



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, FEBRUARY 22, 2022 at 5:00 PM
County Boardroom, Steele County Administration Center

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

Agenda

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

Public Comment

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

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

Correspondence

Consent Agenda - *Items listed on the Consent Agenda are considered routine and non-controversial by the County Board. There will be no separate discussion of these items unless requested by a member of the County Board.*

4. Approve February 8, 2022 Board Minutes (pg. 3)
5. Approve February 8, 2022 Board Work Session Minutes (pg. 5)
6. Approve Bills and Journal Entries (pg. 6)
7. Approve Personnel Report (pg. 58)
8. Adopt Resolution accepting K-9 Donations (pg. 59)

9. Approve Farmland Lease at Public Works in the amount of \$5,864.50 to David Janke(pg. 61)
10. Approve Agreement with Canadian Pacific RR crossing improvement at NW 81st St (pg.64)
11. Approve Agreement with Canadian Pacific Railroad for railroad-highway grade crossing closure of CSAH 49 south of NW 81st St. (pg. 72)

General

12. Steele County Jail Pod Renovation/ Advertisement for Bids (pg. 75)
13. Resolution amending the Steele County Zoning Map for Rezone Request #83 (William Johnson/Meriden Outlots) (pg. 77)
14. Renew CUP #199 (Witte/Biesterfeld Pit) with 18 conditions and Findings of Fact (pg. 98)
15. Renew CUP #215 (Holland Pit) with 11 conditions and Findings of Fact (pg. 110)

County Board Work Session – Tuesday, February 22, 2022

16. Action Items

Information Items

17. Planning Commission Meeting Minutes – February 7, 2022 (pg. 120)
18. Public Safety & Health Committee Meeting Minutes – February 9, 2022 (pg. 122)
19. Public Works Committee Meeting Minutes – February 10, 2022 (pg. 123)
20. County Attorney 2021 Statistics and December 2021 Criminal Referrals (pg. 124)

Commissioner Reports:

Next Meeting Notices:

Internal Central Services Committee –Tuesday, March 1, 2022 at 8:00 a.m. in the Boardroom

Property & Maintenance Committee –Tuesday, March 1, 2022 at 8:30 a.m. in the Boardroom

County Board Work Session – Tuesday, March 8, 2022 at **3:00 p.m.** in the Boardroom

County Board Meeting – Tuesday, March 8, 2022 at **4:00 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

February 8, 2022

STATE OF MINNESOTA)

) ss

COUNTY OF STEELE)

The Steele County Board of Commissioners met in Special Session at 5:05 p.m. on February 8, 2022 with Commissioner's Glynn, Gnemi, Abbe and Brady present. Commissioner Krueger absent. Also present were County Attorney Dan McIntosh, County Sheriff Lon Thiele, County Treasurer Cathy Piepho, IT Director Dave Purscell, Human Resources Assistant Director Gina McGuire and County Auditor Laura Ihrke.

Call to order and Pledge of Allegiance.

Motion by Commissioner Abbe, seconded by Commissioner Gnemi to approve the agenda. Ayes all.

Public Comment – Dale Wilker and Roger Wacek.

Motion by Commissioner Gnemi, seconded by Commissioner Abbe to accept and place on file the Correspondence for Notice of filing for re-election for officials for the 2022 General Election. Ayes all.

Motion by Commissioner Brady, seconded by Commissioner Gnemi to approve the Consent Agenda. Ayes all.

- A. Approve the minutes of January 25, 2022 Board Work Session
- B. Approve the minutes of January 25, 2022
- 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>
Lori Meyer	Office Support Specialist/Public Health	B21/7	01/27/22
Matthew Summer	Correctional Officer/Detention Center	B24/1	01/31/22

Resignations/Retirements/Terminations:

<i>Name</i>	<i>Position</i>	<i>Department</i>	<i>End Date</i>
Terri Rau	RN/Family Support Educator	Public Health	02/03/2022

- E. Approve backfilling Appraiser position
- F. Approve backfilling Chief Deputy County Attorney position with an Assistant County Attorney I or II position
- G. Approve setting the Public Hearing Notice for Auditor & Treasurer position from elected to appointed for Tuesday, March 8, 2022 at 5:05 p.m.
- H. Approve renewing the 2022 US Hwy 14 Partnership membership in the amount of \$1,000

Human Resources Assistant Director Gina McGuire read the February Employee Anniversary Report.

Anniversaries:

<i>Name</i>	<i>Position-Dept.</i>	<i>Anniv. Date</i>	<i>Yrs. Service</i>
Mary Urch	Health Planner – Public Health	02/01/22	31
Kortney Miller	Payroll Specialist – Finance	02/02/22	6
Jodi Houser	RN – Public Health	02/05/22	1
Jonathan Walstrom	Financial Analyst – Finance	02/06/22	5
Matt Koch	Engineering Technician II – Highway	02/06/22	7
Stacey Zabel	Legal Admin Asst – Attorney	02/11/22	31
Chad Staska	Arena/Park Maint Worker – Park & Rec.	02/13/22	5
Karen Winter	Property Tax Specialist – Auditor	02/19/22	9
Timothy Schammel	Community Corrections Director	02/19/22	18
Nicole Meixner	Admin Asst – Comm Corrections	02/24/22	12
Todd Edel	Facilities Maint. Worker II – Facilities	02/26/22	21
Barb Alford	Legal Admin Asst – Attorney	02/26/22	21
Renee Babcock	Records Specialist – Sheriff's Office	02/27/22	21
Loren Jensen	Maintenance Technician – Highway	02/28/22	28
Laura Ihrke	County Auditor – Auditor	02/25/22	42

Motion by Commissioner Brady, seconded by Commissioner Abbe to approve the 2022 Equitable Sharing Agreement and Certification for the County Attorney's Office and authorize the chair to sign. Ayes all.

Motion by Commissioner Brady, seconded by Commissioner Gnemi to approve the establishment of a Joint Drainage Authority for redetermination of benefits for Rice County Ditch #19. Ayes all.

Motion by Commissioner Abbe, seconded by Commissioner Gnemi to approve Local Option Abatement/Disaster Credit for Dan Reese. Ayes all.

Motion by Commissioner Abbe, seconded by Commissioner Gnemi to authorize a 6-month trial period processing requests for backfilling an already budgeted position by bypassing committee and going directly to the board with the request for approval. Ayes all.

Motion by Commissioner Abbe, seconded by Commissioner Gnemi to approve the Steele Fit coordinated blood drive in March and allowing employees up to one hour of paid time off to donate blood. Ayes all.

Commissioner Abbe reported on his attendance at Rice/Steele 911 Joint Powers Board meeting.

Commissioner Brady reported on his attendance at Rice/Steele 911 Joint Powers Board meeting, Planning & Zoning meeting and a Work Session.

Commissioner Gnemi reported on his attendance at a Drug Court meeting, Work Force meeting and Housing meeting.

Commissioner Glynn reported on his attendance at Internal Central Services Committee meeting, Property & Maintenance Committee meeting and Park & Recreation Commission meeting.

LISTING OF BILLS
2/8/2022

ArchKey Technologies	4,483.00
Association of Mn Counties	2,298.00
Baker Tilly US, LLP	3,675.00
Central Farm Services	23,844.14
City of Owatonna	2,487.14
Custom Communications Inc	2,001.05
Four Seasons Centre	3,850.00
Fred Pryor Seminars	2,786.00
Freeborn County Auditor – Treasurer	7,271.91
ICS Consulting LLC	10,305.00
L & L Street Rods & Sport Trucks	30,253.37
League of Minnesota Cities	2,070.00
Local Government Information Systems	59,898.46
Metro FiberNet LLC	3,586.69
Midstates Equipment Supply	29,824.85
Owatonna Public Utilities	46,200.80
RELIANCE TELEPHONE INC	2,000.00
RSBS Management Inc	14,500.76
Short Elliott Hendrickson Inc	2,896.96
Sign Solutions	7,571.61
Steele County Highway Dept	2,646.14
Steele County Treasurer	6,758.75
StreamWorks LLC	6,450.00
Summit Food Services LLC	7,302.10
Waseca County Auditor – Treasurer	78,068.63
92 Payments less than 2,000	<u>31,930.53</u>
Total:	394,960.89

Motion by Commissioner Gnemi, seconded by Commissioner Abbe to adjourn to the Call of the Chair at 5:25 p.m. Ayes all.

CHAIRMAN

ATTEST: _____
AUDITOR

PROCEEDINGS OF THE STEELE COUNTY BOARD OF COMMISSIONERS

SPECIAL SESSION

February 8, 2022

STATE OF MINNESOTA)
)ss
COUNTY OF STEELE)

The Steele County Board of Commissioners held a Work Session at 4:00 p.m. on February 8, 2022 with Commissioners Gnemi, Abbe, Glynn and Brady present. Commissioner Krueger was absent. Also present were County Attorney Dan McIntosh, County Treasurer Cathy Piepho, Assistant Director of Human Resources Gina McGuire, Building & Grounds Director Jake Rysavy, IT Director Dave Purscell and County Auditor Laura Ihrke.

Gina from Human Resources was present to discuss the Position/Backfill hiring process. They are looking to allow the County Administrator, Department head and HR to make the determination whether to backfill a position, decreasing the amount of time positions remain unfilled. They would also like to see a Commissioner appointed to be a part of the group.

Jake and Cathy were present to discuss the CIP Projects and Schedule.
Meeting was adjourned at 4:46 p.m.

CHAIRMAN

ATTEST: _____
AUDITOR

SBENDORF

2/17/22

12:32PM

Steele County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

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

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Paid on Behalf Of Name
on Audit List?: N

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

Save Report Options?: N

SBENDORF

2/17/22 12:32PM

10 Road & Bridge Fund

Steele County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Page 2

	Vendor	Name	Rpt		Warrant Description	Invoice #	Account/Formula Descripti	1099
	No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name	
301	DEPT				Administration			
	6032	APG Media of Southern Minnesota LLC						
3		10-301-000-0000-6242		8.01	Notice to Farmers	13097-0122	Publishing	N
	6032	APG Media of Southern Minnesota LLC		8.01	1 Transactions			
	4212	Bussler Publishing Inc						
4		10-301-000-0000-6242		264.00	Notice to Farmers	32437	Publishing	N
	4212	Bussler Publishing Inc		264.00	1 Transactions			
	61505	Gopher State One-Call						
26		10-301-000-0000-6260		4.05	January locates	2011454	Consultants/Admin Fee	N
	61505	Gopher State One-Call		4.05	1 Transactions			
	37025	Innovative Office Solutions LLC						
28		10-301-000-0000-6410		46.15	11x17 copy paper	IN3668662	Office Supplies	N
	37025	Innovative Office Solutions LLC		46.15	1 Transactions			
	8955	Kurita America Inc						
31		10-301-000-0000-6512		1,674.27	Inhibited Propylene Glycol	INV649581	Bldg Repair & Maintenance	N
	8955	Kurita America Inc		1,674.27	1 Transactions			
	8422	Mayo Clinic						
33		10-301-000-0000-6260		43.00	Drug test - Born	700002272	Consultants/Admin Fee	N
	8422	Mayo Clinic		43.00	1 Transactions			
	52550	MEI Total Elevator Solutions						
35		10-301-000-0000-6512		202.80	Feb-Apr qtrly elevator service	949421	Bldg Repair & Maintenance	N
	52550	MEI Total Elevator Solutions		202.80	1 Transactions			
	5072	MN County Engineers Assn						
37		10-301-000-0000-6241		575.00	2022 NACE and MCEA dues	Dues	Membership Dues	N
	5072	MN County Engineers Assn		575.00	1 Transactions			
	4940	Mn Government Finance Officers Assn						
38		10-301-000-0000-6241		70.00	Membership renewal - Edel	14159	Membership Dues	N
	4940	Mn Government Finance Officers Assn		70.00	1 Transactions			
	68420	Plunkett's Pest Control, Inc.						
43		10-301-000-0000-6512		98.50	February pest control	7410259	Bldg Repair & Maintenance	N

SBENDORF

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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	Service Dates	Paid On Bhf #	On Behalf of Name	
68420	Plunkett's Pest Control, Inc.		98.50	1 Transactions		
46	4879 Shred Right					
	10-301-000-0000-6410	40.00	Quarterly shred service	568774	Office Supplies	N
	4879 Shred Right	40.00	1 Transactions			
49	99115 Zahl Equipment Service Inc					
	10-301-000-0000-6512	224.50	Labor for gas nozzle repair	0023492-IN	Bldg Repair & Maintenance	N
	99115 Zahl Equipment Service Inc	224.50	1 Transactions			
301	DEPT Total:	3,250.28	Administration	12 Vendors	12 Transactions	
302	DEPT		Road & Bridge Maintenance Expense			
	7807 Compass Minerals America					
16	10-302-000-0000-6523	25,335.94	Road salt	944439	Supplies - Road Salt & Sand	N
17	10-302-000-0000-6523	1,932.74	Road salt	945504	Supplies - Road Salt & Sand	N
18	10-302-000-0000-6523	2,127.56	Road salt	946921	Supplies - Road Salt & Sand	N
19	10-302-000-0000-6523	1,945.16	Road salt	949509	Supplies - Road Salt & Sand	N
	7807 Compass Minerals America	31,341.40	4 Transactions			
	64240 Owatonna Shoe Company					
42	10-302-000-0000-6801	350.00	Chainsaw boots - Mogen	2809	Osha/Safety Supplies	N
	64240 Owatonna Shoe Company	350.00	1 Transactions			
302	DEPT Total:	31,691.40	Road & Bridge Maintenance Expense	2 Vendors	5 Transactions	
303	DEPT		Construction Expense			
	22460 Erickson Engineering Co LLC					
21	10-303-000-0000-6260	606.50	Prof Serv 074-599-035	14641	Consultants/Admin Fee	Y
22	10-303-000-0000-6260	722.50	Prof Serv 074-599-037	14648	Consultants/Admin Fee	N
23	10-303-000-0000-6260	555.00	Prof Serv 074-599-039	14655	Consultants/Admin Fee	Y
24	10-303-000-0000-6260	709.50	Prof Serv 074-599-038	14656	Consultants/Admin Fee	Y
	22460 Erickson Engineering Co LLC	2,593.50	4 Transactions			
	39600 Jones Haugh & Smith Inc					
29	10-303-000-0000-6260	5,129.80	Consulting fees 074-649-001	42704	Consultants/Admin Fee	N
	39600 Jones Haugh & Smith Inc	5,129.80	1 Transactions			

SBENDORF

2/17/22 12:32PM

10 Road & Bridge 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>
303	DEPT Total:		7,723.30	Construction Expense	2 Vendors	5 Transactions
304	DEPT			Equipment Maintenance & Shops		
	3275 Anhors Gas And Tire					
2	10-304-000-0000-6252		139.76	Custom labor	44001	Contracted Services N
1	10-304-000-0000-6520		526.44	(4) tires	44001	Machinery/Vehicle Parts N
	3275 Anhors Gas And Tire		666.20	2 Transactions		
	10150 Carquest Auto Parts					
5	10-304-000-0000-6511		51.96	CQ Diatom oil absorb	426177	Maint Shop Supplies & Materials N
6	10-304-000-0000-6520		74.98	Air hose & windshield urethane	426296	Machinery/Vehicle Parts N
7	10-304-000-0000-6520		73.86	Air filters & lube	426473	Machinery/Vehicle Parts N
8	10-304-000-0000-6520		41.19	Air filter	426495	Machinery/Vehicle Parts N
9	10-304-000-0000-6520		14.95	Fuel filter	426631	Machinery/Vehicle Parts N
10	10-304-000-0000-6520		25.49	Fuel filter	426634	Machinery/Vehicle Parts N
11	10-304-000-0000-6520		38.66	Hydraulic lube oil filter	426804	Machinery/Vehicle Parts N
12	10-304-000-0000-6513		55.00	Lumastick 12	426815	Tools N
13	10-304-000-0000-6520		7.51	Fuel flow lube spin	427009	Machinery/Vehicle Parts N
14	10-304-000-0000-6520		53.46	Lube	427205	Machinery/Vehicle Parts N
	10150 Carquest Auto Parts		437.06	10 Transactions		
	11215 Central Farm Services					
15	10-304-000-0000-6540		513.50	200 Gallons of Bulk Def antifr	700416	Fuel & Lubricants N
	11215 Central Farm Services		513.50	1 Transactions		
	16750 Curts Truck & Diesel Svc					
20	10-304-000-0000-6520		12.73	Yoke assembly	231996	Machinery/Vehicle Parts N
	16750 Curts Truck & Diesel Svc		12.73	1 Transactions		
	23800 Fastenal Company					
25	10-304-000-0000-6511		12.11	Alcohol wipes & ibuporofen tab	OWA235911	Maint Shop Supplies & Materials N
	23800 Fastenal Company		12.11	1 Transactions		
	36550 IFACS					
27	10-304-000-0000-6511		88.38	Plow bolts	5285355	Maint Shop Supplies & Materials N
	36550 IFACS		88.38	1 Transactions		
	524 Kecks Repair Inc					
30	10-304-000-0000-6520		47.76	Elbow	298162	Machinery/Vehicle Parts N

Steele County

Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES



Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
524	Kecks Repair Inc					
		47.76		1 Transactions		
8418	Linguist/Kevin					
32	10-304-000-0000-6520	8.50	Reimburse for tabs-Unit #221	Tabs	Machinery/Vehicle Parts	N
8418	Linguist/Kevin	8.50		1 Transactions		
50510	McNeilus Steel Inc					
34	10-304-000-0000-6520	48.73	Angle pipe	01781025	Machinery/Vehicle Parts	N
50510	McNeilus Steel Inc	48.73		1 Transactions		
1308	Miners's Outdoor & Rec					
36	10-304-000-0000-6520	83.66	24" bar kit	188286	Machinery/Vehicle Parts	N
1308	Miners's Outdoor & Rec	83.66		1 Transactions		
4097	Nuss Truck & Equipment					
39	10-304-000-0000-6520	72.29	Fuel filter	1210223P	Machinery/Vehicle Parts	N
40	10-304-000-0000-6520	72.29	Fuel filter	1210223P	Machinery/Vehicle Parts	N
41	10-304-000-0000-6520	2,279.05	Muffler kit & bellows	1210254P	Machinery/Vehicle Parts	N
4097	Nuss Truck & Equipment	2,423.63		3 Transactions		
3162	Safelite Fulfillment Inc					
44	10-304-000-0000-6252	60.00	Custom labor, unit#2121	611891	Contracted Services	N
45	10-304-000-0000-6520	299.99	Windshield repair, unit#2121	611891	Machinery/Vehicle Parts	N
3162	Safelite Fulfillment Inc	359.99		2 Transactions		
85167	Stewart Sanitation					
47	10-304-000-0000-6514	111.74	January garbage	0000701087	Utility Services	N
85167	Stewart Sanitation	111.74		1 Transactions		
7787	Tri-State Bobcat					
48	10-304-000-0000-6520	676.58	Feed motor	P69853	Machinery/Vehicle Parts	N
7787	Tri-State Bobcat	676.58		1 Transactions		
99500	Ziegler,Inc					
50	10-304-000-0000-6520	293.35	Fuel gauge sensor unit#2161	N000421286	Machinery/Vehicle Parts	N
51	10-304-000-0000-6520	36.04	Fuel filter Unit#2161	N000422261	Machinery/Vehicle Parts	N
99500	Ziegler,Inc	329.39		2 Transactions		

SBENDORF
2/17/22 12:32PM
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 Description
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name
304	DEPT Total:		Equipment Maintenance & Shops	15 Vendors	29 Transactions
10	Fund Total:		Road & Bridge Fund		51 Transactions
	Final Total:		31 Vendors	51 Transactions	

Steele County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Recap by Fund

<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
10	48,484.94	Road & Bridge Fund
All Funds	48,484.94	Total

Approved by, ...
.....
.....

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

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Paid on Behalf Of Name
on Audit List?: N

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

Save Report Options?: N

SBENDORF
2/16/22 3:25PM
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>	
3	DEPT			County Wide			
	9173 Madden Galanter Hansen LLP						
139	01-003-000-0000-6194		2,294.78	Labor/Emp legal services	Jan 2022	Personnel Policy	Y
	9173 Madden Galanter Hansen LLP		2,294.78	1 Transactions			
	8423 Salamander Technologies LLC						
39	01-003-000-0000-5831		500.00	Annual badge program renewal	17517	Miscellaneous Revenue	N
	8423 Salamander Technologies LLC		500.00	1 Transactions			
3	DEPT Total:		2,794.78	County Wide	2 Vendors	2 Transactions	
13	DEPT			Law Library			
	70550 Thomson Reuters - West						
54	01-013-000-0000-6501		1,025.70	West information charge-Jan 22	845782213	Books	N
	70550 Thomson Reuters - West		1,025.70	1 Transactions			
13	DEPT Total:		1,025.70	Law Library	1 Vendors	1 Transactions	
32	DEPT			Human Resources			
	8310 FSSolutions						
12	01-032-000-0000-6801		289.93	DOT 1st quarter randoms	FL00492426	General Expense	N
13	01-032-000-0000-6801		500.00	Annual D&A test fee	FL00492426	General Expense	N
	8310 FSSolutions		789.93	2 Transactions			
	3869 League Of Minnesota Cities						
138	01-032-000-0000-6245		149.50	Landfill supervisor posting	359669	Recruiting/Advertising	N
	3869 League Of Minnesota Cities		149.50	1 Transactions			
32	DEPT Total:		939.43	Human Resources	2 Vendors	3 Transactions	
41	DEPT			Auditor			
	37025 Innovative Office Solutions LLC						
67	01-041-000-0000-6410		17.44	Pens, pencils & lead	INV3644892	Office Supplies	N
68	01-041-000-0000-6410		38.66	Copy paper - 1 box	INV3644892	Office Supplies	N
	37025 Innovative Office Solutions LLC		56.10	2 Transactions			

SBENDORF
2/16/22 3:25PM
1 General Revenue Fund

Steele County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIE

Page 3

	<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>	
41	DEPT Total:		56.10	Auditor	1 Vendors	2 Transactions	
42	DEPT			Treasurer			
	37025 Innovative Office Solutions LLC						
69	01-042-000-0000-6410		38.66	Copy paper - 1 box	INV3644892	Office Supplies	N
	37025 Innovative Office Solutions LLC		38.66	1 Transactions			
42	DEPT Total:		38.66	Treasurer	1 Vendors	1 Transactions	
61	DEPT			Information Technology			
	18450 Office of MN IT Services						
143	01-061-000-0000-6212		1,100.44	Monthly internet fees	DV22010399	M-Net Expenses	N
	18450 Office of MN IT Services		1,100.44	1 Transactions			
61	DEPT Total:		1,100.44	Information Technology	1 Vendors	1 Transactions	
62	DEPT			Central Services			
	8499 Counties Providing Technology						
6	01-062-000-0000-6301		4,348.00	Gen Tech Assist/Support-Feb.		Equip/Software Maint	Y
	8499 Counties Providing Technology		4,348.00	1 Transactions			
	16282 Crosstown Cartage Inc						
9	01-062-000-0000-6801		297.00	Contracted mail services	02/04/2022	General Expense	N
10	01-062-000-0000-6802		60.00	Additional mail services	02/04/2022	Internal Chargeback	N
	16282 Crosstown Cartage Inc		357.00	2 Transactions			
	572 Kronos Incorporated						
137	01-062-000-0000-6301		3,564.14	Jan 2022 HRIS operating cost	11876400	Equip/Software Maint	N
	572 Kronos Incorporated		3,564.14	1 Transactions			
	8859 Quadient Leasing USA Inc						
30	01-062-000-0000-6215		886.41	Coverage: 02/28 - 05/27	N9247252	Postage	N
	8859 Quadient Leasing USA Inc		886.41	1 Transactions			
	9107 Vertiv Corporation						
102	01-062-000-0000-6301		2,155.00	Server room UPS annual maint.	13064983	Equip/Software Maint	N
	9107 Vertiv Corporation		2,155.00	1 Transactions			

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	<u>Vendor Name</u>	<u>Rpt</u>		<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Descripti</u>	<u>1099</u>
	<u>No. Account/Formula</u>	<u>Accr</u>	<u>Amount</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>	
62	DEPT Total:		11,310.55	Central Services	5 Vendors	6 Transactions	
91	DEPT			County Attorney			
	9263 Melissa Scaia						
75	01-091-000-0000-6315	AP	999.24	12/17/21 Training		County Attorney Forfeiture Expendit	N
	9263 Melissa Scaia		999.24	1 Transactions			
	70550 Thomson Reuters - West						
98	01-091-000-0000-6410		1,250.92	Westlaw - January 2022	845772928	Office Supplies	N
99	01-091-000-0000-6410		80.27	Library charge	845865899	Office Supplies	N
	70550 Thomson Reuters - West		1,331.19	2 Transactions			
	97402 Xerox Corporation						
103	01-091-000-0000-6410		199.29	12/21/2021-01/21/2022	015413790	Office Supplies	N
	97402 Xerox Corporation		199.29	1 Transactions			
91	DEPT Total:		2,529.72	County Attorney	3 Vendors	4 Transactions	
101	DEPT			County Recorder			
	37025 Innovative Office Solutions LLC						
22	01-101-000-0000-6410		101.40	Scanner stand	IN3658979	Office Supplies	N
135	01-101-000-0000-6410		35.89	Envelopes, flags, tape	IN3672463	Office Supplies	N
	37025 Innovative Office Solutions LLC		137.29	2 Transactions			
101	DEPT Total:		137.29	County Recorder	1 Vendors	2 Transactions	
103	DEPT			Assessor			
	37025 Innovative Office Solutions LLC						
20	01-103-000-0000-6410		33.04	Calculator,sharpies,4x4 pads	IN3661038	Office Supplies	N
	37025 Innovative Office Solutions LLC		33.04	1 Transactions			
103	DEPT Total:		33.04	Assessor	1 Vendors	1 Transactions	
105	DEPT			Planning & Zoning			
	6032 APG Media of Southern Minnesota LLC						
160	01-105-000-0000-6242		3.83	Public notices	16085-1222	Publishing	N
	6032 APG Media of Southern Minnesota LLC		3.83	1 Transactions			

