



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, JULY 26, 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 July 12, 2022 Board Minutes (pg. 3)
5. Approve July 12, 2022 Board Work Session Minutes (pg. 6)
6. Approve Bills and Journal Entries (pg. 7)

7. Approve the DOC Work Release Renewal Contract (pg. 65)
8. Approve Turnkey Corrections Service Agreement (pg. 76)
9. Approve MNDH (Minnesota Department of Health) Grant Agreement (pg. 82)
10. Approve Landfill Fee of \$50 per unit for each mattress or box spring not recycled (pg. 105)
11. Approve Personnel Report (pg. 106)

General

County Board Work Session – Tuesday, July 26, 2022

12. Action Items

Information Items

13. Board of Adjustments Meeting Minutes - Tuesday, July 5, 2022 (pg. 107)
14. Public Safety and Health Committee Meeting Minutes – Wednesday, July 13, 2022 (pg. 110)
15. Public Works Committee Meeting Minutes – Thursday, July 14, 2022 (pg. 111)

Commissioner Reports:

Next Meeting Notices:

Internal Central Service Committee—**Tuesday, August 2nd at 8:00 a.m. in the Boardroom**

Property & Maintenance Committee—**Tuesday, August 2nd at 8:30 a.m. in the Boardroom**

Board Work Session – **Tuesday, August 9th at 3:00 p.m. in the Boardroom**

County Board Meeting – **Tuesday, August 9th 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

July 12, 2022

STATE OF MINNESOTA)

) ss

COUNTY OF STEELE)

The Steele County Board of Commissioners met in Special Session at 5:00 p.m. on July 12, 2022 with Commissioner's Krueger, Gnemi, Brady, Abbe and Glynn present. Also present were County Attorney Dan McIntosh, Community Corrections Director Tim Schammel, County Treasurer Cathy Piepho, Human Resources Director Julie Johnson, County Assessor Thomas Reineke, Planning & Zoning Director Dale Oolman, County Sheriff Lon Thiele, County Administrator Scott Golberg and County Auditor Laura Ihrke.

Call to order and Pledge of Allegiance.

Motion by Commissioner Gnemi , seconded by Commissioner Krueger to approve the agenda with changes/additions. Ayes all.

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

- A. Approve the minutes of June 28, 2022
- B. Approve the minutes of June 28, 2022 Board Work Session
- C. Approve Bills and Journal Entries
- D. Approve the 2022 Boat & Water Safety Grant Agreement in the amount of \$2,117 and authorize the Chair and Sheriff to sign
- E. Adopted the following **Resolution**:

ACCEPTANCE OF DONATIONS

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

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

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

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

- \$336.88 – BETTERLIFE #127 (VFW #3723) – VETERANS VAN

Upon the vote being taken, five Commissioners voted in favor thereof, none absent and not voting. A copy of the Resolution is on file in the Auditor's office.

- F. 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>
Amber Brooks (promotion)	Building Inspector/Planning & Zoning	B24/5	07/02/22
Ikran Mohamed	Correctional Officer/Detention Center	B24/1	07/11/22
Beth Jongbloedt	RN/Public Health	C42/7	07/20/22

Resignations/Retirements/Terminations:

<i>Name</i>	<i>Position</i>	<i>Department</i>	<i>End Date</i>
Amber Brooks	Technical Clerk I	Planning & Zoning	07/01/22
Joshua Steinberg	Road Deputy	Sheriff's Office	07/13/22

Human Resources Director Julie Johnson read the July Employee Anniversary Report.

Anniversaries:

<i>Name</i>	<i>Position-Dept</i>	<i>Anniv. Date</i>	<i>Yrs. Service</i>
Jessica Bedney	Probation Officer I – Comm. Corrections	07/01/22	5
Spring Teichroew	Probation Officer II – Comm. Corrections	07/01/22	5
Ashley Schultz	Probation Officer II – Comm. Corrections	07/01/22	5
Jed Loftus	Sergeant – Detention Ctr./Sheriff's Office	07/07/22	14
Katie Barden	SSTS Specialist – Planning & Zoning	07/08/22	9
Kristi Archambault	Public Health Nurse – Public Health	07/10/22	16
Chris Deml	Sign Technician – Highway	07/15/22	26

Christine Bartsch	HHA/Homemaker Lead – Public Health	07/16/22	10
Thomas Burger	Custodian – Buildings & Grounds	07/17/22	5
Sean Robbins	Road Deputy – Sheriff’s Office	07/21/22	8
Kristi Diercks	Probation Officer II – Comm. Corrections	07/23/22	8

Motion by Commissioner Brady, seconded by Commissioner Abbe to approve IUP #2022-01 for Crane Creek Asphalt, Medford Asphalt Plant, to place a temporary asphalt plant on property owned by Medford Properties II LLC and located in the South ½ of the North ½ of the NE ¼, Section 5, Medford Township, with conditions per the Planning Commission and to approve the Findings of Fact. Ayes all.

Motion by Commissioner Krueger, seconded by Commissioner Gnemi to approve IUP #2020-03 for Medford Sand & Gravel, Hanson Pit, in the SW ¼ of Section 21, Clinton Falls Township on property owned by Ben Hanson, amending Condition #5. A bond cancelation notice prompted a review in addition to the bond cancelation, it was also found that mining has occurred within the 50 feet road setback required by the permit. The bond has since been reinstated but the setback violation remains with conditions per the Planning Commission and to approve the Findings of Fact. Ayes all.

