,600 Current yield: 2.37% Original cost basis: \$521,505.00	Jun 10, 20	500,000.000	103.653	518,265.73	106.197	530,985.00	12,719.27	ST
NEW LONDON CT TAX BE/R/ RATE 01.250% MATURES 10/01/25 DATED DATE 10/14/20 ACCRUED INTEREST \$2,899.30 CUSIP 646513H95 S&P: A+ EAI: \$6,250 Current yield: 1.24% Original cost basis: \$506,045.00	Oct 06, 20	500,000.000	101.098	505,492.58	101.182	505,910.00	417.42	ST

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Your assets ▸ **Fixed income** ▸ **Municipal securities** (continued)

Holding	Trade date	Total face value at maturity (\$)	Purchase price(\$)	Adjusted cost basis (\$)	Price on Mar 31 (\$)	Value on Mar 31 (\$)	Unrealized gain or loss (\$)	Holding period
PIMA CNTY AZ CTFE PARTN TAX RV BE/R/ RATE 03.325% MATURES 12/01/25 ACCRUED INTEREST \$2,216.66 CUSIP 721664FC9 S&P: AA- EAI: \$6,650 Current yield: 3.07% Original cost basis: \$205,605.25	Apr 25, 19	200,000.000	102.034	204,069.53	108.454	216,908.00	12,838.47	LT
ALCOA TN TAX SR B BE/R/ RATE 00.820% MATURES 03/01/26 DATED DATE 03/25/21 ACCRUED INTEREST \$68.35 CUSIP 013842V55 S&P: AA- EAI: \$4,100 Current yield: 0.83%	Mar 08, 21	500,000.000	99.509	497,545.00	99.026	495,130.00	-2,415.00	ST
LONG BEACH NY CITY SCH TAX BE/R/ RATE 00.650% MATURES 04/15/26 DATED DATE 10/06/20 ACCRUED INTEREST \$947.91 CUSIP 542535LY3 Moody: Aa2 EAI: \$1,950 Current yield: 0.67%	Dec 02, 20	300,000.000	99.599	298,797.00	96.701	290,103.00	-8,694.00	ST
PHILADELPHIA PA AUTH FOR ASSUR TAX RV BE/R/ RATE 00.000% MATURES 04/15/26 DATED DATE 02/03/99 CUSIP 71781LBU2 Moody: A2 S&P: AA Original cost basis: \$431,340.00	Jan 07, 20	500,000.000	88.538	442,691.26	87.643	438,215.00	-4,476.26	LT

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Your assets › **Fixed income** › **Municipal securities** (continued)

Holding	Trade date	Total face value at maturity (\$)	Purchase price(\$)	Adjusted cost basis (\$)	Price on Mar 31 (\$)	Value on Mar 31 (\$)	Unrealized gain or loss (\$)	Holding period
COACHELLA VALLEY CALIF BUILD TAX BE/R/ RATE 02.250% MATURES 08/01/26 ACCRUED INTEREST \$1,125.00 CUSIP 189849MJ8 Moody: A2 S&P: AA EAI: \$6,750 Current yield: 2.20%	Oct 04, 19	300,000.000	100.000	300,000.00	102.360	307,080.00	7,080.00	LT
HENRICO CNTY VA ECON DEV TAX SR A RV BE/R/ RATE 01.697% MATURES 08/01/26 ACCRUED INTEREST \$410.10 CUSIP 42605PDS1 S&P: AA+	May 15, 20	145,000.000	100.000	145,000.00	101.347	146,953.15	1,953.15	ST
MESA CA UN SCH TAX BE/R/ RATE 01.678% MATURES 08/01/26 ACCRUED INTEREST \$1,370.38 CUSIP 590595FE9 S&P: AA-	Jun 25, 20	490,000.000	101.167	495,720.93	99.720	488,628.00	-7,092.93	ST
TARRANT CNTY TX CULTURA ASSUR TAX RV BE/R/ RATE 01.634% MATURES 09/01/26 ACCRUED INTEREST \$680.85 CUSIP 87638QX0 Moody: A2 S&P: AA EAI: \$8,170 Current yield: 1.63%	Feb 09, 21	500,000.000	104.125	520,626.87	100.040	500,200.00	-20,426.87	ST
NEW YORK NY GO BDS TAX BE/R/ RATE 01.990% MATURES 10/01/26 ACCRUED INTEREST \$4,975.00 CUSIP 64966QEJ5 Moody: Aa2 S&P: AA EAI: \$9,950 Current yield: 1.92%	Oct 28, 19	500,000.000	98.644	493,220.25	103.546	517,730.00	24,509.75	LT

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Your assets ▸ Fixed income ▸ Municipal securities (continued)

Holding	Trade date	Total face value at maturity (\$)	Purchase price(\$)	Adjusted cost basis (\$)	Price on Mar 31 (\$)	Value on Mar 31 (\$)	Unrealized gain or loss (\$)	Holding period
DENVER COLO CITY & CNTY TAX BE/R/ RATE 02.353% MATURES 12/01/26 ACCRUED INTEREST \$3,921.65 CUSIP 24917NAG6 S&P: AA+ EAI: \$11,765 Current yield: 2.28% Original cost basis: \$505,010.25	Oct 09, 19	500,000.000	100.809	504,045.21	103.190	515,950.00	11,904.79	LT
FORT LAUDERDALE FL SPL O TAX RV BE/R/ RATE 01.300% MATURES 01/01/27 ACCRUED INTEREST \$1,300.00 CUSIP 347622CWO Moody: Aa2 S&P: AAA EAI: \$5,200 Current yield: 1.31% Original cost basis: \$404,508.00	Mar 09, 21	400,000.000	101.115	404,461.96	99.320	397,280.00	-7,181.96	ST
OXFORD AL SWR WTS TAX SR B BE/R/ RATE 01.270% MATURES 01/01/27 ACCRUED INTEREST \$1,587.50 CUSIP 691395V61 Moody: Aa2 S&P: AA EAI: \$6,350 Current yield: 1.29% Original cost basis: \$507,610.00	Sep 10, 20	500,000.000	101.398	506,991.03	98.665	493,325.00	-13,666.03	ST
ROSEVILLE CA FIN AUTH EL TAX RV BE/R/ RATE 01.411% MATURES 02/01/27 ACCRUED INTEREST \$1,034.74 CUSIP 77781RCS0 S&P: AA EAI: \$6,208 Current yield: 1.44% Original cost basis: \$447,801.20	Nov 25, 20	440,000.000	101.675	447,373.03	97.994	431,173.60	-16,199.43	ST

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Business Services Account
March 2021

Account name: STEELE COUNTY
Account number: RP 57229 CE

Your Financial Advisor:
HARNETT PARTNERS
952-475-9440/800-627-2463

Your assets ▸ **Fixed income** ▸ **Municipal securities** (continued)

Holding	Trade date	Total face value at maturity (\$)	Purchase price(\$)	Adjusted cost basis (\$)	Price on Mar 31 (\$)	Value on Mar 31 (\$)	Unrealized gain or loss (\$)	Holding period
JASPER AL TAX BE/R/ RATE 02.250% MATURES 03/01/27 ACCRUED INTEREST \$506.25 CUSIP 471250PH7 Moody: A2 S&P: AA EAI: \$6,075 Current yield: 2.19% Original cost basis: \$274,017.60	Mar 18, 20	270,000.000	101.279	273,453.60	102.884	277,786.80	4,333.20	LT
WALKER CO AL BRD EDL BUILD TAX SR B RV BE/R/ RATE 01.580% MATURES 03/01/27 ACCRUED INTEREST \$355.50 CUSIP 931541JC1 S&P: AA EAI: \$4,266 Current yield: 1.61% Original cost basis: \$272,092.50	Nov 04, 20	270,000.000	100.733	271,979.51	98.363	265,580.10	-6,399.41	ST
PARAMUS NJ SCH TAX OID99.091 BE/R/ RATE 01.500% MATURES 04/01/27 DATED DATE 11/05/20 ACCRUED INTEREST \$3,041.65 CUSIP 699347LG3 S&P: AA+ EAI: \$7,500 Current yield: 1.54% Original cost basis: \$505,190.00	Oct 26, 20	500,000.000	100.974	504,874.13	97.166	485,830.00	-19,044.13	ST
WESTERN WA UNIV WASH BUILD TAX RV BE/R/ RATE 01.759% MATURES 04/01/27 DATED DATE 09/24/20 ACCRUED INTEREST \$4,568.50 CUSIP 959878RJ0 Moody: A1 S&P: AA EAI: \$8,795 Current yield: 1.78% Original cost basis: \$509,550.00	Sep 23, 20	500,000.000	101.764	508,821.75	98.844	494,220.00	-14,601.75	ST

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Your assets ▸ **Fixed income** ▸ **Municipal securities** (continued)

Holding	Trade date	Total face value at maturity (\$)	Purchase price(\$)	Adjusted cost basis (\$)	Price on Mar 31 (\$)	Value on Mar 31 (\$)	Unrealized gain or loss (\$)	Holding period
SANTA CLARITA CA PUB FIN TAX A-T RV BE/R/ RATE 01.687% MATURES 06/01/27 ACCRUED INTEREST \$2,080.62 CUSIP 80169PEQ2 S&P: AA+ EAI: \$6,242 Current yield: 1.71% Original cost basis: \$376,682.20	Oct 14, 20	370,000.000	101.690	376,253.91	98.688	365,145.60	-11,108.31	ST
LYNWOOD CA UNI SCH ST BUILD TAX OID99.399BE/R/ RATE 01.625% MATURES 08/01/27 ACCRUED INTEREST \$1,354.15 CUSIP 551800JF3 S&P: AA EAI: \$8,125 Current yield: 1.70% Original cost basis: \$500,000.000	Mar 16, 20	500,000.000	98.455	492,275.00	95.867	479,335.00	-12,940.00	LT
MIAMI-DADE CNTY FL SPL ASSUR TAX RV BE/R/ RATE 01.621% MATURES 10/01/27 DATED DATE 01/07/21 ACCRUED INTEREST \$1,210.33 CUSIP 59333NV91 Moody: A2 S&P: AA EAI: \$5,187 Current yield: 1.64% Original cost basis: \$328,025.60	Jan 14, 21	320,000.000	102.431	327,779.52	98.983	316,745.60	-11,033.92	ST
NEW YORK NY CITY TRANSI TAX E-3 RV BE/R/ RATE 02.970% MATURES 02/01/28 CALLABLE 02/01/26 @ 100.00 ACCRUED INTEREST \$2,475.00 CUSIP 64971WZW3 Moody: Aa1 S&P: AAA EAI: \$14,850 Current yield: 2.81% Original cost basis: \$527,650.25	Aug 16, 19	500,000.000	104.546	522,733.45	105.734	528,670.00	5,936.55	LT

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Your assets › Fixed income › Municipal securities (continued)

Holding	Trade date	Total face value at maturity (\$)	Purchase price(\$)	Adjusted cost basis (\$)	Price on Mar 31 (\$)	Value on Mar 31 (\$)	Unrealized gain or loss (\$)	Holding period
ANCHOR BAY MI SCH								
TAX BE/R/								
RATE 01.650% MATURES 05/01/28								
ACCRUED INTEREST \$2,750.00								
CUSIP 032879UZ9								
S&P: AA								
EAI: \$6,600 Current yield: 1.67%								
Original cost basis: \$410,948.00	Aug 11, 20	400,000.000	102.520	410,081.71	98.743	394,972.00	-15,109.71	ST
TEXAS A&M UNIV PERM FD								
TAX RV BE/R/								
RATE 02.260% MATURES 07/01/28								
ACCRUED INTEREST \$1,695.00								
CUSIP 8821176F6								
Moody: Aaa S&P: AAA								
EAI: \$6,780 Current yield: 2.15%	Dec 17, 19	245,000.000	99.690	244,240.50	104.924	257,063.80	12,823.30	LT
	Dec 17, 19	55,000.000	99.690	54,829.50	104.924	57,708.20	2,878.70	LT
Security total		300,000.000		299,070.00		314,772.00	15,702.00	
EL RANCHO CA UNI SCH								
ASSUR TAX BE/R/								
RATE 02.770% MATURES 08/01/28								
ACCRUED INTEREST \$1,477.34								
CUSIP 283839ZU5								
S&P: AA								
EAI: \$8,864 Current yield: 2.73%								
Original cost basis: \$340,630.40	Aug 26, 20	320,000.000	105.993	339,179.82	101.512	324,838.40	-14,341.42	ST
SAN JOSE CA UNI SCH								
TAX BE/R/								
RATE 01.224% MATURES 08/01/28								
DATED DATE 01/20/21								
ACCRUED INTEREST \$1,448.40								
CUSIP 798186P30								
Moody: Aa1 S&P: AA+								
EAI: \$7,344 Current yield: 1.26%	Feb 25, 21	600,000.000	99.800	598,800.00	96.788	580,728.00	-18,072.00	ST

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Your assets ▸ Fixed income ▸ Municipal securities (continued)