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Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
13000	City Of Blooming Prairie					
161	01-105-000-0000-6805		178.37	Reimb. bldg permit-January	Bl Pr Reimb-Bldg Permit	N
13000	City Of Blooming Prairie		178.37	1 Transactions		
83500	Steele County Highway Dept					
185	01-105-000-0000-6540	AP	97.25	Fuel-Oolman/Stenzel	1893	Gas & Oil
83500	Steele County Highway Dept		97.25	1 Transactions		N
105	DEPT Total:		279.45	Planning & Zoning	3 Vendors	3 Transactions
111	DEPT			Buildings & Grounds		
3738	Arrow Ace Hardware					
132	01-111-043-0000-6300		17.18	Caulk - COB	268155	Bldg Repairs & Maintenance
3738	Arrow Ace Hardware		17.18	1 Transactions		N
8551	Jindra/Barbara					
136	01-111-044-0000-6560		10.77	Broom for DC		Janitorial Supplies
8551	Jindra/Barbara		10.77	1 Transactions		N
52550	MEI Total Elevator Solutions					
140	01-111-042-0000-6300		182.63	Elevator service contract - CH	949419	Bldg Repairs & Maintenance
141	01-111-040-0000-6300		189.90	Elevator service contr. - SCAC	949420	Bldg Repairs & Maintenance
52550	MEI Total Elevator Solutions		372.53	2 Transactions		N
8253	Owatonna Filters					
145	01-111-040-0000-6300		811.08	Filters - Admin	3646	Bldg Repairs & Maintenance
8253	Owatonna Filters		811.08	1 Transactions		N
791	R R Brink Locking Systems Inc					
148	01-111-044-0000-6300		422.00	Locks - DC	50269	Bldg Repairs & Maintenance
791	R R Brink Locking Systems Inc		422.00	1 Transactions		N
9113	RSBS Management Inc					
168	01-111-040-0000-6386		76.00	Snow plowing - Admin	163778	Parking Lot Maintenance
169	01-111-041-0000-6386		76.00	Snow plowing - Annex	163779	Parking Lot Maintenance
170	01-111-044-0000-6386		188.10	Snow plowing - DC	163780	Parking Lot Maintenance
171	01-111-042-0000-6386		76.00	Snow plowing - CH	163782	Parking Lot Maintenance
172	01-111-043-0000-6386		76.00	Snow plowing - COB	163783	Parking Lot Maintenance
174	01-111-047-0000-6386		76.00	Snow plowing - Gymnastics	163785	Parking Lot Maintenance

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No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
180	01-111-040-0000-6386		Snow plowing - Admin	163846	Parking Lot Maintenance	N
178	01-111-041-0000-6386		Snow plowing - Annex	163847	Parking Lot Maintenance	N
183	01-111-044-0000-6386		Snow plowing - DC	163848	Parking Lot Maintenance	N
181	01-111-042-0000-6386		Snow plowing - CH	163849	Parking Lot Maintenance	N
177	01-111-043-0000-6386		Snow plowing - COB	163850	Parking Lot Maintenance	N
182	01-111-047-0000-6386		Snow plowing - Gymnastics	163852	Parking Lot Maintenance	N
9113	RSBS Management Inc		12 Transactions			
9180	Service Master Clean					
187	01-111-042-0000-6560		Janitorial service - CH	906902	Janitorial Supplies	Y
186	01-111-041-0000-6560		Janitorial service - Annex	906903	Janitorial Supplies	Y
9180	Service Master Clean		2 Transactions			
85167	Stewart Sanitation					
194	01-111-041-0000-6300	AP	Finance chg-trash/rec - Annex	685240	Bldg Repairs & Maintenance	N
191	01-111-040-0000-6300		Trash/recycling - Admin	700455	Bldg Repairs & Maintenance	N
188	01-111-041-0000-6300		Trash/recycling - Annex	701085	Bldg Repairs & Maintenance	N
190	01-111-042-0000-6300		Trash/recycling - CH	701088	Bldg Repairs & Maintenance	N
189	01-111-043-0000-6300		Trash/recycling - COB	701088	Bldg Repairs & Maintenance	N
85167	Stewart Sanitation		5 Transactions			
111	DEPT Total:		6,364.43	Buildings & Grounds	8 Vendors	25 Transactions
121	DEPT		Veteran Service			
6032	APG Media of Southern Minnesota LLC					
5	01-121-000-0000-6242		Januray memorial flags	13476-0122	Publishing	N
6032	APG Media of Southern Minnesota LLC		1 Transactions			
37025	Innovative Office Solutions LLC					
19	01-121-000-0000-6410		Cover,binder,letter	IN3659301	Office Supplies	N
17	01-121-000-0000-6410		Cover,binder,bar,poly,paper	IN3661179	Office Supplies	N
18	01-121-000-0000-6410		Returned cover,binder	RMS-120119	Office Supplies	N
37025	Innovative Office Solutions LLC		3 Transactions			
121	DEPT Total:		155.94	Veteran Service	2 Vendors	4 Transactions
201	DEPT		Sheriff			
832	Applied Concepts Inc					

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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	
133	01-201-000-0000-6320		104.00	1/8ft Antenna cable	397072	Vehicle Maintenance	N
	832 Applied Concepts Inc		104.00	1 Transactions			
	5755 Bock's Service						
134	01-201-000-0000-6806		169.25	SC22-000130-Towed vehicle	23995	Vehicle Towing	N
	5755 Bock's Service		169.25	1 Transactions			
	6457 DVS - MN DEPT OF PUBLIC SAFETY						
11	01-201-000-0000-6320		72.00	12 license plates for squads		Vehicle Maintenance	N
	6457 DVS - MN DEPT OF PUBLIC SAFETY		72.00	1 Transactions			
	5487 LexisNexis Risk Data Management						
25	01-201-000-0000-6425		150.00	Jan. 2022-searches/reports	1035910-2022	Investigation Expense	N
	5487 LexisNexis Risk Data Management		150.00	1 Transactions			
	8382 Medical & Safety Resources Inc						
26	01-201-000-0000-6261	AP	150.00	S.Robbins - EMR refresher	1650	Conference & Training	N
27	01-201-000-0000-6261	AP	150.00	J.Gunther - EMR refresher	1650	Conference & Training	N
	8382 Medical & Safety Resources Inc		300.00	2 Transactions			
	83500 Steele County Highway Dept						
43	01-201-000-0000-6562	DTF	2,982.28	Dec 2021-squad fuel (12/31/21)	1904	Gas & Oil Squads	N
	83500 Steele County Highway Dept		2,982.28	1 Transactions			
	21215 Strohschein Properties LLC						
45	01-201-000-0000-6346		800.00	Feb 2022 - Rent	02022022	Eds Rent Account	Y
46	01-201-000-0000-6346		39.41	Jan 2022 - utilities	732571	Eds Rent Account	Y
	21215 Strohschein Properties LLC		839.41	2 Transactions			
	85950 Sweet Towing & Repair, Inc.						
50	01-201-000-0000-6806		85.00	7409 Tow - SC22-000024	70500	Vehicle Towing	N
	85950 Sweet Towing & Repair, Inc.		85.00	1 Transactions			
	5594 Water Systems Company						
52	01-201-000-0000-6410		9.00	1/5 gallon refill	317928	Office Supplies	N
53	01-201-000-0000-6410		8.95	Feb 2022 - monthly fee	325525	Office Supplies	N
	5594 Water Systems Company		17.95	2 Transactions			

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	No. Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name	
201	DEPT Total:		4,719.89	Sheriff	9 Vendors	12 Transactions	
251	DEPT			Jail			
	4346 Advanced Correctional Healthcare Inc						
3	01-251-000-0000-6270		1,129.75-	4th qtr billing reconciliation	114410	Medical Services	Y
2	01-251-000-0000-6269		1,611.88	On site mental health service	114423	Site Mental Health Services	Y
1	01-251-000-0000-6270		7,899.47	On site medical services	114423	Medical Services	Y
	4346 Advanced Correctional Healthcare Inc		8,381.60	3 Transactions			
	5750 Bob Barker Company Inc						
60	01-251-000-0000-6418		151.94	Inmate hygiene	1725049	Lock-Up Supplies	N
59	01-251-000-0000-6418		90.56	Inmate boxers	1725886	Lock-Up Supplies	N
	5750 Bob Barker Company Inc		242.50	2 Transactions			
	3134 Dash Medical Gloves						
65	01-251-000-0000-6451		1,185.00	Latex gloves	INV1255705	Operating Supplies	N
	3134 Dash Medical Gloves		1,185.00	1 Transactions			
	3424 Grunklee/Dawn						
14	01-251-000-0000-6408		125.00	Uniform shoes	2/3/2022	Uniforms/Uniform Reimbursement	N
	3424 Grunklee/Dawn		125.00	1 Transactions			
	37025 Innovative Office Solutions LLC						
24	01-251-000-0000-6410		271.42	Copy paper,pens,folders,mkrs	3653573	Office Supplies	N
	37025 Innovative Office Solutions LLC		271.42	1 Transactions			
	8422 Mayo Clinic						
73	01-251-000-0000-6196		14.00	Drug screen-2 employees	2/1/2022	Employee Phys And Exams	Y
	8422 Mayo Clinic		14.00	1 Transactions			
	18450 Office of MN IT Services						
144	01-251-000-0000-6211		42.50	Fiber management fee	DV22010399	Radio - Computers - Cameras	N
	18450 Office of MN IT Services		42.50	1 Transactions			
	83500 Steele County Highway Dept						
42	01-251-000-0000-6562 DTF		102.05	SCDC fuel 12/16/21-12/31/21	1907	Gas & Oil	N
	83500 Steele County Highway Dept		102.05	1 Transactions			
	8247 Summit Food Services LLC						

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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	
47	01-251-000-0000-6441		Inmate meals 1/22-1/28/22	INV2000133841	Prisoner Meals	N
48	01-251-000-0000-6441		Paper plates	INV2000133841	Prisoner Meals	N
97	01-251-000-0000-6441		Inmate meals 1/29-2/4/22	INV2000134394	Prisoner Meals	N
8247	Summit Food Services LLC		3 Transactions			
1445	Swank Motion Pictures Inc					
49	01-251-000-0000-6406		Movie leasing agreement	359170	Program Supplies	N
1445	Swank Motion Pictures Inc		1 Transactions			
618	Turnkey Corrections					
101	01-251-000-0000-6418		Inmate indigent supplies	10029795	Lock-Up Supplies	N
100	01-251-000-0000-6418	AP	Inmate admission kits	21064	Lock-Up Supplies	N
618	Turnkey Corrections		2 Transactions			
251	DEPT Total:		Jail	11 Vendors	17 Transactions	
252	DEPT		Community Corrections			
4064	Alcohol Monitoring System Inc					
4	01-252-000-0000-6274		SCRAM monitoring fee	243391	Scram Monitoring	N
4064	Alcohol Monitoring System Inc		1 Transactions			
8263	CRK Properties LLC					
7	01-252-000-0000-6341		Rent - March		Office Rent	Y
8	01-252-000-0000-6341		Utilities	1076	Office Rent	Y
8263	CRK Properties LLC		2 Transactions			
37025	Innovative Office Solutions LLC					
21	01-252-000-0000-6410		Paper, tape	IN3657110	Office Supplies	N
23	01-252-000-0000-6410		Post-its, pens	IN3659165	Office Supplies	N
70	01-252-000-0000-6410		Envelopes	INV3665141	Office Supplies	N
37025	Innovative Office Solutions LLC		3 Transactions			
5830	Midwest Monitoring & Surveillance					
29	01-252-000-0000-6270		Jan 2022 lab services	DT0122152	Chemical Testing	Y
5830	Midwest Monitoring & Surveillance		1 Transactions			
75497	Steele County Court Administrator					
88	01-252-000-0000-6850		74-JV20877		Juvenile Restitution Payments	N

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No. Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name
75497 Steele County Court Administrator		74.50	1 Transactions		
84035 Tri-M Graphics					
51 01-252-000-0000-6410		30.54	Business cards-Ashley Schultz	97380	Office Supplies N
84035 Tri-M Graphics		30.54	1 Transactions		
252 DEPT Total:		8,647.82	Community Corrections	6 Vendors	9 Transactions
253 DEPT			Law Enforcement Center		
37025 Innovative Office Solutions LLC					
16 01-253-000-0000-6410		600.22	Wipes,notebooks,paper,pens,usb	IN364610	Office Supplies N
37025 Innovative Office Solutions LLC		600.22	1 Transactions		
52550 MEI Total Elevator Solutions					
28 01-253-000-0000-6304		399.58	Feb 2022 monthly service	949040	Contract Services/Bldg Mtce N
52550 MEI Total Elevator Solutions		399.58	1 Transactions		
7771 MN Dept of Labor & Industry					
142 01-253-000-0000-6304		100.00	ELV-1003404 Elev. annual op	ALR0130433X	Contract Services/Bldg Mtce N
7771 MN Dept of Labor & Industry		100.00	1 Transactions		
9113 RSBS Management Inc					
149 01-253-000-0000-6304		120.00	Sand/salt for lot-1/5/2022	163373	Contract Services/Bldg Mtce N
150 01-253-000-0000-6304		70.50	Loader-1/6/2022	163373	Contract Services/Bldg Mtce N
151 01-253-000-0000-6304		160.00	Sand/salt for lot-1/6/2022	163373	Contract Services/Bldg Mtce N
152 01-253-000-0000-6304		17.53-	Contract discount	163373	Contract Services/Bldg Mtce N
31 01-253-000-0000-6304		195.00	Loader w/ blade-01/23/22	163733	Contract Services/Bldg Mtce N
32 01-253-000-0000-6304		38.00	4X4 w/ V plow-01/25/22	163733	Contract Services/Bldg Mtce N
33 01-253-000-0000-6304		70.50	Loader w/ pusher-01/25/22	163733	Contract Services/Bldg Mtce N
34 01-253-000-0000-6304		120.00	Sand/salt mix - 01/25/22	163733	Contract Services/Bldg Mtce N
35 01-253-000-0000-6304		80.00	Sand/salt mix - 01/26/22	163733	Contract Services/Bldg Mtce N
36 01-253-000-0000-6304		76.00	4X4 w/ V plow-01/27/22	163733	Contract Services/Bldg Mtce N
37 01-253-000-0000-6304		80.00	Sand/salt mix - 01/27/22	163733	Contract Services/Bldg Mtce N
38 01-253-000-0000-6304		5.00-	Contract discount	163733	Contract Services/Bldg Mtce N
153 01-253-000-0000-6304		80.00	Sand/salt for lot-2/4/2022	163781	Contract Services/Bldg Mtce N
154 01-253-000-0000-6304		160.00	Sand/salt for lot-2/5/2022	163781	Contract Services/Bldg Mtce N
155 01-253-000-0000-6304		12.00-	Contract discount	163781	Contract Services/Bldg Mtce N
9113 RSBS Management Inc		1,215.47	15 Transactions		

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No.	Account/Formula	Accr		Service Dates	Paid On Bhf #	On Behalf of Name	
44	83500 Steele County Highway Dept						
	01-253-000-0000-6304	DTF	806.42	Remove/haul snow 12/29/21	1897	Contract Services/Bldg Mtce	N
	83500 Steele County Highway Dept		806.42	1 Transactions			
55	4368 Waste Management Of Southern Mn						
	01-253-000-0000-6254		31.86	Feb 2022 - recycle	7239294-0491-8	Garbage Disposal	N
	4368 Waste Management Of Southern Mn		31.86	1 Transactions			
253	DEPT Total:		3,153.55	Law Enforcement Center	6 Vendors	20 Transactions	
391	DEPT			Environmental Services			
	73118 Rice County Solid Waste Dept						
147	01-391-000-0000-6550	AP	2,375.69	Haz waste fees drops: Apr-Dec	2-10-2022	Household Hazardous Waste	N
146	01-391-000-0000-6550	AP	525.00	Haz waste fees drops: Jun-Mar	4-9-2021	Household Hazardous Waste	N
	73118 Rice County Solid Waste Dept		2,900.69	2 Transactions			
195	4955 Waste Management Of Wi-Mn						
	01-391-000-0000-6548		51,117.07	Recycling contract	7238218-0491-8	Recycling	N
	4955 Waste Management Of Wi-Mn		51,117.07	1 Transactions			
391	DEPT Total:		54,017.76	Environmental Services	2 Vendors	3 Transactions	
481	DEPT			Public Health Nursing			
	6032 APG Media of Southern Minnesota LLC						
56	01-481-460-6011-6243		345.00	CTC: Kids connec & run of site	13052-0122	Advertising,Marketing & Promotional	N
	6032 APG Media of Southern Minnesota LLC		345.00	1 Transactions			
57	8783 Availity LLC						
	01-481-460-6009-6383		20.00	QA: Medicare billing charges	INV00759791	Contract Services	N
	8783 Availity LLC		20.00	1 Transactions			
58	8835 AXIOM Systems Inc.						
	01-481-460-6009-6383		324.00	QA: Claimshuttle FISS/EDI dues	C003893.0222	Contract Services	N
	8835 AXIOM Systems Inc.		324.00	1 Transactions			
64	8789 Dahle/Teya F						
	01-481-461-6059-6261		187.50	SEMNFHV: Reflect consult supvn	1329	Conference & Training	Y
62	01-481-461-6034-6261		75.00	TANF: Reflective consultation	1332	Conference & Training	Y

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No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
63	01-481-461-6059-6261		SEMNFHV: Reflective consult	1332	Conference & Training	Y
8789	Dahle/Teya F		3 Transactions			
8389	Healthcarefirst					
15	01-481-460-6009-6383		QA: HHCAHPS fee Feb 2022	INV5264691	Contract Services	N
8389	Healthcarefirst		1 Transactions			
5109	Houck Transit Advertising					
66	01-481-460-6011-6243		CTC: Bus ad transit media	99358	Advertising,Marketing & Promotional	N
5109	Houck Transit Advertising		1 Transactions			
37025	Innovative Office Solutions LLC					
104	01-481-460-6009-6410		QA: Office supplies	IN3663281	Office Supplies	N
105	01-481-460-6011-6410		CTC: Office supplies	IN3663281	Office Supplies	N
106	01-481-461-6025-6410		HCB: Office supplies	IN3663281	Office Supplies	N
107	01-481-461-6030-6410		MCH: Office supplies	IN3663281	Office Supplies	N
108	01-481-461-6032-6410		SHIP: Office supplies	IN3663281	Office Supplies	N
109	01-481-461-6034-6410		TANF: Office supplies	IN3663281	Office Supplies	N
110	01-481-461-6040-6410		WIC: Office supplies	IN3663281	Office Supplies	N
111	01-481-461-6059-6410		SEMNFH: Office supplies	IN3663281	Office Supplies	N
112	01-481-462-6047-6410		CID: Office supplies	IN3663281	Office Supplies	N
113	01-481-464-6061-6410		COVID19: Office supplies	IN3663281	Office Supplies	N
114	01-481-465-6057-6410		LPHG: Office supplies	IN3663281	Office Supplies	N
37025	Innovative Office Solutions LLC		11 Transactions			
41040	KOWZ-KRUE Radio					
72	01-481-460-6011-6243		CTC: Radio air time -Jan 22	7878-1	Advertising,Marketing & Promotional	N
41040	KOWZ-KRUE Radio		1 Transactions			
52975	Minnesota Valley Testing Labs					
74	01-481-463-6049-6322		ENV: Lab water testing charges	1129064	Well Water Service Agreements	N
52975	Minnesota Valley Testing Labs		1 Transactions			
77316	Schroeder/Greg					
41	01-481-460-6009-6331		QA: Physical therapist mileage		Mileage Reimbursement	Y
40	01-481-460-6009-6383		QA: Physical therapist Jan 22		Contract Services	Y
77316	Schroeder/Greg		2 Transactions			
4879	Shred Right					

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Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
76	01-481-460-6009-6322		QA: shredding service	567760	Service Agreements	Y
77	01-481-460-6011-6322		CTC: shredding service	567760	Service Agreements	Y
78	01-481-461-6025-6322		HCB: shredding service	567760	Service Agreements	Y
79	01-481-461-6030-6322		MCH: shredding service	567760	Service Agreements	Y
80	01-481-461-6032-6322		SHIP: shredding service	567760	Service Agreements	Y
81	01-481-461-6034-6322		TANF: shredding service	567760	Service Agreements	Y
82	01-481-461-6040-6322		WIC: shredding service	567760	Service Agreements	Y
83	01-481-461-6059-6322		SEMNHF: shredding service	567760	Service Agreements	Y
84	01-481-462-6047-6322		CID: shredding service	567760	Service Agreements	Y
85	01-481-464-6052-6322		PHEP: shredding service	567760	Service Agreements	Y
86	01-481-465-6057-6322		LPHG: shredding service	567760	Service Agreements	Y
4879	Shred Right	6.75	11 Transactions			
81597	Spee Dee Delivery Service Inc					
87	01-481-463-6049-6322	129.16	ENV: Well water sample	513314	Well Water Service Agreements	N
81597	Spee Dee Delivery Service Inc	129.16	1 Transactions			
75500	Steele County Treasurer					
93	01-481-460-6009-6171	746.84	Workers comp Feb 22		Workers Comp	N
95	01-481-460-6009-6350	402.24	Property-liability Feb 22		Property & Liability Insurance	N
92	01-481-460-6009-6381	639.66	CPU & Network support Feb 22		Cpu Usage & Network Support	N
93	01-481-460-6011-6171	53.35	Workers comp Feb 22		Workers Comp	N
94	01-481-460-6011-6341	74.98	Rent Feb 22		Office Rent	N
95	01-481-460-6011-6350	28.73	Property-liability Feb 22		Property & Liability Insurance	N
92	01-481-460-6011-6381	45.69	CPU & Network support Feb 22		Cpu Usage & Network Support	N
93	01-481-461-6025-6171	106.70	Workers comp Feb 22		Workers Comp	N
95	01-481-461-6025-6350	57.47	Property-liability Feb 22		Property & Liability Insurance	N
92	01-481-461-6025-6381	91.38	CPU & Network support Feb 22		Cpu Usage & Network Support	N
93	01-481-461-6030-6171	35.57	Workers comp Feb 22		Workers Comp	N
94	01-481-461-6030-6341	50.00	Rent Feb 22		Office Rent	N
95	01-481-461-6030-6350	19.16	Property-liability Feb 22		Property & Liability Insurance	N
92	01-481-461-6030-6381	30.46	CPU & Network support Feb 22		Cpu Usage & Network Support	N
93	01-481-461-6032-6171	71.13	Workers comp Feb 22		Workers Comp	N
94	01-481-461-6032-6341	99.99	Rent Feb 22		Office Rent	N
95	01-481-461-6032-6350	38.31	Property-liability Feb 22		Property & Liability Insurance	N
92	01-481-461-6032-6381	60.92	CPU & Network support Feb 22		Cpu Usage & Network Support	N
93	01-481-461-6034-6171	35.57	Workers comp Feb 22		Workers Comp	N
94	01-481-461-6034-6341	50.00	Rent Feb 22		Office Rent	N
95	01-481-461-6034-6350	19.16	Property-liability Feb 22		Property & Liability Insurance	N

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No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
92	01-481-461-6034-6381		CPU & Network support Feb 22		Cpu Usage & Network Support	N
93	01-481-461-6040-6171		Workers comp Feb 22		Workers Comp	N
94	01-481-461-6040-6341		Rent Feb 22		Office Rent	N
95	01-481-461-6040-6350		Property-liability Feb 22		Property & Liability Insurance	N
92	01-481-461-6040-6381		CPU & Network support Feb 22		Cpu Usage & Network Support	N
93	01-481-461-6059-6171		Workers comp Feb 22		Workers Comp Ins	N
94	01-481-461-6059-6341		Rent Feb 22		Office Rent	N
95	01-481-461-6059-6350		Property-liability Feb 22		Property & Liability Insurance	N
92	01-481-461-6059-6381		CPU & Network support Feb 22		Cpu Usage & Network Support	N
93	01-481-462-6047-6171		Workers comp Feb 22		Workers Comp	N
95	01-481-462-6047-6350		Property-liability Feb 22		Property & Liability Insurance	N
92	01-481-462-6047-6381		CPU & Network support Feb 22		Cpu Usage & Network Support	N
93	01-481-464-6061-6171		Workers comp Feb 22		Workers Comp Ins	N
94	01-481-464-6061-6341		Rent Feb 22		Office Rent	N
95	01-481-464-6061-6350		Property-liability Feb 22		Property & Liability Insurance	N
92	01-481-464-6061-6381		CPU & Network support Feb 22		Cpu Usage & Network Support	N
93	01-481-465-6057-6171		Workers comp Feb 22		Workers Comp	N
94	01-481-465-6057-6341		Rent Feb 22		Office Rent	N
95	01-481-465-6057-6350		Property-liability Feb 22		Property & Liability Insurance	N
92	01-481-465-6057-6381		CPU & Network support Feb 22		Cpu Usage & Network Support	N
75500	Steele County Treasurer		6,758.75	41 Transactions		
85147	Stericycle Inc					
90	01-481-460-6009-6322		QA: Hazardous waste	4010680254	Service Agreements	N
89	01-481-462-6047-6322		CID: Hazardous waste	4010680254	Service Agreements	N
91	01-481-464-6061-6322		COVID19: Hazardous waste	4010680254	Service Agreements	N
85147	Stericycle Inc		147.00	3 Transactions		
481	DEPT Total:		9,620.91	Public Health Nursing	14 Vendors	79 Transactions
502	DEPT			Steele Co Community Ctr		
8253	Owatonna Filters					
165	01-502-000-0000-6300		189.00	Filters - Community Center	3647	Bldg Repairs & Maintenance
8253	Owatonna Filters		189.00	1 Transactions		
62900	Owatonna Heating & Cooling Inc.					
166	01-502-000-0000-6300		327.00	Pressure switch - Admin	52669	Bldg Repairs & Maintenance
62900	Owatonna Heating & Cooling Inc.		327.00	1 Transactions		