Commissioner Krueger offered the following **Resolution**, seconded by Commissioner Abbe

AUTHORIZING LEGAL REPRESENTATION

WHEREAS, the Steele County Board of Commissioners objects to the Department's decision to disregard the County's decision to provide healthcare services under Minn. Stat. § 256B.69 and Minn. Stat. § 256B.692 to eligible recipients of Minnesota Senior Health Options (MSHO) and Minnesota Senior Care Plus (MSC+), and Minnesota's Families and Children's Program (F&C) within the County;

WHEREAS, the Steele County Board of Commissioners previously authorized the County to request mediation under Minn. Stat. § 256B.69, subd. 3a to challenge the Department's procurement decision;

WHEREAS, the Steele County Board of Commissioners has authorized [SCHA] as a single entity representing a group of counties, including Steele County, to seek mediation with the Department;

WHEREAS, the South Country Health Alliance Joint Powers Board has retained the law firm of Lockridge Grindal Nauen PLLP to represent South Country Health Alliance in mediation with the Department pursuant to Minn. Stat. §256B.69, subd. 3a(d), both on behalf of the County individually and through [SCHA] as the single entity representing a group of county boards.in challenging the Department's procurement determinations in mediation or, as necessary, in other legal action.

NOW, THEREFORE BE IT RESOLVED, that the Steele County Board of Commissioners, hereby authorizes Lockridge Grindal Nauen PLLP to represent the County in mediation with the Department pursuant to Minn. Stat. §256B.69, subd. 3a(d), both on behalf of the County individually and through [SCHA] as the single entity representing a group of county boards.

Upon the voted being taken, five Commissioners voted in favor thereof, none absent and not voting. A copy of the Resolution is on file in the Auditor's office.

Motion by Commissioner Gnemi, seconded by Commissioner Krueger to approve delegating the County's proxy votes to Association of Minnesota Counties (AMC) for the annual National Association of Counties (NACo) conference business meeting. Ayes all.

Motion by Commissioner Krueger, seconded by Commissioner Gnemi to approve the Assessor's Office position restructuring by replacing the current Assistant Assessor vacancy with an Appraiser position and creating an Assessment Tech II position through reclassification. Ayes all.

Motion by Commissioner Abbe, seconded by Commissioner Brady to approve backfilling a Juvenile Probation Officer position at Community Corrections at the end of August to allow for cross training prior to the retirement of a current employee and the leave of absence of the other. Ayes all.

Motion by Commissioner Brady, seconded by Commissioner Gnemi to approve the delinquent mobile home tax write-offs as submitted to the Board in the amount of \$146,191.54. Upon the vote being taken, four Commissioners voted in favor thereof, Commissioner Abbe voting against.

Glenda Smith, Director of Conventions and Tourism from the Chamber of Commerce gave a presentation regarding the impact the pandemic has had on the economy as well as the 2022 Marketing Plan.

Commissioner Reports:

Commissioner Abbe – no report.

Commissioner Brady reported on his attendance at Highway Employee Appreciation, 911 meeting, 911 meeting in Faribault, Work Session and Landfill Employee Appreciation.

Commissioner Gnemi reported on his attendance at Public Works Staff Appreciation, Drug Court meetings, Blooming Prairie Responder Program, Internal Central Services, Cannon River Watershed meeting, JD#6 meeting, Semcac and Landfill Employee Appreciation.

Commissioner Krueger reported on his attendance at Criminal Justice meeting, South Country Health Alliance/Joint Powers Board meeting, Bill Effertz Retirement Party, MnPrairie Finance meeting and a Work Session.

Commissioner Glynn reported on his attendance at JD# 6 meeting, Landfill Employee Appreciation and a Work Session.

LISTING OF BILLS
7/13/2022

Advanced Correctional Healthcare Inc	6,359.63
Baker Tilly US, LLP	5,775.00
Central Farm Services	14,517.23
Crane Creek Asphalt	2,827.20
Four Seasons Asphalt	7,678.65
Hertzog/Jessica	5,560.65
ICS Consulting Inc	5,313.18
Midstates Equipment Supply	6,400.00
Owatonna Public Utilities	30,411.56
Schultz Excavating	3,294.00
SCR	71,982.00
SeaChange Print Innovations	6,005.11
Steele County Highway Dept	7,535.57
Summit Food Services LLC	3,235.74
Trueman Welters Inc	35,964.20
Univ Of Mn Regents	53,908.81
105 Payments less than 2,000	<u>29,654.58</u>
Total:	296,423.11

Motion by Commissioner Gnemi, seconded by Commissioner Abbe to adjourn to the Call of the Chair at 5:46 p.m. Ayes all.

CHAIRMAN

ATTEST: _____
AUDITOR

PROCEEDINGS OF THE STEELE COUNTY BOARD OF COMMISSIONERS

SPECIAL SESSION

July 12, 2022

STATE OF MINNESOTA))ss
COUNTY OF STEELE)

The Steele County Board of Commissioners held a Work Session at 4:00 p.m. on July 12, 2022 with Commissioners Brady, Gnemi, Abbe, Glynn and Krueger present. Also present were County Attorney Dan McIntosh, County Sheriff Lon Thiele, County Treasurer Cathy Piepho, Human Resources Director Julie Johnson, Facilities & Fleet Director Jake Rysavy, Community Corrections Director Tim Schammel, Jail Administrator Anthony Buttera, Assistant Jail Administrator Paul Prissel, District Court Administrator Robin Hoesley, Judge Bueltel, Judge Duncan, County Administrator Scott Golberg and County Auditor Laura Ihrke.

Call to Order.

Scott gave an update on the Detention Center. Dodge County will begin contracting with Olmsted County soon. Discussion regarding moving forward with the wall at the Detention Center.