Holding	Trade date	Total face value at maturity (\$)	Purchase price(\$)	Adjusted cost basis (\$)	Price on Mar 31 (\$)	Value on Mar 31 (\$)	Unrealized gain or loss (\$)	Holding period
WEST CONTRA COSTA CA UNI BUILD TAX BE/R/ RATE 02.292% MATURES 08/01/28 ACCRUED INTEREST \$1,604.40 CUSIP 9523474N9 Moody: A1 S&P: AA EAI: \$9,626 Current yield: 2.28% Original cost basis: \$448,518.00	Dec 18, 20	420,000.000	106.546	447,496.80	100.738	423,099.60	-24,397.20	ST
PENNSYLVANIA ST UNIV TAX RV BE/R/ RATE 02.129% MATURES 09/01/28 ACCRUED INTEREST \$887.10 CUSIP 709235P25 Moody: Aa1 S&P: AA EAI: \$10,645 Current yield: 2.06% Original cost basis: \$283,236.15	Mar 18, 20	500,000.000	97.625	488,125.00	103.287	516,435.00	28,310.00	LT
SCOTT CNTY MN CMNTY DE V TAX RV BE/R/ RATE 03.250% MATURES 02/01/29 CALLABLE 02/01/26 @ 100.00 ACCRUED INTEREST \$1,381.25 CUSIP 809557BH3 S&P: AAA EAI: \$8,288 Current yield: 3.05% Original cost basis: \$283,236.15	Sep 22, 20	255,000.000	110.424	281,582.47	106.643	271,939.65	-9,642.82	ST
NEW YORK ST DORM AUTH RE TAX RV BE/R/ RATE 02.154% MATURES 07/01/29 ACCRUED INTEREST \$2,692.50 CUSIP 64990GS86 Moody: Aa3 EAI: \$10,770 Current yield: 2.25% Original cost basis: \$508,310.00	Jun 24, 20	500,000.000	101.533	507,668.95	95.735	478,675.00	-28,993.95	ST

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Your assets ▸ **Fixed income** ▸ **Municipal securities** (continued)

Holding	Trade date	Total face value at maturity (\$)	Purchase price(\$)	Adjusted cost basis (\$)	Price on Mar 31 (\$)	Value on Mar 31 (\$)	Unrealized gain or loss (\$)	Holding period
VIRGINIA PORT AU CMNWLTH TAX RV BE/R/ RATE 01.557% MATURES 07/01/29 ACCRUED INTEREST \$1,946.25 CUSIP 928075JD3 Moody: Aa1 S&P: AA+ EAI: \$7,785 Current yield: 1.61% Original cost basis: \$504,375.00								
	Aug 14, 20	500,000.000	100.816	504,082.20	96.906	484,530.00	-19,552.20	ST
MENDOTA CA UNI SCH ST BUILD TAX BE/R/ RATE 01.780% MATURES 08/01/29 ACCRUED INTEREST \$979.01 CUSIP 586752EJ2 Moody: A1 S&P: AA EAI: \$5,874 Current yield: 1.86% Original cost basis: \$335,926.80								
	Sep 15, 20	330,000.000	101.697	335,600.62	95.823	316,215.90	-19,384.72	ST
NEW YORK NY GO BDS TAX BE/R/ RATE 02.730% MATURES 08/01/29 ACCRUED INTEREST \$1,387.75 CUSIP 64966QCF5 Moody: Aa2 S&P: AA EAI: \$8,327 Current yield: 2.66% Original cost basis: \$333,792.00								
	Jul 28, 20	305,000.000	108.778	331,773.55	102.817	313,591.85	-18,181.70	ST
WEST CONTRA COSTA CA UNI BUILD TAX BE/R/ RATE 02.392% MATURES 08/01/29 ACCRUED INTEREST \$1,993.35 CUSIP 9523474P4 S&P: AA EAI: \$11,960 Current yield: 2.40% Original cost basis: \$515,360.00								
	Nov 10, 20	500,000.000	102.944	514,724.47	99.601	498,005.00	-16,719.47	ST

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Your assets ▸ Fixed income ▸ Municipal securities (continued)

Holding	Trade date	Total face value at maturity (\$)	Purchase price(\$)	Adjusted cost basis (\$)	Price on Mar 31 (\$)	Value on Mar 31 (\$)	Unrealized gain or loss (\$)	Holding period
DESERT SANDS CA UNIS CH TAX BE/R/ RATE 02.252% MATURES 08/01/29 ACCRUED INTEREST \$1,876.65 CUSIP 250433UD9 Moody: Aa2 S&P: AA EAI: \$11,260 Current yield: 2.19% Original cost basis: \$534,750.00	Sep 22, 20	500,000.000	106.561	532,806.53	102.891	514,455.00	-18,351.53	ST
BROWNSVILLE TX UTIL SYS ASSUR TAX SR A RV BE/R/ RATE 01.682% MATURES 09/01/29 ACCRUED INTEREST \$280.34 CUSIP 1164753C6 S&P: AA EAI: \$3,364 Current yield: 1.71% Original cost basis: \$202,938.00	Aug 19, 20	200,000.000	101.377	202,755.33	98.280	196,560.00	-6,195.33	ST
CANYON CNTY ID SCH ST NO TAX BE/R/ RATE 04.000% MATURES 09/15/29 ACCRUED INTEREST \$444.45 CUSIP 138824LB1 Moody: Aa1 EAI: \$10,000 Current yield: 3.46% Original cost basis: \$304,430.25	Oct 06, 20	250,000.000	120.656	301,640.78	115.479	288,697.50	-12,943.28	ST
NEW YORK NY CITY TRANSI TAX RV BE/R/ RATE 02.630% MATURES 11/01/29 ACCRUED INTEREST \$3,506.65 CUSIP 64971XMJ4 Moody: Aa1 S&P: AAA EAI: \$8,416 Current yield: 2.52% Original cost basis: \$333,744.00	May 27, 20	320,000.000	103.943	332,620.67	104.203	333,449.60	828.93	ST

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Your assets > **Fixed income** > **Municipal securities** (continued)

Holding	Trade date	Total face value at maturity (\$)	Purchase price(\$)	Adjusted cost basis (\$)	Price on Mar 31 (\$)	Value on Mar 31 (\$)	Unrealized gain or loss (\$)	Holding period
VENTURA CNTY CA PUB F IN TAX SR A RV BE/R/ RATE 02.162% MATURES 11/01/29 ACCRUED INTEREST \$4,504.15 CUSIP 923078CZ0 Moody: Aa1 S&P: AA+ EAI: \$10,810 Current yield: 2.18% Original cost basis: \$511,075.00								
	Jun 09, 20	500,000.000	102.039	510,199.35	99.148	495,740.00	-14,459.35	ST
VIRGINIA ST HSG DEV AUTH TAX SR D RV BE/R/ RATE 02.529% MATURES 06/01/30 ACCRUED INTEREST \$4,215.00 CUSIP 92812VD45 Moody: Aa1 S&P: AA+ EAI: \$12,645 Current yield: 2.47% Original cost basis: \$526,650.00								
	Jun 05, 20	500,000.000	104.928	524,643.72	102.591	512,955.00	-11,688.72	ST
FLORIDA ST BRD ADMIN FIN TAX SR A RV BE/R/ RATE 02.154% MATURES 07/01/30 ACCRUED INTEREST \$2,692.50 CUSIP 341271AF1 Moody: Aa3 S&P: AA EAI: \$10,770 Current yield: 2.16% Original cost basis: \$515,030.00								
	Sep 16, 20	500,000.000	102.852	514,264.76	99.918	499,590.00	-14,674.76	ST
OAK GROVE CA SCH ASSUR TAX BE/R/ RATE 02.082% MATURES 08/01/30 ACCRUED INTEREST \$1,318.60 CUSIP 671205Z47 Moody: Aa3 S&P: AA EAI: \$7,912 Current yield: 2.12% Original cost basis: \$386,606.80								
	Jun 18, 20	380,000.000	101.617	386,147.65	98.254	373,365.20	-12,782.45	ST

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Your assets ▸ Fixed income ▸ Municipal securities (continued)

Holding	Trade date	Total face value at maturity (\$)	Purchase price(\$)	Adjusted cost basis (\$)	Price on Mar 31 (\$)	Value on Mar 31 (\$)	Unrealized gain or loss (\$)	Holding period
CHINO CA PUB FING AUT H ASSUR TAX SR A RV BE/R/ RATE 02.611% MATURES 09/01/30 DATED DATE 03/25/21 ACCRUED INTEREST \$176.25 CUSIP 169548FR0 S&P: AA EAI: \$10,575 Current yield: 2.55% Original cost basis: \$419,008.95	Mar 25, 21	405,000.000	103.453	418,986.55	102.377	414,626.85	-4,359.70	ST
SWIFT CNTY MN CRSVR TAX BE/R/ RATE 03.150% MATURES 02/01/31 CALLABLE 02/01/23 @ 100.00 ACCRUED INTEREST \$1,680.00 CUSIP 870717PR0 S&P: AA- EAI: \$10,080 Current yield: 3.07% Original cost basis: \$337,625.00	Dec 04, 20	320,000.000	105.351	337,125.99	102.586	328,275.20	-8,850.79	ST
Total		\$29,485,000.000		\$29,679,788.19		\$29,929,782.10	-\$91,260.54	
Total accrued interest: \$172,871.35								
Total estimated annual income: \$625,701								

Government securities

Prices are obtained from independent quotation bureaus that use computerized valuation formulas to calculate current values. Actual market values may vary and thus gains/losses may not be accurately reflected. Cost basis has been adjusted for accreted original issue discount (OID). Cost basis has been

automatically adjusted for amortization of bond premium using the constant yield method. If you have made a tax election to deduct the premium amortization on taxable debt securities, you may request that UBS adjust cost basis for the bond premium amortization.

Holding	Trade date	Quantity	Purchase price (\$)	Adjusted cost basis (\$)	Price on Mar 31 (\$)	Value on Mar 31 (\$)	Unrealized gain or loss (\$)	Holding period
FFCB BOND RATE 0.6000% MATURES 11/24/25 INTEREST EARNED FROM 11/24/20 1ST INTEREST PAYMENT 05/24/21 ACCRUED INTEREST \$635.01 CUSIP 3133EMHF2 EAI: \$1,800 Current yield: 0.61%	Nov 25, 20	300,000.000	100.000	300,000.00	98.348	295,044.00	-4,956.00	ST

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Your assets ▸ **Fixed income** ▸ **Government securities** (continued)

Holding	Trade date	Quantity	Purchase price (\$)	Adjusted cost basis (\$)	Price on Mar 31 (\$)	Value on Mar 31 (\$)	Unrealized gain or loss (\$)	Holding period
FHLB NTS								
RATE 0.8000% MATURES 03/16/26								
INTEREST EARNED FROM 03/16/21								
1ST INTEREST PAYMENT 09/16/21								
ACCRUED INTEREST \$99.99								
CUSIP 3130ALDN1								
EAI: \$2,400 Current yield: 0.81%	Mar 18, 21	300,000.000	100.000	300,000.00	98.446	295,338.00	-4,662.00	ST
FHLB BOND								
RATE 1.0000% MATURES 01/27/31								
INTEREST EARNED FROM 01/27/21								
1ST INTEREST PAYMENT 07/27/21								
ACCRUED INTEREST \$888.90								
CUSIP 3130AKTE6								
EAI: \$5,000 Current yield: 1.03%	Jan 28, 21	500,000.000	100.000	500,000.00	97.047	485,235.00	-14,765.00	ST
Total		1,100,000.000		\$1,100,000.00		\$1,075,617.00	-\$24,383.00	
Total accrued interest: \$1,623.90								
Total estimated annual income: \$9,200								

Your total assets

		Value on Mar 31 (\$)	Percentage of your account	Cost basis (\$)	Estimated annual income (\$)	Unrealized gain or loss (\$)
Cash	Cash and money balances	8,463.97	0.02%	8,463.97		
Cash alternatives	* Money market funds	55,423.21	0.12%		6.00	
Fixed income	Certificates of deposits and share certificates	12,253,902.29		11,764,730.27	282,331.00	489,172.02
	Asset backed securities	2,199,265.00		2,230,458.01	69,600.00	-31,193.01
	* Municipal securities	29,929,782.10		29,679,788.19	625,701.00	-91,260.54
	Government securities	1,075,617.00		1,100,000.00	9,200.00	-24,383.00
	Total accrued interest	237,687.46				
	Total fixed income	45,696,253.85	99.86%	44,774,976.47	986,832.00	342,335.47
Total		\$45,760,141.03	100.00%	\$44,783,440.44	\$986,838.00	\$342,335.47

* Missing cost basis information.



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Account activity this month

For more information about the price/value shown for restricted securities, see *Important information about your statement* at the end of this document.