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Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
9113	RSBS Management Inc					
175	01-502-000-0000-6380		Snow plowing Com Center	163786	Grounds Maintenance	N
9113	RSBS Management Inc		1 Transactions			
85167	Stewart Sanitation					
193	01-502-000-0000-6300	AP	Finance chg - trash/rec - Com	685241	Bldg Repairs & Maintenance	N
192	01-502-000-0000-6300		Trash/recycling - Com	701086	Bldg Repairs & Maintenance	N
85167	Stewart Sanitation		2 Transactions			
502	DEPT Total:		630.50	Steele Co Community Ctr	4 Vendors	5 Transactions
521	DEPT		Park And Recreation			
37025	Innovative Office Solutions LLC					
71	01-521-000-0000-6410		Env,paper,pens,markers,staples	3665150	Operating Supplies/Truck Repairs	N
37025	Innovative Office Solutions LLC		1 Transactions			
9084	Metro FiberNet LLC					
164	01-521-000-0000-6410		Monthly internet & cable	Acct# 1671311	Operating Supplies/Truck Repairs	Y
9084	Metro FiberNet LLC		1 Transactions			
521	DEPT Total:		408.40	Park And Recreation	2 Vendors	2 Transactions
550	DEPT		Four Seasons			
1960	Amerigas - Owatonna Mn					
159	01-550-000-0000-6258		Monthly propane for zamboni	805284883	LP Gas	N
1960	Amerigas - Owatonna Mn		1 Transactions			
8424	Cintas					
61	01-550-000-0000-6420		Monthly linens	4109970173	Linen Service	Y
8424	Cintas		1 Transactions			
15550	Court Sports And More Inc					
162	01-550-000-0000-6192	AP	Staff clothing	98693	Uniforms	N
15550	Court Sports And More Inc		1 Transactions			
37469	Insty Prints					
163	01-550-000-0000-6410		Ice Jam posters	150340	Operating Supplies - Contracts	N

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No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name
37469	Insty Prints		49.08	1 Transactions		
71075	R & R Specialties Of Wisconsin Inc					
167	01-550-000-0000-6314		70.00	Zamboni blade sharpening	75109	Zamboni Repairs N
71075	R & R Specialties Of Wisconsin Inc		70.00	1 Transactions		
9113	RSBS Management Inc					
173	01-550-000-0000-6380		76.00	Snow plowing - Fairgrounds	163784	Snow Removal N
184	01-550-000-0000-6380		76.00	Snow plowing - Fairgrounds	163787	Snow Removal N
179	01-550-000-0000-6380		112.10	Snow plowing - Fairgrounds	163851	Snow Removal N
176	01-550-000-0000-6380		36.10	Snow plowing - Fairgrounds	163853	Snow Removal N
9113	RSBS Management Inc		300.20	4 Transactions		
85167	Stewart Sanitation					
96	01-550-000-0000-6254		237.43	Monthly garbage	700428	Garbage Disposal N
85167	Stewart Sanitation		237.43	1 Transactions		
550	DEPT Total:		1,478.04	Four Seasons	7 Vendors	10 Transactions
1	Fund Total:		128,377.33	General Revenue Fund		212 Transactions

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Vendor	Name	Rpt		Warrant Description	Invoice #	Account/Formula Descripti	1099
No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name	
631	DEPT			Judicial Ditch 1			
	73300 Rinke-Noonan Attorney at Law						
130	21-631-000-0000-6273		6.68	Ditch atty monthly retainer	338418	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						
130	21-633-000-0000-6273		6.68	Ditch atty monthly retainer	338418	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						
130	21-634-000-0000-6273		6.68	Ditch atty monthly retainer	338418	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						
130	21-635-000-0000-6273		6.68	Ditch atty monthly retainer	338418	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						
130	21-636-000-0000-6273		6.68	Ditch atty monthly retainer	338418	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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No.	Account/Formula	Accr		Service Dates	Paid On Bhf #	On Behalf of Name	
130	21-637-000-0000-6273		6.68	Ditch atty monthly retainer	338418	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						
130	21-638-000-0000-6273		6.68	Ditch atty monthly retainer	338418	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						
130	21-639-000-0000-6273		6.68	Ditch atty monthly retainer	338418	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			
39600	Jones Haugh & Smith Inc						
120	21-640-000-0024-6260	AP	1,960.00	JD24 Redeter. services	42687	Consultants/Admin Fee	N
39600	Jones Haugh & Smith Inc		1,960.00	1 Transactions			
73300	Rinke-Noonan Attorney at Law						
130	21-640-000-0000-6273		6.68	Ditch atty monthly retainer	338418	Attorney Fees	Y
73300	Rinke-Noonan Attorney at Law		6.68	1 Transactions			
640	DEPT Total:		1,966.68	Judicial Ditch 24	2 Vendors	2 Transactions	
641	DEPT			County Ditch 1 - Orig			
73300	Rinke-Noonan Attorney at Law						
130	21-641-000-0000-6273		6.68	Ditch atty monthly retainer	338418	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	

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No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
642	DEPT		County Ditch 1 - Church Branch			
73300	Rinke-Noonan Attorney at Law					
130	21-642-000-0000-6273	6.66	Ditch atty monthly retainer	338418	Attorney Fees	Y
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					
130	21-643-000-0000-6273	6.66	Ditch atty monthly retainer	338418	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					
130	21-644-000-0000-6273	6.66	Ditch atty monthly retainer	338418	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					
130	21-645-000-0000-6273	6.66	Ditch atty monthly retainer	338418	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					
130	21-646-000-0000-6273	6.66	Ditch atty monthly retainer	338418	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			
5564	Behrends/Mark					

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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	
115	21-647-000-0000-6266		19 Viewer hrs @ \$60/hr-CD20		Viewers	Y
116	21-647-000-0000-6266		75 miles @ .585/mile		Viewers	Y
5564	Behrends/Mark		2 Transactions			
5599	Hansen/Robert					
117	21-647-000-0000-6266		3 Viewer hrs @ \$55/hr-CD 20		Viewers	Y
118	21-647-000-0000-6266		66 miles @ .585/mile		Viewers	Y
5599	Hansen/Robert		2 Transactions			
39600	Jones Haugh & Smith Inc					
119	21-647-000-0000-6260	AP	CD20 Redeter. services	42688	Inspections And Engineers	N
39600	Jones Haugh & Smith Inc		1 Transactions			
73300	Rinke-Noonan Attorney at Law					
130	21-647-000-0000-6273		Ditch atty monthly retainer	338418	Attorney Fees	Y
73300	Rinke-Noonan Attorney at Law		1 Transactions			
647	DEPT Total:	1,674.15	County Ditch 20	4 Vendors	6 Transactions	
648	DEPT		County Ditch 21			
73300	Rinke-Noonan Attorney at Law					
130	21-648-000-0000-6273	6.66	Ditch atty monthly retainer	338418	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					
130	21-649-000-0000-6273	6.66	Ditch atty monthly retainer	338418	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					
130	21-650-000-0000-6273	6.66	Ditch atty monthly retainer	338418	Attorney Fees	Y
73300	Rinke-Noonan Attorney at Law	6.66	1 Transactions			

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	<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>	
650	DEPT Total:		6.66	County Ditch 23	1 Vendors	1 Transactions	
651	DEPT			County Ditch 24			
	73300 Rinke-Noonan Attorney at Law						
130	21-651-000-0000-6273		6.66	Ditch atty monthly retainer	338418	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						
130	21-652-000-0000-6273		6.66	Ditch atty monthly retainer	338418	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	
653	DEPT			County Ditch 27			
	73300 Rinke-Noonan Attorney at Law						
130	21-653-000-0000-6273		6.66	Ditch atty monthly retainer	338418	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						
130	21-654-000-0000-6273		6.66	Ditch atty monthly retainer	338418	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						
130	21-655-000-0000-6273		6.66	Ditch atty monthly retainer	338418	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	

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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	
656	DEPT		Public Tile Ditch 9			
73300	Rinke-Noonan Attorney at Law					
130	21-656-000-0000-6273	6.66	Ditch atty monthly retainer	338418	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					
130	21-657-000-0000-6273	6.66	Ditch atty monthly retainer	338418	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					
130	21-658-000-0000-6273	6.66	Ditch atty monthly retainer	338418	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					
130	21-659-000-0000-6273	6.66	Ditch atty monthly retainer	338418	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					
130	21-660-000-0000-6273	6.66	Ditch atty monthly retainer	338418	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					

SBENDORF
 2/16/22 3:25PM
 21 County Ditch Fund

Steele County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Page 23

Vendor Name		Rpt	Warrant Description		Invoice #	Account/Formula Descripti	1099
No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name	
130	21-665-000-0000-6273		6.66	Ditch atty monthly retainer	338418	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:		3,827.49	County Ditch Fund		36 Transactions	

SBENDORF
2/16/22 3:25PM
38 Capital Outlay Fund

Steele County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Page 24

	Vendor Name	Rpt		Warrant Description	Invoice #	Account/Formula Descripti	1099
	No. Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name	
11	DEPT			District Court Admin.			
	3832 I & S Group Inc						
131	38-011-000-0000-6600		1,438.96	Bidding & construction admin	79075	Capital Outlay - District Court	Y
	3832 I & S Group Inc		1,438.96	1 Transactions			
11	DEPT Total:		1,438.96	District Court Admin.	1 Vendors	1 Transactions	
251	DEPT			Jail			
	9161 Kraft Mechanical LLC						
156	38-251-000-0000-6600		17,558.00	HVAC upgrades - DC	23961	Capital Outlay - Detention Center	N
	9161 Kraft Mechanical LLC		17,558.00	1 Transactions			
	9227 Rochon Corporation Minnesota						
157	38-251-000-0000-6600 AP		79,606.43	Security upgrades - DC	3	Capital Outlay - Detention Center	Y
	9227 Rochon Corporation Minnesota		79,606.43	1 Transactions			
251	DEPT Total:		97,164.43	Jail	2 Vendors	2 Transactions	
38	Fund Total:		98,603.39	Capital Outlay Fund		3 Transactions	

SBENDORF
2/16/22 3:25PM
53 Landfill Fund

Steele County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Page 25

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			
1240 Cole's Electric Inc					
127 53-398-000-0000-6301		151.24	Hookup photo eyes-garage doors	33330	Equip Repairs N
126 53-398-000-0000-6301		111.13	Labor on switch change out	33331	Equip Repairs N
1240 Cole's Electric Inc		262.37	2 Transactions		
5365 Fleet Pride					
128 53-398-000-0000-6301		69.75	Brake chamber	92640133	Equip Repairs N
5365 Fleet Pride		69.75	1 Transactions		
8422 Mayo Clinic					
121 53-398-000-0000-6242		43.00	Drug test - Bruce Holland	1090766808	Publishing Y
122 53-398-000-0000-6242		98.00	Drug test - Scott Mittelstaedt	1091371802	Publishing Y
8422 Mayo Clinic		141.00	2 Transactions		
3743 RDO Equipment Co, Inc.					
123 53-398-000-0000-6301		2,529.54	Work on 644L	W1546202	Equip Repairs N
3743 RDO Equipment Co, Inc.		2,529.54	1 Transactions		
83500 Steele County Highway Dept					
124 53-398-000-0000-6301		288.24	Repairs to plow mount	1903	Equip Repairs N
83500 Steele County Highway Dept		288.24	1 Transactions		
3897 Venture Hydraulics Inc					
125 53-398-000-0000-6301		244.62	Hose & couplers	31833	Equip Repairs N
3897 Venture Hydraulics Inc		244.62	1 Transactions		
5686 Weinberger Well Service Inc					
129 53-398-000-0000-6300		185.00	Frozen well	33138	Bldg Repairs & Maintenance N
5686 Weinberger Well Service Inc		185.00	1 Transactions		
99500 Ziegler, Inc					
158 53-398-000-0000-6301		2,633.53	Work on D6N	SI000135249	Equip Repairs N
99500 Ziegler, Inc		2,633.53	1 Transactions		
398 DEPT Total:		6,354.05	Landfill	8 Vendors	10 Transactions
53 Fund Total:		6,354.05	Landfill Fund		10 Transactions

SBENDORF
2/16/22 3:25PM
53 Landfill Fund

Steele County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Page 26

<u>Vendor Name</u>	<u>Rpt</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Descripti</u>
<u>No.</u> <u>Account/Formula</u>	<u>Accr</u>	<u>Amount</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u> <u>On Behalf of Name</u>
Final Total:		237,162.26	137 Vendors	261 Transactions

Steele County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Recap by Fund	<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>	
	1	128,377.33	General Revenue Fund	
	21	3,827.49	County Ditch Fund	
	38	98,603.39	Capital Outlay Fund	
	53	6,354.05	Landfill Fund	
	All Funds	237,162.26	Total	Approved by, ...
				
				

Steele County

JOURNAL ENTRIES



Descriptor MM - JAN 2022 C1

RRN	Audit Date	Aud Seq	Account/Formula	Trans Amt	D/C	Desc 1	Desc 2	RC1	RC2	Basis
1	1/31/22	900	01-111-000-0000-6320 Fleet Vehicle Maintenance	369.64	D	Enterprise Full Maint Fee				1
2	1/31/22	900	01-251-000-0000-6320 Vehicle Maintenance	427.49	D	Enterprise Full Maint Fee				1
3	1/31/22	900	01-111-000-0000-6320 Fleet Vehicle Maintenance	9.00	D	TELEMATICS - GEOTAB SHIPPING 9				1
4	1/31/22	900	01-251-000-0000-6320 Vehicle Maintenance	6.00	D	TELEMATICS - GEOTAB SHIPPING 4				1
5	1/31/22	900	01-000-000-0000-1001 Cash	812.13	C	Admin-DC Enterprise Jan 2022				1
6	1/31/22	900	38-111-000-0000-6600 Capital Outlay - Buildings and Grounds	17,600.69	D	Fleet Lease Payments - Jan 22				1
7	1/31/22	900	38-000-000-0000-1001 Cash	17,600.69	C	Fleet Lease Payments - Jan 22				1
8	1/31/22	900	01-201-000-0102-6320 Squad 7414 Maintenance	67.15	D	Oil Change				1
9	1/31/22	900	01-201-000-0102-6320 Squad 7414 Maintenance	5.00	D	Fleet Vehicle Maintenance				1
10	1/31/22	900	01-201-000-0103-6320 Squad 7410 Maintenance	5.00	D	Fleet Vehicle Maintenance				1
11	1/31/22	900	01-201-000-0104-6320 Squad 7404 Maintenance	5.00	D	Fleet Vehicle Maintenance				1
12	1/31/22	900	01-201-000-0105-6320 Squad 7408 Maintenance	5.00	D	Fleet Veh Maint - 22VH6K - TBD				1
13	1/31/22	900	01-201-000-0105-6320 Squad 7408 Maintenance	5.00	D	Fleet Vehicle Maint - 23M7Z6				1
14	1/31/22	900	01-201-000-0106-6320 Squad 7424 Maintenance	120.45	D	Oil, Wheel Bal, Air filter				1
15	1/31/22	900	01-201-000-0106-6320 Squad 7424 Maintenance	5.00	D	Fleet Vehicle Maintenance				1
16	1/31/22	900	01-201-000-0107-6320 Squad 7407 Maintenance	5.00	D	Fleet Vehicle Maintenance				1
17	1/31/22	900	01-201-000-0108-6320 Squad 7418 Maintenance	1,143.30	D	HVAC Control (labor & parts)				1
18	1/31/22	900	01-201-000-0108-6320 Squad 7418 Maintenance	501.22	D	Clockspring (labor & parts)				1
19	1/31/22	900	01-201-000-0108-6320 Squad 7418 Maintenance	377.40	D	Batt, Diagnostics & Oil Change				1
20	1/31/22	900	01-201-000-0108-6320 Squad 7418 Maintenance	5.00	D	Fleet Vehicle Maintenance				1

Description MM - JAN 2022 C1

RRN	Audit Date	Aud Seq	Account/Formula	Trans Amt	D/C	Desc 1	Desc 2	RC1	RC2	Basis
21	1/31/22	900	01-201-000-0109-6320 Squad 7416 Maintenance	918.00	D	Tire Replacement				1
22	1/31/22	900	01-201-000-0109-6320 Squad 7416 Maintenance	79.96	D	Wheel Balance & Valve kit				1
23	1/31/22	900	01-201-000-0109-6320 Squad 7416 Maintenance	5.00	D	Fleet Vehicle Maintenance				1
24	1/31/22	900	01-201-000-0110-6320 Squad 7403 Maintenance	5.00	D	Fleet Vehicle Maintenance				1
25	1/31/22	900	01-201-000-0111-6320 Squad 7422 Maintenance	5.00	D	Fleet Vehicle Maintenance				1
26	1/31/22	900	01-201-000-0112-6320 Squad 7406 Maintenance	918.00	D	Tire Replacement				1
27	1/31/22	900	01-201-000-0112-6320 Squad 7406 Maintenance	161.95	D	Wheel Bal, Align, Valve Repmnt				1
28	1/31/22	900	01-201-000-0112-6320 Squad 7406 Maintenance	5.00	D	Fleet Vehicle Maintenance				1
29	1/31/22	900	01-201-000-0113-6320 Squad 7411 Maintenance	47.16	D	Oil change				1
30	1/31/22	900	01-201-000-0113-6320 Squad 7411 Maintenance	5.00	D	Fleet Vehicle Maintenance				1
31	1/31/22	900	01-201-000-0114-6320 Squad 7421 Maintenance	5.00	D	Fleet Vehicle Maintenance				1
32	1/31/22	900	01-201-000-0115-6320 Squad 7405 Maintenance	5.00	D	Fleet Vehicle Maint - 22VH55				1
33	1/31/22	900	01-201-000-0115-6320 Squad 7405 Maintenance	5.00	D	FVM - 22VH58 - Unassigned				1
34	1/31/22	900	01-201-000-0117-6320 Squad 7420 Maintenance	5.00	D	Fleet Vehicle Maintenance				1
35	1/31/22	900	01-201-000-0118-6320 Squad 7412 Maintenance	5.00	D	Fleet Vehicle Maintenance				1
36	1/31/22	900	01-201-000-0119-6320 Squad 7401 Maintenance	5.00	D	Fleet Vehicle Maintenance				1
37	1/31/22	900	01-201-000-0120-6320 Squad 7402 Maintenance	5.00	D	Fleet Vehicle Maintenance				1
38	1/31/22	900	01-201-000-0122-6320 Squad 7409 Maintenance	61.07	D	Oil Change				1
39	1/31/22	900	01-201-000-0122-6320 Squad 7409 Maintenance	5.00	D	Fleet Vehicle Maintenance				1
40	1/31/22	900	01-201-000-0123-6320 Squad 7423 Maintenance	5.00	D	Fleet Vehicle Maintenance				1

Steele County
JOURNAL ENTRIES



Description MM - JAN 2022 C1

RRN	Audit Date	Aud Seq	Account/Formula	Trans Amt	D/C	Desc 1	Desc 2	RC1	RC2	Basis
41	1/31/22	900	01-000-000-0000-1001 Cash	4,505.66	C	Sheriff Enterprise - Jan 22				1
Debit Total				22,918.48		Credit Total	22,918.48	Net:	0.00	

Descriptor MM - JAN 2022 C2

RRN	Audit Date	Aud Seq	Account/Formula	Trans Amt	D/C	Desc 1	Desc 2	RC1	RC2	Basis
1	1/31/22	901	01-031-000-0000-6210 Telephone	48.44	D	Phone Charges - Verizon				1
2	1/31/22	901	01-103-000-0000-6210 Telephone	227.20	D	Phone Charges - Verizon				1
3	1/31/22	901	01-091-000-0000-6210 Telephone	121.89	D	Phone Charges - Verizon				1
4	1/31/22	901	01-111-000-0000-6210 Telephone	268.90	D	Phone Charges - Verizon				1
5	1/31/22	901	01-252-000-0000-6210 Telephone	668.16	D	Phone Charges - Verizon				1
6	1/31/22	901	01-251-000-0000-6210 Telephone	178.76	D	Phone Charges - Verizon				1
7	1/31/22	901	01-281-000-0000-6210 Telephone	115.32	D	Phone Charges - Verizon				1
8	1/31/22	901	01-602-000-0000-6210 Telephone	115.03	D	Phone Charges - Verizon				1
9	1/31/22	901	01-032-000-0000-6210 Telephone	33.44	D	Phone Charges - Verizon				1
10	1/31/22	901	01-061-000-0000-6210 Telephone	123.46	D	Phone Charges - Verizon				1
11	1/31/22	901	01-105-000-0000-6210 Telephone	173.76	D	Phone Charges - Verizon				1
12	1/31/22	901	01-042-000-0000-6210 Telephone	40.01	D	Phone Charges - Verizon				1
13	1/31/22	901	01-121-000-0000-6210 Telephone	35.01	D	Phone Charges - Verizon				1
14	1/31/22	901	01-253-000-0000-6210 Telephone	43.44	D	Phone Charges - Verizon				1
15	1/31/22	901	01-481-465-6057-6210 Telephone	48.44	D	Phone Charges - LPHG				1
16	1/31/22	901	01-481-461-6059-6210 Telephone	35.01	D	Phone Charges - FHVG				1
17	1/31/22	901	01-481-465-6057-6210 Telephone	43.44	D	Phone Charges - LPHG				1
18	1/31/22	901	01-481-460-6009-6210 Telephone	43.44	D	Phone Charges - QA				1
19	1/31/22	901	01-481-461-6040-6210 Telephone	43.44	D	Phone Charges - WIC				1
20	1/31/22	901	01-481-464-6052-6210 Telephone	24.14	D	Phone Charges - EP				1

Steele County

JOURNAL ENTRIES



Description MM - JAN 2022 C2

RRN	Audit Date	Aud Seq	Account/Formula	Trans Amt	D/C	Desc 1	Desc 2	RC1	RC2	Basis
21	1/31/22	901	01-481-461-6040-6210 Telephone	43.44	D	Phone Charges - WIC				1
22	1/31/22	901	01-481-461-6040-6210 Telephone	43.44	D	Phone Charges - WIC				1
23	1/31/22	901	01-201-000-0000-6211 Radio-Computers-Cameras	800.28	D	Squad Connections - Verizon				1
24	1/31/22	901	01-201-000-0000-6210 Telephone	1,009.49	D	Phone Charges - Verizon				1
25	1/31/22	901	01-000-000-0000-1001 Cash	4,327.38	C	Verizon Charges - Jan				1
26	1/31/22	901	10-301-000-0000-6210 Telephone	574.44	D	Phone Charges - Verizon				1
27	1/31/22	901	10-000-000-0000-1001 Cash	574.44	C	Phone Charges - Verizon				1
28	1/31/22	901	53-398-000-0000-6210 Telephone	36.01	D	Phone Charges - Verizon				1
29	1/31/22	901	53-000-000-0000-1001 Cash	36.01	C	Phone Charges - Verizon				1
Debit Total				4,937.83		Credit Total	4,937.83	Net:	0.00	

Steele County

JOURNAL ENTRIES



Description MM - JAN 2022 C5

RRN	Audit Date	Aud Seq	Account/Formula	Trans Amt	D/C	Desc 1	Desc 2	RC1	RC2	Basis
1	1/31/22	903	01-000-000-0000-1001 Cash	2,998.16	D	BMO One Card Allocation Jan				1
2	1/31/22	903	01-003-000-0000-6961 Visa One Card Program	14,617.68	C	BMO Charges Jan				1
3	1/31/22	903	01-003-010-0000-6820 Wellness Grant Expense	125.00	D	Steele Fit - EOY Purchases	Amazon.Com, Inc.			1
4	1/31/22	903	01-031-000-0000-6261 Conference & Training	429.48	D	AMC Conference lodging-Golberg	Vh-Minneapolis South Inc			1
5	1/31/22	903	01-031-000-0000-6330 Travel Expenses	429.48	D	AMC Conference lodging-Gnemi	Vh-Minneapolis South Inc			1
6	1/31/22	903	01-031-000-0000-6330 Travel Expenses	429.48	D	AMC Conference lodging-Krueger	Vh-Minneapolis South Inc			1
7	1/31/22	903	01-031-000-0000-6330 Travel Expenses	286.32	D	AMC Conference lodging-Abbe	Vh-Minneapolis South Inc			1
8	1/31/22	903	01-032-000-0000-6330 Travel Expenses	286.32	D	Julie Hotel Receipt AMC Conf	Vh-Minneapolis South Inc			1
9	1/31/22	903	01-032-000-0000-6410 Office Supplies	218.17	C	Return of Jordynnn Headset	Amazon.Com, Inc.			1
10	1/31/22	903	01-032-000-0000-6410 Office Supplies	218.17	D	New Headset for Jordynnn	Amazon.Com, Inc.			1
11	1/31/22	903	01-042-000-0000-6410 Office Supplies	18.59	D	Wall calendar	Amazon.Com, Inc.			1
12	1/31/22	903	01-044-000-0000-6410 Office Supplies	16.05	D	Paper stock 4 recognition cks	Visionline Inc			1
13	1/31/22	903	01-061-000-0000-6241 Membership Dues	189.00	D	IT Document Management	Bluesnap Inc			1
14	1/31/22	903	01-061-000-0000-6241 Membership Dues	399.00	D	Performance Tracking SW	Brightgauge Software, In			1
15	1/31/22	903	01-061-000-0000-6330 Travel Expenses	143.16	D	AMC Conference Hotel	Vh-Minneapolis South Inc			1
16	1/31/22	903	01-062-000-0000-6480 Non-Capitalized Inventory	913.60	D	Monthly AWS Storage	Amazon.Com, Inc.			1
17	1/31/22	903	01-091-000-0000-6801 County Attorney Misc	5.00	D	copies from Arizona court	Link2gov, Corp.			1
18	1/31/22	903	01-101-000-9305-6261 Conference & Training - Tech Fund	275.00	D	MACO Winter Conference	Minnesota Association Of			1
19	1/31/22	903	01-101-000-9305-6410 Office Supplies - Technology Fund	43.96	D	Flash Drives for REC	Amazon.Com, Inc.			1
20	1/31/22	903	01-103-000-0000-6501 Publications/Manuals	16.25	D	Peoples Press	Adams Publishing Group LI			1