There was discussion regarding 2023 budget comparison in relation to other counties. Cathy showed data from Waseca, Dodge, Freeborn, Nicollet and Rice. Cathy also shared 2023 Budget data comparing Personnel services.

Discussion regarding the Master/Capital Plan-talked about the Joint Dispatch Expansion Update/Sheriff's Office Location. The Generator and floor need to be replaced.

Discussion regarding Sheriff's office relocation.

Meeting was adjourned at 4:55 p.m.

CHAIRMAN

ATTEST: _____
AUDITOR

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
7/21/22 2:44PM
10 Road & Bridge Fund

Steele County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Page 2

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
301	DEPT		Administration			
52300	Mn Counties Insurance Trust					
42	10-301-000-0000-6350	82.50	Ins - 2022 Case Farmall #9994	7455	Property & Liability Insurance	N
43	10-301-000-0000-6350	82.50	Ins - 2021 Case Farmall #9981	7455	Property & Liability Insurance	N
44	10-301-000-0000-6350	82.50	Ins - 2022 Case Farmall #9997	7455	Property & Liability Insurance	N
45	10-301-000-0000-6350	82.50	Ins - 2021 Case Farmall #9980	7455	Property & Liability Insurance	N
52300	Mn Counties Insurance Trust	330.00	4 Transactions			
61952	Overhead Door Co Of Albert Lea, Inc.					
52	10-301-000-0000-6512	547.40	Coil cord & labor for repair	70402-000	Bldg Repair & Maintenance	N
61952	Overhead Door Co Of Albert Lea, Inc.	547.40	1 Transactions			
65100	Paape Companies Inc					
53	10-301-000-0000-6512	1,315.50	1st qtr billing July - Sept	106846	Bldg Repair & Maintenance	N
65100	Paape Companies Inc	1,315.50	1 Transactions			
68420	Plunkett's Pest Control, Inc.					
54	10-301-000-0000-6512	105.40	July pest control	7611526	Bldg Repair & Maintenance	N
68420	Plunkett's Pest Control, Inc.	105.40	1 Transactions			
77825	Seykora Striping LLC					
56	10-301-000-0000-6512	290.00	PW lot striping	062622	Bldg Repair & Maintenance	Y
77825	Seykora Striping LLC	290.00	1 Transactions			
301	DEPT Total:	2,588.30	Administration	5 Vendors	8 Transactions	
302	DEPT		Road & Bridge Maintenance Expense			
3738	Arrow Ace Hardware					
1	10-302-000-0000-6534	47.98	Red chalk reel & acetone	269593/2	Supplies - Signing	N
3738	Arrow Ace Hardware	47.98	1 Transactions			
8893	Bell Opticial					
2	10-302-000-0000-6801	265.86	Safety glasses - Deml	2439922	Osha/Safety Supplies	N
8893	Bell Opticial	265.86	1 Transactions			
10150	Carquest Auto Parts					
7	10-302-000-0000-6801	9.95	Medium latex gloves	437300	Osha/Safety Supplies	N
10150	Carquest Auto Parts	9.95	1 Transactions			

Steele County

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Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
46551	Locators & Supplies Inc					
26	10-302-000-0000-6524	1,146.47	Tile probes & magnetic locator	0300828-IN	Supplies - Culverts	N
25	10-302-000-0000-6801	507.27	Safety vests & gloves	0300828-IN	Osha/Safety Supplies	N
27	10-302-000-0000-6801	26.13	Safety vest	0300955-IN	Osha/Safety Supplies	N
46551	Locators & Supplies Inc	1,679.87	3 Transactions			
48700	M-R Sign Company, Inc					
28	10-302-000-0000-6534	93.70	Divided highway ends sign	216550	Supplies - Signing	N
29	10-302-000-0000-6534	352.79	(528) Decals for inventory	216550	Supplies - Signing	N
30	10-302-000-0000-6534	58.07	Distance Plaque 500 feet	216550	Supplies - Signing	N
31	10-302-000-0000-6534	409.58	(10) long flat poly signs	216550	Supplies - Signing	N
48700	M-R Sign Company, Inc	914.14	4 Transactions			
1037	Midstates Equipment Supply					
32	10-302-000-0000-6340	640.00	Crackfill rental CSAH 9	222616	Equipment Rental	N
33	10-302-000-0000-6340	640.00	Crackfill rental CSAH 45	222616	Equipment Rental	N
34	10-302-000-0000-6340	640.00	Crackfill rental CSAH 34	222616	Equipment Rental	N
35	10-302-000-0000-6340	640.00	Crackfill rental CSAH 3	222616	Equipment Rental	N
36	10-302-000-0000-6340	640.00	Crackfill rental CSAH 26	222616	Equipment Rental	N
37	10-302-000-0000-6340	640.00	Crackfill rental CSAH 24	222616	Equipment Rental	N
38	10-302-000-0000-6340	640.00	Crackfill rental CSAH 18	222616	Equipment Rental	N
39	10-302-000-0000-6340	640.00	Crackfill rental CSAH 13	222616	Equipment Rental	N
40	10-302-000-0000-6340	640.00	Crackfill rental CSAH 07	222616	Equipment Rental	N
41	10-302-000-0000-6340	640.00	Crackfill rental CSAH 11	222616	Equipment Rental	N
1037	Midstates Equipment Supply	6,400.00	10 Transactions			
6077	RCM Specialties Inc					
55	10-302-000-0000-6529	3,109.60	Emulsion Cty Rd 174	8551	Co Rd Supplies	N
6077	RCM Specialties Inc	3,109.60	1 Transactions			
302	DEPT Total:	12,427.40	Road & Bridge Maintenance Expense	7 Vendors	21 Transactions	
303	DEPT		Construction Expense			
5327	Cemstone Products Co Inc					
18	10-303-000-0000-6510	55.20	(3) 20ft Rebar #5	620557	Engineering & Surveying Supplies	N
5327	Cemstone Products Co Inc	55.20	1 Transactions			
37025	Innovative Office Solutions LLC					
22	10-303-000-0000-6510	14.40	(2) USB drives	IN3848944	Engineering & Surveying Supplies	N