Date	Activity	Description	Your expense code	Quantity/ Face value	Price/Value (\$)	Cash amount (\$)	Cash and money balance (\$)
Feb 26		Cash and money balance					\$8,979.16
Mar 1	Interest	MEDALLION BK UT US RT 03.1000% MAT 06/29/22 FIXED RATE CD PAID ON 249000 AS OF 02/28/21 CUSIP: 58404DCG4				634.44	
Mar 1	Interest	COMENITY CAP BK UT US RT 03.1500% MAT 06/29/22 FIXED RATE CD PAID ON 245000 AS OF 02/28/21 CUSIP: 20033AZG4				634.32	
Mar 1	Interest	INDUSTRIAL AND COM NY US RT 03.3000% MAT 06/30/23 FIXED RATE CD PAID ON 245000 AS OF 02/28/21 CUSIP: 45581EAX9				642.37	
Mar 1	Interest	FEDERAL SVGS BK IL US RT 02.5000% MAT 05/28/21 FIXED RATE CD PAID ON 245000 AS OF 02/28/21 CUSIP: 313812DA4				486.64	
Mar 1	Interest	MERRICK BK UT US RT 01.7000% MAT 02/28/25 FIXED RATE CD PAID ON 245000 AS OF 02/28/21 CUSIP: 59013KFT8				353.74	
Mar 1	Interest	TEXAS EXCHANGE BK TX US RT 00.8500% MAT 02/27/26 FIXED RATE CD PAID ON 245000 AS OF 02/28/21 CUSIP: 88241TJC5				159.75	
Mar 1	Interest	FIRST NATL BK MI US RT 00.6000% MAT 01/28/27 FIXED RATE CD PAID ON 245000 AS OF 02/28/21 CUSIP: 32110YSCO				124.85	
Mar 1	Sold	UBS SELECT PRIME INSTITUTIONAL FUND SYMBOL: SELXX		-590,480.096		590,657.24	
Mar 1	Interest	BROWNSVILLE TX UTIL SYS ASSUR TAX SR A RV BE/R/ 1.682 090129 DTD 080120 PAID ON 200000 CUSIP: 1164753C6				1,728.72	
Mar 1	Interest	ALABASTER AL TAX OID99.313 BE/R/ 2.250 090122 DTD 062916 PAID ON 350000 CUSIP: 010662MQ4				3,937.50	

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Account activity this month (continued)

Date	Activity	Description	Your expense code	Quantity/ Face value	Price/Value (\$)	Cash amount (\$)	Cash and money balance (\$)
Mar 1	Interest	EASTHAMPTON TWP NJ BRD ASSUR TAX 1.121 030125 DTD 101520 PAID ON CUSIP: 276037EQ7	BE/R/ 325000			1,376.34	
Mar 1	Bought	SAN JOSE CA UNI SCH TAX 080128 DTD 012021 1.252% YIELD TO MATURITY ACCRUED INT PAID \$836.40 CUSIP: 798186P30	BE/R/ 1.224	600,000.000	99.8000000	-599,636.40	
Mar 1	Interest	JASPER AL TAX 030420 PAID ON CUSIP: 471250PH7	BE/R/ 2.250 030127 DTD 270000			3,037.50	
Mar 1	Interest	TARRANT CNTY TX CULTURA ASSUR TAX RV BE/R/ 1.634 090126 DTD 010621 PAID ON 500000 CUSIP: 87638QQX0				1,248.19	
Mar 1	Interest	PENNSYLVANIA ST UNIV TAX RV 090128 DTD 030220 PAID ON CUSIP: 709235P25	BE/R/ 2.129 500000			5,322.50	
Mar 1	Interest	ST JAMES MO REORG SCH ST TAX 5.250 030125 DTD 080510 PAID ON CUSIP: 790074CK2	BE/R/ 115000			3,018.75	
Mar 1	Interest	WALKER CO AL BRD EDL BUILD TAX SR B RV 1.580 030127 DTD 112420 PAID ON CUSIP: 931541JC1	BE/R/ 270000			1,149.45	
Mar 1	Interest	KNOXVILLE TVA EMPL TN US RT 03.3000% MAT 09/27/23 FIXED RATE CD PAID ON CUSIP: 499724AE2	245000			620.22	24,475.28
Mar 2	Interest	WELLS FARGO BK NA SD US RT 01.7500% MAT 11/02/21 FIXED RATE CD PAID ON CUSIP: 949763CH7	249000			334.27	24,809.55
Mar 3	Interest	COMENITY BANK DE US RT 02.9500% MAT 03/14/24 JUMBO CD - HELD AT UBS PAID ON CUSIP: 981993ZE1	200000			452.60	
Mar 3	Interest	PRAIRIE SUN BANK MN US RT 02.5500% MAT 05/03/24 FIXED RATE CD PAID ON CUSIP: 73966LAD4	245000			479.26	25,741.41
Mar 5	Interest	UBS FDIC INSURED DEPOSIT PROGRAM AS OF 03/04/21				.03	25,741.44

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Business Services Account
March 2021

Account name: STEELE COUNTY
Account number: RP 57229 CE

Your Financial Advisor:
HARNETT PARTNERS
952-475-9440/800-627-2463

Account activity this month (continued)

Date	Activity	Description	Your expense code	Quantity/ Face value	Price/Value (\$)	Cash amount (\$)	Cash and money balance (\$)
Mar 8	Interest	STEARNS BANK NA MN US RT 03.2000% MAT 12/07/21 FIXED RATE CD PAID ON 245000 AS OF 03/07/21 CUSIP: 857894YS2				601.42	
Mar 8	Interest	FIRSTBANK PUERTO R PR RT 01.8500% MAT 09/06/23 FIXED RATE CD PAID ON 245000 CUSIP: 33767GAF5				347.70	
Mar 8	Interest	AMERICAN FIRST CRE CA US RT 01.6000% MAT 03/07/22 FIXED RATE CD PAID ON 245000 AS OF 03/06/21 CUSIP: 02616AAF6				300.71	
Mar 8	Interest	MAINE SVGS FED CRE ME US RT 01.9000% MAT 11/08/24 FIXED RATE CD PAID ON 245000 CUSIP: 560507AN5				357.10	27,348.37
Mar 10	Interest	ENERBANK UT US RT 00.8500% MAT 07/10/26 FIXED RATE CD PAID ON 245000 CUSIP: 29278TPW4				159.75	27,508.12
Mar 11	Sold	UBS SELECT PRIME INSTITUTIONAL FUND SYMBOL: SELXX		-377,897.621		378,010.99	
Mar 11	Bought	FORT LAUDERDALE FL SPL O TAX RV BE/R/ 1.300 010127 DTD 080420 1.099% YIELD TO MATURITY ACCRUED INT PAID \$1,011.11 CUSIP: 347622CW0		400,000.000	101.1270000	-405,519.11	
Mar 11	Interest	COMMUNITY BANKERS VA US RT 03.0000% MAT 01/11/22 FIXED RATE CD PAID ON 245000 CUSIP: 20361LBX1				563.84	563.84
Mar 15	Interest	FIRST TECHNOLOGY F CA US RT 03.0500% MAT 06/14/21 FIXED RATE CD PAID ON 245000 AS OF 03/14/21 CUSIP: 33715LBL3				573.23	
Mar 15	Interest	CANYON CNTY ID SCH ST NO TAX BE/R/ 4.000 091529 DTD 093020 PAID ON 250000 CUSIP: 138824LB1				4,583.33	
Mar 15	Interest	MORGAN STANLEY BK UT US RT 02.7500% MAT 03/15/22 FIXED RATE CD PAID ON 245000 CUSIP: 61747MP21				3,341.06	9,061.46

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Business Services Account
March 2021

Account name: STEELE COUNTY
Account number: RP 57229 CE

Your Financial Advisor:
HARNETT PARTNERS
952-475-9440/800-627-2463

Account activity this month (continued)

Date	Activity	Description	Your expense code	Quantity/ Face value	Price/Value (\$)	Cash amount (\$)	Cash and money balance (\$)
Mar 16	Interest	MOUNTAIN AMERICA C UT US RT 03.0000% MAT 04/28/23 FIXED RATE CD PAID ON 245000 AS OF 03/15/21 CUSIP: 62384RAG1				563.84	9,625.30
Mar 17	Interest	WELLS FARGO NATL B NV US RT 01.9000% MAT 01/17/23 FIXED RATE CD PAID ON 245000 CUSIP: 949495AQ8				357.10	9,982.40
Mar 18	Receive	FHLB NTS 00.800 % DUE 031626 DTD 031621 FC 09162021 CUSIP: 3130ALDN1		300,000.000	296,031.00		
Mar 18	Interest	FIRST NATL BK KS US RT 01.9500% MAT 09/18/24 FIXED RATE CD PAID ON 245000 CUSIP: 334342CF7				366.49	
Mar 18	Call Redemption	FIRST NATL BK KS US RT 01.9500% MAT 09/18/24 FIXED RATE CD CUSIP: 334342CF7		-245,000.000		245,000.00	255,348.89
Mar 19	Interest	NEIGHBORS FED CRED LA US RT 03.3000% MAT 09/19/23 LICU SHARE CERTIFICATE PAID ON 245000 CUSIP: 64017AAH7				4,009.27	259,358.16
Mar 22	Interest	ALLY BK UT US RT 02.7000% MAT 03/21/22 FIXED RATE CD PAID ON 245000 AS OF 03/21/21 CUSIP: 02007GJD6				3,280.32	
Mar 22	Interest	FIRST BASIN CREDIT TX US RT 03.3500% MAT 06/22/23 FIXED RATE CD PAID ON 245000 CUSIP: 31933BAD4				629.62	263,268.10
Mar 23	Interest	FIRSTIER BANK NE US RT 01.9500% MAT 08/23/24 FIXED RATE CD PAID ON 53000 CUSIP: 33766LAJ7				79.28	263,347.38
Mar 24	Deposit	FEDERAL FUNDS DEPOSIT BY MAGIC FUND CUSTODIAL AND MA AT USBKUS44FEX				497,545.00	
Mar 24	Interest	UBS BK USA SALT LA UT US RT 03.4500% MAT 10/24/23 FIXED RATE CD PAID ON 245000 CUSIP: 90348JEV8				648.41	761,540.79
Mar 25	Interest	FNMA PL AM7485 03.2400 DUE 12/01/26 FACTOR 1.000000000000 PAID ON 500000 CUSIP: 3138L8J70				1,260.00	

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Business Services Account
March 2021

Account name: STEELE COUNTY
Account number: RP 57229 CE

Your Financial Advisor:
HARNETT PARTNERS
952-475-9440/800-627-2463

Account activity this month (continued)

Date	Activity	Description	Your expense code	Quantity/ Face value	Price/Value (\$)	Cash amount (\$)	Cash and money balance (\$)
Mar 25	Interest	FNMA PL BL0533 03.5700 DUE 11/01/25 FACTOR 1.000000000000 PAID ON 500000 CUSIP: 3140HRSX2				1,388.33	
Mar 25	Interest	FNMA PL BL3180 02.9100 DUE 07/01/29 FACTOR 1.000000000000 PAID ON 500000 CUSIP: 3140HURA6				1,131.67	
Mar 25	Interest	FNMA PL BL1300 04.2000 DUE 01/01/29 FACTOR 1.000000000000 CUSIP: 3140HSNS6				1,633.34	
Mar 25	Interest	FNMA PL BL1300 04.2000 DUE 01/01/29 FACTOR 1.000000000000 CUSIP: 3140HSNS6				1,633.34	
Mar 25	Receive Dtc	ALCOA TN TAX SR B BE/R/ .820 030126 DTD 032521 CUSIP: 013842V55		500,000.000	497,395.00	-497,545.00	
Mar 25	Interest	BANK HAPOALIM BM N IL US RT 02.9000% MAT 03/25/24 FIXED RATE CD PAID ON 142000 CUSIP: 06251AW48				2,042.08	273,084.55
Mar 26	Cancel Of Interest	FNMA PL BL1300 04.2000 DUE 01/01/29 FACTOR 1.000000000000 AS OF 03/25/21 CUSIP: 3140HSNS6				-1,633.34	271,451.21
Mar 29	Interest	MEDALLION BK UT US RT 03.1000% MAT 06/29/22 FIXED RATE CD PAID ON 249000 CUSIP: 58404DCG4				613.29	
Mar 29	Interest	FARMERS & MERCHANT SD US RT 03.3000% MAT 09/27/23 FIXED RATE CD PAID ON 229000 AS OF 03/27/21 CUSIP: 30781TBJ6				3,747.44	
Mar 29	Interest	MERRICK BK UT US RT 01.7000% MAT 02/28/25 FIXED RATE CD PAID ON 245000 AS OF 03/28/21 CUSIP: 59013KFT8				319.51	
Mar 29	Deposit	FEDERAL FUNDS DEPOSIT BY MAGIC FUND CUSTODIAL AND MA AT USBKUS44FEX				452,649.00	
Mar 29	Bought	CHINO CA PUB FING AUT H ASSUR TAX SR A RV BE/R/ 2.611 090130 DTD 032521 2.202% YIELD TO MATURITY ACCRUED INT PAID \$117.49 CUSIP: 169548FR0		405,000.000	103.4590000	-419,126.44	

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Business Services Account
March 2021

Account name: STEELE COUNTY
Account number: RP 57229 CE

Your Financial Advisor:
HARNETT PARTNERS
952-475-9440/800-627-2463

Account activity this month (continued)

Date	Activity	Description	Your expense code	Quantity/ Face value	Price/Value (\$)	Cash amount (\$)	Cash and money balance (\$)
Mar 29	Bought	CHINO CA PUB FING AUT H ASSUR TAX SR A RV BE/R/ 1.073 090124 DTD 032521 0.586% YIELD TO MATURITY ACCRUED INT PAID \$35.77 CUSIP: 169548FK5		300,000.000	101.6460000	-304,973.77	
Mar 29	Interest	COMENITY CAP BK UT US RT 03.1500% MAT 06/29/22 FIXED RATE CD PAID ON 245000 CUSIP: 20033AZG4				613.17	5,293.41
Mar 30	Interest	INDUSTRIAL AND COM NY US RT 03.3000% MAT 06/30/23 FIXED RATE CD PAID ON 245000 CUSIP: 45581EAX9				664.52	
Mar 30	Interest	FEDERAL SVGS BK IL US RT 02.5000% MAT 05/28/21 FIXED RATE CD PAID ON 245000 CUSIP: 313812DA4				503.42	
Mar 30	Interest	CENTERSTATE BK OF FL US RT 01.4000% MAT 03/30/22 FIXED RATE CD PAID ON 245000 CUSIP: 15201QCX3				1,700.90	
Mar 30	Interest	TEXAS EXCHANGE BK TX US RT 00.8500% MAT 02/27/26 FIXED RATE CD PAID ON 245000 CUSIP: 88241TJC5				176.87	
Mar 30	Interest	FIRST NATL BK MI US RT 00.6000% MAT 01/28/27 FIXED RATE CD PAID ON 245000 CUSIP: 32110YSCO				124.85	8,463.97
Mar 31	Dividend	UBS SELECT PRIME INSTITUTIONAL FUND SYMBOL: SELXX				1.61	
Mar 31	Reinvestment	UBS SELECT PRIME INSTITUTIONAL FUND DIVIDEND REINVESTED AT 1.00 NAV ON 03/31/21 SYMBOL: SELXX		1.610		-1.61	8,463.97
Mar 31		Closing cash and money balance					\$8,463.97
		Proceeds from investment transactions					\$1,711,213.23
		Funds used for investment transactions					-\$1,727,256.56
		Accrued interest paid					-\$2,000.77
		Securities transferred in			\$296,031.00		