Steele County

JOURNAL ENTRIES



Description MM - JAN 2022 C5

RRN	Audit Date	Aud Seq	Account/Formula	Trans Amt	D/C	Desc 1	Desc 2	RC1	RC2	Basis
21	1/31/22	903	01-111-000-0000-6410 Office Supplies	8.97	D	key snap link	Arrow Hardware, Inc			1
22	1/31/22	903	01-111-000-0000-6410 Office Supplies	5.35	D	mouse traps - admin	Fleet Farm Group, Llc			1
23	1/31/22	903	01-111-000-0000-6410 Office Supplies	414.79	D	Tool drawer	Amazon.Com, Inc.			1
24	1/31/22	903	01-111-000-0000-6410 Office Supplies	151.02	D	Drawer Slides	Zoro Tools Inc			1
25	1/31/22	903	01-111-000-0000-6410 Office Supplies	125.99	D	Pulling Chain	Wen-Col Inc			1
26	1/31/22	903	01-111-000-0000-6410 Office Supplies	3.92	D	Band-aids	Amazon.Com, Inc.			1
27	1/31/22	903	01-111-000-0000-6410 Office Supplies	12.86	D	Calendars	Amazon.Com, Inc.			1
28	1/31/22	903	01-111-000-0000-6410 Office Supplies	41.64	D	Calendars	Amazon.Com, Inc.			1
29	1/31/22	903	01-111-000-0000-6480 Non-Capitalized Inventory	750.00	D	NCompass -December	Intuit Payment Solutions,			1
30	1/31/22	903	01-111-000-0000-6561 Small Tools	12.79	D	Thermometer	Fleet Farm Group, Llc			1
31	1/31/22	903	01-111-000-0000-6561 Small Tools	79.00	D	Drain snake	Amazon.Com, Inc.			1
32	1/31/22	903	01-111-040-0000-6300 Bldg Repairs & Maintenance	43.92	D	Batteries for custom alarm box	Bpb, Llc			1
33	1/31/22	903	01-111-040-0000-6300 Bldg Repairs & Maintenance	7.99	D	Mouse Traps- Admin	Arrow Hardware, Inc			1
34	1/31/22	903	01-111-040-0000-6300 Bldg Repairs & Maintenance	6.59	D	Mouse Traps- Admin	Arrow Hardware, Inc			1
35	1/31/22	903	01-111-040-0000-6560 Janitorial Supplies	35.48	D	cleaners, liners, towels, etc				1
36	1/31/22	903	01-111-041-0000-6300 Bldg Repairs & Maintenance	7.80	D	toilet repair	Block Plumbing & Heating			1
37	1/31/22	903	01-111-042-0000-6300 Bldg Repairs & Maintenance	40.14	D	generator parts - CH	Motor Parts And Equipmen			1
38	1/31/22	903	01-111-042-0000-6560 Janitorial Supplies	145.25	D	cleaners, liners, towels, etc	Hillyard Inc			1
39	1/31/22	903	01-111-042-0000-6560 Janitorial Supplies	44.21	D	cleaners, liners, towels, etc				1
40	1/31/22	903	01-111-044-0000-6300 Bldg Repairs & Maintenance	302.00	D	Repair Baldor	Temple Electric Motor			1

Steele County

JOURNAL ENTRIES



Descriptor MM - JAN 2022 C5

RRN	Audit Date	Aud Seq	Account/Formula	Trans Amt	D/C	Desc 1	Desc 2	RC1	RC2	Basis
41	1/31/22	903	01-111-044-0000-6300 Bldg Repairs & Maintenance	257.00	D	Door Controls - DC	Amazon.Com, Inc.			1
42	1/31/22	903	01-111-044-0000-6300 Bldg Repairs & Maintenance	12.96	D	caulk for repairs	Lowes Companies, Inc.			1
43	1/31/22	903	01-111-044-0000-6300 Bldg Repairs & Maintenance	30.98	D	Seal & Gasket	Block Plumbing & Heating			1
44	1/31/22	903	01-111-044-0000-6560 Janitorial Supplies	33.98	D	Broom & Fan	Fleet Farm Group, Llc			1
45	1/31/22	903	01-111-044-0000-6560 Janitorial Supplies	239.79	D	cleaners, liners, towels, etc				1
46	1/31/22	903	01-111-044-0000-6560 Janitorial Supplies	35.48	D	cleaners, liners, towels, etc				1
47	1/31/22	903	01-201-000-0000-6210 Telephone	0.99	D	Evidence Data Storage/GB Plan	Apple, Inc.			1
48	1/31/22	903	01-201-000-0000-6215 Postage	7.38	D	Certified Mail/Redemption	United States Postal Serv			1
49	1/31/22	903	01-201-000-0000-6293 Gun Permit Expenses	17.95	D	Lobby Music	Cloud Cover Media Inc			1
50	1/31/22	903	01-201-000-0000-6293 Gun Permit Expenses	376.58	D	200/prints & 600/rolls	Identisys Incorporated			1
51	1/31/22	903	01-201-000-0000-6330 Travel Expenses	37.50	D	Fuel - Squad 7401- MSA Conf.	Simonson Station			1
52	1/31/22	903	01-201-000-0000-6410 Office Supplies	358.82	D	Office misc & Ink for printer	Wal-Mart Stores			1
53	1/31/22	903	01-201-000-0000-6410 Office Supplies	5.71	D	Salt/Pepper Shakers	Amazon.Com, Inc.			1
54	1/31/22	903	01-201-000-0000-6410 Office Supplies	63.60	D	Batteries, Hooks & Sink caddy	Amazon.Com, Inc.			1
55	1/31/22	903	01-201-000-0000-6410 Office Supplies	13.49	D	AA Batteries	Amazon.Com, Inc.			1
56	1/31/22	903	01-201-000-0000-6410 Office Supplies	78.00	D	40/3V Batteries	Bpb, Llc			1
57	1/31/22	903	01-201-000-0000-6425 Investigation Expense	7.90	D	3M Strips for Investigations	Wal-Mart Stores			1
58	1/31/22	903	01-201-000-0000-6438 K-9 Expenses	62.99	D	Dog Food for K9	Farmers Feed & Pet Sply			1
59	1/31/22	903	01-201-000-0000-6801 Misc Expense	190.98	D	Accidental purchase-misc	Lowes Companies, Inc.			1
60	1/31/22	903	01-201-000-0000-6801 Misc Expense	117.65	C	Credit for Accidental purchase	Lowes Companies, Inc.			1

Steele County

JOURNAL ENTRIES



Description MM - JAN 2022 C5

RRN	Audit Date	Aud Seq	Account/Formula	Trans Amt	D/C	Desc 1	Desc 2	RC1	RC2	Basis
61	1/31/22	903	01-201-000-0000-6801 Misc Expense	50.34	D	Repellent for Truck/Trailer	Fleet Farm Group, Llc			1
62	1/31/22	903	01-201-000-0000-6801 Misc Expense	15.98	D	2/Ice Picks for wetsuits	Fleet Farm Group, Llc			1
63	1/31/22	903	01-201-000-0000-6801 Misc Expense	124.99	D	Accidental use-Credit issued	Walgreen Co			1
64	1/31/22	903	01-201-000-0000-6844 Contingent Fund for Drug Alcohol DWI	321.59	D	Sealer & Dispenser	Uline, Inc.			1
65	1/31/22	903	01-251-000-0000-6406 Program Supplies	17.17	D	inmate educ videos	Netflix, Inc.			1
66	1/31/22	903	01-251-000-0000-6560 Janitorial Supplies	88.18	D	Laundry Detergent for Intake	Amazon.Com, Inc.			1
67	1/31/22	903	01-251-000-0000-6801 Misc Expense	5.71	D	transport meal	Kwik Trip			1
68	1/31/22	903	01-252-000-0000-6410 Office Supplies	6.18	D	Outlet Plate Sealer	Lowes Companies, Inc.			1
69	1/31/22	903	01-252-000-0000-6801 General Expense	107.33	D	Flashlights x 4	Fleet Farm Group, Llc			1
70	1/31/22	903	01-252-775-0000-6261 Conference & Training - CCA Subsidy	79.00	D	Fred Pryor Seminar	Park University			1
71	1/31/22	903	01-252-775-0000-6261 Conference & Training - CCA Subsidy	195.00	D	APPA Registration	American Probation And Pa			1
72	1/31/22	903	01-252-775-0000-6261 Conference & Training - CCA Subsidy	150.00	D	MACCAC Kristi	Paypal			1
73	1/31/22	903	01-252-775-0000-6261 Conference & Training - CCA Subsidy	150.00	D	MACCAC Kendra	Paypal			1
74	1/31/22	903	01-252-775-0000-6261 Conference & Training - CCA Subsidy	29.95	D	Headphones	Amazon.Com, Inc.			1
75	1/31/22	903	01-252-775-0000-6330 Travel Expenses - CCA	22.20	D	Supper-Training	Bloomington Hotel Owner			1
76	1/31/22	903	01-252-775-0000-6330 Travel Expenses - CCA	245.62	D	Hotel for training	Bloomington Hotel Owner			1
77	1/31/22	903	01-252-775-0000-6330 Travel Expenses - CCA	150.00	D	MACCAC William	Paypal			1
78	1/31/22	903	01-281-000-0000-6251 Other Administrative Costs	49.00	D	Campfire Monthly Subscription	Basecamp, Llc			1
79	1/31/22	903	01-281-000-0000-6251 Other Administrative Costs	75.15	D	Drive Over Cable Protection	Amazon.Com, Inc.			1
80	1/31/22	903	01-281-000-0000-6480 Non-Capitalized Inventory	43.89	D	Ink for Printer	Amazon.Com, Inc.			1

Steele County

JOURNAL ENTRIES



Descriptor MM - JAN 2022 C5

RRN	Audit Date	Aud Seq	Account/Formula	Trans Amt	D/C	Desc 1	Desc 2	RC1	RC2	Basis
81	1/31/22	903	01-281-000-0000-6480 Non-Capitalized Inventory	459.88	D	Printer for PHN	Amazon.Com, Inc.			1
82	1/31/22	903	01-481-460-6009-6465 Patient Supplies & Services	21.95	D	QA: Clients Supplies	Amazon.Com, Inc.			1
83	1/31/22	903	01-481-460-6009-6465 Patient Supplies & Services	24.94	D	QA:Client Supplies-Covid	Amazon.Com, Inc.			1
84	1/31/22	903	01-481-460-6009-6465 Patient Supplies & Services	59.85	D	QA: Clients Supplies Dressings	Amazon.Com, Inc.			1
85	1/31/22	903	01-481-460-6009-6465 Patient Supplies & Services	15.00	D	QA: Clients Supplies Gauze	Amazon.Com, Inc.			1
86	1/31/22	903	01-481-460-6011-6464 General Supplies & Outreach	11.95	D	CTC: Outreach Bookmarks	Auth Print Group Llc			1
87	1/31/22	903	01-481-464-6061-6464 General Supplies & Outreach	50.46	D	Covid19-Clinic Lunch 12-22-21	Brhb Inc			1
88	1/31/22	903	01-481-464-6061-6464 General Supplies & Outreach	5.19	D	QA:Client Supplies-Covid				1
89	1/31/22	903	01-481-464-6061-6464 General Supplies & Outreach	44.50	D	Covid19:Syr-Needles Clinics	Amazon.Com, Inc.			1
90	1/31/22	903	01-481-464-6061-6464 General Supplies & Outreach	99.27	D	Covid19-Clinic Lunch 12-15-21	Kerr-McCauley Investments			1
91	1/31/22	903	01-481-464-6061-6464 General Supplies & Outreach	15.97	D	Covid19-Clinic Lunch 12-8-21	Coborn's Incorporated			1
92	1/31/22	903	01-481-464-6061-6464 General Supplies & Outreach	625.00	D	Covid19: Gift Cards Clinics	Target Corporation			1
93	1/31/22	903	01-481-464-6061-6464 General Supplies & Outreach	10.47	D	Covid19-Tylenol forKids Clinin	Wal-Mart Stores			1
94	1/31/22	903	01-481-465-6057-6410 Office Supplies	12.99	D	LPHG: Planner 2022	Amazon.Com, Inc.			1
95	1/31/22	903	01-550-000-0000-6410 Operating Supplies - Contracts	165.85	D	Drinking Fountain Filters	Amazon.Com, Inc.			1
96	1/31/22	903	01-550-000-0000-6410 Operating Supplies - Contracts	11.94	D	Skate Disinfecting Spray	Amazon.Com, Inc.			1
97	1/31/22	903	01-550-000-0000-6410 Operating Supplies - Contracts	21.84	D	Misc. shop supplies	Lowes Companies, Inc.			1
98	1/31/22	903	01-550-000-0000-6410 Operating Supplies - Contracts	75.36	D	label maker Cartridges	Amazon.Com, Inc.			1
99	1/31/22	903	10-000-000-0000-1001 Cash	2,917.58	C	BMO Charges Jan				1
100	1/31/22	903	10-301-000-0000-6330 Travel Expenses	497.00	D	Lodging for Conference-IIIka	Cragun Corp			1

Steele County

JOURNAL ENTRIES



Description MM - JAN 2022 C5

RRN	Audit Date	Aud Seq	Account/Formula	Trans Amt	D/C	Desc 1	Desc 2	RC1	RC2	Basis
101	1/31/22	903	10-301-000-0000-6410 Office Supplies	59.00	D	Calendar for Kevin	Amazon.Com, Inc.			1
102	1/31/22	903	10-302-000-0000-6261 Conference & Training	150.00	D	UofM - Tschopp	Regents Of Univ Of Minn			1
103	1/31/22	903	10-302-000-0000-6261 Conference & Training	150.00	D	UofM - Koch	Regents Of Univ Of Minn			1
104	1/31/22	903	10-303-000-0000-6261 Conference & Training	210.00	D	MCEA Conference - Paul	Paypal			1
105	1/31/22	903	10-303-000-0000-6330 Travel Expenses	497.00	D	Lodging for Conference-Paul	Cragun Corp			1
106	1/31/22	903	10-304-000-0000-6512 Bldg Repair & Maintenance	23.28	D	1 1/4 in pipe clamp & pipe	Lowes Companies, Inc.			1
107	1/31/22	903	10-304-000-0000-6512 Bldg Repair & Maintenance	137.12	D	Galvanized pipe, cap & couplin	Lowes Companies, Inc.			1
108	1/31/22	903	10-304-000-0000-6512 Bldg Repair & Maintenance	7.98	D	Mortar repair	Lowes Companies, Inc.			1
109	1/31/22	903	10-304-000-0000-6512 Bldg Repair & Maintenance	26.94	D	Flags for flag pole	Lowes Companies, Inc.			1
110	1/31/22	903	10-304-000-0000-6520 Machinery/Vehicle Parts	1,142.26	D	Transfer tank & tool box	Amazon.Com, Inc.			1
111	1/31/22	903	10-304-000-0000-6540 Fuel & Lubricants	17.00	D	Fuel for shop	Kwik Trip			1
112	1/31/22	903	81-000-000-0000-1001 Cash	80.58	C	BMO Charges Jan				1
113	1/31/22	903	81-230-000-0000-6410 Office Supplies	10.58	D	Desk Calendar	Amazon.Com, Inc.			1
114	1/31/22	903	81-230-000-0000-6801 Misc. Expense	70.00	D	Employee Anniversary Gifts	Amazon.Com, Inc.			1
Debit Total				17,951.66		Credit Total	17,951.66	Net:	0.00	

Steele County

JOURNAL ENTRIES



Descriptor MM - JAN 2022 C4

RRN	Audit Date	Aud Seq	Account/Formula	Trans Amt	D/C	Desc 1	Desc 2	RC1	RC2	Basis
1	1/31/22	902	01-031-000-0000-6215 Postage	6.89	D	Postage - Admin				1
2	1/31/22	902	01-103-000-0000-6215 Postage	184.18	D	Postage - Assessor				1
3	1/31/22	902	01-041-000-0000-6215 Postage	259.57	D	Postage - Auditor				1
4	1/31/22	902	01-063-000-0000-6215 Postage	2.00	D	Postage - Auditor Elections				1
5	1/31/22	902	01-251-000-0000-6215 Postage	23.96	D	Postage - Detention Center				1
6	1/31/22	902	01-602-000-0000-6215 Postage	159.88	D	Postage - Extension				1
7	1/31/22	902	01-391-000-0000-6215 Postage	2.69	D	Postage - Environmental Serv				1
8	1/31/22	902	01-550-000-0000-6215 Postage	7.82	D	Postage - Four Seasons				1
9	1/31/22	902	01-032-000-0000-6215 Postage	5.70	D	Postage - Human Resources				1
10	1/31/22	902	01-062-000-0000-6802 Internal Chargeback	54.20	D	Postage - MRCI				1
11	1/31/22	902	01-105-000-0000-6215 Postage	200.26	D	Postage - Planning and Zoning				1
12	1/31/22	902	01-252-000-0000-6215 Postage	212.88	D	Postage - CCA				1
13	1/31/22	902	01-101-000-0000-6215 Postage	681.10	D	Postage - Recorder				1
14	1/31/22	902	01-042-000-0000-6215 Postage	105.61	D	Postage - Treasurer				1
15	1/31/22	902	01-121-000-0000-6215 Postage	8.22	D	Postage - Veterans				1
16	1/31/22	902	01-481-460-6009-6215 Postage	128.98	D	Postage - QA				1
17	1/31/22	902	01-481-460-6011-6215 Postage	177.80	D	Postage - CTC				1
18	1/31/22	902	01-481-461-6030-6215 Postage	7.43	D	Postage - MCH				1
19	1/31/22	902	01-481-461-6025-6215 Postage	29.95	D	Postage - FAP/HCB/FC				1
20	1/31/22	902	01-481-462-6047-6215 Postage	1.76	D	Postage - CID				1

Steele County

JOURNAL ENTRIES



Description MM - JAN 2022 C4

RRN	Audit Date	Aud Seq	Account/Formula	Trans Amt	D/C	Desc 1	Desc 2	RC1	RC2	Basis
21	1/31/22	902	01-481-464-6061-6215 Postage	14.90	D	Postage - COVID				1
22	1/31/22	902	01-481-461-6040-6215 Postage	2.19	D	Postage - WIC				1
23	1/31/22	902	01-481-461-6034-6215 Postage	0.53	D	Postage - TANF				1
24	1/31/22	902	01-062-000-0000-6215 Postage	2,278.50	C	GF Postage Allocation				1
25	1/31/22	902	10-301-000-0000-6215 Postage	1.06	D	Highway Postage				1
26	1/31/22	902	10-000-000-0000-1001 Cash	1.06	C	Highway Postage				1
27	1/31/22	902	01-000-000-0000-1001 Cash	1.06	D	Highway Postage				1
28	1/31/22	902	01-062-000-0000-5831 Miscellaneous	1.06	C	Highway Postage				1
29	1/31/22	902	53-398-000-0000-6215 Postage	26.72	D	Landfill Postage				1
30	1/31/22	902	53-000-000-0000-1001 Cash	26.72	C	Landfill Postage				1
31	1/31/22	902	01-000-000-0000-1001 Cash	26.72	D	Landfill Postage				1
32	1/31/22	902	01-062-000-0000-5831 Miscellaneous	26.72	C	Landfill Postage				1
33	1/31/22	902	21-655-000-0000-6215 Postage	0.53	D	PTD8 - Postage				1
34	1/31/22	902	21-000-000-0000-1001 Cash	0.53	C	PTD8 - Postage				1
35	1/31/22	902	01-000-000-0000-1001 Cash	0.53	D	PTD8 - Postage				1
36	1/31/22	902	01-062-000-0000-5831 Miscellaneous	0.53	C	PTD8 - Postage				1
Debit Total				2,335.12		Credit Total	2,335.12	Net:	0.00	

Steele County

JOURNAL ENTRIES



Description MM - DEC 2021 - C8 VERIZON

RRN	Audit Date	Aud Seq	Account/Formula	Trans Amt	D/C	Desc 1	Desc 2	RC1	RC2	Basis
1	12/31/21	908	01-031-000-0000-6210 Telephone	0.01	D	Phone Charges - Verizon				1
2	12/31/21	908	01-103-000-0000-6210 Telephone	0.05	D	Phone Charges - Verizon				1
3	12/31/21	908	01-091-000-0000-6210 Telephone	0.02	D	Phone Charges - Verizon				1
4	12/31/21	908	01-111-000-0000-6210 Telephone	0.04	D	Phone Charges - Verizon				1
5	12/31/21	908	01-252-000-0000-6210 Telephone	76.23	C	Phone Charges - Verizon				1
6	12/31/21	908	01-281-000-0000-6210 Telephone	2.22	D	Phone Charges - Verizon				1
7	12/31/21	908	01-032-000-0000-6210 Telephone	2.22	D	Phone Charges - Verizon				1
8	12/31/21	908	01-061-000-0000-6210 Telephone	22.88	C	Phone Charges - Verizon				1
9	12/31/21	908	01-201-000-0000-6211 Radio-Computers-Cameras	0.14	C	Squad Connections - Verizon				1
10	12/31/21	908	01-201-000-0000-6210 Telephone	0.12	C	Phone Charges - Verizon				1
11	12/31/21	908	01-000-000-0000-1001 Cash	94.81	D	Verizon Charges - Dec				1
12	12/31/21	908	53-398-000-0000-6210 Telephone	2.22	C	Phone Charges - Verizon				1
13	12/31/21	908	53-000-000-0000-1001 Cash	2.22	D	Phone Charges - Verizon				1
Debit Total				101.59		Credit Total	101.59	Net:	0.00	

Steele County

JOURNAL ENTRIES



Description JW - 2022 JAN C1

RRN	Audit Date	Aud Seq	Account/Formula	Trans Amt	D/C	Desc 1	Desc 2	RC1	RC2	Basis
1	1/31/22	500	01-003-000-0000-6357 Bank Charges	671.76	D	Bank Charges - Magic #1				1
2	1/31/22	500	01-003-000-0000-6357 Bank Charges	19.99	D	Bank Charges - Magic #2				1
3	1/31/22	500	01-003-000-0000-6357 Bank Charges	113.84	D	Bank Charges - Payroll				1
4	1/31/22	500	01-000-000-0000-1001 Cash	805.59	C	Jan 2022 Bank Charges				1
5	1/31/22	500	01-000-000-0000-1001 Cash	53.16	D	Jan 2022 Interest				1
6	1/31/22	500	01-003-000-0000-5710 Interest From Investments	36.04	C	Jan Interest - Magic #1				1
7	1/31/22	500	01-003-000-0000-5710 Interest From Investments	16.77	C	Jan Interest - Magic #2				1
8	1/31/22	500	01-003-000-0000-5710 Interest From Investments	0.35	C	Jan Interest - Payroll				1
9	1/31/22	500	38-000-000-0000-1001 Cash	1.86	D	Jan 2022 Interest				1
10	1/31/22	500	38-251-000-0000-5710 Interest	1.86	C	Jan Bond Interest				1
11	1/31/22	500	81-000-000-0000-1001 Cash	5.00	D	Jan 2022 Interest				1
12	1/31/22	500	81-230-000-0000-5710 Interest	5.00	C	Jan Interest - E911				1
13	1/31/22	500	10-304-000-0000-5514 Reimburse Against Expense	10,825.86	D	Reverse Highway Fuel AJE				1
14	1/31/22	500	10-304-000-0000-5511 Charges For Services	143.14	D	Reverse Highway Fuel AJE				1
15	1/31/22	500	10-000-000-0000-1001 Cash	10,969.00	C	Reverse Highway Fuel AJE				1
Debit Total				11,834.61		Credit Total	11,834.61	Net:	0.00	

Steele County

JOURNAL ENTRIES



Description JW - 2021 AUDIT BATCH4 C

RRN	Audit Date	Aud Seq	Account/Formula	Trans Amt	D/C	Desc 1	Desc 2	RC1	RC2	Basis
1	12/31/21	505	01-000-000-0000-1001 Cash	560.00	D	Reclass Per Diems to Ditch				1
2	12/31/21	505	01-005-000-0000-6190 Per Diems	560.00	C	Reclass Per Diems to Ditch				1
3	12/31/21	505	21-635-000-0000-6801 Miscellaneous	350.00	D	JD 6 2021 Per Diems				1
4	12/31/21	505	21-644-000-0000-6801 Miscellaneous	70.00	D	CD 4 2021 Per Diems				1
5	12/31/21	505	21-647-000-0000-6801 Miscellaneous	140.00	D	CD 20 2021 Per Diems				1
6	12/31/21	505	21-000-000-0000-1001 Cash	560.00	C	Reclass Per Diems to Ditch				1
7	12/31/21	505	21-631-000-0000-5710 Interest	6.72	C	July - Dec 2021 Ditch Interest				1
8	12/31/21	505	21-665-000-0000-5710 Interest	868.85	C	July - Dec 2021 Ditch Interest				1
9	12/31/21	505	21-634-000-0000-6900 Interest O.S.W.	154.31	D	July - Dec 2021 Ditch Interest				1
10	12/31/21	505	21-635-000-0000-5710 Interest	612.80	C	July - Dec 2021 Ditch Interest				1
11	12/31/21	505	21-636-000-0000-5710 Interest	88.92	C	July - Dec 2021 Ditch Interest				1
12	12/31/21	505	21-633-000-0000-6900 Interest O.S.W.	583.04	D	July - Dec 2021 Ditch Interest				1
13	12/31/21	505	21-637-000-0000-5710 Interest	198.33	C	July - Dec 2021 Ditch Interest				1
14	12/31/21	505	21-638-000-0000-5710 Interest	87.82	C	July - Dec 2021 Ditch Interest				1
15	12/31/21	505	21-639-000-0000-5710 Interest	88.21	C	July - Dec 2021 Ditch Interest				1
16	12/31/21	505	21-640-000-0000-6900 Interest O.S.W.	1,837.25	D	July - Dec 2021 Ditch Interest				1
17	12/31/21	505	21-641-000-0000-5710 Interest	206.86	C	July - Dec 2021 Ditch Interest				1
18	12/31/21	505	21-642-000-0000-6900 Interest O.S.W.	51.82	D	July - Dec 2021 Ditch Interest				1
19	12/31/21	505	21-643-000-0000-6900 Interest O.S.W.	198.84	D	July - Dec 2021 Ditch Interest				1
20	12/31/21	505	21-644-000-0000-5710 Interest	263.47	C	July - Dec 2021 Ditch Interest				1