SBENDORF

7/21/22 2:44PM

10 Road & Bridge Fund

Steele County

Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES



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Vendor	Name	Rpt	Amount	Warrant Description	Invoice #	Account/Formula Descripti	1099
No.	Account/Formula	Accr		Service Dates	Paid On Bhf #	On Behalf of Name	
37025	Innovative Office Solutions LLC		14.40	1 Transactions			
46	52513 Mn Dept Of Transportation						
	10-303-000-0000-6260		418.09	Bridge inspection - non federa	P00015502	Consultants/Admin Fee	N
	52513 Mn Dept Of Transportation		418.09	1 Transactions			
303	DEPT Total:		487.69	Construction Expense	3 Vendors	3 Transactions	
304	DEPT			Equipment Maintenance & Shops			
	10150 Carquest Auto Parts						
3	10-304-000-0000-6480		384.99	Add on subscr-scan tool 22-23	435282	Non-Capitalized Inventory	N
4	10-304-000-0000-6520		49.98	Ball joint	436995	Machinery/Vehicle Parts	N
5	10-304-000-0000-6513		57.28	16" snap ring plier set	437002	Tools	N
6	10-304-000-0000-6520		197.97	Wheel speed sensor & U joint	437029	Machinery/Vehicle Parts	N
8	10-304-000-0000-6520		37.49	Ball joint	437384	Machinery/Vehicle Parts	N
9	10-304-000-0000-6520		131.99	Suspcontrol arm link	437408	Machinery/Vehicle Parts	N
10	10-304-000-0000-6520		91.36	Tie rod end	437426	Machinery/Vehicle Parts	N
11	10-304-000-0000-6520		19.39	Cabin air filter	437437	Machinery/Vehicle Parts	N
12	10-304-000-0000-6520		34.36	Ball joint	437490	Machinery/Vehicle Parts	N
13	10-304-000-0000-6520		559.94-	Return parts, unit#2120	437491	Machinery/Vehicle Parts	N
14	10-304-000-0000-6520		69.95	Air compressor oil	437530	Machinery/Vehicle Parts	N
15	10-304-000-0000-6520		14.99	Pump oil	437552	Machinery/Vehicle Parts	N
16	10-304-000-0000-6520		33.07	Lube	437735	Machinery/Vehicle Parts	N
17	10-304-000-0000-6520		7.92	Windshield wiper tubing	438079	Machinery/Vehicle Parts	N
	10150 Carquest Auto Parts		570.80	14 Transactions			
	11215 Central Farm Services						
19	10-304-000-0000-6540		19,865.00	5,000 gallons of Unleaded fuel	2998947	Fuel & Lubricants	N
	11215 Central Farm Services		19,865.00	1 Transactions			
	35020 Huber Supply Co Inc						
21	10-304-000-0000-6511		14.54	5lb of Fleetweld	3077825	Maint Shop Supplies & Materials	N
	35020 Huber Supply Co Inc		14.54	1 Transactions			
	56125 NAPA Auto Parts						
47	10-304-000-0000-6520		28.96	Wabco Ad Cartridge	772837	Machinery/Vehicle Parts	N
48	10-304-000-0000-6520		25.83	Reducer connector	944391	Machinery/Vehicle Parts	N
	56125 NAPA Auto Parts		54.79	2 Transactions			

Steele County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
4097	Nuss Truck & Equipment					
50	10-304-000-0000-6520	31.44	Check valve	1214379P	Machinery/Vehicle Parts	N
49	10-304-000-0000-6520	1,089.75	Compressor	CM1214251P	Machinery/Vehicle Parts	N
51	10-304-000-0000-6520	1,089.75-	Return compressor	CM1214251P	Machinery/Vehicle Parts	N
4097	Nuss Truck & Equipment	31.44	3 Transactions			
99250	Zep Sales & Service					
60	10-304-000-0000-6511	186.68	ZEP shell shock & window brush	9007578038	Maint Shop Supplies & Materials	N
99250	Zep Sales & Service	186.68	1 Transactions			
99500	Ziegler, Inc					
61	10-304-000-0000-6520	338.82	Stablizer	N000595069	Machinery/Vehicle Parts	N
62	10-304-000-0000-6520	441.21	72" blade kit	N000595543	Machinery/Vehicle Parts	N
99500	Ziegler, Inc	780.03	2 Transactions			
304	DEPT Total:	21,503.28	Equipment Maintenance & Shops	7 Vendors	24 Transactions	
310	DEPT		Capital Construction			
8686	Anderson/James Hurd					
23	10-310-000-0000-6518	3,265.00	Legal services 074-649-001	220610	State Aid Constr Right Of Way Exp	Y
8686	Anderson/James Hurd	3,265.00	1 Transactions			
3764	Evergreen Land Services					
20	10-310-000-0000-6517	11,000.00	(5) Appraisals 074-648-007	00-12459	Sales Tax Right of Way	Y
3764	Evergreen Land Services	11,000.00	1 Transactions			
39600	Jones Haugh & Smith Inc					
24	10-310-000-0000-6262	1,720.70	Prof services 074-649-001	43130	Sales Tax Consultants	N
39600	Jones Haugh & Smith Inc	1,720.70	1 Transactions			
77570	Short Elliott Hendrickson Inc					
57	10-310-000-0000-6262	19,896.58	Prof services 074-648-008	428255	Sales Tax Consultants	N
77570	Short Elliott Hendrickson Inc	19,896.58	1 Transactions			
1667	SRF Consulting Group Inc					
58	10-310-000-0000-6260	2,446.70	Prof serv 074-598-015	142820015	Consultants/Admin Fee	Y
1667	SRF Consulting Group Inc	2,446.70	1 Transactions			
4364	WSB & Associates Inc					