Business Services Account
March 2021

Account name: STEELE COUNTY
Account number: RP 57229 CE

Your Financial Advisor:
HARNETT PARTNERS
952-475-9440/800-627-2463

Account activity this month (continued)

	Date	Activity	Description	Amount (\$)
Money balance activities	Feb 26	Balance forward		\$8,979.16
	Mar 1	Withdrawal	UBS FDIC INSURED DEPOSIT PGM	-8,979.16
	Mar 2	Deposit	UBS FDIC INSURED DEPOSIT PGM	24,475.28
	Mar 3	Deposit	UBS FDIC INSURED DEPOSIT PGM	334.27
	Mar 4	Deposit	UBS FDIC INSURED DEPOSIT PGM	931.86
	Mar 5	Deposit	UBS FDIC INSURED DEPOSIT PGM AS OF 03/04/21	0.03
	Mar 9	Deposit	UBS FDIC INSURED DEPOSIT PGM	1,606.93
	Mar 11	Withdrawal	UBS FDIC INSURED DEPOSIT PGM	-27,348.37
	Mar 12	Deposit	UBS FDIC INSURED DEPOSIT PGM	563.84
	Mar 16	Deposit	UBS FDIC INSURED DEPOSIT PGM	8,497.62
	Mar 17	Deposit	UBS FDIC INSURED DEPOSIT PGM	563.84
	Mar 18	Deposit	UBS FDIC INSURED DEPOSIT PGM	357.10
	Mar 19	Deposit	UBS FDIC INSURED DEPOSIT PGM	245,366.49
	Mar 22	Deposit	UBS FDIC INSURED DEPOSIT PGM	4,009.27
	Mar 23	Deposit	UBS FDIC INSURED DEPOSIT PGM	3,909.94
	Mar 24	Deposit	UBS FDIC INSURED DEPOSIT PGM	497,545.00
	Mar 24	Deposit	UBS FDIC INSURED DEPOSIT PGM	79.28
	Mar 25	Deposit	UBS FDIC INSURED DEPOSIT PGM	648.41
	Mar 26	Withdrawal	UBS FDIC INSURED DEPOSIT PGM AS OF 03/25/21	-488,456.24
	Mar 29	Withdrawal	UBS FDIC INSURED DEPOSIT PGM AS OF 03/26/21	-1,633.34
	Mar 29	Withdrawal	UBS FDIC INSURED DEPOSIT PGM	-271,451.21
	Mar 30	Deposit	UBS FDIC INSURED DEPOSIT PGM	5,293.41
	Mar 31	Deposit	UBS FDIC INSURED DEPOSIT PGM	3,170.56
	Mar 31	Closing UBS FDIC-Insured Deposit Program		\$8,463.97



Business Services Account
March 2021

Account name: STEELE COUNTY
Account number: RP 57229 CE

Your Financial Advisor:
HARNETT PARTNERS
952-475-9440/800-627-2463

Realized gains and losses

The estimated realized gains and losses shown below are not for tax purposes. Please note that gain or loss recognized on the sale or redemption of certain Structured Products, like Contingent Debt Securities, may be ordinary, and not capital, gain or loss. Please check with your tax advisor. To calculate gains and losses, we liquidate the oldest security lot first. This is known as the first-in, first-out or FIFO accounting method. We use this method unless you specified which tax lot to close when you placed your order. This is known as a versus purchases or VSP order. See *Important information about your statement* at the end of this document for more

information. We may not adjust gains and losses for all capital changes. We automatically adjust cost basis for tax-exempt and AMT coupon municipal securities for estimated amortization of bond premiums and for accreted OID for securities issued at a discount. If you requested that UBS adjust cost basis for the bond premium amortization on taxable debt securities then cost basis reflected for these securities has been adjusted. Estimates in the *Unclassified* section can not be classified as short term or long term because information is missing, or the product is one in which the gain/loss calculation is not provided.

Long-term capital gains and losses

Security description	Method	Quantity or face value	Purchase date	Sale date	Sale amount (\$)	Cost basis (\$)	Wash sale cost basis adjustment(\$)	Loss (\$)	Gain (\$)
FIRST NATL BK KS US RT 01.9500% MAT 09/18/24 FIXED RATE CD	FIFO	245,000.000	Sep 03, 19	Mar 18, 21	245,000.00	245,000.00			

Important information about your statement

This statement represents the only official record of your UBS Financial Services Inc. ("UBS Financial Services" or the "Firm") account. It is intended for your use only and cannot be relied upon by third parties. Other records, except official tax documents, containing conflicting data should not be relied upon. If you believe there is any inaccuracy or discrepancy, please report it immediately in writing to the Branch Manager of the office serving your account. If the financial institution on the top left of the front of this statement is not UBS Financial Services Inc., UBS Financial Services carries your account as clearing broker by arrangement with the indicated institution. We informed you of this relationship when you opened this account. In this case, your funds and securities are located at UBS Financial Services and not the introducing broker, and you must make a report of any error or omission to **both** firms. Please re-confirm any oral communications in writing to further protect your rights, including your rights under the Securities Investor Protection Act (SIPA).

Although all figures shown are intended to be accurate, statement data should not be used for tax purposes. Rely solely on year-end tax forms, (i.e., Form 1099, 5498, 1042S, etc.) when preparing your tax return. The Firm is required by law to report to the IRS all taxable dividends, reportable non-taxable dividends and taxable interest earned on securities held in your account, net proceeds on sale transactions, and cost basis on certain covered securities.

Communications with the Firm

- Please direct customer complaints or inquiries to the Firm's Client Relations Department at 201-352-1699 or toll-free at 800-354-9103, 8:00 A.M. to 6:00 P.M. ET Monday through Friday, or in writing to UBS Financial Services Inc., Client Relations Department, P.O. Box 766 Union City, NJ 07087.
- For TTY services: Call 844-612-0986 or from outside the U.S.: Call 201-352-1495
- All statements shall be deemed complete and accurate if not objected to in writing within 60 days.
- Please make all checks payable to the Firm or the financial institution indicated on the front of this statement.
- As described in the account agreements, you must notify us of any errors or fraud involving checks reflected on your statement within 30 days after it was mailed or made available.
- In case of errors or questions about an electronic funds transfer (EFT), bill payment or UBS Visa® debit card transactions, call 800-762-1000, or write to UBS Financial Services Inc., 1000 Harbor Blvd., 6th floor, Weehawken, NJ 07086, Attn: RMA/BSA Services.

Call or write as soon as you can if you think your statement or receipt is wrong or if you need more information about a transfer on the statement or receipt. The Firm or Card Issuer (as applicable) must hear from you no later than 60 days after the Firm sent you the first statement on which the error or problem appeared.

- Provide your name and account number (if any).
- Describe the error or the transfer you are unsure about and explain as clearly as you can why you

believe it is an error or why you need more information.

- Provide the dollar amount of the suspected error. The Firm or Card Issuer will investigate your complaint and will correct any error promptly. For alleged errors involving UBS Visa® debit card transactions, if we take more than 10 business days to do this, we will credit your account for the amount you think is in error, so that you will have the use of the money during the time it takes us to complete our investigation.

Investment objectives

The investment objectives and risk profile are specific to each account and may vary between your accounts. Please advise the Firm promptly in writing of any significant change in your financial situation or investment objectives. For each account held, you choose one of the following investment objectives:

- **Produce Current Income:** Investments seeking the generation of income only.
- **Achieve Capital Appreciation:** Investments seeking growth of principal rather than the generation of income.
- **Produce Combination of Income and Capital Appreciation:** Investments seeking both the generation of income and growth of principal.

Overall risk profiles

- **Conservative:** Seeks to maintain initial principal, with low risk and volatility to the account overall, even if that means the account does not generate significant income or returns and may not keep pace with inflation.
- **Moderate:** Willing to accept some risk to principal and tolerate some volatility to seek higher returns.
- **Aggressive:** Willing to accept high risk to principal and high volatility to seek high returns over time.
- **Investment Eligibility Consideration:** If selected, a portion of the portfolio for that account may include complex strategies, limited liquidity, and greater volatility.

UBS Sweep Options

UBS offers options for sweeping cash balances to bank deposit accounts at non-affiliated banks and affiliated banks and money market mutual funds (Money Funds). Deposit accounts at UBS Bank USA and non-affiliated banks participating in the UBS FDIC-Insured Deposit Program are FDIC-insured in accordance with FDIC rules. For more information, please visit www.fdic.gov. Deposit accounts at UBS AG Stamford Branch and shares of Money Funds are not insured by the FDIC.

Bank deposits are not protected by SIPC. Money Fund shares are protected by SIPC. See "UBS Financial Services Account Protection" below.

Upon your request, balances in the bank deposits may be withdrawn, and shares of a Money Fund may be liquidated, and the proceeds returned to you or your securities account.

Further information about available sweep options, including current interest rates and yields, is available at

www.ubs.com/sweepyields, from your Financial Advisor or by calling 800-762-1000.

UBS Financial Services account protection

The Firm is a member of the Securities Investor Protection Corporation (SIPC), which protects securities customers of its members up to \$500,000 (including \$250,000 for claims for cash). Explanatory brochure available upon request or at www.sipc.org. The SIPC asset protection limits apply to all accounts that you hold in a particular capacity.

The Firm, together with certain affiliates, has also purchased supplemental insurance. The maximum amount payable to all eligible clients, collectively under this protection is \$500 million as of December 10, 2020. Subject to the policy conditions and limitations, cash at the Firm is further protected for up to \$1.9 million in the aggregate for all your accounts held in a particular capacity. A full copy of the policy wording is available upon request.

Neither the SIPC protection nor the supplemental insurance apply to:

- Certain financial assets controlled by (and included in your account value) but held away from UBS Financial Services. For example, certain (i) insurance products, including variable annuities, and (ii) shares of mutual funds registered in the name of the account holder on the books of the issuer or transfer agent;
- Investment contracts or investment interests (e.g., limited partnerships and private placements) that are not registered under the Securities Act of 1933;
- Commodities contracts (e.g., foreign exchange and precious metal contracts), including futures contracts and commodity option contracts;
- Securities on loan to UBS Financial Services; and
- Deposit accounts (except certificates of deposit) at UBS Bank USA, UBS AG U.S. branches and banks in the FDIC Insured Deposit Program.

The SIPC protection and the supplemental protection do not apply to these assets even if they otherwise appear on your statements. The SIPC protection and the supplemental protection do not protect against changes in the market value of your investments (whether as a result of market movement, issuer bankruptcy or otherwise).

Statement "householding"

We may consolidate all related account statements with the same address in the same envelope. If you prefer to receive individual statements mailed in separate envelopes, you may decline householding by calling your Financial Advisor.

Friendly account name

The Friendly account name is a customizable "nickname" chosen by you. It has no legal effect, is not intended to reflect any strategy, product, recommendation, investment objective or risk profile associated with your accounts, and is not a promise or guarantee that wealth, or any financial results, can or will be achieved. All investments involve the risk of loss, including the risk of loss of the entire investment. You can change your Friendly account names through Online Services or by contacting your Financial Advisor.

Account overview

- **Value of your account/portfolio.** Net of assets and liabilities.
- **Assets.** Includes available cash balances, values for restricted security (est.), and Global Time Deposits, unrealized marks to market, and certain assets not held by the Firm. Does not include unpriced securities/assets at the end of the prior and current statement periods, or private investments, unvested stock options and exercisable stock options.
- **Liabilities.** Includes debit balances, outstanding margin loans, credit line, short account balances.
- **Cash/money balances.** Total of uninvested available cash balances, plus deposit balances at affiliated and non-affiliated banks, and money market mutual fund sweep balances, at the close of the statement period. Non-commodity free credit balances in your account are not segregated from other balances and the Firm may use any of these funds in the ordinary course of its business. These funds are payable upon your demand. This total is included in the current period closing value.

Lending information

For detailed information on the Firm's lending practices and disclosures, refer to the agreements governing your account, UBS Statement of Credit Practices available in *Agreements and Disclosures* at www.ubs.com/disclosuredocuments.

Your assets

You may ask for delivery of fully paid securities at any time. You may receive securities used as loan collateral after paying any balance due on them. Any securities transferred to the Firm during the statement period are listed at market value as of the end of the statement period.

- **Cost basis.** In determining the cost basis of the securities included in this statement, where indicated with the number "1", the Firm has relied on information obtained from other sources, including information from another firm or that you may have provided to your Financial Advisor. The Firm does not independently verify or guarantee the accuracy or validity of any information provided by sources other than the Firm. Although the Firm generally updates this information as it is received, the Firm does not provide any assurances that the information under "Cost basis" and "Unrealized gain/loss" is accurate as of the date of this statement. As such, please do not rely on this information to make purchase or sale decisions, for tax purposes or otherwise. Accounts transferred to the Firm may reflect gain/loss information only for the period of time they are held at the Firm. More historical information can be added by your Financial Advisor.
- **Unrealized gains/losses.** When data is available, estimated unrealized gains/losses are calculated for individual security lots. The transaction data for individual lots may or may not reflect commissions, charges and/or security reorganization events. Dividend and other reinvestment lots and systematic purchase lots are each combined to display one averaged lot. The "Trade date" column presents the original transaction trade date.