Steele County

JOURNAL ENTRIES



Description JW - 2021 AUDIT BATCH4 C

RRN	Audit Date	Aud Seq	Account/Formula	Trans Amt	D/C	Desc 1	Desc 2	RC1	RC2	Basis
21	12/31/21	505	21-645-000-0000-6900 Interest O.S.W.	763.83	D	July - Dec 2021 Ditch Interest				1
22	12/31/21	505	21-646-000-0000-5710 Interest	88.20	C	July - Dec 2021 Ditch Interest				1
23	12/31/21	505	21-647-000-0000-5710 Interest	11.50	C	July - Dec 2021 Ditch Interest				1
24	12/31/21	505	21-648-000-0000-5710 Interest	126.18	C	July - Dec 2021 Ditch Interest				1
25	12/31/21	505	21-649-000-0000-6900 Interest O.S.W.	7.58	D	July - Dec 2021 Ditch Interest				1
26	12/31/21	505	21-650-000-0000-5710 Interest	24.21	C	July - Dec 2021 Ditch Interest				1
27	12/31/21	505	21-651-000-0000-6900 Interest O.S.W.	6.48	D	July - Dec 2021 Ditch Interest				1
28	12/31/21	505	21-652-000-0000-6900 Interest O.S.W.	22.29	D	July - Dec 2021 Ditch Interest				1
29	12/31/21	505	21-653-000-0000-6900 Interest O.S.W.	248.55	D	July - Dec 2021 Ditch Interest				1
30	12/31/21	505	21-654-000-0000-5710 Interest	414.58	C	July - Dec 2021 Ditch Interest				1
31	12/31/21	505	21-655-000-0000-5710 Interest	74.87	C	July - Dec 2021 Ditch Interest				1
32	12/31/21	505	21-656-000-0000-5710 Interest	9.77	C	July - Dec 2021 Ditch Interest				1
33	12/31/21	505	21-657-000-0000-5710 Interest	2.43	C	July - Dec 2021 Ditch Interest				1
34	12/31/21	505	21-658-000-0000-6900 Interest O.S.W.	681.87	D	July - Dec 2021 Ditch Interest				1
35	12/31/21	505	21-659-000-0000-5710 Interest	12.11	C	July - Dec 2021 Ditch Interest				1
36	12/31/21	505	21-660-000-0000-5710 Interest	25.44	C	July - Dec 2021 Ditch Interest				1
37	12/31/21	505	21-000-000-0000-1001 Cash	1,344.59	C	July - Dec 2021 Ditch Interest				1
38	12/31/21	505	01-000-000-0000-1001 Cash	1,344.59	D	July - Dec 2021 Ditch Interest				1
39	12/31/21	505	01-003-000-0000-5710 Interest From Investments	1,344.59	C	July - Dec 2021 Ditch Interest				1
40	12/31/21	505	21-000-000-0000-2520 Advance From Other Funds	85,016.68	D	2021 Ditch Loan Payback				1

Steele County
JOURNAL ENTRIES



Description JW - 2021 AUDIT BATCH4 C

RRN	Audit Date	Aud Seq	Account/Formula	Trans Amt	D/C	Desc 1	Desc 2	RC1	RC2	Basis
41	12/31/21	505	21-000-000-0000-1001 Cash	85,016.68	C	2021 Ditch Loan Payback				1
42	12/31/21	505	01-000-000-0000-1001 Cash	85,016.68	D	2021 Ditch Loan Payback				1
43	12/31/21	505	01-000-000-0000-1410 Advances To Other Funds	85,016.68	C	2021 Ditch Loan Payback				1
Debit Total				177,053.81		Credit Total	177,053.81	Net:	0.00	

PERSONNEL REPORT
February 22, 2022 at 5:00 pm

ACTION ITEMS

1. Personnel Actions:

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

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

<i>Name</i>	<i>Position</i>	<i>Department</i>	<i>End Date</i>
Barb Alford (retirement)	Legal Administrative Assistant	County Attorney	6/1/22

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)

Open Positions - Approved to Fill:

<i>Position</i>	<i>Department</i>	<i>Notes</i>
Road Deputy	Sheriff's Office	Backgrounding
Correctional Officer (2)	Det. Center/Sheriff's Office	Recruiting Again
Adult Health Lead	Public Health	Interviewing
Nurse	Detention Center	Backgrounding
Nurse/Family Support Educator	Public Health	Recruiting
Landfill Supervisor	Environmental Services	Recruiting
Custodian (3)	Facilities	Recruiting
Highway Maintenance Technician	Highway	Interviewing
Working Foreperson	Highway	Hiring Maint. Tech. First
Property Appraiser	Assessor	Recruiting
Asst. County Attorney I or II	Attorney	Recruiting
Public Health Director/CHS Admin.	Public Health	Temp. On-Hold

Open Positions – In Committee:

<i>Position</i>	<i>Department</i>	<i>Notes</i>
Lead Custodian	Facilities & Grounds	New Position



Steele County Agenda Item

Subject: Acceptance of Donation for Sheriff's K-9 Project

Department: Sheriff's Office

Committee Meeting Date:

Board Meeting Date: February 22, 2022

Consent Agenda: ☒ Yes ☐ No

Resolution: ☒ Yes ☐ No

Policy Committee Recommendation:

Recommendation:

Accept donation from the Woman's Club of Owatonna in the amount of \$150.

Background (*Including Budget Impact*):

This is a donation from the Woman's Club of Owatonna for the Sheriff's Office K-9 Project and the board needs to accept this donation by Resolution.

Attachments:

Resolution

RESOLUTION

**ACCEPTANCE OF CASH DONATION
FOR SHERIFF'S OFFICE K-9 PROJECT**

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

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

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

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

Woman's Club of Owatonna	\$ 150.00
--------------------------	-----------

Dated this 22nd day of February 2022.

STEELE COUNTY
BOARD OF COMMISSIONERS

John Glynn, 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 February 2022.

Laura Ihrke, Steele County Auditor



Steele County Agenda Item

Subject: Renew Lease of Farmland Adjacent to the New Public Works Facility

Department: Highway

Committee Meeting Date: February 10, 2022

Board Meeting Date: February 22, 2022

Consent Agenda: ☒ Yes ☐ No

Resolution: ☐ Yes ☒ No

Policy Committee Recommendation:

Move to Board for Approval

Recommendation:

Renew the lease of 18.5 acres of farmland adjacent to the new Public Works facility to Mr. David Janke in the amount of \$317 per acre, for a total of \$5,864.50.

Background (*Including Budget Impact*):

The Highway Department advertised for the lease of 18.5 acres of farmland and received two bids, one at \$317 per acre and the other at \$260 per acre.

Long term lessor David Janke was the high bidder.

2021 lease rate was \$303 per acre for 18.5 acres

2020 lease rate was \$303 per acre for 18.5 acres

2019 lease rate was \$317 per acre for 18.5 acres

2018 lease rate was \$317 per acre for 18.5 acres

2017 lease rate was \$317 per acre for 18.5 acres

2016 lease rate was \$317 per acre for 18.5 acres

2015 lease rate was \$431 per acre for 45 acres

Attachments:

Lease Agreement



Farmland Lease

This agreement, made this 22nd day of February 2022 by and between Steele County (Lessor), and David Janke of the County of Steele and State of Minnesota, (Lessee).

Witnesseth, That Lessor, in consideration of the rents and covenants hereinafter mentioned, does hereby Remise, Lease and Let unto the Lessee, and Lessee does hereby hire and take from Lessor, the following described premises situated in the City of Owatonna, County of Steele, and State of Minnesota,

In section number 5, Township Number 107N, Range Number 20W, containing 18.5 acres be the same, more or less, of which described premises Lessee hereby agrees to plow and put in crops not less than 18.5 acres each year during the continuance of this lease. The specific acreage will be staked by the Lessor upon execution of this lease document and request.

To Have and to Hold, the above rented premises unto Lessee, heirs and assigns, subject to the conditions and limitations hereinafter mentioned for and during the time period from and after the 22nd day of February 2022, the term of this Lease ending the 15th day of November 2022 or fifteen days after the crop is harvested, whichever is earlier..

And Lessee agrees to and with the Lessor to pay as rent for the above-mentioned premises, for and during the full term of this Lease, the sum of \$5,864.50 dollars per year payable upon execution of this lease document and no later than April 1st of each year. The lessor and lessee may upon mutual agreement renew this lease for up to one additional term.

And it is Further Agreed, by and between the parties as follows: That should Lessee fail to make the above-mentioned payment as herein specified, or fail to fulfill any of the covenants herein contained, then and in that case Lessor may re-enter and take possession of the above rented premises, and hold and enjoy the same without such re-entering working a forfeiture of the rents to be paid by Lessee for the full term of this lease. That if Lessor sells said premises during the life of this lease and before the crop is in ground, and desires to give possession to the purchaser, that Lessee will forthwith surrender possession of said leased premises upon the payment to him of \$240 per acre for each acre of said premises newly plowed by Lessee at the time said possession is demanded if sold after the crop is in, then Lessee shall have the rights to remove such crop when ready to be harvested. That if Lessor sells said premises during the term of lease, the purchaser may at any time enter upon the leased premises for the purpose of plowing, breaking more land, summer-fallowing, cultivating or otherwise improving any part of said premises not in actual cultivation by said Lessee and without such entry working any forfeiture of the rents herein agreed to be paid. That if Lessee remains in possession of said premises after the expiration of the term for which they are hereby leased, such possession shall not be construed to be renewal of this lease, but to be tenancy at the will of the Lessor, which may be terminated upon ten days' notice, given by the said Lessor in writing, either delivered to Lessee or sent to him in a sealed envelope, duly stamped and directed to him at 4677 Crane



Creek Road, Owatonna, MN 55060 which is hereby declared by Lessee to be his usual Post Office address.

And the Lessee also covenants and agrees to and with Lessor, not to assign this lease or underlet the above rented premises or any part thereof, without first obtaining the written consent of the Lessor and that he will, at the expiration of the time as herein recited, quietly yield and surrender the aforesaid premises to the Lessor, his heirs or assigns, in as good condition and repair as when taken, reasonable wear and tear and damage by the elements alone excepted. Lessee also covenants and agrees to cultivate the hereby leased premises in a careful and husband-like manner, and to maintain and keep up any fences so as to protect all crops from injury and waste, and to protect any shade trees thereon and to cut no green trees and to commit no waste or damage on said real estate and to suffer none to be done.

Lessee is also to destroy noxious weeds growing on said land, declared by statute to be common nuisances, within the times prescribed by law, and shall keep all roadways and other parts of the land, not in crop, mowed and free from growing weeds. And, Lessor or his agent shall have the right to enter upon said premises at any time, without injury to the standing crops, for the purpose of making any improvements, or to prepare for the succeeding crop, or for any other purpose whatsoever.

And Lessor covenants that Lessee, on paying the rent and performing the covenants aforesaid, shall peaceably and quietly have, hold and enjoy the said remised premises for the term aforesaid. In the event of any rents due hereon being collected by suit, the Lessee further agrees to pay all expenses which may be incurred thereby.

Lessee agrees that it will save and hold harmless Lessor from any and all claims, causes of action or liability whatever arising out of the use of said premises, including but not limited to property sublet by Lessee.

IN TESTIMONY WHEREOF, both parties have hereunto set their hands the day and year hereinbefore written.

County of Steele

By _____
Lessor – County Board Chair

By _____
Lessee – David Janke



Steele County Agenda Item

Subject: Approve Agreement with Canadian Pacific Railroad for Crossing Improvement at NW 81ST St.

Department: Highway

Committee Meeting Date: February 10, 2022

Board Meeting Date: February 22, 2022

Consent Agenda: ☒ Yes ☐ No

Resolution: ☐ Yes ☒ No

Policy Committee Recommendation:

Move to Board for Approval

Recommendation:

Approve Agreement with CP Railroad for crossing improvement at NW 81st St.

Background (*Including Budget Impact*):

Reconstruction of CSAH 49 is programmed in the Highway Capital Improvement Program for this year. As part of the project development and public engagement it was determined that CSAH 49 should be re-routed on to NW 81st St, westerly to its intersection with CSAH 45. CP is requiring the current crossing of NW 81st St. to be improved to current standards at an estimated cost of \$117,047.

The Agreement outlines each party's responsibilities.

Attachments:

Canadian Pacific Agreement



AGREEMENT

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

WITNESSETH

WHEREAS, Northwest 81st Street, DOT #976093T as presently located north of the City of Medford in Medford Township, Steele County, State of Minnesota, crosses at grade one track of the COMPANY at railroad milepost 109.25 on the Owatonna Subdivision, which crossing is constructed with gravel and is unprotected; and

WHEREAS, the ROAD AUTHORITY proposes to have the COMPANY replace the crossing surface at the Northwest 81st Street location shown in “**Exhibit A**,” and

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

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

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

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

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

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

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

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

The estimated total cost of the COMPANY Work to be performed by the COMPANY as indicated in the estimate of cost attached hereto and marked “**Exhibit B**” is \$93,047.00 The ROAD AUTHORITY shall reimburse the COMPANY for all labor and material costs, project oversight estimated at \$117,047.00.

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

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

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

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

SECTION 3. The ROAD AUTHORITY shall maintain jurisdiction for the roadway at the Northwest 81st Street crossing and will be responsible for maintaining the roadway and crossing approaches up to the ends of the track ties at its expense. The COMPANY shall operate and maintain its track, the crossing over its ties and the crossing warning devices in accordance with Federal or State law as it shall be from time to time in the future while it operates its line of railroad over such trackage and crossing, but this obligation to maintain said crossing and warning devices shall cease in the event the COMPANY abandons its railroad operations over said track in the future, in which event the ROAD AUTHORITY may, if it desires, remove the trackage and restore and maintain the crossing at its sole cost and expense.

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

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

STEELE COUNTY, MN
CORPORATION

DAKOTA, MINNESOTA, & EASTERN RAILROAD
d/b/a
CANADIAN PACIFIC

Recommended for Approval:

Recommended for Approval:

By: _____
County Engineer

By: _____
Manager Public Works

Date: _____, 2022

Date: _____, 2022

Recommended for Approval:

By: _____
County Administrator

APPROVED:

APPROVED:

County Board Chair

Date: _____, 2022

Date: _____, 2022

Exhibit A



Exhibit B



NORTHERN PLAINS RAIL SERVICES

100 Railroad Ave.

Fordville, ND 58231

Phone: 701-229-3330

Fax: 701-229-3365

To: Canadian Pacific Railway	Contact: Andy Inserra
Address: 120 S 6th St	Phone: (612) 599-4092
Minneapolis, MN 55402	Email: andy_inserra@cpr.ca
Project Name: Crossing Surface Upgrade	Bid Number: 012522-1
Project Location: Medford, MN	Bid Date: January 25, 2022

Item No.	Description	Unit	Quantity	Unit Price	Total Amount
Materials					
1	Concrete Crossing Panels	Track Feet	54		
2	New 115RE Rail	Tons	3.07		
3	New 10' Crossing Ties	Each	52		
4	Pandrol Plates	Each	104		
5	E-Clips	Each	208		
6	Screw Spikes	Each	416		
7	Thermite Welds	Each	2		
8	Track Bolts w/Washers	Each	20		
9	Comp Bars 115RE to 90RA	Pairs	4		
10	Ballast	Tons	75		
11	Crossbucks with Signage	Each	2		
Labor					
12	Crossing Removal	Track Feet	90		
13	Spoil Disposal	Cubic Yards	50		
14	Track Removal	Track Feet	80		
15	Tie Disposal	Each	52		
16	Track Construction	Track Feet	80		
17	Surfacing	Track Feet	280		
18	Concrete Crossing Installation	Track Feet	54		
19	Crossbuck Installation	Each	2		
20	Mobilization	LS	1		
21	Lodging	LS	1		
22	Per Diem	LS	1		

Total Job Estimate \$93,047.00

Job Description

- **Crossing Removal** - Remove Existing Asphalt Crossing Surface for 2 Crossings and Stock Pile at designated Area for County to Dispose of
- **Track Removal** - Remove 80 Feet of Existing Track and Dispose of all Ties, Spoil, and Steel Materials
- **Track Construction** - Construct 80 Feet of Track using 10' Crossing Ties, New 115RE Rail, and AREMA 4A Ballast
- **Surfacing** - Surface through 80 Feet of New Track Construction with 100' Runoff in Each Direction
- **Concrete Crossing Installation** - Install 54 Feet of Concrete Crossing Panels as shown per drawing.
- **Crossbuck Installation** - Install 2EA Crossbucks with correct signage according to CP Specs

Notes

- NPRS has full access to the work site
- NPRS to provide all rail materials necessary to complete work
- Construction based on no hindering obstacle, such as rock, water, or utilities that may interfere with construction and operation
- Quoted prices are subject to change after 30 net days

ACCEPTED: The above prices, specifications and conditions are satisfactory. <u>Buyer:</u> <u>Signature:</u> <u>Date of Acceptance:</u> 	Confirmed: Northern Plains Rail Services <u>Authorized Signature:</u> Estimator: Ryan Ulland Contact Info: 701-229-3422 ryan_ulland@nprail.com
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Exhibit C

STANDARD PROVISIONS FOR HIGHWAY-RAILROAD AGREEMENTS (FEDERAL AID PROJECTS)

1. ALL COMPANY work shall be performed in accordance with the terms, stipulations and conditions contained in the US Department of Transportation, Federal-Aid Highway Program Manual Volume 1, Chapter 4, Section 3 and supplements to or revisions thereafter.

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

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

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

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

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

The COMPANY shall have the right to furnish all such flagging or protective service as in its judgment is necessary, and the ROAD AUTHORITY or its contractor or contractors shall reimburse the COMPANY for the cost thereof. Wherever safeguarding of trains or traffic or

the COMPANY is mentioned in this agreement, it is intended to cover all users of the COMPANY'S track having permission for such use.

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

6. Any contract between the ROAD AUTHORITY and its contractor or subcontractor to perform the work herein provided to be done by the ROAD AUTHORITY shall require that the contractor or sub-contractor protect the COMPANY, and any other railroad occupying or using COMPANY right-of-way or lines of railroad with the permission of the COMPANY, against all loss and damage arising from the activities of the contractor or any of its subcontractors or agents, and shall further provide that the contractor shall furnish the COMPANY a Railroad Protective Liability Insurance policy providing for protection of the COMPANY, in accordance with the Federal-Aid Policy Guide, Title 23, Part 140, Subpart 1 and any supplements to or revisions unless otherwise noted. The limits of the policy shall be not less than \$5,000,000 combined single limit per occurrence for bodily injury, death, property damage and physical damage to property, with an aggregate limit of not less than \$10,000,000 per policy period. The insurance policy shall be delivered to and approved by the COMPANY prior to entry upon or use of its property to commence work upon, over, under, across or adjacent to COMPANY tracks by the contractor.

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

8. The COMPANY will credit the ROAD AUTHORITY for the salvage value of all track, communication and signal line material used on a temporary basis during the construction of the project and accepted by the COMPANY for return to its stock.

The ROAD AUTHORITY shall be afforded a reasonable opportunity to inspect materials recovered by the COMPANY prior to disposal by sale of scrap.

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

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



Steele County Agenda Item

Subject: Approve Agreement with Canadian Pacific Railroad for Railroad-Highway Grade Crossing Closure

Department: Highway

Committee Meeting Date: February 10, 2022

Board Meeting Date: February 22, 2022

Consent Agenda: ☒ Yes ☐ No

Resolution: ☐ Yes ☒ No

Policy Committee Recommendation:

Move to Board for Approval

Recommendation:

Approve the Agreement with CP Railroad for railroad-highway grade crossing closure.

Background (*Including Budget Impact*):

Reconstruction of CSAH 49 is programmed in the Highway Capital Improvement Program for this year. As part of the project development and public engagement it was determined that CSAH 49 should be re-routed on to NW 81st St, westerly to its intersection with CSAH 45. The portion of CSAH 49 south of NW 81st St. will be constructed to a Township Road standard, with a cul-de-sac, and turned back to Medford Township. With implementation of a cul-de-sac, the CSAH 49 crossing of the CP railroad will no longer be needed and will be closed. There are no additional costs associated with this Agreement.

The Agreement outlines each party's responsibilities.

Attachments:

Canadian Pacific Agreement

RAILROAD-HIGHWAY GRADE CROSSING CLOSURE AGREEMENT

THIS AGREEMENT made and entered into on _____, 2022 by and between DAKOTA, MINNESOTA & EASTERN RAILROAD CORPORATION d/b/a CANADIAN PACIFIC, hereinafter referred to as the "Railroad", and the COUNTY OF STEELE, Minnesota, hereinafter referred to as the "County".

WITNESSETH:

WHEREAS, elimination of a grade crossing by closing the road includes the abandonment and permanent vacating of roadway right-of-way across the railroad right-of-way, and

WHEREAS, the County in cooperation with the Railroad will permanently close and remove the County's grade crossings at CR 49, DOT # 380317N, Medford, Steele County, Minnesota, located at mile post 108.79 on the Railroad's Owatonna Subdivision, and

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

SECTION 1: The County, at its expense, shall take all actions necessary to permanently close and vacate the above-listed public grade crossings across the Railroad's right-of-way.

SECTION 2: The County, at its expense, shall install and maintain permanent barricades and/or fencing in accordance with the Minnesota Manual on Uniform Traffic Control Devices.

SECTION 3: The County, at its expense, shall maintain and match the ditches on both sides, and remove existing road and sidewalk approaches and existing advanced warning signage.

SECTION 4: The County, at its expense, shall install and maintain permanent roadway turnarounds and/or cul-de-sacs, as required.

SECTION 5: The Railroad shall remove the railroad crossing surface and crossing warning devices upon the installation of the roadway barricades and/or fencing.

SECTION 6: The Railroad, at its expense, shall provide flagging for all work associated with the crossing closures.

SECTION 7: The County agrees, by receipt of the above consideration, that the crossings will remain closed and will not be re-opened by the County.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement by their duly authorized officials on the dates indicated below.

EXECUTED by the Railroad this _____ day of _____, 2022.

**DAKOTA, MINNESOTA & EASTERN
RAILROAD CORPORATION**
doing business as Canadian Pacific

Signature: _____

Name: _____

Title: _____

EXECUTED by the County this _____ day of _____, 2022.

COUNTY OF STEELE, MN

Signature: _____

Name: Greg Ilkka

Title: County Engineer

Signature: _____

Name: Scott Golberg

Title: County Administrator

Signature: _____

Name: John Glynn

Title: County Board Chair



Steele County Agenda Item

Subject: Steele County Jail Pod Renovation/Advertisement for Bids

Department: Building & Grounds

Work Session Date: February 22, 2022

Board Meeting Date: February 22, 2022

Consent Agenda: ☐ Yes ☒ No

Resolution: ☐ Yes ☒ No

Policy Committee Recommendation:

.

Recommendation:

To approve the Facilities and Fleet Director to Advertise for Bids for the Steele County Jail Pod Renovation Project.

Background (*Including Budget Impact*):

Previously the County board authorized ICS to complete construction drawings for the Jail Pod Renovation Project. The plans are 95% complete with minor adjustments to make. The scope of work includes renovation of an existing housing pod including masonry, detention doors, finishes and associated mechanical and electrical work. With plans near completion, we would like to advertise for bids for the project with Bids being received on March 22, 2022 at 2:00pm.

Attachments:

Advertisement for Bids

SECTION 00 11 13

ADVERTISEMENT FOR BIDS

**JAIL POD RENOVATION
2500 ALEXANDER STREET SW
OWATONNA, MN 55060**

Steele County will receive single prime sealed bids for Jail Pod Renovation until 2:00 p.m. local time on March 22, 2022 at the Steele County Administration Building, Board Room, 630 Florence Ave, Owatonna, Minnesota, 55060, at which time and place all bids will be publicly opened and read aloud. Absolutely no bids will be accepted after 2:00 p.m.

A pre-bid meeting is scheduled for March 10, 2022 at Steele County Detention Center at 10:00 a.m. Attendance at this meeting is highly recommended. Please bring proper identification with you for building access.

This project includes: Renovation of an existing housing pod including masonry, detention doors, finishes and associated mechanical and electrical work.

Bidding Documents are available for Download to prospective bidders and subcontractors by contacting the Owner's Representative, ICS Consulting, Inc., 3890 Pheasant Ridge Drive NE, Suite #180, Blaine, Minnesota 55449, (763) 354-2670. Prospective Bidders and Subcontractors will be given instructions to download complete sets of the bidding documents. The downloads will be made available February 22, 2022.

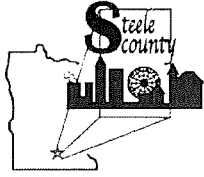
Make proposals on the bid forms supplied in the Project Manual. No oral, telegraphic or telephonic proposals or modifications will be considered. Submit with each bid, Minnesota Responsible Contractor Compliance Affidavit, as well as a certified check or acceptable bidder's bond payable to Steele County in an amount equal to five percent (5%) of the total bid. The successful bidder will be required to furnish satisfactory Labor and Material Payment Bond, and Performance Bond.

Bids may not be withdrawn within thirty (30) days after the scheduled time of opening bids, without the consent of the Owner. The Owner reserves the right to accept any bid or to reject any or all bids, or parts of such bids, and waive informalities or irregularities in bidding.

The Owner requires Substantial Completion of the project on or before July 29, 2022.