SBENDORF
7/21/22 2:44PM
10 Road & Bridge Fund

Steele County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Page 6

Vendor Name		Rpt	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
59	10-310-000-0000-6567		Prof services 074-021-006	0198500004	CRRSAA Construction Projects	Y
4364	WSB & Associates Inc		1 Transactions			
310	DEPT Total:	44,557.48	Capital Construction	6 Vendors	6 Transactions	
10	Fund Total:	81,564.15	Road & Bridge Fund		62 Transactions	
	Final Total:	81,564.15	28 Vendors	62 Transactions		

Steele County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Recap by Fund	<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>	
	10	81,564.15	Road & Bridge Fund	
	All Funds	81,564.15	Total	Approved by, ...
				
				

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

Explode Dist. Formulas Y

Paid on Behalf Of Name
on Audit List?: N

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

Save Report Options?: N

SBENDORF
7/21/22 2:45PM
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			
22	52304 Mn Counties Intergovernmental Trust		924.00	Automobile audit adjustment-21	PCAUTO826	Unallocated Insurance	N
	52304 Mn Counties Intergovernmental Trust		924.00	1 Transactions			
41	5273 Standke/Lacy		34.93	Retirement - BEffertz		Personnel Policy	N
	5273 Standke/Lacy		34.93	1 Transactions			
3	DEPT Total:		958.93	County Wide	2 Vendors	2 Transactions	
5	DEPT			Board Of Commissioners			
4	6032 APG Media of Southern Minnesota LLC		12.75	Synopsis - 5/24/22	12944-0622	Publishing	N
	6032 APG Media of Southern Minnesota LLC		12.75	1 Transactions			
5	DEPT Total:		12.75	Board Of Commissioners	1 Vendors	1 Transactions	
13	DEPT			Law Library			
49	70550 Thomson Reuters - West		1,025.70	West information chrgs - June	846607277	Books	N
	70550 Thomson Reuters - West		1,025.70	1 Transactions			
13	DEPT Total:		1,025.70	Law Library	1 Vendors	1 Transactions	
31	DEPT			County Administrator			
39	4879 Shred Right		20.00	Shred serv order 268144-6/30	578214	General Expense	Y
	4879 Shred Right		20.00	1 Transactions			
31	DEPT Total:		20.00	County Administrator	1 Vendors	1 Transactions	
32	DEPT			Human Resources			
40	4879 Shred Right		20.00	Shred serv order 268144-6/30	578214	General Expense	Y
	4879 Shred Right		20.00	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>	
32	DEPT Total:		20.00	Human Resources	1 Vendors	1 Transactions	
41	DEPT			Auditor			
	37025 Innovative Office Solutions LLC						
16	01-041-000-0000-6410		77.10	Envelopes, continuous paper	3845958	Office Supplies	N
86	01-041-000-0000-6410		43.95	Copy paper - 1 box	3863622	Office Supplies	N
88	01-041-000-0000-6410		9.44	Staples	3863622	Office Supplies	N
89	01-041-000-0000-6410		45.57	Toner	3864893	Office Supplies	N
	37025 Innovative Office Solutions LLC		176.06	4 Transactions			
	51300 Metro Sales Inc						
26	01-041-000-0000-6410		48.00	Copier base rate - Q3	INV2078443	Office Supplies	N
27	01-041-000-0000-6410		116.24	Copier usage charge - Q2	INV2078443	Office Supplies	N
	51300 Metro Sales Inc		164.24	2 Transactions			
41	DEPT Total:		340.30	Auditor	2 Vendors	6 Transactions	
42	DEPT			Treasurer			
	37025 Innovative Office Solutions LLC						
87	01-042-000-0000-6410		43.95	Copy paper - 1 box	3863622	Office Supplies	N
	37025 Innovative Office Solutions LLC		43.95	1 Transactions			
	51300 Metro Sales Inc						
24	01-042-000-0000-6410		48.00	Copier base rate - Q3	INV2078443	Office Supplies	N
25	01-042-000-0000-6410		116.25	Copier usage charge - Q2	INV2078443	Office Supplies	N
	51300 Metro Sales Inc		164.25	2 Transactions			
42	DEPT Total:		208.20	Treasurer	2 Vendors	3 Transactions	
61	DEPT			Information Technology			
	18450 Office of MN IT Services						
30	01-061-000-0000-6212		1,100.44	Monthly internet fees	DV22060403	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						