Steele County Agenda Item

Subject: 2020 Financial Reports

Department: Treasurer's Office/Finance

Committee Meeting Date: June 15, 2021

Board Meeting Date: June 22, 2021

Consent Agenda: ☐ Yes ☐ No

Resolution: ☐ Yes ☐ No

Policy Committee Recommendation:

Recommendation:

Informational item only

Background (*Including Budget Impact*):

Attached are the financial reports for the twelve months ended December 31, 2020. From a cash basis perspective, revenues exceeded expenditures by \$3.8 million. A large part of the surplus was from the Coronavirus Relief Fund (CRF) that was used to reimburse wages and benefits for departments such as public health, public safety and administration to manage issues relating to the pandemic. There were other savings recognized as open positions were not filled, trainings were not attended, and travel was restricted.

Overall, 2020 resulted in a significant surplus due to the CRF money received and the suspension of goals and budgets due to the pandemic.

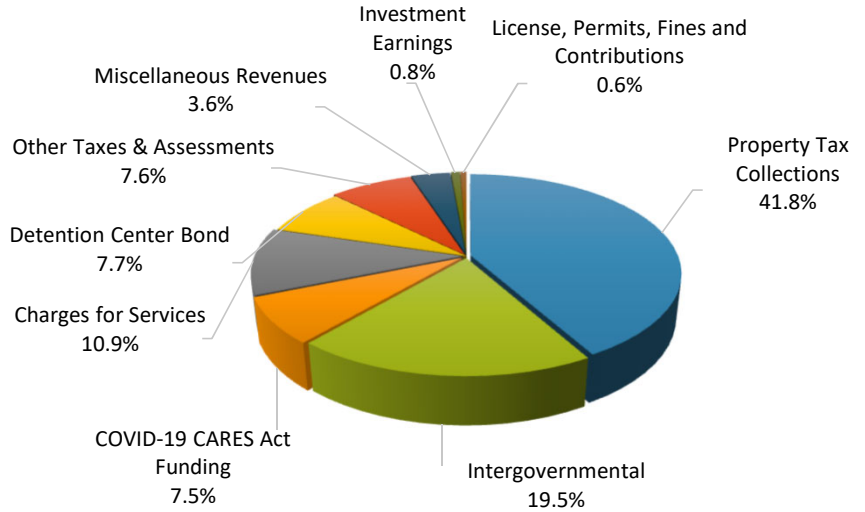
***Steele County
Financial Reports
For the Twelve Months Ending
December 31, 2020***



Steele County
Summary of Revenues and Expenditures
For the Twelve Months Ended December 31, 2020 (Cash Basis)

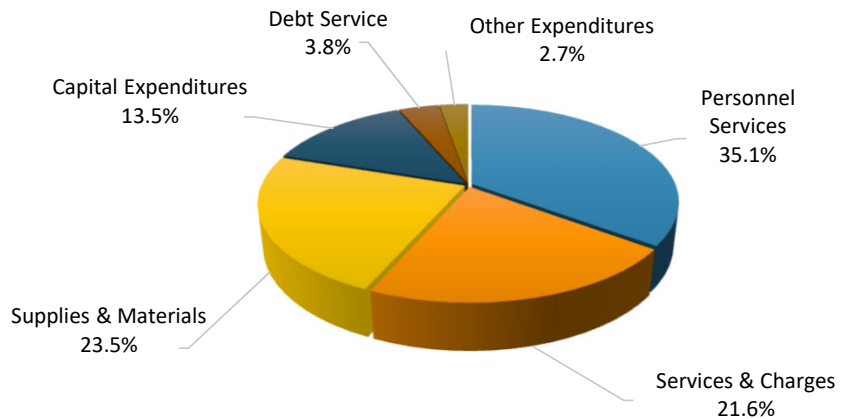
January - December 2020 Revenues

Property Tax Collections	\$ 25,298,347
Intergovernmental	11,803,795
COVID-19 CARES Act Funding	4,544,397
Charges for Services	6,600,492
Detention Center Bond	4,674,126
Other Taxes & Assessments	4,592,792
Miscellaneous Revenues	2,175,446
Investment Earnings	502,362
License, Permits, Fines and Contributions	342,710
Total Revenues	\$ 60,534,467



January - December 2020 Expenditures

Personnel Services	\$ 19,900,472
Services & Charges	12,227,678
Supplies & Materials	13,304,866
Capital Expenditures	7,643,755
Debt Service	2,137,323
Other Expenditures	1,521,516
Total Expenditures	\$ 56,735,610



Steele County
Overview of Activities
For the Twelve Months Ending December 31, 2020

Revenues

The County collected just over \$60.5 million in revenue during fiscal year 2020, an increase of 3.6% in comparison to the prior year, as outlined below:

Summary of Steele County Revenues					
Description	January - December		\$ Change	% Change	
	2019	2020			
Property Tax Collections	\$ 24,144,007	\$ 25,298,347	\$ 1,154,340	4.8%	
Other Taxes & Assessments	4,933,870	4,592,792	(341,078)	(6.9%)	
Intergovernmental	13,203,860	11,803,795	(1,400,065)	(10.6%)	
Charges for Services	8,239,866	6,600,492	(1,639,374)	(19.9%)	
Investment Earnings	1,201,929	502,362	(699,567)	(58.2%)	
Licenses, Fines, and Contributions	304,395	342,710	38,315	12.6%	
COVID-19 CARES Act Funding	-	4,544,397	4,544,397	0.0%	
Public Works Facility & Detention Center	1,882,104	4,674,126	2,792,022	148.3%	
Sale of Cedarview Building	2,925,000	-	(2,925,000)	(100.0%)	
Miscellaneous / Other Financing Sources	1,592,153	2,175,446	583,293	36.6%	
<i>Total Revenues</i>	<u>\$ 58,427,184</u>	<u>\$ 60,534,467</u>	<u>\$ 2,107,283</u>	3.6%	

Significant changes between 2019 and 2020 are outlined below:

- **Property Tax Collections** increased by 4.8% from the prior year. This increase is primary due to the board approved property tax levy increase of 3.7% for 2020.
- **Other Taxes and Assessments** decreased 6.9% from the prior year mainly due to special assessment payments that were made in 2019 for the Judicial Ditch 24 bridge project.
- **Intergovernmental** revenues decreased 10.6% from the prior year primarily due to Highway state aid revenues that were received in 2019. These payments can vary yearly depending on the number and type of projects that are expected to be completed.
- **Charges for Services** decreased by 19.9% due to Highway reimbursements received in 2019 and the effects of the COVID-19 pandemic. Depending on the types of road and bridge projects being completed, the County receives reimbursement for projects from other governmental entities. Due to the COVID-19 pandemic, the County also experienced decreases in revenues in the following areas: Detention Center boarding, Four Seasons building and skating rental, as well as Public Health fees.
- **Investment Earnings** significantly decreased by 58.2% due to the steep drop in interest rates caused by the COVID-19 pandemic. For example, the County's checking account interest rate at the end of December 2019 was 1.75% and by the end of December 2020, the rate had fallen to 0.04%, an overall decrease of 97.7% in just one year.
- **Public Works Facility & Detention Center** revenues increased by 148.3% due to the issue of the 2020A Bonds for the the Detention Center HVAC and LED lighting conversion.
- **Miscellaneous / Other Financing Sources** increased 36.6% from the prior year primarily due to a \$1.1 million transfer from the Highway fund to the Capital Projects fund to eliminate an interfund fund loan accrued during the construction of the Public Works Facility

Steele County
Overview of Activities (Continued)
For the Twelve Months Ending December 31, 2020

Expenditures

The County spent just over \$56.7 million during fiscal year 2020, a increase of 0.3% in comparison to the prior year, as outlined below:

Summary of Steele County Expenditures					
Description	January - December		\$ Change	% Change	
	2019	2020			
General Government	\$ 10,397,714	\$ 9,747,013	\$ (650,701)	(6.3%)	
Public Safety	10,637,196	10,575,917	(61,279)	(0.6%)	
Highway	13,322,399	15,386,504	2,064,105	15.5%	
Sanitation	1,770,998	1,576,728	(194,270)	(11.0%)	
Human Services (includes Cedarview)	7,840,402	5,358,250	(2,482,152)	(31.7%)	
Public Health	2,595,300	2,759,433	164,133	6.3%	
Culture and Recreation	783,524	752,928	(30,596)	(3.9%)	
Conservation of Natural Resources	1,030,760	893,016	(137,744)	(13.4%)	
Debt Service	1,679,838	2,042,066	362,228	21.6%	
Capital Improvements	6,503,636	7,643,755	1,140,119	17.5%	
<i>Total Expenditures</i>	<u>\$ 56,561,767</u>	<u>\$ 56,735,610</u>	<u>\$ 173,843</u>	0.3%	

Significant changes between 2019 and 2020 are outlined below:

- Overall, personnel costs are the main driver for expenditures. In comparison to last year, personnel services increased by \$535,186 or 2.8%. These increases are due to the cost of living adjustment (COLA), step changes, health insurance premiums, payroll taxes, and retirement contributions.
- **General Government** expenditures decreased by 6.3% mainly due to the capital contribution made to South Country Health Alliance (SCHA) of \$2.1 million in 2019.
- **Highway** expenditures increased by 15.5% due to a \$1.1 million transfer from the Highway fund to the Capital Projects fund to eliminate an interfund fund loan accrued during the construction of the Public Works Facility. In addition, there was an increase in road and bridge maintenance and construction payments. These payments included projects that were started in 2019 and not completed until 2020, along with the progress payments made for 2020 projects.
- **Sanitation** expenditures decreased 11.0% from the prior year primarily due to an increase in Landfill leachate removal and treatment costs in 2019. With the record rainfall last year, the Landfill couldn't keep up with the leachate water removal to keep water off the liners and had to contract haulers from Mankato.
- **Human Services** had an overall decrease of 31.7% due to expenditures that were paid in 2019 for Cedarview/Park Place debt service, professional services, and insurance. With the sale of the facility at the end of 2019, no costs have been incurred in 2020. The County paid an additional \$457,499 to MNPrairie County Alliance as the result of their budget increase.
- **Public Health** expenditures increased 6.3% mainly due to personnel service adjustments (COLA and health insurance changes) and an increase in staff retention.
- **Conservation of Natural Resources** decreased by 13.4% primary due to an overall reduction in ditch expenditures. Ditch repairs can vary greatly year after year, depending on items such as weather conditions that cause needed repairs and maintenance.
- **Debt Service** increased by 21.6% due to the additional principal and interest due on County's debt service levy.
- **Capital Improvement** expenditures increased by 17.5% due to the Detention Center HVAC System, Administration building automation, and facility-wide LED lighting conversions.

Steele County
Comparative Financial Statements

For the Twelve Months Ended December 31, 2020 in Comparison to Annual Budget (Cash Basis)

Revenues	Jan - Oct 2020 Actual	November 2020 Actual	December 2020 Actual	Jan - Dec 2020 Actual	2020 Budget	% of 2020 Budget
Property Tax Collections	\$ 13,733,999	\$ -	\$ 11,564,348	\$ 25,298,347	\$ 25,697,008	98.4%
Other Taxes & Assessments	3,700,805	351,705	540,282	4,592,792	3,636,400	126.3%
Intergovernmental	9,467,809	306,461	2,029,525	11,803,795	11,390,193	103.6%
Charges for Services	5,352,077	340,527	907,888	6,600,492	9,036,953	73.0%
Licenses and Permits	194,029	16,121	14,657	224,807	168,500	133.4%
Fines and Forfeitures	16,827	553	348	17,728	28,000	63.3%
Investment Earnings	324,858	11,225	166,279	502,362	310,000	162.1%
Gifts and Contributions	175	-	100,000	100,175	100,000	100.2%
COVID-19 CARES Act Funding	4,479,147	65,250	-	4,544,397	-	0.0%
Detention Center Bonds	4,674,126	-	-	4,674,126	4,581,241	102.0%
Miscellaneous / Other Financing Sources	1,862,379	199,468	113,599	2,175,446	3,264,964	66.6%
Total Revenues	43,806,231	1,291,310	15,436,926	60,534,467	58,213,259	104.0%
Expenditures						
<i>Personnel Services</i>						
Wages and Overtime	11,987,144	1,324,516	1,098,807	14,410,467	15,275,834	94.3%
Health, Life and Disability Insurance	2,434,718	244,175	245,750	2,924,643	3,030,852	96.5%
PERA Contributions	1,038,024	116,349	96,290	1,250,663	1,345,070	93.0%
FICA / Medicare Tax	783,454	85,417	71,346	940,217	1,022,347	92.0%
Other Payroll Related Expenses	342,070	25,920	6,492	374,482	467,623	80.1%
Total Personnel Services	16,585,410	1,796,377	1,518,685	19,900,472	21,141,726	94.1%
Services & Charges	7,144,318	1,674,472	3,408,888	12,227,678	11,381,315	107.4%
Supplies & Materials	12,443,723	557,142	304,001	13,304,866	15,354,668	86.7%
Capital Expenditures	6,391,156	602,333	650,266	7,643,755	7,211,461	106.0%
Debt Service Levy	697,028	-	1,317,235	2,014,263	1,840,318	109.5%
Non-Levied Debt	67,179	55,881	-	123,060	430,740	28.6%
Other Expenditures	1,405,655	46,398	69,463	1,521,516	853,031	178.4%
Total Expenditures	44,734,469	4,732,603	7,268,538	56,735,610	58,213,259	97.5%
Net Expenditures (Over) Under Revenues	\$ (928,238)	\$ (3,441,293)	\$ 8,168,388	\$ 3,798,857	\$ -	

Steele County
Comparative Fund Financial Statements
For the Twelve Months Ended December 31, 2020 (Cash Basis)