Board of Commissioners

STEELE COUNTY



Steele County Agenda Item

Subject: Rezone Request #83 (Johnson)

Department: Planning & Zoning

Committee Meeting Date: February 7, 2022

Board Meeting Date: February 22, 2021

Consent Agenda: ☐ Yes ☒ No

Resolution: ☒ Yes ☐ No

Policy Committee Recommendation:

Planning Commission recommends to adopt the resolution approving the rezoning request of William and Jennifer Johnson.

Background *(Including Budget Impact)*:

This request is from William and Jennifer Johnson to rezone 2.58 acres from Agricultural (A-1) to Residential (R-1) for the purpose of selling additional land to the neighboring properties. This property is part of lots 3 and 10, Subdivision of Section 17, Meriden Township.

Attachments:

Resolution

Findings of Fact

Location Map

Site Map

Survey

Staff Report

STEELE COUNTY BOARD OF COMMISSIONERS

**RESOLUTION AMENDING
THE
STEELE COUNTY ZONING MAP**

WHEREAS, the Steele County Zoning Map was adopted on September 9th, 1993; and

WHEREAS, the Steele County Zoning Map classifies 2.58 acres described as Parcels 1,2,3,4,5,6 in Lot 3 and parcel 7 and 9 of Lots 3 and 10, Subdivision of Section 17-107-N, R-21-W, Steele County Minnesota as Agricultural (A-1); and

WHEREAS, William and Jennifer Johnson have requested to amend the Steele County Zoning Map by rezoning these parcels from Agricultural (A-1) to Rural Residential (R-1); and

WHEREAS Minnesota Statute 394.25 allows for amendments to the Zoning Ordinance and zoning maps following a public hearing and recommendation by the planning commission; and

WHEREAS the Planning Commission held a public hearing on February 7, 2022 and forwarded its recommendation to the Steele County Board of Commissioners; and

WHEREAS, the Steele County Board of Commissioners finds the zoning map amendment request to be consistent with the intent of the Steele County Comprehensive Plan.

NOW THEREFORE BE IT RESOLVED, the Steele County Board of Commissioners hereby amends the Steele County Zoning Map to reclassifying 2.58 acres described as Parcels 1,2,3,4,5,6 in Lot 3 and parcel 7 and 9 of Lots 3 and 10, Subdivision of Section 17-107-N, R-21-W, Steele County Minnesota from Agricultural (A-1) to Rural Residential (R-1).

Passed and adopted this 22nd day of February, 2022.

STEELE COUNTY BOARD OF COMMISSIONERS

BY: _____
Chair

ATTEST:

Steele County Auditor

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 February, 2022.

Steele County Auditor

Published in the Owatonna Peoples Press on _____, 2022

Filed with the Steele County Recorder's Office on _____, 2022,

as Document No. _____ .

Steele County Recorder

**COUNTY OF STEELE
FINDINGS OF FACT
REZONE REQUEST #83**

Applicant:

William & Jennifer Johnson

Land Owner:

William & Jennifer Johnson

Property Description:

Parcels 1,2,3,4,5,6 in Lot 3 and parcel 7 and 9 of Lots 3 and 10, Subdivision of Section 17-107-N, R-21-W, Steele County Minnesota.

Present Zoning:

Agricultural (A-1)

Requested Zoning:

Rural Residential (R-1)

Reason for Zoning Amendment Application:

Section 603 of the Steele County Zoning Ordinance incorporates the Official Zoning Map as part of the Ordinance. Any boundary changes regarding the Official Zoning Map must be done by amending the Zoning Ordinance. Section 506 of the Zoning Ordinance sets forth the process for zoning amendments and allows property owners to petition for the zoning amendments.

General Criteria for considering a Rezone Request:

The Steele County Zoning Ordinance states "The County Board may adopt amendments to the zoning map in relation to the location of district lines. Such amendments shall not be issued indiscriminately, but shall only be used as a means to reflect changes in the goals and policies or changes in conditions of the county. The following goals and policies were reviewed by the planning commission.

1. Environmental Protection Goal: To protect, preserve and enhance the quality of the natural environment and require development to take place in a manner, which makes wise use of Steele County's resources without degradation.

The planning commission finds the requested rezoning will not affect the natural resources or natural environment of the County.

2. Public Investment Efficiency Goal: To make the most efficient and economical use of public funds and investments.

- a) The planning commission finds the requested rezone will not require additional public investment or public funds.
- b) No new spot zones will be created:
The planning commission finds the rezoned area will extend an already residential zone in the county.
- c) All newly created lots must have frontage on a public road:
The planning commission finds no new lots shall be created.

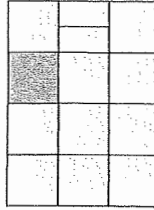
3. Agricultural Protection Goal: To protect agricultural lands from encroachment by incompatible uses and provide assurance that such areas will remain agricultural in nature.

The planning commission find the rezone will not negatively affect agricultural in the area.

Planning Commission Recommendations:

The Steele County Planning Commission finds that the Petition of William and Jennifer Johnson to Amend the Steele County Zoning Map meets the goals, policies, and requirements established by the Steele County Comprehensive Plan and recommends that the petition to rezone this property from Agricultural to Rural Residential be approved.

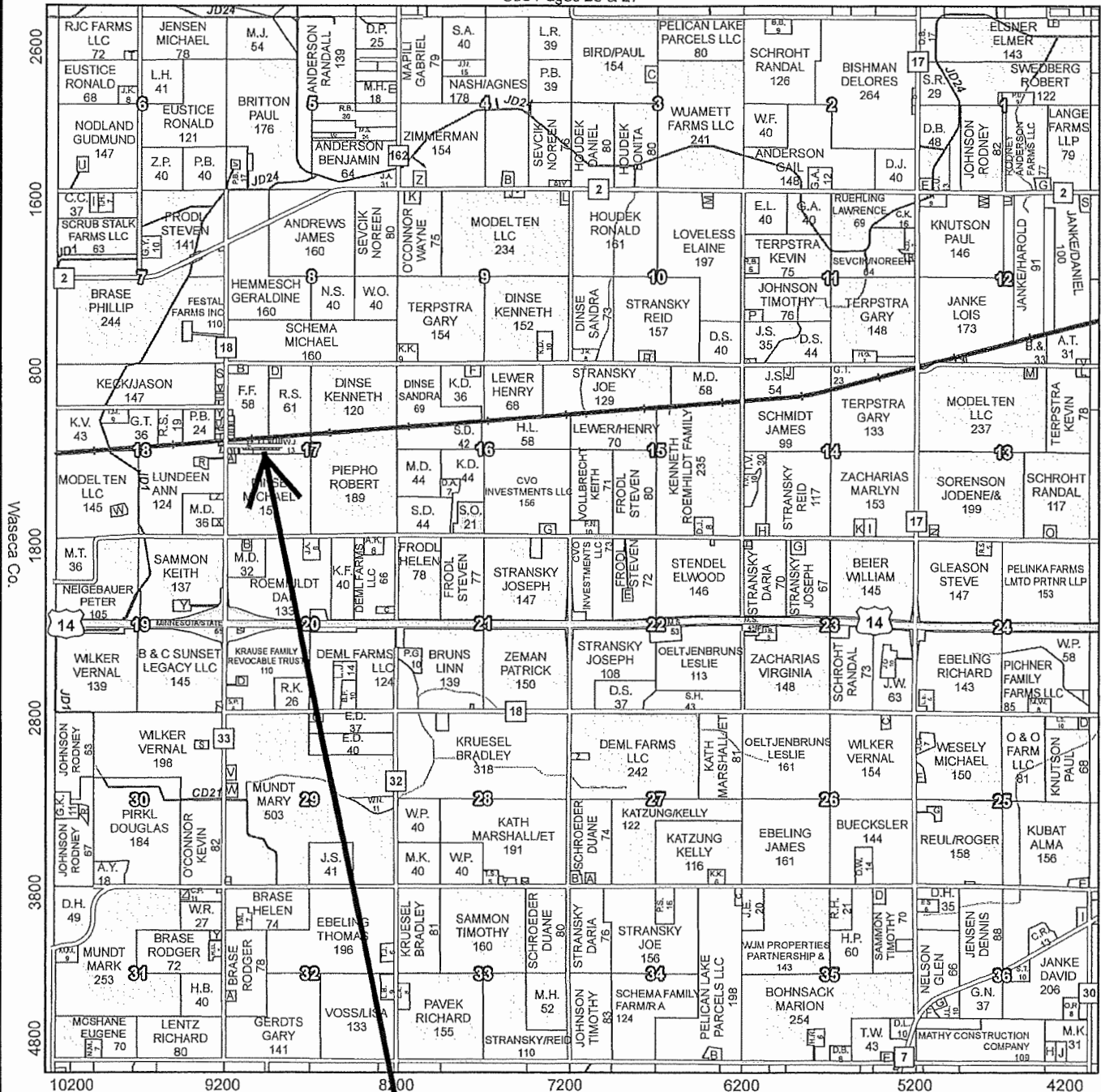
Meriden



T.107N. - R.21W.



See Pages 26 & 27



See Pages 14 & 15

See Pages 18 & 19

Rezoning Request Location



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

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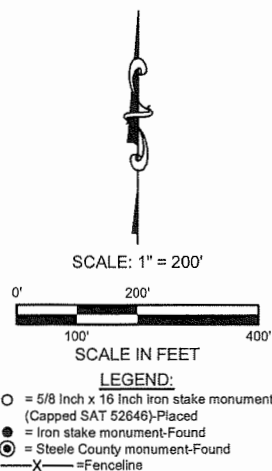
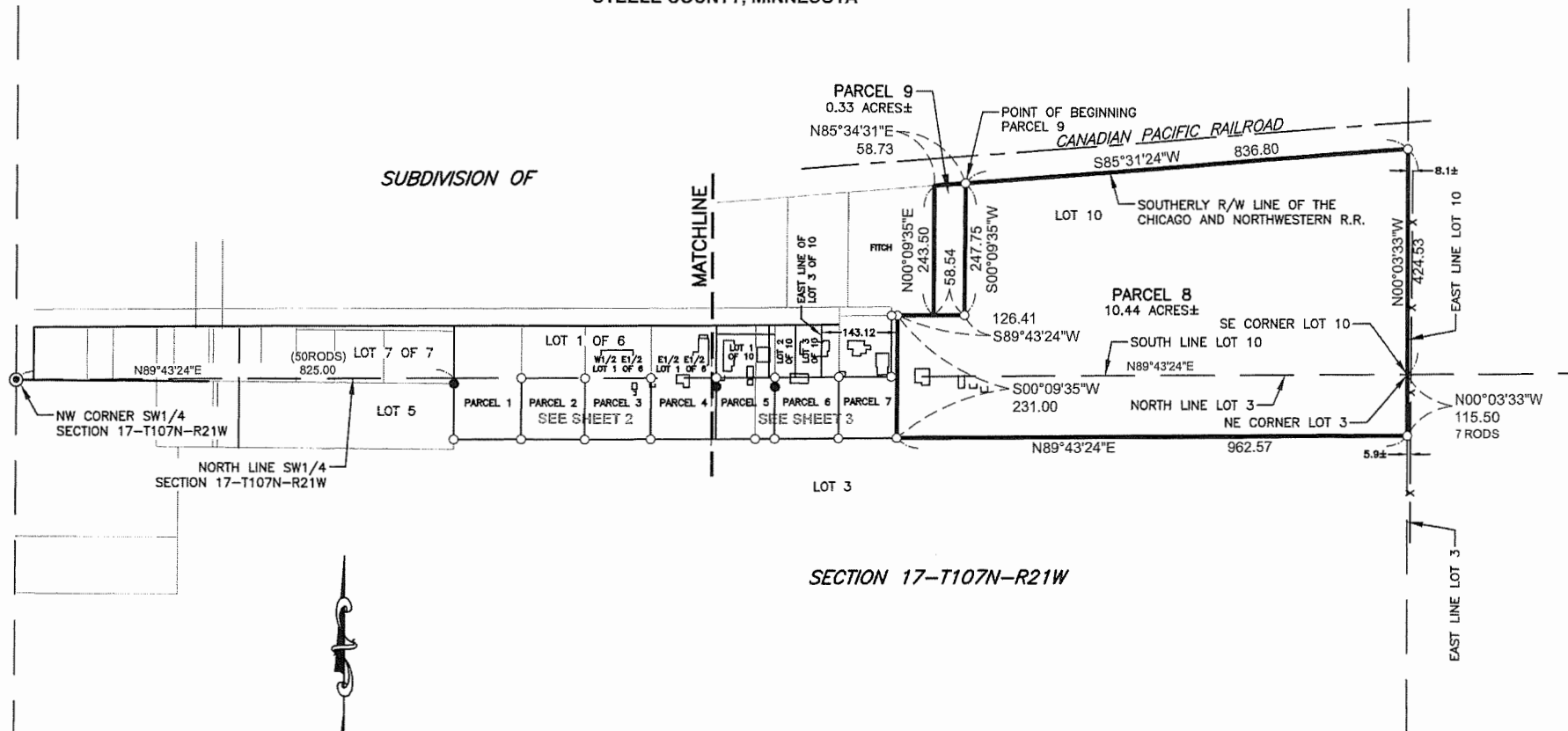
Johnson Rezone Request

January 20, 2022



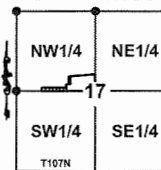
CERTIFICATE OF SURVEY

IN LOT 3, LOT 10, LOT 1 OF 6, LOT 1 OF 10, LOT 2 OF 10 & LOT 3 OF 10,
SUBDIVISION OF SECTION 17-T107N-R21W
STEELE COUNTY, MINNESOTA



FOR: BILL JOHNSON

LOCATION MAP



Date: 12/1/2021
Revised date: -
Drawn by: ADM
Survey: MDH/TH
Coord-System: MNDOT CO. NAD83 1996
Page 1 of 12
Job No: 21-1268_REV1.DWG
Cover Sheet

COPYRIGHT
This document is the property of Jones, Haugh & Smith Inc. and may not be used, copied or duplicated without prior written consent.

I hereby certify that this survey, plan, or report was prepared by me or under my direct supervision and that I am a duly Licensed Land Surveyor under the laws of the State of Minnesota.

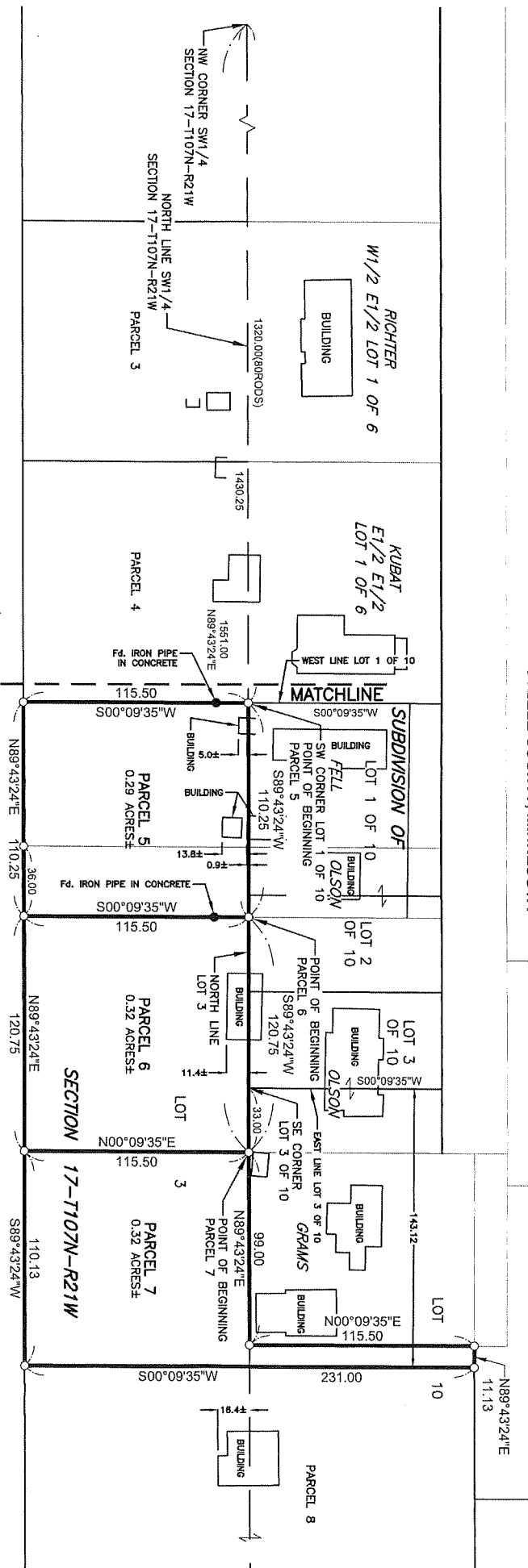
Scott A. Tuchtenhagen
L.S. No. 52646
Date: 12/2/21



JONES HAUGH SMITH
Engineers + Surveyors

515 South Washington Ave.
Albert Lea, MN 56007
507-373-4876
415 West North Street
Owatonna, MN 55060
507-451-4598

CERTIFICATE OF SURVEY IN LOT 3, LOT 10, LOT 1 OF 6, LOT 2 OF 10 & LOT 3 OF 10, SUBDIVISION OF SECTION 17-T107N-R21W STEELE COUNTY, MINNESOTA



SCALE: 1" = 50'



- LEGEND:**
- = 5/8 inch x 16 inch iron stake monument (Capped SAT 52646) Placed
 - = Iron stake monument-Found
 - ⊙ = Steele County monument-Found
 - X- = Fenceline

FOR: BILL JOHNSON	
LOCATION MAP Scale: 1" = 400'	Date: 12/1/2021 Revised date: - Drawn by: ADW Survey: MDP/HTH Check: SJP Page 3 of 12 Job No: 21-1268_REV1.DWG Sheet 3
COPYRIGHT This document is the property of Jones, Haugh & Smith, Inc. and may not be used, copied or duplicated without prior written consent.	

I hereby certify that this survey, plan, or report was prepared by me or under my direct supervision and that I am a duly Licensed Land Surveyor under the laws of the State of Minnesota.

Scott A. Tuckenhagen
 L.S. No. 52646

Date: 12/2/2021

JONES HAUGH SMITH
 Engineers & Surveyors

515 South Washington Ave.
 Albert Lea, MN 56007
 507-373-4876

415 West North Street
 Owatonna, MN 55060
 507-451-4588

DECEMBER 23, 2021

LEGAL DESCRIPTION

PART OF LOT 3, SUBDIVISION OF THE SECTION 17-T107N-R21W
STEELE COUNTY, MINNESOTA

BILL JOHNSON

PARCEL 1

All that part of Lot 3, Subdivision of the Section 17-T107N-R21W, as the same is platted and recorded in the office of the County Recorder of Steele County, Minnesota; described as follows:

Commencing at the west $\frac{1}{4}$ corner of said Section 17; thence North $89^{\circ}43'24''$ East a distance of 825.00 feet on an assumed bearing on north line of the SW $\frac{1}{4}$ of said Section 17, to the southwest corner of Lot 1 of 6 in said Subdivision which is the point of beginning;

thence North $89^{\circ}43'24''$ East a distance of 127.00 feet on an assumed bearing on south line of said Lot 1 of 6;

thence South $00^{\circ}09'35''$ West a distance of 115.50 feet;

thence South $89^{\circ}43'24''$ West a distance of 126.93 feet, parallel with south line of said Lot 1 of 6, to a line of said Lot 3;

thence North $00^{\circ}07'20''$ East a distance of 115.50 feet on said line, to the point of beginning.

DECEMBER 23, 2021

LEGAL DESCRIPTION

PART OF LOT 3, SUBDIVISION OF THE SECTION 17-T107N-R21W

STEELE COUNTY, MINNESOTA

BILL JOHNSON

PARCEL 2

All that part of Lot 3, Subdivision of the Section 17-T107N-R21W, as the same is platted and recorded in the office of the County Recorder of Steele County, Minnesota; described as follows:

Commencing at the west $\frac{1}{4}$ corner of said Section 17; thence North $89^{\circ}43'24''$ East a distance of 952.00 feet on an assumed bearing on north line of the SW $\frac{1}{4}$ of said Section 17, to the point of beginning;

thence South $00^{\circ}09'35''$ West a distance of 115.50 feet;

thence North $89^{\circ}43'24''$ East a distance of 120.50 feet, parallel with the south line of Lot 1 of 6 in said Subdivision;

thence North $00^{\circ}09'35''$ East a distance of 115.50 feet, to said south line, to the southwest corner of the W $\frac{1}{2}$ E $\frac{1}{2}$ of said Lot 1 of 6;

thence South $89^{\circ}43'24''$ West a distance of 120.50 feet on said south line, to the point of beginning.

DECEMBER 23, 2021

LEGAL DESCRIPTION

PART OF LOT 3, SUBDIVISION OF THE SECTION 17-T107N-R21W
STEELE COUNTY, MINNESOTA

BILL JOHNSON

PARCEL 3

All that part of Lot 3, Subdivision of the Section 17-T107N-R21W, as the same is platted and recorded in the office of the County Recorder of Steele County, Minnesota; described as follows:

Commencing at the west $\frac{1}{4}$ corner of said Section 17; thence North $89^{\circ}43'24''$ East a distance of 1072.50 feet on an assumed bearing on north line of the SW $\frac{1}{4}$ of said Section 17, to the southwest corner of the W $\frac{1}{2}$ E $\frac{1}{2}$ of Lot 1 of 6 in said Subdivision which is the point of beginning;

thence North $89^{\circ}43'24''$ East a distance of 123.75 feet on an assumed bearing on the south line of said Lot 1 of 6, to the southwest corner of the E $\frac{1}{2}$ E $\frac{1}{2}$ of said Lot 1 of 6;

thence South $00^{\circ}09'35''$ West a distance of 115.50 feet;

thence South $89^{\circ}43'24''$ West a distance of 123.75 feet, parallel with the south line of said Lot 1 of 6:

thence North $00^{\circ}09'35''$ East a distance of 115.50 feet, to the point of beginning.

DECEMBER 23, 2021

LEGAL DESCRIPTION

PART OF LOT 3, SUBDIVISION OF THE SECTION 17-T107N-R21W

STEELE COUNTY, MINNESOTA

BILL JOHNSON

PARCEL 4

All that part of Lot 3, Subdivision of the Section 17-T107N-R21W, as the same is platted and recorded in the office of the County Recorder of Steele County, Minnesota; described as follows:

Commencing at the west $\frac{1}{4}$ corner of said Section 17; thence North $89^{\circ}43'24''$ East a distance of 1196.25 feet on an assumed bearing on north line of the SW $\frac{1}{4}$ of said Section 17, to the southwest corner of the E $\frac{1}{2}$ E $\frac{1}{2}$ of Lot 1 of 6 in said Subdivision which is the point of beginning;

thence South $00^{\circ}09'35''$ West a distance of 115.50 feet;

thence North $89^{\circ}43'24''$ East a distance of 123.75 feet, parallel with the south line of said Lot 1 of 6, to the southerly extension of the east line of said Lot 1 of 6;

thence North $00^{\circ}09'35''$ East a distance of 115.50 feet on the southerly extension of said east line, to the southeast corner of said Lot 1 of 6;

thence South $89^{\circ}43'24''$ West a distance of 123.75 feet on said south line, to the point of beginning.

DECEMBER 23, 2021

LEGAL DESCRIPTION

PART OF LOT 3, SUBDIVISION OF THE SECTION 17-T107N-R21W
STEELE COUNTY, MINNESOTA

BILL JOHNSON

PARCEL 5

All that part of Lot 3, Subdivision of the Section 17-T107N-R21W, as the same is platted and recorded in the office of the County Recorder of Steele County, Minnesota; described as follows:

Commencing at the west $\frac{1}{4}$ corner of said Section 17; thence North $89^{\circ}43'24''$ East a distance of 1320.00 feet on an assumed bearing on north line of the SW $\frac{1}{4}$ of said Section 17, to the southwest corner of Lot 1 of 10 in said Subdivision which is the point of beginning;

thence North $89^{\circ}43'24''$ East a distance of 110.25 feet on the north line of said Lot 3;

thence South $00^{\circ}09'35''$ West a distance of 115.50 feet;

thence South $89^{\circ}43'24''$ West a distance of 110.25 feet, parallel with said north line, to the southerly extension of the west line of said Lot 1 of 10;

thence North $00^{\circ}09'35''$ East a distance of 115.50 feet on the southerly extension of said west line, to the point of beginning.

DECEMBER 23, 2021

LEGAL DESCRIPTION

PART OF LOT 3, SUBDIVISION OF THE SECTION 17-T107N-R21W

STEELE COUNTY, MINNESOTA

BILL JOHNSON

PARCEL 6

All that part of Lot 3, Subdivision of the Section 17-T107N-R21W, as the same is platted and recorded in the office of the County Recorder of Steele County, Minnesota; described as follows:

Commencing at the west $\frac{1}{4}$ corner of said Section 17; thence North $89^{\circ}43'24''$ East a distance of 1430.25 feet on an assumed bearing on north line of the SW $\frac{1}{4}$ of said Section 17, to the point of beginning;

thence South $00^{\circ}09'35''$ West a distance of 115.50 feet;

thence North $89^{\circ}43'24''$ East a distance of 120.75 feet, parallel with the north line of said Lot 3;

thence North $00^{\circ}09'35''$ East a distance of 115.50 feet, to said north line, to a point 33.00 feet east of the southeast corner of Lot 3 of 10 in said Subdivision;

thence South $89^{\circ}43'24''$ West a distance of 120.75 feet on said north line, to the point of beginning.