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No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
6	01-062-000-0000-6301		Gen tech assist/support-July	July 2022	Equip/Software Maint	Y
8499	Counties Providing Technology		1 Transactions			
16282	Crosstown Cartage Inc					
9	01-062-000-0000-6801	324.00	Contracted mail services	07/08/2022	General Expense	N
10	01-062-000-0000-6802	95.00	Additional mail services	07/08/2022	Internal Chargeback	N
16282	Crosstown Cartage Inc	419.00	2 Transactions			
572	Kronos Incorporated					
19	01-062-000-0000-6301	3,612.88	HRIS operating cost - June	11935306	Equip/Software Maint	N
572	Kronos Incorporated	3,612.88	1 Transactions			
4419	Matrix Communications Inc					
14	01-062-000-0000-6210	753.46	Monthly phone system maint	M005444	Telephone	N
4419	Matrix Communications Inc	753.46	1 Transactions			
62	DEPT Total:	9,129.34	Central Services	4 Vendors	5 Transactions	
63	DEPT		Auditor Elections			
21920	Election Systems & Software Inc					
11	01-063-000-0000-6410	3,727.20	Election coding serv-Primary	CD2034452	Office Supplies	N
21920	Election Systems & Software Inc	3,727.20	1 Transactions			
5925	Government Forms and Supplies					
13	01-063-000-0000-6410	361.17	Registered voter receipts-150	334924	Office Supplies	N
5925	Government Forms and Supplies	361.17	1 Transactions			
37473	Intab Inc					
17	01-063-000-0000-6410	92.66	Seals, name badges, labels	192113A	Office Supplies	N
37473	Intab Inc	92.66	1 Transactions			
63	DEPT Total:	4,181.03	Auditor Elections	3 Vendors	3 Transactions	
91	DEPT		County Attorney			
7899	Forbes/Julia					
12	01-091-000-0000-6315	274.23	Office coffee maker-Nespresso		County Attorney Forfeiture Expenditu	N
7899	Forbes/Julia	274.23	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	
3659	MCAA					
90	01-091-000-0000-6261	180.00	2022 CHIPS conf - SHenning	8932	Conference & Training	N
3659	MCAA	180.00	1 Transactions			
79375	Sheriff Of Scott County					
95	01-091-000-0000-6343	70.00	Subpoena service 74-CR22164	5089	Service Fees	N
79375	Sheriff Of Scott County	70.00	1 Transactions			
70550	Thomson Reuters - West					
107	01-091-000-0000-6410	1,446.98	Westlaw - June 2022	846598199	Office Supplies	N
108	01-091-000-0000-6410	85.89	Library charge	846686889	Office Supplies	N
70550	Thomson Reuters - West	1,532.87	2 Transactions			
91	DEPT Total:	2,057.10	County Attorney	4 Vendors	5 Transactions	
92	DEPT		Attorney Contingent Exp			
65480	Paradis/Shirley					
32	01-092-000-0000-6801	85.00	Transcript of Omnibus Hearing	66-CR2025	General Expense	Y
65480	Paradis/Shirley	85.00	1 Transactions			
92	DEPT Total:	85.00	Attorney Contingent Exp	1 Vendors	1 Transactions	
101	DEPT		County Recorder			
4393	Fidlar Technologies Inc					
15	01-101-000-9305-6480	2,331.49	Life cycle service-software	0706042-IN	Non-Capitalized Inv-Technology Fun	N
4393	Fidlar Technologies Inc	2,331.49	1 Transactions			
101	DEPT Total:	2,331.49	County Recorder	1 Vendors	1 Transactions	
102	DEPT		Surveyor			
39600	Jones Haugh & Smith Inc					
18	01-102-000-0000-6801	2,365.00	Section corner remonumentation	43234	General Expense	N
39600	Jones Haugh & Smith Inc	2,365.00	1 Transactions			
102	DEPT Total:	2,365.00	Surveyor	1 Vendors	1 Transactions	
103	DEPT		Assessor			
9422	Reineke/Thomas					

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No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
34	01-103-000-0000-6330		Special ag homestead - July 13		Travel Expenses	N
35	01-103-000-0000-6330		Sales verification - Aug 24		Travel Expenses	N
9422	Reineke/Thomas		2 Transactions			
9426	Tebay/Jacelyn					
166	01-103-000-0000-6330	1,115.11	Lodging - Appraisal seminars		Travel Expenses	N
167	01-103-000-0000-6330	123.82	Meals - Appraisal seminars		Travel Expenses	N
9426	Tebay/Jacelyn	1,238.93	2 Transactions			
103	DEPT Total:	1,338.93	Assessor	2 Vendors	4 Transactions	
105	DEPT		Planning & Zoning			
6032	APG Media of Southern Minnesota LLC					
157	01-105-000-0000-6242	8.73	Public notices - PC meeting	16085-0622	Publishing	N
158	01-105-000-0000-6242	3.00	Public notices - BOA meeting	16085-0622	Publishing	N
6032	APG Media of Southern Minnesota LLC	11.73	2 Transactions			
105	DEPT Total:	11.73	Planning & Zoning	1 Vendors	2 Transactions	
111	DEPT		Buildings & Grounds			
8374	Burger/Thomas R					
79	01-111-000-0000-6331	48.56	83 miles at .585		Mileage Reimbursement	N
8374	Burger/Thomas R	48.56	1 Transactions			
37025	Innovative Office Solutions LLC					
131	01-111-000-0000-6410	7.76	Tag & key	3861732	Office Supplies	N
37025	Innovative Office Solutions LLC	7.76	1 Transactions			
70774	Retrofit Companies Inc					
93	01-111-044-0000-6300	72.96	Batteries - DC	0116707-IN	Bldg Repairs & Maintenance	N
94	01-111-044-0000-6300	11.40	LED lamps - DC	0116707-IN	Bldg Repairs & Maintenance	N
70774	Retrofit Companies Inc	84.36	2 Transactions			
85167	Stewart Sanitation					
98	01-111-041-0000-6300	83.30	Trash/recycling - Annex	726644	Bldg Repairs & Maintenance	N
100	01-111-042-0000-6300	76.19	Trash/recycling - CH	726647	Bldg Repairs & Maintenance	N
99	01-111-043-0000-6300	58.19	Trash/recycling - COB	726647	Bldg Repairs & Maintenance	N
101	01-111-040-0000-6300	191.78	Trash/recycling - Admin	727165	Bldg Repairs & Maintenance	N