Revenues	General	Highway	Debt Service	Capital Projects	All Other Funds/Dept*	Total
Property Tax Collections	\$ 20,173,509	\$ 2,673,897	\$ 1,666,472	\$ 784,469	\$ -	\$ 25,298,347
Other Taxes & Assessments	364,320	3,879,234	11,441	2,684	335,113	4,592,792
Intergovernmental	4,331,743	7,095,128	164,048	212,876	-	11,803,795
Charges for Services	4,079,089	381,264	-	-	2,140,139	6,600,492
Licenses and Permits	215,637	9,170	-	-	-	224,807
Fines and Forfeitures	17,728	-	-	-	-	17,728
Investment Earnings	465,300	-	-	19,404	17,658	502,362
Gifts and Contributions	100,175	-	-	-	-	100,175
COVID-19 CARES Act Funding	4,544,397	-	-	-	-	4,544,397
Detention Center Bond	-	-	-	4,674,126	-	4,674,126
Miscellaneous / Other Financing Sources	698,283	134,316	-	1,278,132	64,715	2,175,446
Total Revenues	34,990,181	14,173,009	1,841,961	6,971,691	2,557,625	60,534,467
Expenditures						
<i>Personnel Services</i>						
Wages and Overtime	12,657,880	1,451,716	-	-	300,871	14,410,467
Health, Life and Disability Insurance	2,511,817	366,856	-	-	45,970	2,924,643
PERA Contributions	1,124,636	104,137	-	-	21,890	1,250,663
FICA / Medicare Tax	815,903	101,792	-	-	22,522	940,217
Other Payroll Related Expenses	312,439	50,752	-	-	11,291	374,482
Total Personnel Services	17,422,675	2,075,253	-	-	402,544	19,900,472
Services & Charges	10,913,090	741,330	-	31,775	541,483	12,227,678
Supplies & Materials	1,645,816	11,469,033	-	-	190,017	13,304,866
Capital Expenditures	982,793	704,517	-	5,660,850	295,595	7,643,755
Debt Service Levy	-	-	2,014,263	-	-	2,014,263
Non-Levied Debt	-	-	-	-	123,060	123,060
Other Expenditures	353,253	1,100,888	27,803	-	39,572	1,521,516
Total Expenditures	31,317,627	16,091,021	2,042,066	5,692,625	1,592,271	56,735,610
Net Expenditures (Over) Under Revenues	\$ 3,672,554	\$ (1,918,012)	\$ (200,105)	\$ 1,279,066	\$ 965,354	\$ 3,798,857

* Includes Landfill, Ditch, Bixby, and Trust Funds

Steele County

Budget to Actual Comparison

For the Twelve Months Ended December 31, 2019 and 2020 in Comparison to Annual Budget (Cash Basis)

	2019	2019	% of	2020	2020	% of
	Jan - Dec Actual	Budget	2019 Budget	Jan - Dec Actual	Budget	2020 Budget
Revenues						
Property Tax Collections	\$ 24,144,007	\$ 24,785,085	97.4%	\$ 25,298,347	\$ 25,697,008	98.4%
Other Taxes & Assessments	4,933,870	3,789,497	130.2%	4,592,792	3,636,400	126.3%
Intergovernmental	13,203,860	14,820,634	89.1%	11,803,795	11,390,193	103.6%
Charges for Services	8,239,866	7,819,534	105.4%	6,600,492	9,036,953	73.0%
Licenses and Permits	166,928	168,500	99.1%	224,807	168,500	133.4%
Fines and Forfeitures	34,638	25,200	137.5%	17,728	28,000	63.3%
Investment Earnings	1,201,929	310,000	387.7%	502,362	310,000	162.1%
Gifts and Contributions	102,829	100,000	102.8%	100,175	100,000	100.2%
COVID-19 CARES Act Funding	-	-	0.0%	4,544,397	-	0.0%
Public Works Facility & Detention Center	1,882,104	260,000	723.9%	4,674,126	4,581,241	102.0%
Sale of Cedarview Building	2,925,000	-	0.0%	-	-	0.0%
Miscellaneous / Other Financing Sources	1,592,153	4,356,744	36.5%	2,175,446	3,264,964	66.6%
Total Revenue	58,427,184	56,435,194	103.5%	60,534,467	58,213,259	104.0%
Expenditures						
General Government						
Commissioners	209,428	238,010	88.0%	209,917	222,236	94.5%
Courts	264,780	397,750	66.6%	240,863	390,750	61.6%
Law Library	17,997	36,000	50.0%	15,310	36,000	42.5%
County Administrator	228,736	254,070	90.0%	257,140	267,426	96.2%
Human Resources	403,184	440,710	91.5%	447,299	445,096	100.5%
County Auditor	513,678	547,750	93.8%	479,120	550,509	87.0%
Treasurer/Finance	466,661	454,700	102.6%	472,081	473,320	99.7%
Information Technology	458,696	538,050	85.3%	484,733	492,013	98.5%
Central Services	321,222	292,610	109.8%	281,547	254,100	110.8%
Auditor Elections	24,744	34,550	71.6%	150,151	66,150	227.0%
County Attorney	1,240,093	1,237,280	100.2%	1,261,450	1,274,965	98.9%
Drug Court	-	21,720	0.0%	-	-	0.0%
Recorder	551,714	424,300	130.0%	450,538	418,135	107.7%
Surveyor	28,113	20,000	140.6%	24,474	25,000	97.9%
County Assessor	700,547	719,730	97.3%	728,240	748,675	97.3%
Geographic Information Systems (GIS)	93,150	93,550	99.6%	98,327	99,984	98.3%
Planning & Zoning	561,463	599,359	93.7%	535,437	645,699	82.9%
Buildings and Grounds	1,252,593	1,229,710	101.9%	1,418,069	1,595,840	88.9%
Veterans Service	190,442	206,160	92.4%	200,967	217,120	92.6%
Other (Includes 2019 SCHA Contribution)	2,870,473	837,766	342.6%	1,991,350	618,638	321.9%
Total General Government	10,397,714	8,623,775	120.6%	9,747,013	8,841,656	110.2%
Public Safety						
Sheriff	3,028,282	3,226,320	93.9%	3,024,465	3,234,552	93.5%
Coroner	85,483	72,100	118.6%	94,531	80,000	118.2%
Public Transit	3,196	4,800	66.6%	-	-	0.0%
Detention Center	4,428,736	5,098,000	86.9%	4,352,395	4,746,787	91.7%
Community Corrections	1,664,661	1,758,730	94.7%	1,728,739	1,800,962	96.0%
Law Enforcement Center	422,572	478,570	88.3%	392,354	509,128	77.1%
Joint Dispatch	914,765	914,765	100.0%	896,053	896,053	100.0%
Emergency Management	89,501	91,980	97.3%	87,380	99,230	88.1%
Total Public Safety	10,637,196	11,645,265	91.3%	10,575,917	11,366,712	93.0%

Steele County

Budget to Actual Comparison (Continued)

For the Twelve Months Ended December 31, 2019 and 2020 in Comparison to Annual Budget (Cash Basis)

	2019 Jan - Dec Actual	2019 Budget	% of 2019 Budget	2020 Jan - Dec Actual	2020 Budget	% of 2020 Budget
<i>Road and Bridge</i>						
Highway	13,322,399	20,157,793	66.1%	15,386,504	16,392,836	93.9%
<i>Sanitation</i>						
Environmental Services	713,635	684,240	104.3%	666,384	703,700	94.7%
Landfill	1,057,363	1,430,000	73.9%	910,344	1,443,270	63.1%
Total Sanitation	1,770,998	2,114,240	83.8%	1,576,728	2,146,970	73.4%
<i>Human Services</i>						
MNPrairie County Alliance	4,900,751	4,900,751	100.0%	5,358,250	5,365,528	99.9%
Community Wellness (Cedarview)	2,939,651	278,175	1056.8%	-	278,175	0.0%
Total Human Services	7,840,402	5,178,926	151.4%	5,358,250	5,643,703	94.9%
<i>Health</i>						
Public Health Nursing	2,595,300	2,853,668	90.9%	2,759,433	2,957,766	93.3%
Community Health	-	250	0.0%	-	250	0.0%
Total Health	2,595,300	2,853,918	90.9%	2,759,433	2,958,016	93.3%
<i>Culture and Recreation</i>						
Historical Society	8,000	8,000	0.0%	8,000	8,000	100.0%
Parks and Recreation	289,265	301,420	96.0%	279,737	298,520	93.7%
Four Seasons Center	466,657	479,140	97.4%	451,659	491,298	91.9%
Community Center	19,602	19,600	100.0%	13,532	19,750	68.5%
Total Culture and Recreation	783,524	808,160	97.0%	752,928	817,568	92.1%
<i>Conservation of Natural Resources</i>						
U of M Extension	331,486	341,274	97.1%	322,822	352,869	91.5%
Soil and Water Conservation	135,000	135,000	100.0%	135,000	135,000	100.0%
Agricultural Society/County Fair	60,525	46,500	130.2%	48,996	43,000	113.9%
County Ditch	292,460	300,000	97.5%	262,125	300,000	87.4%
Clean Water Loan Program	111,762	139,000	80.4%	111,762	139,000	80.4%
Bixby Sewer Project	99,527	24,150	412.1%	12,311	24,150	51.0%
Total Conservation of NR	1,030,760	985,924	104.5%	893,016	994,019	89.8%
<i>Debt Service</i>						
Debt Service Levy	1,679,838	1,700,668	98.8%	2,042,066	1,840,318	111.0%
<i>Capital Improvements</i>						
General Government	899,111	1,098,825	81.8%	2,076,459	1,177,640	176.3%
Public Safety	177,552	221,200	80.3%	4,505,095	4,779,641	94.3%
Highway	498,591	523,500	95.2%	704,517	610,000	115.5%
Culture and Recreation	46,576	53,000	87.9%	53,190	70,000	76.0%
Public Health	2,054	10,000	20.5%	5,475	8,000	68.4%
Landfill	120,862	200,000	60.4%	295,595	545,000	54.2%
Fairgrounds	40,284	-	0.0%	-	21,180	0.0%
Public Works Facility	4,718,606	260,000	1814.8%	3,424	-	0.0%
Total Capital Improvements	6,503,636	2,366,525	274.8%	7,643,755	7,211,461	106.0%
Total Expenditures	56,561,767	56,435,194	100.2%	56,735,610	58,213,259	97.5%
Net Expenditures (Over) Under Revenues	\$ 1,865,417	\$ -		\$ 3,798,857	\$ 231 of 241	

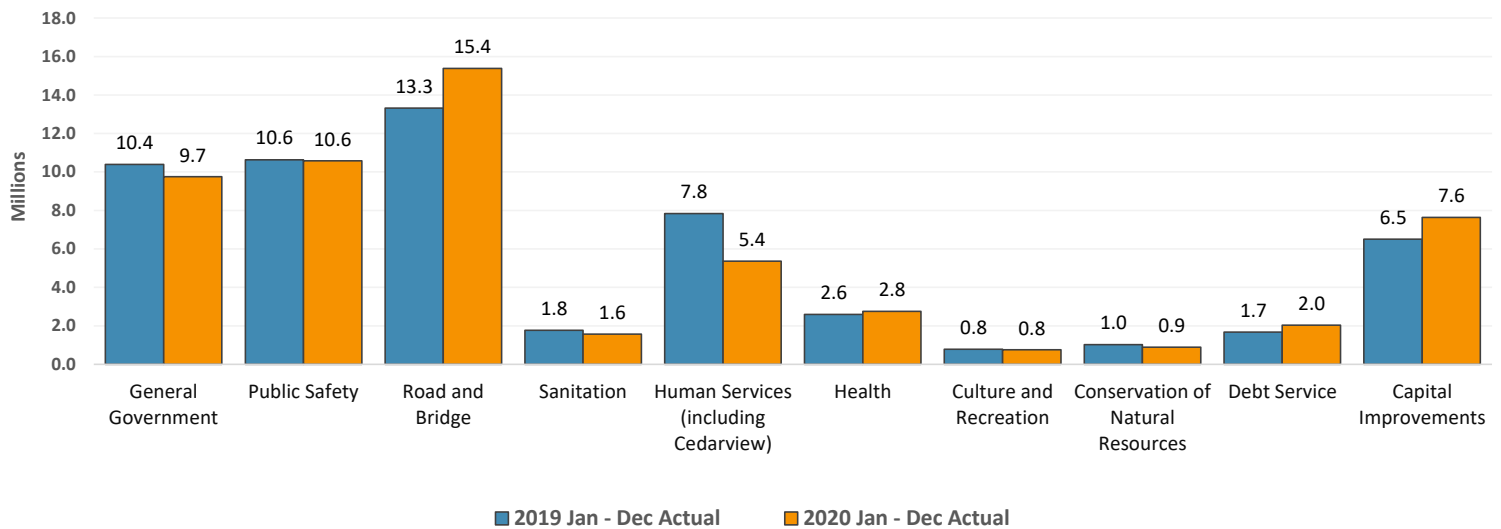
Steele County

Summary of Expenditures by Function

For the Twelve Months Ended December 31, 2019 and 2020 in Comparison to Annual Budget (Cash Basis)