DECEMBER 23, 2021

LEGAL DESCRIPTION

PART OF LOTS 3 & 10, SUBDIVISION OF THE SECTION 17-T107N-R21W

STEELE COUNTY, MINNESOTA

BILL JOHNSON

PARCEL 7

All that part of Lots 3 & 10, Subdivision of the Section 17-T107N-R21W, as the same is platted and recorded in the office of the County Recorder of Steele County, Minnesota; described as follows:

Commencing at the west $\frac{1}{4}$ corner of said Section 17; thence North $89^{\circ}43'24''$ East a distance of 1551.00 feet on an assumed bearing on north line of the SW $\frac{1}{4}$ of said Section 17, to a point 33.00 feet east of the southeast corner of Lot 3 of 10 in said Subdivision which is the point of beginning;

thence North $89^{\circ}43'24''$ East a distance of 99.00 feet on the north line of said Lot 3;

thence North $00^{\circ}09'35''$ East a distance of 115.50 feet, parallel with the east line of said Lot 3 of 10;

thence North $89^{\circ}43'24''$ East a distance of 11.13 feet, parallel with said north line;

thence South $00^{\circ}09'35''$ West a distance of 231.00 feet, parallel with and 143.12 feet east of the east line of said Lot 3 of 10 and the southerly extension thereof, to a point 962.57 feet west of the east line of said Lot 3;

thence South $89^{\circ}43'24''$ West a distance of 110.13 feet, parallel with said north line;

thence North $00^{\circ}09'35''$ East a distance of 115.50 feet, to the point of beginning.

DECEMBER 23, 2021

LEGAL DESCRIPTION

PART OF LOTS 3 & 10, SUBDIVISION OF THE SECTION 17-T107N-R21W

STEELE COUNTY, MINNESOTA

BILL JOHNSON

PARCEL 9

All that part of Lots 3 & 10, Subdivision of the Section 17-T107N-R21W, as the same is platted and recorded in the office of the County Recorder of Steele County, Minnesota; described as follows:

Commencing at the southeast corner of said Lot 10; thence North 00°03'33" West a distance of 424.53 feet on an assumed bearing on the east line of said Lot 10, to the south right-of-way line of the Canadian Pacific Railroad; thence South 85°31'24" West a distance of 836.80 feet on said right-of-way line, to the point of beginning;

thence South 00°09'35" West a distance of 247.75 feet, parallel with the west line of the NW1/4 of said Section 17;

thence South 89°43'24" West a distance of 58.54 feet, parallel with the north line of said Lot 3;

thence North 00°09'35" East a distance of 243.50 feet, parallel with the west line of the NW1/4 of said Section 17, to said right-of-way line;

thence North 85°34'31" East a distance of 58.73 feet on said right-of-way line, to the point of beginning.

Staff Report

Petition to Amend the Steele County Zoning Map from William and Jennifer Johnson Parcels in Section 17, Meriden Township

Applicant:

William & Jennifer Johnson

Land Owner:

William & Jennifer Johnson

Property Description:

Parcels 1,2,3,4,5,6 in Lot 3 and parcel 7 and 9 of Lots 3 and 10, Subdivision of Section 17-107-N, R-21-W, Steele County Minnesota.

Property Size:

2.58 acres on 8 parcels.

Present Zoning:

Agricultural

Requested Zoning:

Rural Residential

Existing Land Use:

Open grass area and residential uses by neighboring properties.

Proposed Use:

The applicant owns a strip of land south of multiple residential lots on the south side of 13th Street in Meriden. A portion of this strip of land has been historically used by the occupiers of these residential houses so the boundary line has been unclear. The Johnsons have agreed to sell each of the home owners that part of his property which abuts their lots so that they can add it to their existing lot. Because the Johnson's property is zoned as agricultural and the home owners lots are zoned as rural residential, the adjoining land will need to be rezoned to rural residential as well, so the homeowners can combine both pieces into a single lot each. Johnson also agreed to sell a piece of land next to parcel #09-017-4222 in a similar fashion.

Reason for Zoning Amendment Application:

Section 603 of the Steele County Zoning Ordinance incorporates the Official Zoning Map as part of the Ordinance. Any boundary changes regarding the Official Zoning Map must be done by amending the Zoning Ordinance. Section 506 of the Zoning Ordinance sets forth the process for zoning amendments and allows property owners to petition for the zoning amendments.

General Criteria Used for Granting Zoning Ordinance Amendments:

The Steele County Zoning Ordinance states “The County Board may adopt amendments to the zoning map in relation to the location of district lines. Such amendments shall not be issued indiscriminately but shall only be used as a means to reflect changes in the goals and policies or changes in conditions of the county. Goals and policies of the Comprehensive Plan include:

- 1. Environmental Protection Goal: To protect, preserve and enhance the quality of the natural environment and require development to take place in a manner, which makes wise use of Steele County’s resources without degradation.**

The property is approximately 115 feet deep. About 40 feet of this has been used for residential purposes by the neighboring property owners and the southern 75 feet has been used as agricultural either as cropland or more recently as grass hay. Changing the zoning from agricultural to residential should not have any natural environmental effects as the use of the property will not substantially change.

- 2. Public Investment Efficiency Goal: To make the most efficient and economical use of public funds and investments.**

- a) The county or township government will not provide expensive levels of urban services outside incorporated areas.**

The rezone should not require any additional services.

- b) Land uses that require or should be served by a high level of urban services will be encouraged to locate within cities and prohibited in agricultural or rural areas.**

The proposal is not expected to require an additional public funds as the rezoned areas will be added to existing developed lots. Water is already provided by private wells and sewer to the existing lots is provided by a community wastewater treatment system managed by Meriden Township.

- c) Steele County wants to plan cooperatively with its Cities and Townships.**

Meriden Township has not taken an official opinion on this request.

- d) No new spot zones will be created:**

The rezoned area would be contiguous to a Rural Residential zone and land would be combined with those individual lots so no new lots would be created.

- e) The existing unincorporated centers in Steele County, such as Meriden, Bixby, and Hope will be allowed to expand by giving special considerations to small development proposals, provided the development can be accommodated with existing public services. This is not intended to allow major commercial or housing development, but rather, respond reasonably to proposals with unique conditions that may provide justification for minor zoning changes or allowance for the development that would not otherwise be permitted.**

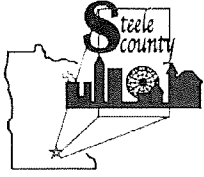
No additional development is planned as part of the rezoned request although it is likely that property owners may use the additional land to build garages etc.

f) All newly created lots must have frontage on a public road:

No new lots will be created if the parcels are combined with exiting lots.

3. Agricultural Protection Goal: To protect agricultural lands from encroachment by incompatible uses and provide assurance that such areas will remain agricultural in nature.

Approximately 1.4 acres of land that historically been used for agricultural purposes will now presumably be use for residential purposes. This is less than a typically building site which has a minimum parcel size of 2.5 acres.



Steele County Agenda Item

Subject: Review of CUP #199 (Witte – Witte / Biesterfeld Pit)

Department: Planning & Zoning

Committee Meeting Date: February 7, 2022

Board Meeting Date: February 22, 2022

Consent Agenda: ☐ Yes ☒ No

Resolution: ☐ Yes ☒ No

Policy Committee Recommendation:

Planning Commission recommends to approve the renewal of CUP #199 with 18 conditions based on the Findings of Fact.

Background *(Including Budget Impact)*:

This request is from the John Witte to renew Conditional Use Permit #199 which allows the mining, and processing of sand and gravel and the stockpiling and processing of recyclable aggregate material on property owned by John Witte and Tom Biesterfeld and located in the NW ¼ and the N ½ of the NE ¼, Section 15, Lemond Township.

Attachments:

Findings of Fact

Location Map

Site Map

Staff Report

Draft Permit

COUNTY OF STEELE
FINDINGS OF FACT
CONDITIONAL USE PERMIT #199

Witte/Biesterfeld Pit

Applicant:

John Witte

Land Owners:

John and Cheryl Witte

Tom and Roxanne Biesterfeld

Project Description:

The applicant is requesting the renewal of CUP #199 allowing the mining of sand and gravel, crushing, screening, stockpiling of aggregate material, and the stockpiling and processing of recyclable aggregate material.

Zoning District:

Agricultural District

Ordinance Section:

Condition #15 requires this permit to be renewed.

Property Description:

The N 1/2 of the NE 1/4, of Section 15, T 106 N, R 21 W, Steele County, MN;

Except commencing at the northeast corner of said NE 1/4, thence West, assumed bearing, along the north line of said NE 1/4, a distance of 912.73 feet; thence South a distance of 33.00 feet, to the Point of Beginning; thence South a distance of 275.00 feet; thence West a distance of 100.00 feet; thence North a distance of 275 feet; thence East a distance of 100.00 feet, to the Point of Beginning.

And except commencing at the northeast corner of said NE 1/4; thence S 00°06'55" W, assumed bearing, 585.34 feet along the east line of said NE 1/4 to the True Point of Beginning, thence S 00°06'55" W 740.00 feet along the east line of said NE 1/4; thence N 89°29'40" W 495.01 feet; thence N 00°06'55" E 736.63 feet; thence S 89°53'05" E 495.00 feet to the Point of Beginning.

And:

The N1/2 of the NW 1/4, Section 15, T 106 N, R 21 W, Lemond Township.

And:

All that part of the South Half of the NW 1/4, Section 15, T 106 N, R 21 W, Steele County described by:

Beginning at the northwest corner of said S1/2 of NW1/4; thence S 89°29'07" E assumed bearing, 1692 feet to the centerline of a drainage ditch; thence S 35°25'00" W 671 feet along the centerline of the drainage ditch; thence N 89°29'07" W 1302 feet, thence N 00°08'41" W 550.00 feet to beginning.

General Criteria for considering a Conditional Use Permit:

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

The planning commission find the project has no impact on parks, schools or utilities other than public roads. The road accesses onto SW 68th Street which is a gravel township road. Gravel from this location is often used to maintain township roads.

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 gravel pit has not affected the value of surrounding agricultural or residential land.

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

The planning commission find the appearance of the pit has not had an adverse effect on adjacent properties.

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

The planning commission find the existing land use is an existing active mine. 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 SW 68th Street which is a gravel township road. There have been no reported issues with traffic from this site. Conditions on the permit address potential issues concerning traffic due to dust, tracking of material and traffic.

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 road is adequate.

Drainage: A DNR water appropriations permit is active for this location.

Wetland: Jurisdictional wetlands have been delineated and are not in the mining area.

Planning Commission Recommendations:

Based on the information provided and comments received, the Steele County Planning Commission recommends approval of the re-issuance of CUP #199 with the following conditions.

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

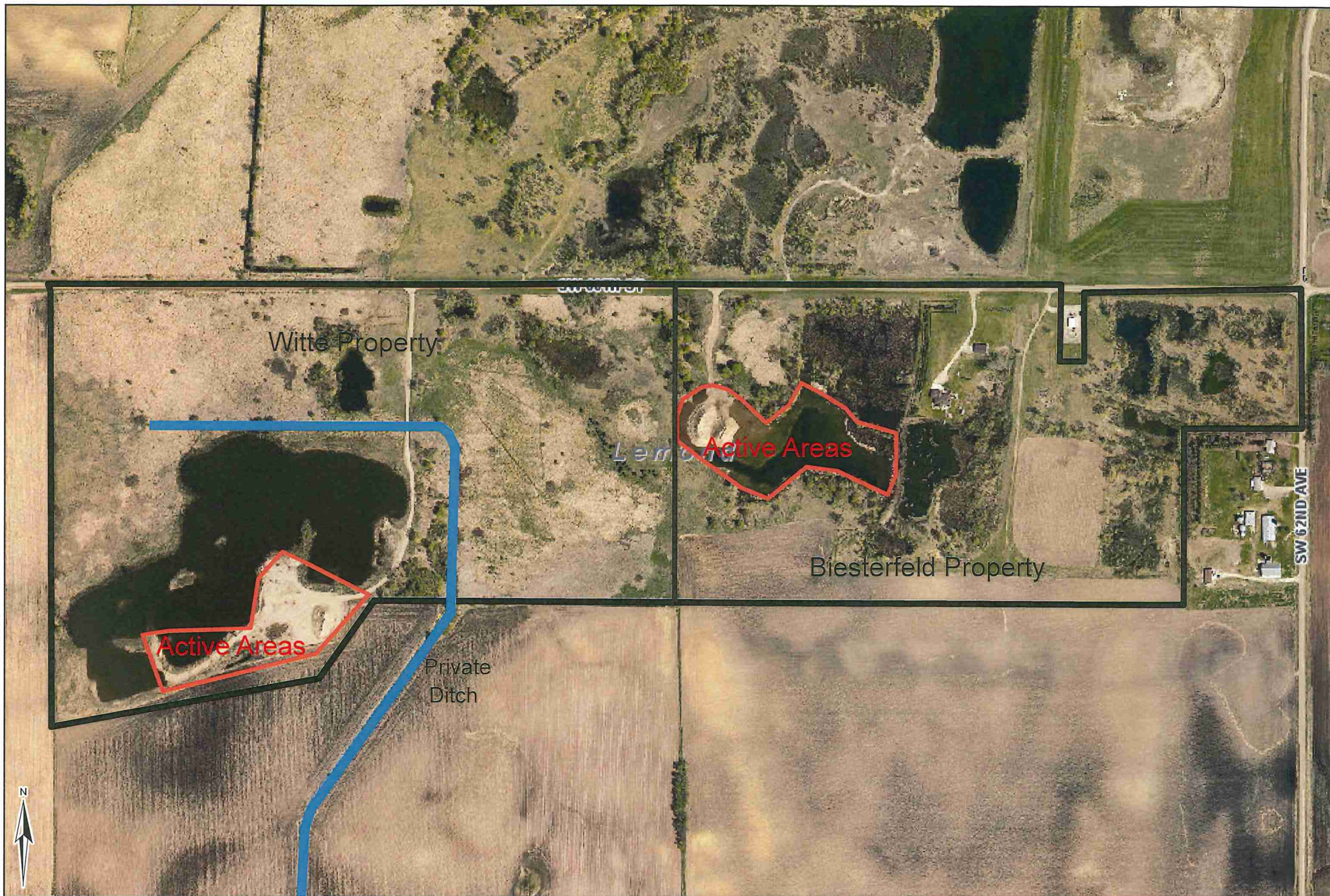
1. Active mining is limited to an areas identified in the application.
2. Mining is limited to a bottom depth of 1150 feet. (approximately 15 feet deep)
3. A 30 foot unexcavated buffer with 4:1 side slopes shall remain adjacent to all property lines, and road right-of-ways. Any erosion to neighboring properties as a result of this mine shall be corrected by the applicant.
4. A 30 vegetated setback shall be left adjacent to the drainage ditch.
5. Hours of operation shall be from 6:00 a.m. to 7:00 p.m. Monday thru Saturday.
6. The access road to the site shall be gated with the gate installed so that it does not swing into the road right-of-way.
7. Operator is responsible to maintain dust control in the pit, on the access road, and on the public roads during hauling operations.
8. Trucks shall not track material from the pit onto the public road.
9. Signs warning of trucks hauling shall be placed when and where required by Lemond Township.

10. Trucks hauling material to and from this site shall not use "jake brakes.
11. Storage pile of recyclable aggregate materials shall not exceed 60,000 cubic yards. These piles shall not remain onsite more than 5 years.
12. 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.
13. 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.
14. Operator is responsible to obtain all other federal, state, and local permits and regulations including but not limited to NPDES permits, DNR Water Appropriation Permits, and Minnesota Wetland Conservation Act regulations.
15. The operator is responsible to initiate renewal proceedings on or before January 1, ~~2022~~ 2026 or this permit becomes invalid.
16. All mining and stockpiling activities are limited to the areas not identified as wetland by the Soil and Water Conservation District. These areas are to be clearly marked and no mining or stockpiling of soil or material shall be allowed within those areas.
17. A 100 foot unexcavated buffer shall remain next to SW 68th Street. The excavated slope along these roads shall be no steeper than a 3 to 1 slope unless a 4 feet tall berm is installed parallel to the road. This berm shall be located outside the road right of way and vegetated to prevent erosion.
18. The wetland restoration plan as approved by the Soil and Water Conservation District shall be completed to the satisfaction of the SWCD. If the restoration plan is not completed within the time allotted by the SWCD the permit for mining shall be null and void.

This is a detailed plat map of a section of land, likely in Minnesota, showing numerous land parcels with owner names and acreage. The map is bounded by coordinates 10200 to 4200 on the x-axis and 10800 to 4800 on the y-axis. A prominent black arrow points from the bottom left towards the center-right of the map. The map includes various features such as roads, rivers, and utility lines. Owners listed include Borneke, Schultz, Johnson, Hansen, and many others. The map is a technical drawing with precise lines and text.

See Pages 12 & 13

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Witte / Biesterfeld Pit

January 25, 2022



Staff Report
for
2022 Review of Conditional Use Permit #199
Witte / Biesterfeld Pit

- Operator:** John Witte
- Owner(s):** John and Cheryl Witte
Tom and Roxanne Biesterfeld
- Project Location:** The N 1/2 of the NE 1/4, of Section 15, T 106 N, R 21 W, Steele County, MN;
Except commencing at the northeast corner of said NE 1/4, thence West, assumed bearing, along the north line of said NE 1/4, a distance of 912.73 feet; thence South a distance of 33.00 feet, to the Point of Beginning; thence South a distance of 275.00 feet; thence West a distance of 100.00 feet; thence North a distance of 275 feet; thence East a distance of 100.00 feet, to the Point of Beginning.
- And except commencing at the northeast corner of said NE 1/4; thence S 00°06'55" W, assumed bearing, 585.34 feet along the east line of said NE 1/4 to the True Point of Beginning, thence S 00°06'55" W 740.00 feet along the east line of said NE 1/4; thence N 89°29'40" W 495.01 feet; thence N 00°06'55" E 736.63 feet; thence S 89°53'05" E 495.00 feet to the Point of Beginning.
- And:
The N1/2 of the NW ¼, Section 15, T 106 N, R 21 W, Lemond Township.
- And:
All that part of the South Half of the NW ¼, Section 15, T 106 N, R 21 W, Steele County described by: Beginning at the northwest corner of said S1/2 of NW1/4; thence S 89°29'07" E assumed bearing, 1692 feet to the centerline of a drainage ditch; thence S 35°25'00" W 671 feet along the centerline of the drainage ditch; thence N 89°29'07" W 1302 feet, thence N 00°08'41" W 550.00 feet to beginning.
- Zoning District:** Agricultural District
- Permitted Uses:** Mining of sand and gravel, crushing, screening, stockpiling of aggregate material, and the stockpiling and processing of recyclable aggregate material.
- Permit History:** 1995 - Permit issued Tom Biesterfeld
2002 – Permit Renewed
2004 – Transferred to Witte Brothers
2007 – Permit amended to add additional 19 acres
2012 – Permit Renewed
2017 – Permit Renewed
- Conditions:**
1. Active mining is limited to an areas identified in the application.
 2. Mining is limited to a bottom depth of 1150 feet. (approximately 15 feet deep)
 3. A 30 foot unexcavated buffer with 4:1 side slopes shall remain adjacent to all property lines, and road right-of-ways. Any erosion to neighboring properties as a result of this mine shall be corrected by the applicant.
 4. A 30 vegetated setback shall be left adjacent to the drainage ditch.
 5. Hours of operation shall be from 6:00 a.m. to 7:00 p.m. Monday thru Saturday.
 6. The access road to the site shall be gated with the gate installed so that it does not swing into the road right-of-way.
 7. Operator is responsible to maintain dust control in the pit, on the access road, and on the public roads during hauling operations.

8. Trucks shall not track material from the pit onto the public road.
9. Signs warning of trucks hauling shall be placed when and where required by Lemond Township.
10. Trucks hauling material to and from this site shall not use "jake brakes.
11. Storage pile of recyclable aggregate materials shall not exceed 60,000 cubic yards. These piles shall not remain onsite more than 5 years.
12. 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.
13. 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.
14. Operator is responsible to obtain all other federal, state, and local permits and regulations including but not limited to NPDES permits, DNR Water Appropriation Permits, and Minnesota Wetland Conservation Act regulations.
15. The operator is responsible to initiate renewal proceedings on or before January 1, 2022 or this permit becomes invalid.
16. All mining and stockpiling activities are limited to the areas not identified as wetland by the Soil and Water Conservation District. These areas are to be clearly marked and no mining or stockpiling of soil or material shall be allowed within those areas.
17. A 100 foot unexcavated buffer shall remain next to SW 68th Street. The excavated slope along these roads shall be no steeper than a 3 to 1 slope unless a 4 feet tall berm is installed parallel to the road. This berm shall be located outside the road right of way and vegetated to prevent erosion.
18. The wetland restoration plan as approved by the Soil and Water Conservation District shall be completed to the satisfaction of the SWCD. If the restoration plan is not completed within the time allotted by the SWCD the permit for mining shall be null and void.

Total Acres: 162 acres
Minable Acres: 35 acres
Active Areas: 18 acres
Reclaimed Areas: 17 of ponds and upland.

Natural Elev: 1164 to 1170 feet
Permitted Elev: 1150 feet
Mining Elev: 1154 feet.

Road Access: SW 68th Street (gravel township)

Recyclable Amt: Minimal amount, less than 100 cu. yds.

Material Removed: Gravel tax has been paid on the following amount of material removed in the past 5 years.
 2021 – 7,858 yds thru 3rd qu.
 2020 – 9,993 yds
 2019 – 9,570 yds
 2018 – 10,881 yds
 2017 – 21,582 yds

Other Permits: Nation Pollution Disposal Elimination System (NPDES): Permit MNG490156
 DNR Water Appropriations: #1998-5004. Permitted for 29 MGY. Last reported pumping in 2015.

Comments: Pit appears to be progressing as indicated. Observed no issues with the site.

Condition Consider extending the permit out another 5 years from January 1, 2022.

Considerations: 15. The operator is responsible to initiate renewal proceedings on or before January 1, ~~2022~~ 2027 or this permit becomes invalid.

CONDITIONAL USE PERMIT**PERMIT#** 199
Review

PARCEL #:	06-015-1000		
	06-015-4100		
	06-015-4301	HEARING DATE:	02/07/22
DISTRICT:	Agricultural	DECISION DATE:	02/22/22
APPLICANT:	Cheryl & John Witte	LANDOWNER:	Cheryl & John Witte
ADDRESS:	5421 Elkton Trail	ADDRESS:	5421 Elkton Trail
	Faribault, MN 55021		Faribault, MN 55021
CONTACT:	John Witte		Tom & Roxanne Biesterfeld
			6485 SW 68th St.
			Owatonna, MN 55060

LEGAL DESCRIPTION OF PROPERTY:

The N 1/2 of the NE 1/4, of Section 15, T 106 N, R 21 W, Steele County, MN except:
Commencing at the northeast corner of said NE 1/4, thence West, assumed bearing, along the north line of said NE 1/4, a distance of 912.73 feet; thence South a distance of 33.00 feet, to the Point of Beginning; thence South a distance of 275.00 feet; thence West a distance of 100.00 feet; thence North a distance of 275 feet; thence East a distance of 100.00 feet, to the Point of Beginning.

And except: Commencing at the northeast corner of said NE 1/4; thence S 00°06'55" W, assumed bearing, 585.34 feet along the east line of said NE 1/4 to the True Point of Beginning, thence S 00°06'55" W 740.00 feet along the east line of said NE 1/4; thence N 89°29'40" W 495.01 feet; thence N 00°06'55" E 736.63 feet; thence S 89°53'05" E 495.00 feet to the Point of Beginning.

And the N1/2 of the NW ¼, Section 15, T 106 N, R 21 W, Lemond Township.

And all that part of the South Half of the NW ¼, Section 15, T 106 N, R 21 W, Steele County described by: Beginning at the northwest corner of said S1/2 of NW1/4; thence S 89°29'07" E assumed bearing, 1692 feet to the centerline of a drainage ditch; thence S 35°25'00" W 671 feet along the centerline of the drainage ditch; thence N 89°29'07" W 1302 feet, thence N 00°08'41" W 550.00 feet to beginning.

CONDITIONAL USE PERMIT

PERMIT# 199
Review

REFERENCE ORDINANCE FOR CUP:

Section 1524.02 of the Zoning Ordinance requires a conditional use permit for excavations.

PROPOSED USE(S):

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

DECISION OF BOARD OF COMMISSIONERS

Deny ☐

Approve ☒ with 18 conditions.

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

Chair, Steele County Board of Commissioners

Date

Conditions

- 1 Active mining is limited to an areas identified in the application.
- 2 Mining is limited to a bottom depth of 1150 feet. (approximately 15 feet deep)
- 3 A 30 foot unexcavated buffer with 4:1 side slopes shall remain adjacent to all property lines, and road right-of-ways. Any erosion to neighboring properties as a result of this mine shall be corrected by the applicant.
- 4 A 30 vegetated setback shall be left adjacent to the drainage ditch.
- 5 Hours of operation shall be from 6:00 a.m. to 7:00 p.m. Monday thru Saturday.
- 6 The access road to the site shall be gated with the gate installed so that it does not swing into the road right-of-way.
- 7 Operator is responsible to maintain dust control in the pit, on the access road, and on the public roads during hauling operations.
- 8 Trucks shall not track material from the pit onto the public road.
- 9 Signs warning of trucks hauling shall be placed when and where required by Lemond Township.
- 10 Trucks hauling material to and from this site shall not use "jake brakes.
- 11 Storage pile of recyclable aggregate materials shall not exceed 60,000 cubic yards. These piles shall not remain onsite more than 5 years.

CONDITIONAL USE PERMIT

PERMIT# 199
Review

- 12 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.
- 13 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.
- 14 Operator is responsible to obtain all other federal, state, and local permits and regulations including but not limited to NPDES permits, DNR Water Appropriation Permits, and Minnesota Wetland Conservation Act regulations.
- 15 The operator is responsible to initiate renewal proceedings on or before January 1, 2026 or this permit becomes invalid.
- 16 All mining and stockpiling activities are limited to the areas not identified as wetland by the Soil and Water Conservation District. These areas are to be clearly marked and no mining or stockpiling of soil or material shall be allowed within those areas.
- 17 A 100 foot unexcavated buffer shall remain next to SW 68th Street. The excavated slope along these roads shall be no steeper than a 3 to 1 slope unless a 4 feet tall berm is installed parallel to the road. This berm shall be located outside the road right of way and vegetated to prevent erosion.
- 18 The wetland restoration plan as approved by the Soil and Water Conservation District shall be completed to the satisfaction of the SWCD. If the restoration plan is not completed within the time allotted by the SWCD the permit for mining shall be null and void.