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No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name	
85167	Stewart Sanitation		409.46	4 Transactions			
111	DEPT Total:		550.14	Buildings & Grounds	4 Vendors	8 Transactions	
121	DEPT			Veteran Service			
2072	Gilormini/Rene						
84	01-121-000-0000-6215		8.95	Priority mail-grant mailing	071820220433	Postage	N
2072	Gilormini/Rene		8.95	1 Transactions			
121	DEPT Total:		8.95	Veteran Service	1 Vendors	1 Transactions	
201	DEPT			Sheriff			
3275	Anhorns Gas And Tire						
3	01-201-000-0106-6320		776.96	Firestone tires	44269	Squad 7424 Maintenance	N
3275	Anhorns Gas And Tire		776.96	1 Transactions			
9423	Blooming Prairie Veterinary Clinic						
78	01-201-000-0000-6801		320.00	Board,euthanize-vicious dog	126185	Misc Expense	N
9423	Blooming Prairie Veterinary Clinic		320.00	1 Transactions			
5487	LexisNexis Risk Data Management						
21	01-201-000-0000-6425		150.00	Searches/reports - June	1035910-202206	Investigation Expense	N
5487	LexisNexis Risk Data Management		150.00	1 Transactions			
9332	PITNEY BOWES INC						
33	01-201-000-0000-6293		138.96	Postage meter rental/records	1021035273	Gun Permit Expenses	N
9332	PITNEY BOWES INC		138.96	1 Transactions			
83255	Rice-Steele 911 Center						
92	01-201-000-0000-6304		1,080.00	MDC connection 4/1-6/30/22	2022-JT-43	Contracts	N
83255	Rice-Steele 911 Center		1,080.00	1 Transactions			
9424	SportSense LLC						
97	01-201-000-0000-6293		327.00	Filters,bulbs for air filters	1506	Gun Permit Expenses	Y
9424	SportSense LLC		327.00	1 Transactions			
21215	Strohschein Properties LLC						
44	01-201-000-0000-6346		800.00	Rent - July 2022	07062022	Eds Rent Account	Y

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						Service Dates	Paid On Bhf #	On Behalf of Name	
45	01-201-000-0000-6346				36.48	Utilities - June 2022	732571	Eds Rent Account	Y
	21215	Strohschein Properties LLC			836.48	2 Transactions			
201	DEPT Total:				3,629.40	Sheriff	7 Vendors	8 Transactions	
208	DEPT					Coroner			
	4229	Moore Md/Kellyanna J							
29	01-208-000-0000-6801				3,642.42	Coroner services - July		General Expense	Y
	4229	Moore Md/Kellyanna J			3,642.42	1 Transactions			
208	DEPT Total:				3,642.42	Coroner	1 Vendors	1 Transactions	
251	DEPT					Jail			
	2204	Bureau Of Criminal Apprehension							
5	01-251-000-0000-6304				1,500.00	CJIS connection 3-lines	00000707082	Contract Serv./Bldg Maint	N
	2204	Bureau Of Criminal Apprehension			1,500.00	1 Transactions			
	9291	Le Seuer County Sheriff's Office							
36	01-251-000-0000-6439				3,220.00	Inmate boarding - June 2022	213	Prisoner Board	N
	9291	Le Seuer County Sheriff's Office			3,220.00	1 Transactions			
	18450	Office of MN IT Services							
31	01-251-000-0000-6211				42.50	Fiber management fee	DV22060403	Radio - Computers - Cameras	N
	18450	Office of MN IT Services			42.50	1 Transactions			
	4879	Shred Right							
38	01-251-000-0000-6304				20.00	Document shredding	577895	Contract Serv./Bldg Maint	Y
	4879	Shred Right			20.00	1 Transactions			
	85300	Streichers Inc							
43	01-251-000-0000-6192				779.92	Employee uniform - Carr	L1576134	Uniform Allowance	N
	85300	Streichers Inc			779.92	1 Transactions			
	8247	Summit Food Services LLC							
47	01-251-000-0000-6441				350.41-	Credit	7/11/2022	Prisoner Meals	N
46	01-251-000-0000-6441				3,300.78	Inmate meals - 6/25-7/1/2022	INV2000146857	Prisoner Meals	N
48	01-251-000-0000-6441				3,029.78	Inmate meals - 7/2-7/8/2022	INV2000147431	Prisoner Meals	N

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	No. Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name	
	8247 Summit Food Services LLC		5,980.15	3 Transactions			
51	618 Turnkey Corrections						
	01-251-000-0000-6418		32.85	Inmate indigent items	10034558	Lock-Up Supplies	N
	618 Turnkey Corrections		32.85	1 Transactions			
251	DEPT Total:		11,575.42	Jail	7 Vendors	9 Transactions	
252	DEPT			Community Corrections			
	4064 Alcohol Monitoring System Inc						
2	01-252-000-0000-6274		1,422.40	SCRAM monitoring fee	253685	Scram Monitoring	N
	4064 Alcohol Monitoring System Inc		1,422.40	1 Transactions			
	8263 CRK Properties LLC						
7	01-252-000-0000-6341		5,922.00	Rent - August		Office Rent	Y
8	01-252-000-0000-6341		652.11	Utilities	1113	Office Rent	Y
	8263 CRK Properties LLC		6,574.11	2 Transactions			
	6884 Language Line Services Inc						
20	01-252-000-0000-6284		110.92	Translator services	10571546	Interpreter Services	Y
	6884 Language Line Services Inc		110.92	1 Transactions			
	5830 Midwest Monitoring & Surveillance						
28	01-252-000-0000-6270		42.00	Lab services - June 2022	DT0622150	Chemical Testing	Y
	5830 Midwest Monitoring & Surveillance		42.00	1 Transactions			
	4879 Shred Right						
37	01-252-000-0000-6410		40.00	Shredding	578256	Office Supplies	Y
	4879 Shred Right		40.00	1 Transactions			
	85300 Streichers Inc						
103	01-252-000-0000-6801		3.99	Chain replacement	I1564813	General Expense	N
104	01-252-000-0000-6801		18.98	Badge holder, chain	I1565737	General Expense	N
105	01-252-000-0000-6801		125.00	Oval badge	I1573745	General Expense	N
	85300 Streichers Inc		147.97	3 Transactions			
	84035 Tri-M Graphics						
50	01-252-000-0000-6410		72.58	Business cards - 4 sets	98627	Office Supplies	N