	2019 Jan - Dec Actual	2019 Budget	% of 2019 Budget	2020 Jan - Dec Actual	2020 Budget	% of 2020 Budget
<i>Expenditures by Function</i>						
General Government	\$ 10,397,714	\$ 8,623,775	120.6%	\$ 9,747,013	\$ 8,841,656	110.2%
Public Safety	10,637,196	11,645,265	91.3%	10,575,917	11,366,712	93.0%
Road and Bridge	13,322,399	20,157,793	66.1%	15,386,504	16,392,836	93.9%
Sanitation	1,770,998	2,114,240	83.8%	1,576,728	2,146,970	73.4%
Human Services (including Cedarview)	7,840,402	5,178,926	151.4%	5,358,250	5,643,703	94.9%
Health	2,595,300	2,853,918	90.9%	2,759,433	2,958,016	93.3%
Culture and Recreation	783,524	808,160	97.0%	752,928	817,568	92.1%
Conservation of Natural Resources	1,030,760	985,924	104.5%	893,016	994,019	89.8%
Debt Service	1,679,838	1,700,668	98.8%	2,042,066	1,840,318	111.0%
Capital Improvements	6,503,636	2,366,525	274.8%	7,643,755	7,211,461	106.0%
Total Expenditures	\$ 56,561,767	\$ 56,435,194	100.2%	\$ 56,735,610	\$ 58,213,259	97.5%

Summary of Expenditures by Function

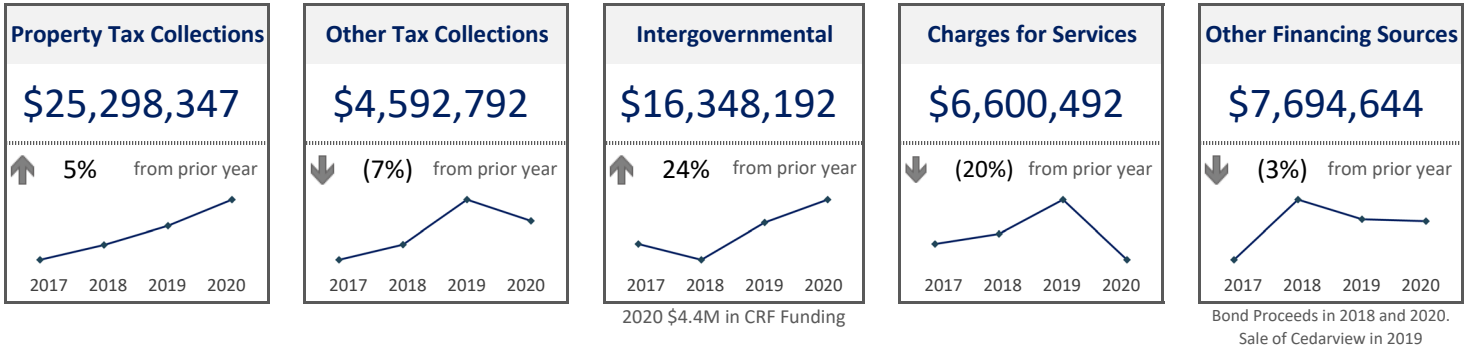


Annual Financial Trend Report

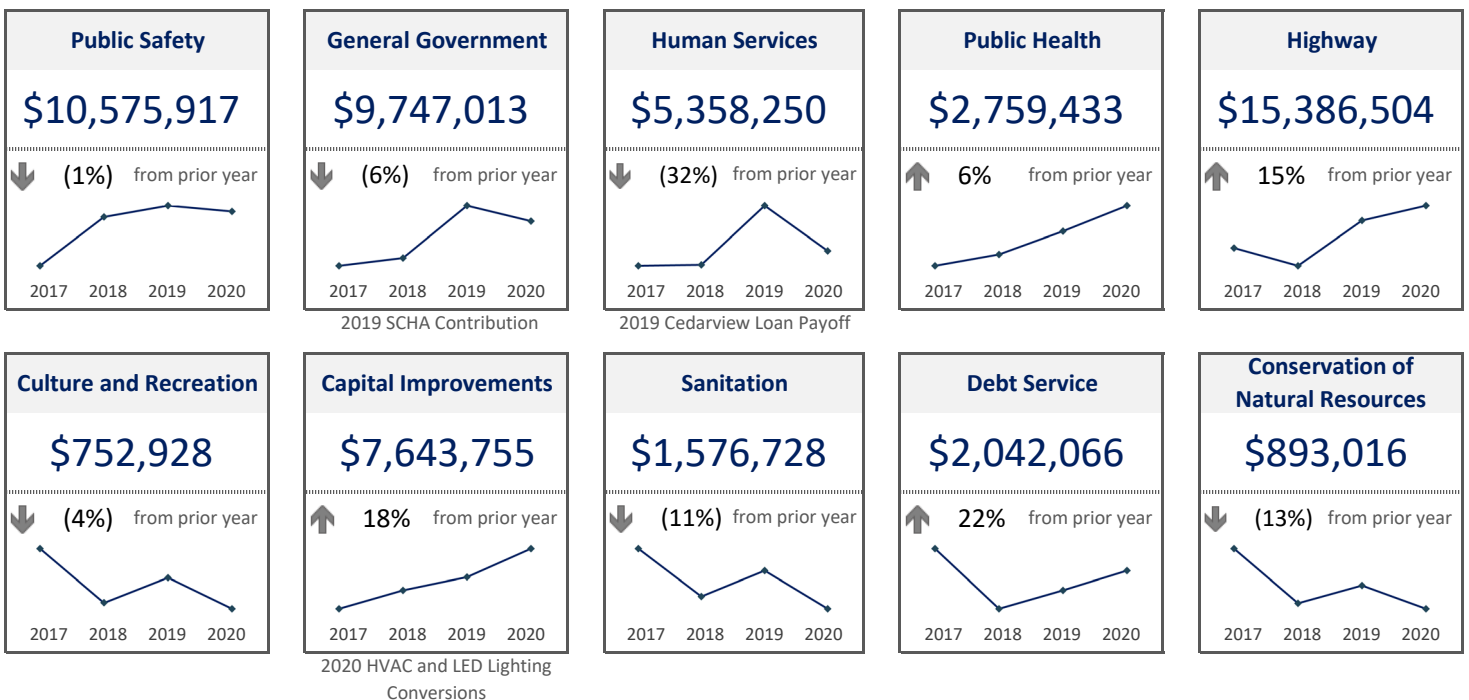
Steele County

2020

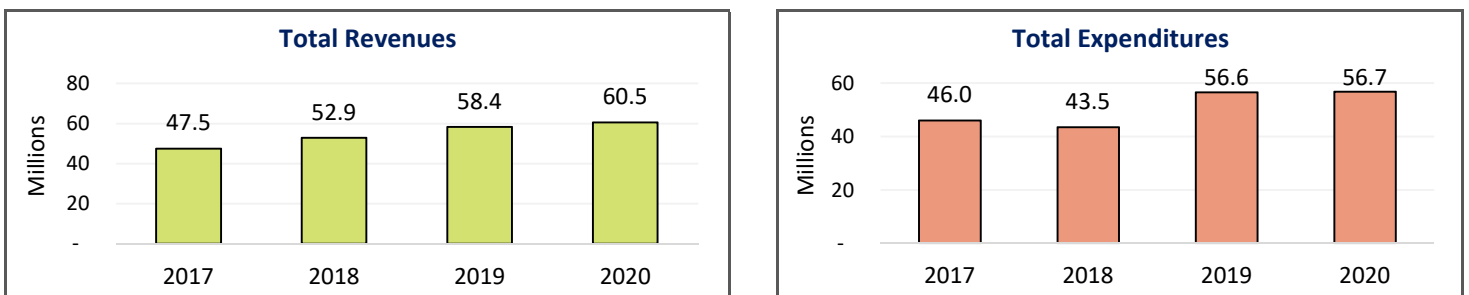
County Revenues, Percentage Change & Trendline



County Expenditures, Percentage Change & Trendline



Total County Revenues & Expenditures



Services in Steele County that are currently or have used programs from SE Minnesota EMS

The SE Minnesota EMS Regional System provides education and services to all Emergency Care providers as well as Hospital personnel in the SE Region of Minnesota. Services we offer:

Medical Direction Consortium

- a. Provides a Medical Director and Ambulance Call review
- b. Provide 5 educational sessions per year (onsite)
- c. Assist with Ambulance licensing
- d. Education provided meets needs of EMT recertification (Savings for Amb service)

Annual EMS Conference

Critical Incident Stress Management (CISM)

Coaching the Emergency Vehicle Operator (CEVO 4)

CPR & First Aid training

First Responder Initial and Refresher courses

EMT Refresher Courses

First Responder Patient Care Reports

First Responder Training Subsidy

Narcan training and supplying of Narcan medication (Free through another Grant)

Regional Ambulance Director meetings

Liaison between hospitals and EMS services

Resource for EMS agencies to ask questions about equipment, supplies, regulations.

Assist with Legislative needs of EMS

Services who have participated in SE Minnesota EMS programs:

Blooming Prairie Ambulance
Blooming Prairie Fire Dept.
Ellendale Ambulance
Owatonna Police
Owatonna Hospital and Clinic

Blooming Prairie Police
Ellendale Fire Dept.
Steele Co. Sheriff's Dept.
Owatonna Fire Dept.
Medford Fire Department

2:55 PM

06/15/21

Cash Basis

**SE MN Emergency Medical Services
YTD Profit & Loss Budget vs. Actual**

July 2020 through May 2021

	1 StateFund		2 SeatBelt		3 EMS		TOTAL	
	Jul '20 - May 21	Budget	Jul '20 - May 21	Budget	Jul '20 - May 21	Budget	Jul '20 - May 21	Budget
Income								
Houston Countys Cares Act	0.00		0.00		5,000.00		5,000.00	0.00
Linkage to Care Grant	0.00		0.00		955.94		955.94	0.00
JPB Funds	0.00		0.00		40,000.00	50,416.67	40,000.00	50,416.67
Narcan Grant	0.00		0.00		29,140.84		29,140.84	0.00
FR/EMT Certification	0.00		0.00		17,575.00	34,375.00	17,575.00	34,375.00
Reimbursements	83,494.34		36,921.68		346.00		120,762.02	0.00
AED for Life	0.00		0.00		2,402.68	11,458.33	2,402.68	11,458.33
Classes	0.00		0.00		1,052.03	2,291.67	1,052.03	2,291.67
Conference	0.00		0.00		0.00	36,666.67	0.00	36,666.67
Consortium	0.00		0.00		20,285.25	20,625.00	20,285.25	20,625.00
Interest	0.00		0.00		3.57	4.58	3.57	4.58
Online Education	0.00		0.00		0.00	206.25	0.00	206.25
Outside Grant	0.00		0.00		0.00	2,291.67	0.00	2,291.67
Promotional Materials	0.00		0.00		193.27	229.17	193.27	229.17
Uncategorized Income	0.00		0.00		422.41	916.67	422.41	916.67
Total Income	83,494.34		36,921.68		117,376.99	159,481.68	237,793.01	159,481.68
Gross Profit	83,494.34		36,921.68		117,376.99	159,481.68	237,793.01	159,481.68
Expense								
Carry Forward Grant	0.00		2,915.40		0.00		2,915.40	0.00
Linkage to Care Grant Expense	0.00		0.00		2,656.75		2,656.75	0.00
Sim Man Training & Maint. Grant	0.00		0.00		347.15		347.15	0.00
JPB Fund Expenses	0.00		0.00		610.91		610.91	0.00
Narcan Grant Expenses								
Narcan ODMAP	0.00		0.00		500.00		500.00	0.00
Medications	0.00		0.00		26,073.04		26,073.04	0.00
Total Narcan Grant Expenses	0.00		0.00		26,573.04		26,573.04	0.00
A. Systems Management								
Executive Director & Staff Sal	43,870.48	32,083.33	6,280.89	29,333.33	100,856.62	94,416.67	151,007.99	155,833.33
Annual Audit	0.00	2,085.42	0.00	1,741.67	0.00	3,483.33	0.00	7,310.42
Health Insurance	1,002.00	1,375.00	3,667.98	3,666.67	4,238.99	4,125.00	8,908.97	9,166.67
Liability Insurance	1,750.00	1,604.17	1,592.00	1,833.33	0.00	916.67	3,342.00	4,354.17
Meeting Expense	0.00	91.67	0.00	183.33	0.00	366.67	0.00	641.67
Office Equipment	200.25		1,174.08	916.67	1,677.43	3,208.33	3,051.76	4,125.00
Office Supplies	357.82	1,375.00	0.00	825.00	82.16	458.33	439.98	2,658.33
Postage	0.00		0.00		55.00	91.67	55.00	91.67
Rent	7,586.26	6,875.00	5,847.17	4,583.33	2,994.90	4,865.67	16,428.33	16,324.00
Telephone/Internet/Web Site	1,611.17	1,776.73	682.06	458.33	473.03	2,566.67	2,766.26	4,801.73
Travel	0.00	630.21	0.00	458.33	316.77	1,650.00	316.77	2,738.54
Total A. Systems Management	56,377.98	47,896.53	19,244.18	43,999.99	110,694.90	116,149.01	186,317.06	208,045.53
B. Personnel Training								
CEVO	725.14	916.67	480.00	1,833.33	0.00		1,205.14	2,750.00
FR Training Subsidy	0.00	2,262.33	1,125.00	3,666.67	0.00	2,750.00	1,125.00	8,679.00
Medical Direction Consortium	14,697.46	11,458.33	5,609.63	11,458.33	167.25	3,666.67	20,474.34	26,583.33
Online Education	1,250.00	1,145.83	791.20	1,145.83	0.00	1,145.83	2,041.20	3,437.49
Regional Conferences	0.00		0.00	12,833.33	189.85	13,750.00	189.85	26,583.33
Total B. Personnel Training	16,672.60	15,783.16	8,005.83	30,937.49	357.10	21,312.50	25,035.53	68,033.15
E. Public Safety/Involvement								
Disaster Drills/Exercises								
Medical Task Force	0.00		0.00	1,833.33	0.00		0.00	1,833.33
Disaster Drills/Exercises - Other	0.00		0.00		0.00	2,750.00	0.00	2,750.00
Total Disaster Drills/Exercises	0.00		0.00	1,833.33	0.00	2,750.00	0.00	4,583.33
Public Relations/Promo Activiti	0.00		0.00		0.00	916.67	0.00	916.67
Total E. Public Safety/Involvement	0.00		0.00	1,833.33	0.00	3,666.67	0.00	5,500.00
G. Public Involvement								
CISM	25.30		2,589.54	2,291.67	71.30	1,833.33	2,686.14	4,125.00
Total G. Public Involvement	25.30		2,589.54	2,291.67	71.30	1,833.33	2,686.14	4,125.00
I. Operational Expenses of Emer								
SB First Responder Run Reports	0.00		0.00	1,145.83	0.00		0.00	1,145.83
Total I. Operational Expenses of Emer	0.00		0.00	1,145.83	0.00		0.00	1,145.83