CERTIFICATION

I hereby certify that the above is a true and correct copy of the decision approved by the Steele County Board of Commissioners on the _____ day of _____, 2022.

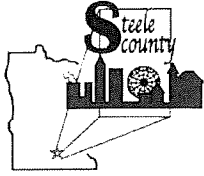
Steele County Auditor

Date

This document prepared by Steele County Planning and Zoning Director

Director, Steele County Planning & Zoning

Date



Steele County Agenda Item

Subject: Review of CUP #215 (Holland Pit)

Department: Planning & Zoning

Committee Meeting Date: February 7, 2022

Board Meeting Date: February 22, 2022

Consent Agenda: ☐ Yes ☒ No

Resolution: ☐ Yes ☒ No

Policy Committee Recommendation:

Planning Commission recommends to approve the renewal of CUP 215 with 11 conditions based on the Findings of Fact.

Background *(Including Budget Impact)*:

This request is from the Tracy Holland to renew Conditional Use Permit #215 which allows the mining, and processing of sand and gravel and the stockpiling and processing of recyclable aggregate material on property owned by himself and Jean Holland located in SE $\frac{1}{4}$ of Section 15, and the SW $\frac{1}{4}$, SW $\frac{1}{4}$, Section 14, and the E $\frac{1}{2}$ of the NE $\frac{1}{4}$, Section 22, Berlin Township.

Attachments:

Findings of Fact

Location Map

Site Map

Staff Report

Draft Permit

**COUNTY OF STEELE
FINDINGS OF FACT
CONDITIONAL USE PERMIT #215**

Holland Pit

Applicant:

Terry Holland

Land Owners:

Terry Holland

Jean Holland

Project Description:

The applicant is requesting the renewal of CUP #215 allowing the mining of sand and gravel, crushing, screening, stockpiling of aggregate material, and the stockpiling and processing of recyclable aggregate material.

Zoning District:

Agricultural District

Ordinance Section:

Condition #9 requires this permit to be renewed.

Property Description:

The SW 1/4 of the SE 1/4 and the SE 1/4 of the SE 1/4 and the NE 1/4 of the SE 1/4, Section 15, T 105 N, R 21 W, Steele County MN.

AND:

The SW 1/4 of the SW 1/4, Section 14, T 105 N, R 21 W, Steele County MN.

AND:

The E 1/2 of the NE 1/4, Section 22, T-105-N, R-21-W, Steele County, MN

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 has no impact on parks, schools or utilities other than public roads. The road accesses onto SW 67th Ave and SW 138th St. which are gravel township roads. Conditions of the permit require the operator to follow Berlin Township rules regarding usage of the road.

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 gravel pit has not affected the value of surrounding agricultural or residential land.

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

The planning commission find the appearance of the pit has not had an adverse effect on adjacent properties.

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

The planning commission find the existing land use is an existing active mine. 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 SW 67th Ave and SW 138th St. which is a gravel township road and then onto CSAH 28 which is a paved County Road. There have been no reported issues with traffic from this site. Conditions on the permit address potential issues concerning traffic due to dust, tracking of material, and traffic.

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 road is adequate.

Drainage: A DNR water appropriations permit is active for this location.

Wetland: No Wetlands have been identified in the areas to be mined.

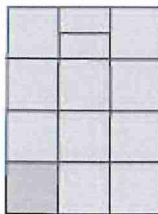
Planning Commission Recommendations:

Based on the information provided and comments received, the Steele County Planning Commission recommends approval of the re-issuance of CUP #215 with the following conditions.

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

1. The applicant shall post temporary "Truck Entering" signs at locations designated by the County Engineer whenever trucks are hauling from the gravel operation and removed when there are no trucks hauling.
2. Applicant shall obtain a water appropriation permit from MNDNR prior to the pumping of any water and follow all conditions of the permit.
3. The applicant shall follow the dust control and road maintenance ordinance of Berlin Township.
4. No topsoil shall be removed from the site.
5. Setback from property lines shall be 20 feet of undisturbed soil.
6. Equipment shall only be operated between the hours of 6:00 AM and 7:00 PM. Monday thru Saturday.
7. This permit remains valid during times when the owner/operator is current on all tax obligations including but not limited to aggregate taxes. In addition, if notified by the Auditor of a delinquency, the owner/operator is required to either pay the tax or file an appropriate challenge within 30 days or else the permit is null and void.
8. Applicant is responsible to obtain and follow all other federal, state, and local permits and regulations including but not limited to NPDES permits, DNR Water Appropriation Permits, and Minnesota Wetland Conservation Act regulations.
9. Applicant is responsible to initiate renewal proceeding on or before December 31, ~~2024~~ 2026 or this permit becomes invalid.
10. Mining in Section 22 is limited to the area on the submitted site map.
11. Mining in Section 22 is limited to a bottom elevation of 1200 feet.

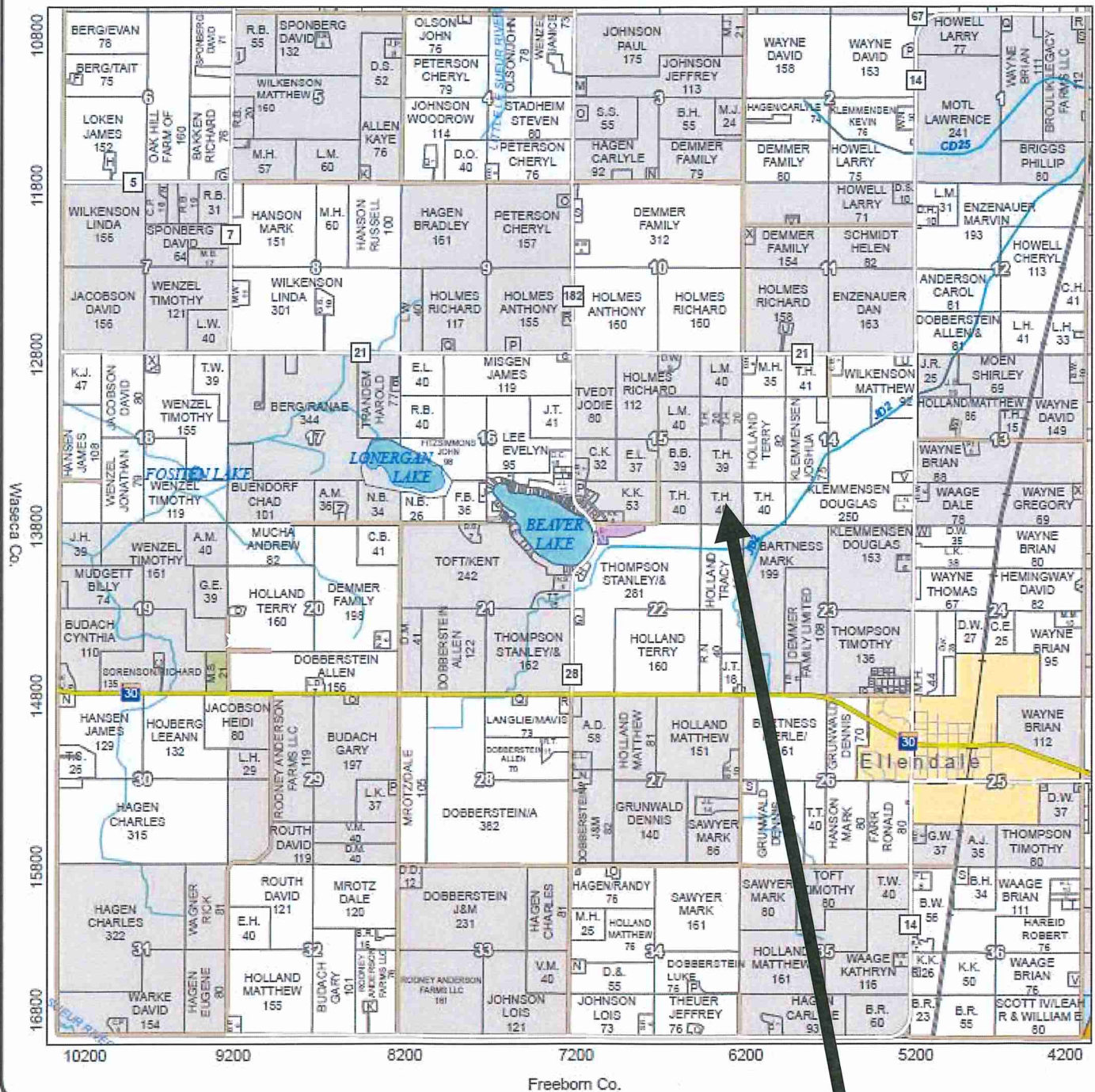
Berlin



T.105N. - R.21W.



See Pages 14 & 15



Holland Pit Location



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Holland Pit

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January 27, 2022 114 of 126



Staff Report
for
2022 Review of Conditional Use Permit #215
Holland Pit

Operator: Tracy Holland

Owner(s): Tracy Holland
Jean Holland

Project Location: The SW 1/4 of the SE 1/4 and the SE 1/4 of the SE 1/4 and the NE 1/4 of the SE 1/4, Section 15, T 105 N, R 21 W, Steele County MN.
AND:
The SW 1/4 of the SW 1/4, Section 14, T 105 N, R 21 W, Steele County MN.
AND:
The E 1/2 of the NE 1/4, Section 22, T-105-N, R-21-W, Steele County, MN

Zoning District: Agricultural District

Permitted Uses: The mining, crushing, washing and stockpiling of sand and gravel.

Permit History: 1996 - CUP 215 issued Elvern Holland
1998 – Permit administratively reviewed around 1998.
2015 – Renewed and Transferred to Tracy Holland
2017 – Amended to add an additional 10 acres in E 1/2 of the NE 1/4, Section 22.

Conditions:

1. The applicant shall post temporary “Truck Entering” signs at locations designated by the County Engineer whenever trucks are hauling from the gravel operation and removed when there are no trucks hauling.
2. Applicant shall obtain a water appropriation permit from MNDNR prior to the pumping of any water and follow all conditions of the permit.
3. The applicant shall follow the dust control and road maintenance ordinance of Berlin Township.
4. No topsoil shall be removed from the site.
5. Setback from property lines shall be 20 feet of undisturbed soil.
6. Equipment shall only be operated between the hours of 6:00 AM and 7:00 PM. Monday thru Saturday.
7. This permit remains valid during times when the owner/operator is current on all tax obligations including but not limited to aggregate taxes. In addition, if notified by the Auditor of a delinquency, the owner/operator is required to either pay the tax or file an appropriate challenge within 30 days or else the permit is null and void.
8. Applicant is responsible to obtain and follow all other federal, state, and local permits and regulations including but not limited to NPDES permits, DNR Water Appropriation Permits, and Minnesota Wetland Conservation Act regulations.
9. Applicant is responsible to initiate renewal proceeding on or before December 31, 2021 or this permit becomes invalid.
10. Mining in Section 22 is limited to the area on the submitted site map.
11. Mining in Section 22 is limited to a bottom elevation of 1200 feet.

Total Parcel Size: 240 acres
Minable Acres: 80 acres
Disturbed Area: 14 acres
Active Areas: 3 acres
Reclaimed Areas: 11 acres of pond

Natural Elev: 1200 – 1220 feet
Permitted Elev: No elevation set for areas in Sections 14 and 15.
1200 feet for the 10 acres in Section 22.
Mining Elev: Estimated at 1190 feet in Sections 14 and 15.
No mining occurred in Section 22.

Road Access: SW 68th Street (gravel township)

Recyclable Amt: None.

Material Removed: Gravel tax was paid for the following amount in the past 5 years.
2021 – 525 yds reported thru 3rd qu.
2020 – 13,053 yds
2019 – 11,159 yds
2018 – 2,684 yds
2017 – 10,928 yds

Other Permits: NPDES – General Permit MNG490076
DNR Permit #1996-5060 (1 MG/Y) – last reported pumping was 2016. (0.4 MG)

Road Access: SW 67th Ave and SW 138th St. (gravel township) to CSAH 28 (paved county)

Comments: Mining is progressing as planned. No mining has begun on property located south of ditch in Section 22. No issues have been reported from the site.

Condition Consider extending the permit out another 5 years from July of 2020.
Considerations:

9. Applicant is responsible to initiate renewal proceeding on or before December 31, ~~2024~~ 2026 or this permit becomes invalid.

CONDITIONAL USE PERMIT**PERMIT# 215 Review**

PARCEL #:	03-015-2100 03-015-2200 03-015-2300 03-014-3300	HEARING DATE:	02/07/22
DISTRICT:	Agricultural	DECISION DATE:	

APPLICANT:	Tracy Holland	LANDOWNER:	Tracy Holland
ADDRESS:	5801 SW 128th St. Ellendale, MN 56026	ADDRESS:	5801 SW 128th St. Ellendale, MN 56026
		LANDOWNER:	Jean Holland
		ADDRESS:	13693 SW 67th Ave. New Richland, MN 56072

PROPERTY ADDRESS:

Not Assigned

LEGAL DESCRIPTION OF PROPERTY:

The SW 1/4 of the SE 1/4 and the SE 1/4 of the SE 1/4 and the NE 1/4 of the SE 1/4, Section 15, T 105 N, R 21 W, Steele County MN.

AND:

The SW 1/4 of the SW 1/4, Section 14, T 105 N, R 21 W, Steele County MN.

AND:

The E 1/2 of the NE 1/4, Section 22, T 105 N, R 21 W, Steele County MN.

REFERENCE ORDINANCE FOR CUP:

Section 1524 of the Steele County Ordinance requires a conditional use permit for excavations.

PROPOSED USE(S):

The mining of sand, gravel, and fill material, the crushing of and washing of aggregate material, and the stockpiling of aggregate material.

CONDITIONAL USE PERMIT

PERMIT#

215
Review

DECISION OF BOARD OF COMMISSIONERS

Deny ☐

Approve ☒ with 11 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 The applicant shall post temporary "Truck Entering" signs at locations designated by the County Engineer whenever trucks are hauling from the gravel operation and removed when there are no trucks hauling.
- 2 Applicant shall obtain a water appropriation permit from MNDNR prior to the pumping of any water and follow all conditions of the permit.
- 3 The applicant shall follow the dust control and road maintenance ordinance of Berlin Township.
- 4 No topsoil shall be removed from the site.
- 5 Setback from property lines shall be 20 feet of undisturbed soil.
- 6 Equipment shall only be operated between the hours of 6:00 AM and 7:00 PM. Monday thru Saturday.
- 7 This permit remains valid during times when the owner/operator is current on all tax obligations including but not limited to aggregate taxes. In addition, if notified by the Auditor of a delinquency, the owner/operator is required to either pay the tax or file an appropriate challenge within 30 days or else the permit is null and void.
- 8 Applicant is responsible to obtain and follow all other federal, state, and local permits and regulations including but not limited to NPDES permits, DNR Water Appropriation Permits, and Minnesota Wetland Conservation Act regulations.
- 9 Applicant is responsible to initiate renewal proceeding on or before December 31, 2026 or this permit becomes invalid.
- 10 Mining in Section 22 is limited to the area on the submitted site map.
- 11 Mining in Section 22 is limited to a bottom elevation of 1200 feet.

CONDITIONAL USE PERMIT

PERMIT# 215
Review

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 _____, 2022.

Steele County Auditor

Date

This document prepared by Steele County Planning and Zoning Director

Director, Steele County Planning & Zoning

Date

**Minutes of the
Steele County Planning Commission
February 7th, 2022**

Call to Order:

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

Agenda:

Motion by Jaster, second by Spatenka to approve the agenda as submitted. Motion passed unanimously.

Minutes:

Motion by Ingvaldson, second by Queen to approve the January 3rd, 2022 minutes as submitted. Motion passed unanimously.

County Board Action

Oolman reported the County Board approved the review of CUP #429 (From the Ground Up) as recommended.

Rezone #83 (Johnson-Meriden Outlots)

This request is from William and Jennifer Johnson to rezone 2.58 acres from Agricultural (A-1) to Residential (R-1) for the purpose of selling additional land to the neighboring properties. This property is part of lots 3 and 10, Subdivision of Section 17, Meriden Township.

Questions and comments of the commission.

- Spatenka – So all of the little buildings that are in the section being rezoned are actually owned by the properties in front of them?
Dan Richter – Yes, when I moved in 8 years ago, I was told we owned up to where everyone mowed, but I had sheds past that, so we went by the fence line.
- Spatenka – Something needs to happen here.
- Commissioner Brady – I spoke to the landowners and it seems that everyone is 100% for this. You have 8 different parcels that are being sold to these residents, so if you take the 2 acres and divide it by 8, it will amount to nothing but we're going to have one good survey where everything is cleaned and squared up.
- Schmidt – Why does this have to be Rezoned?
Oolman – If you didn't rezone, the front half of the resident's land will be zoned as residential and the back half would be zoned as AG, so we couldn't combine each person's property into one lot. If anyone wanted to put a shed or garage up back there, they wouldn't be able to if it's on two separate lots so the ultimate goal would be to combine each individual's parcels into one lot.

The public hearing was opened.

- Mike Cassen - When the land was surveyed in 1993, my lines were where they were supposed to be. The road back there is narrow, and you can't get up there to farm. That little bit of acreage would be better off squared up and sold off to the current residents.

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

Motion by Jaster, second by Lammers to recommend approval of Rezone #83.

Motion passed unanimously.

Renewal of CUP 199 (Witte Pit)

This request is from John Witte to renew CUP #199 allowing the mining of sand and gravel in the N ½ of the NE ¼ and the NW ¼ of Section 15, Lemond Township on property owned by Witte and Tom Biesterfeld.

Questions and comments of the commission.

- Spatenka – there have been no complaints that I know of on this pit.

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

Motion by Ingvaldson, second by Jaster to recommend approval of Renewal of CUP 199 with the following condition changes:

15. The operator is responsible to initiate renewal proceedings on or before January 1, ~~2022~~ 2026 or this permit becomes invalid.

Motion passed unanimously.

Renewal of CUP 215 (Holland Pit)

This request is from Tracy Holland to renew CUP #215 allowing the mining of sand and gravel in the SE ¼ of Section 15, the SW ¼, SW ¼, Section 14 and the E ½, NE ¼, Section 22, Berlin Township on property owned by Tracy Holland and Jean Holland.

Questions and comments of the commission.

- Spatenka – Is that the same area that they do those auctions out there?
Schmidt replied with, that is in the open field North East of the building site.
- Schmidt – That 2017 amendment, was that for the future mining?
Oolman answered, yes.

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

Motion by Lammers, second by Spatenka to recommend approval of Renewal of CUP 215 with the following condition changes:

9. Applicant is responsible to initiate renewal proceeding on or before December 31, ~~2024~~ 2026 or this permit becomes invalid.

Motion passed unanimously.

2021 Department Overview:

Oolman review a tabulation of hearings, permits, and activities that were completed in the Planning & Zoning Department during 2021.

Adjournment:

Motion by Jaster, second by Lammers to adjourn at 7:32 pm.



STEELE COUNTY
PUBLIC SAFETY & HEALTH 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.

Wednesday, February 9, 2022 at 8:00 a.m. – Board Room

Attendees: Commissioner Abbe, Commissioner Brady, Sheriff Lon Thiele, EM&S Director Kristen Sailer, Attorney Dan McIntosh, Public Health Amber Aaseth, Finance Director Cathy Piepho, and Community Corrections Director Tim Schammel.

Information:

1. The Community Corrections Director reviewed the 2022-2025 Steele County Community Corrections Comprehensive Plan. There will be a formal presentation of this plan to the full Board.
2. The County Attorney reviewed the 2021 Attorney's Office Statistics and December Criminal Referral charts. Discussion on how the work is distributed throughout the attorney's office was given. When reviewing case types, although there are fewer juvenile cases than other types of cases, juvenile cases can take more time because of the additional follow-up needed.
3. The EM&S Director reviewed the Disaster approval letter received from the office of the Governor and explained the next steps in the process.

Department Head Reports:

Community Corrections: Additional discussion on the Comprehensive Plan as it pertained to juveniles and truancy court.

County Sheriff: Emergency Communication Board is next week.

Public Health: Steele County COVID case numbers are decreasing. Continue to have the drive through vaccination clinic at the highway department which is going well. Continue to meet with the schools, hospital and clinic on a weekly basis.

Finance: Working with Public Health and their staff to learn how it relates to the budget.



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, February 10, 2022 at 8:00 a.m. – Public Works Conference Room

Attendees: Commissioner Gnemi, Commissioner Abbe, Engineer Greg Ilkka, Four Seasons Director Steve Schroht, and Assistant Engineer Paul Sponholz.

Consent:

1. Committee recommends renewing the Farmland Lease in the amount of \$5,864.50 to Mr. David Janke.
2. Committee recommends approving agreement with Canadian Pacific Railroad crossing improvement at NW 81st St.
3. Committee recommends approving agreement with Canadian Pacific Railroad for railroad-highway grade crossing closure of CSAH 49 south of NW 81st St.

Department Head Reports

Four Seasons: Ice sales continue to be higher than previous year with appx. 2,300 hours sold vs the average of 2,000 hours. Hockey program continues to grow. They are receiving requests for summer ice. There is an Open House regarding Beaver Lake Park and road improvements on February 24, 4:00 – 6:00 p.m. at the Ellendale Community Center.

Highway: Review, discussions and/or updates on the following items:

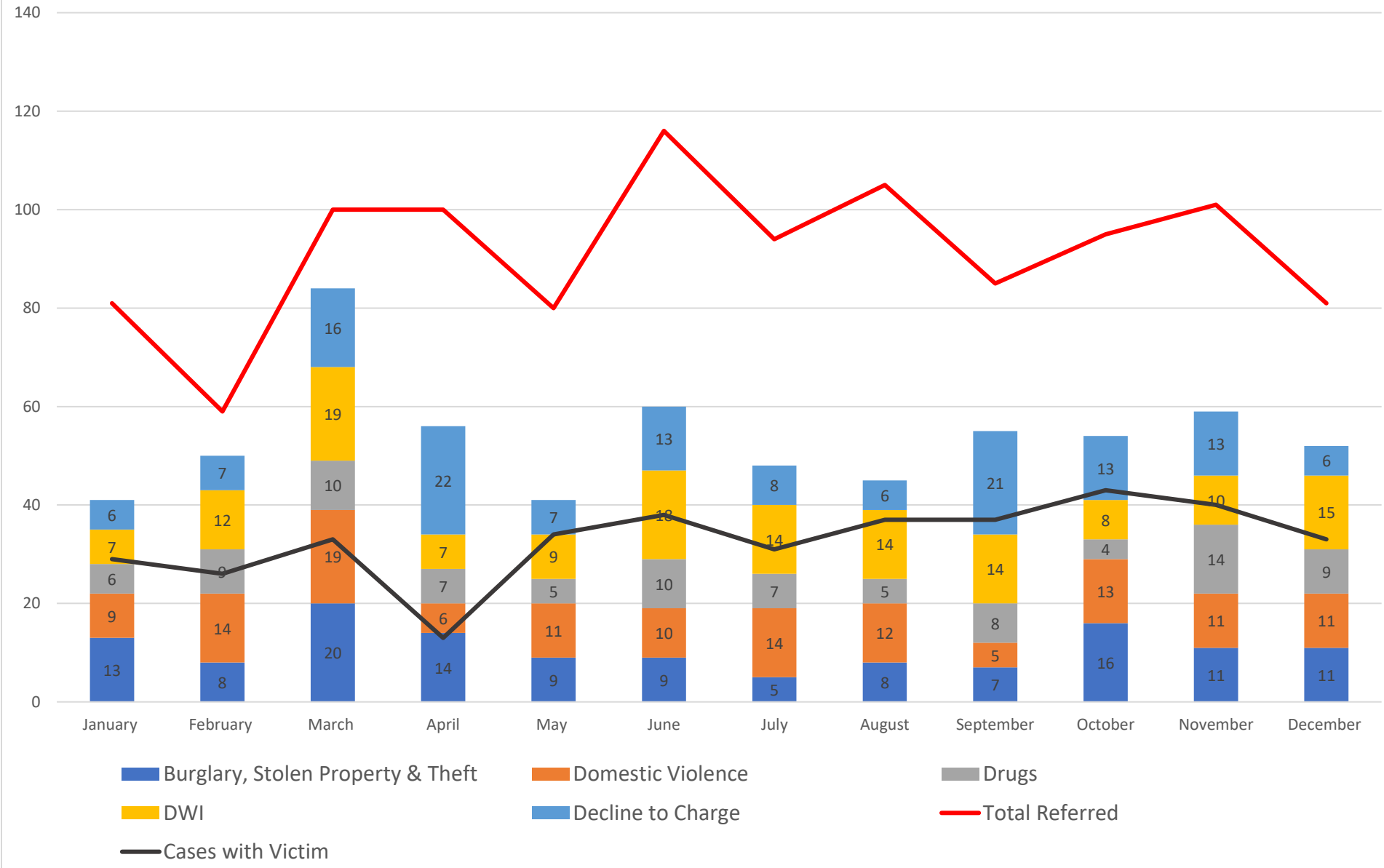
Upcoming purchases: mower (\$35,964) to replace an existing mower and a Caterpillar compact track loader replacing a Bob Cat. These items are budgeted and fall within the Procurement Policy requirements.

Discussion regarding Beaver Lake and an overview of the design options was given.

Steele County and the City of Owatonna open house meeting is February 17, 4:00 – 6:00 p.m. on a proposed project that will rehabilitate/improve Main Street from Oak Avenue to Chambers Avenue.

Updates and discussions on the following items: CSAH 49 project, CSAH 48 (Bixby Rd) roundabout and other projects that are starting.

2021 Criminal Charges (Adult and Delinquency)



December 2021 Criminal Referrals