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06/15/21

Cash Basis

SE MN Emergency Medical Services
YTD Profit & Loss Budget vs. Actual
 July 2020 through May 2021

	1 StateFund		2 SeatBelt		3 EMS		TOTAL	
	Jul '20 - May 21	Budget	Jul '20 - May 21	Budget	Jul '20 - May 21	Budget	Jul '20 - May 21	Budget
Uncategorized Expenses								
Legislative Representation	0.00		0.00		3,500.00	3,208.33	3,500.00	3,208.33
FR / EMT Certification	0.00		0.00		602.08	9,166.67	602.08	9,166.67
AED for Life Program	0.00		0.00		1,172.45	4,145.17	1,172.45	4,145.17
Total Uncategorized Expenses	0.00		0.00		5,274.53	16,520.17	5,274.53	16,520.17
Total Expense	73,075.88	63,679.69	32,754.95	80,208.31	146,585.68	159,481.68	252,416.51	303,369.68
Net Income	10,418.46	-63,679.69	4,166.73	-80,208.31	-29,208.69	0.00	-14,623.50	-143,888.00

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06/15/21

Cash Basis

SE MN Emergency Medical Services

Balance Sheet

As of May 31, 2021

	May 31, 21
ASSETS	
Current Assets	
Checking/Savings	
EMS Checking	32,999.13
Reserved Funds	194,852.41
Petty Cash	10.00
Total Checking/Savings	227,861.54
Other Current Assets	
Prepaid Insurance	1,457.50
Due From Other Governments	39,303.04
Accounts Receivable - Auditor	5,000.00
Total Other Current Assets	45,760.54
Total Current Assets	273,622.08
TOTAL ASSETS	273,622.08
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
Deferred Revenue	15,256.01
Unearned Revenue	23,500.00
Accounts Payable - Auditor	262.38
Salaries Payable	8,017.29
Sales Tax Payable	6.61
Total Other Current Liabilities	47,042.29
Total Current Liabilities	47,042.29
Total Liabilities	47,042.29
Equity	
Assigned Fund Balance	150,000.00
Nonspendable Fund Balance	1,457.50
Unrestricted Net Assets	87,159.69
Net Income	-12,037.40
Total Equity	226,579.79
TOTAL LIABILITIES & EQUITY	273,622.08

Seat Belt Funding History

Record of Payments Received

4 th Quarter 2019	22,481.24	4 th Quarter 2020	\$ 9,055.23	4 th Quarter 2021	3,629.13
3 rd Quarter 2019	14,063.53	3 rd Quarter 2020	\$ 13,424.81	3 rd Quarter 2021	10,202.64
2 nd Quarter 2019	19,651.96	2 nd Quarter 2020	\$ 17,237.27	2 nd Quarter 2021	12,009.61
1 st Quarter 2019	<u>\$21,269.05</u>	1 st Quarter 2020	<u>\$ 21,554.77</u>	1 st Quarter 2021	<u>11,254.06</u>
Total	\$ 77,465.78	Total	\$ 61,272.08	Total	\$ 37,095.44
4 th Quarter 2016	29,225.18	4 th Quarter 2017	\$27,231.15	4 th Quarter 2018	26,125.06
3 rd Quarter 2016	16,413.40	3 rd Quarter 2017	\$18,331.40	3 rd Quarter 2018	15,034.88
2 nd Quarter 2016	23,774.63	2 nd Quarter 2017	\$19,984.08	2 nd Quarter 2018	13,249.97
1 st Quarter 2016	<u>\$24,757.73</u>	1 st Quarter 2017	<u>\$24,162.51</u>	1 st Quarter 2018	<u>\$22,522.01</u>
Total	\$ 94,170.94	Total	\$89,709.11	Total	\$76,931.92
4 th Quarter 2013	\$46,354	4 th Quarter 2014	\$ 45,791.94	4 th Quarter 2015	\$ 30,523.09
3 rd Quarter 2013	27,223	3 rd Quarter 2014	22,316.06	3 rd Quarter 2015	\$ 20,325.76
2 nd Quarter 2013	38,923	2 nd Quarter 2014	\$ 33,124.16	2 nd Quarter 2015	\$ 30,570.56
1 st Quarter 2013	<u>37,355</u>	1 st Quarter 2014	<u>\$ 35,113.39</u>	1 st Quarter 2015	<u>\$29,781.47</u>
Total	\$ 149,855	Total	\$ 136,345.55	Total	\$ 111,200.88
4 th Quarter 2012	\$ 37,131	4 th Quarter 2011	\$ 35,535	4 th Quarter 2010	\$ 47,791
3 rd Quarter 2012	31,773	3 rd Quarter 2011	37,208	3 rd Quarter 2010	39,276
2 nd Quarter 2012	32,545	2 nd Quarter 2011	56,061	2 nd Quarter 2010	48,432
1 st Quarter 2012	<u>63,032</u>	1 st Quarter 2011	<u>93,841</u>	1 st Quarter 2010	<u>44,849</u>
Total	\$ 174,791	Total	\$ 222,645	Total	\$ 180,348
4 th Quarter 2009	\$ 15,744	4 th Quarter 2008	\$ 14,454	4 th Quarter 2007	\$ 14,105
3 rd Quarter 2009	15,756	3 rd Quarter 2008	14,515	3 rd Quarter 2007	15,870
2 nd Quarter 2009	19,389	2 nd Quarter 2008	18,864	2 nd Quarter 2007	21,833
1 st Quarter 2009	<u>28,873</u>	1 st Quarter 2008	<u>29,473</u>	1 st Quarter 2007	<u>38,777</u>
Total	\$ 79,762	Total	\$ 77,306	Total	\$ 90,585

Monthly Reciepts

FY 2012 Bugeted Amount \$ 225,000

July 2011	\$17,295
August 2011	17,295
September 2011	<u>12,851</u>
Total 1th Quarter 2012	\$47,441

October 2011	\$11,885
November 2011	10,330
December 2011	<u>10,330</u>
Total 2nd Quarter 2012	\$32,545

January 2012	\$10,845
February 2012	8,632
March 2012	<u>12,296</u>
Total 3rd Quarter 2012	\$31,773

April 2012	\$12,301
May 2012	11,974
June 2012	12,856
EMSRB included amount	<u>25,901</u>
Total 4th Quarter 2012	\$ 63,032

Total 2012	<u>\$ 174,791</u>
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FY 2013 Budgeted Amount \$202,500

July 2012	\$13,604
August 2012	\$16,143
September 2012	<u>\$ 7,608</u>
Total 1th Quarter 2013	\$37,355

October 2012	\$ 9,077
November 2012	\$12,563
December 2012	<u>\$17,283</u>
Total 2nd Quarter 2013	\$38,923

January 2013	\$ 5,679
February 2013	12,218
March 2013	<u>9,308</u>
Total 3rd Quarter 2013	\$ 27,223

April 2013	\$ 12,546
May 2013	14,631
June 2013	<u>19,789</u>
Total 4th Quarter 2013	\$ 46,354

Total 2013	<u>\$ 149,855</u>
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FY 2014 Budgeted Amount \$ 151,875

July 2013	\$ 14,787.01
August 2013	9,041.46
September 2013	<u>11,284.92</u>
Total 1th Quarter FY 2014	\$ 35,113.39

October 2013	\$ 10,300.76
November 2013	15,179.88
December 2013	<u>7,643.52</u>
Total 2nd Quarter FY 2014	\$ 33,124.16

January 2014	\$ 5,654.89
February 2014	8,337.79
March 2014	<u>8323.38</u>
Total 3rd Quarter FY 2014	\$ 22,316.06

April 2014	\$ 15,134.97
May 2014	11,372.10
June 2014	<u>19,284.87</u>
Total 4th Quarter FY 2014	\$45,791.94

FY 2015 Budgeted Amount \$ 151,875

July 2014	\$12,244.56
August 2014	9,375.55
September 2014	<u>8,161.36</u>
Total 1st Quarter FY 2015	\$ 29,781.47

October 2014	\$ 10,542.17
November 2014	11,956.47
December 2014	<u>8,071.92</u>
	30,570.56

January 2015	\$ 5,464.62
February 2015	7,274.49
March 2015	<u>7,586.65</u>
Total 3rd Quarter	\$20,325.76

April 2015	\$ 7,591.46
May 2015	8,226.82
June 2015	<u>14,704.81</u>
	\$30,523.09

Total FY 2014 **\$136,345.55**
FY 2016 Budgeted Amount \$ 112,500

July 2015 \$ 9,877.45
August 2015 8,280.60
September 2015 6,599.68
Total 1th Quarter FY 2016 **\$ 24,757.73**

October 2015 \$ 8,518.25
November 2015 9,379.56
December 2015 5,876.82
Total 2nd Quarter FY 2016 **\$ 23,774.63**

January 2016 \$ 4,117.85
February 2016 5,542.25
March 2016 6,753.30
Total 3rd Quarter FY 2016 **\$16,413.40**

April 2016 \$ 6,331.86
May 2016 7,701.78
June 2016 15,191.54
Total 4th Quarter FY 2016 **\$29,225.18**

Total FY 2016 **\$ 94,170.94**

FY 2018 Budgeted Amount \$ 78,750

July 2017 \$8,663.13
August 2017 7,904.62
September 2017 5,954.26
Total 1th Quarter FY 2018 **\$ 22,522.01**

October 2017 \$5,456.77
November 2017 4,184.02
December 2017 3,609.18
Total 2nd Quarter FY 2018 **\$13,249.97**

January 2018 \$3,945.38
February 2018 4,546.29
March 2018 6,543.21
Total 3rd Quarter FY 2018 **\$ 15,034.88**

April 2018 \$ 6,219.86
May 2018 7,319.44
June 2018 12,585.76
Total 4th Quarter FY 2018 **\$26,125.06**

Total FY 2018 **\$76,931.92**

Total FY 2015 **\$111,200.88**
FY 2017 Budgeted Amount \$ 112,500
(Amount reduced by the State to \$78,975)

July 2016 \$ 9,195.68
August 2016 \$ 8,362.38
September 2016 \$ 6,604.45
Total 1st Quarter FY 2017 **\$ 24,162.51**

October 2016 \$ 6,570.89
November 2016 \$ 8,508.11
December 2016 \$ 4,905.08
\$ 19,984.08

January 2017 \$ 4,353.00
February 2017 \$ 6,033.07
March 2017 \$ 7,945.33
Total 3rd Quarter FY 2017 **\$18,331.40**

April 2017 \$ 6,176.09
May 2017 7,273.07
June 2017 \$13,781.96

Current FY 2017 Total **\$89,709.11**

FY 2019 Budgeted Amount \$ 78,750

July 2018 \$ 8,239.25
August 2018 \$ 7,279.07
September 2018 \$ 5,750.73
Total 1st Quarter FY 2019 **\$ 21,269.05**

October 2018 \$ 9,883.20
November 2018 \$ 5,171.17
December 2018 \$ 4,397.59
Total 2nd Quarter FY 2019 **\$ 19,651.96**

January 2019 \$ 4,099.44
February 2019 \$ 4,744.51
March 2019 \$ 5,219.58
Total 3rd Quarter FY 2019 **\$ 14,063.53**

April 2019 \$ 5,845.26
May 2019 6,910.03
June 2019 \$ 9,725.95
Total 4th Quarter FY 2019 **\$22,481.24**

Current FY 2019 Total **\$ 77,465.78**

FY 2020 Budgeted Amount \$ 78,500

July 2019	\$7,883.24
August 2019	6,900.56
September 2019	<u>6,770.97</u>
Total 1th Quarter FY 2020	\$ 21,554.77

October 2019	\$ 9,165.12
November 2019	4,174.38
December 2019	<u>3,897.77</u>
Total 2nd Quarter FY 2020	\$ 17,237.27

January 2020	\$ 3,620.60
February 2020	5,002.66
March 2020	<u>4,801.55</u>
Total 3rd Quarter FY 2020	\$ 13,424.81

April 2020	\$ 3,086.20
May 2020	3,068.52
June 2020	2,900.51
Total 4th Quarter FY 2020	\$ 9,055.23

Total FY 2020 \$61,272.08

FY 2021 Budgeted Amount \$ 78,500

July 2020	\$ 3,633.49
August 2020	\$ 3,826.75
September 2020	<u>\$ 3,793.82</u>
Total 1st Quarter FY 2021	\$ 11,254.06

October 2020	\$ 5,434.92
November 2020	\$ 3,139.15
December 2020	<u>\$ 3,435.54</u>
Total 2nd Quarter FY 2021	\$ 12,009.61

January 2021	\$ 3,284.76
February 2021	\$ 2,639.73
March 2021	<u>\$ 4,278.15</u>
Total 3rd Quarter FY 2021	\$ 10,202.64

April 2021	\$ 3,629.13
May 2021	
June 2021	\$
Total 4th Quarter FY 2021	\$

Current FY 2021 Total \$ 37,095.44