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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>	
	84035 Tri-M Graphics		72.58	1 Transactions			
	2313 United Way Of Steele County						
156	01-252-000-0000-6801		1,350.00	Educate Tobacco Compl passthru		General Expense	N
	2313 United Way Of Steele County		1,350.00	1 Transactions			
252	DEPT Total:		9,759.98	Community Corrections	8 Vendors	11 Transactions	
253	DEPT			Law Enforcement Center			
	16860 Custom Communications Inc						
80	01-253-000-0000-6304		62.10	LEC-custom conn mon 8/1-10/31	523954	Contract Services/Bldg Mtce	N
81	01-253-000-0000-6304		63.69	LEC-fire alarm mon 8/1-10/31	523954	Contract Services/Bldg Mtce	N
	16860 Custom Communications Inc		125.79	2 Transactions			
	8866 Diverse Construction Services LLC						
82	01-253-000-0000-6300		1,245.00	Repair LEC leak 4/25/22	WO 30651	Bldg Repairs & Maintenance	N
83	01-253-000-0000-6300		295.00	Repair LEC leak 5/6/22	WO 30654	Bldg Repairs & Maintenance	N
	8866 Diverse Construction Services LLC		1,540.00	2 Transactions			
	4753 Godfather's Exterminating Inc						
106	01-253-000-0000-6304		40.00	Pest control	193046	Contract Services/Bldg Mtce	N
	4753 Godfather's Exterminating Inc		40.00	1 Transactions			
	37025 Innovative Office Solutions LLC						
85	01-253-000-0000-6410		478.47	Paper,pads,tape,folders,staple	3852525	Office Supplies	N
	37025 Innovative Office Solutions LLC		478.47	1 Transactions			
	52550 MEI Total Elevator Solutions						
23	01-253-000-0000-6304		399.58	Monthly service - July 2022	971127	Contract Services/Bldg Mtce	N
	52550 MEI Total Elevator Solutions		399.58	1 Transactions			
	4879 Shred Right						
96	01-253-000-0000-6254		40.50	Paper shredding	578257	Garbage Disposal	Y
	4879 Shred Right		40.50	1 Transactions			
	85167 Stewart Sanitation						
42	01-253-000-0000-6254		83.24	Garbage removal	0000727164	Garbage Disposal	N
	85167 Stewart Sanitation		83.24	1 Transactions			

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No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
4368	Waste Management Of Southern Mn					
52	01-253-000-0000-6304	34.74	Recycling - July 2022	7257868-0491-6	Contract Services/Bldg Mtce	N
4368	Waste Management Of Southern Mn	34.74	1 Transactions			
253	DEPT Total:	2,742.32	Law Enforcement Center	8 Vendors	10 Transactions	
391	DEPT		Environmental Services			
435	OSI Environmental Inc					
162	01-391-000-0000-6550	75.00	Used oil	2099283	Household Hazardous Waste	N
163	01-391-000-0000-6550	50.00	Used filters	2099301	Household Hazardous Waste	N
435	OSI Environmental Inc	125.00	2 Transactions			
99500	Ziegler,Inc					
109	01-391-000-0000-6550	7,215.00	Barrel clamp skidloader	IN000613685	Household Hazardous Waste	N
99500	Ziegler,Inc	7,215.00	1 Transactions			
391	DEPT Total:	7,340.00	Environmental Services	2 Vendors	3 Transactions	
481	DEPT		Public Health Nursing			
8783	Availity LLC					
126	01-481-460-6009-6383	20.00	Medicare billing charges	INV00818400	Contract Services	N
8783	Availity LLC	20.00	1 Transactions			
8789	Dahle/Teya F					
127	01-481-461-6034-6261	75.00	Reflective consultation	1377	Conference & Training	Y
128	01-481-461-6059-6261	75.00	Reflective consultation	1377	Conference & Training	Y
8789	Dahle/Teya F	150.00	2 Transactions			
9425	Dakota Printing Inc					
129	01-481-461-6059-6464	336.25	Learning to Communicate books	74262	General Supplies & Outreach	N
9425	Dakota Printing Inc	336.25	1 Transactions			
8389	Healthcare First					
130	01-481-460-6009-6383	104.74	HHCAHPS fee - June 2022	INV5298828	Contract Services	N
8389	Healthcare First	104.74	1 Transactions			
8473	Marshall/Andrea					
164	01-481-461-6066-6330	161.47	Meal Conference		Travel Expenses	N

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No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
165	01-481-461-6066-6330		Food - student meeting		Travel Expenses	N
8473	Marshall/Andrea		2 Transactions			
8975	Minnesota Counties Computer Coop					
132	01-481-460-6009-6381	2,391.59	PHDoc software support	2207069	Cpu Usage & Network Support	N
133	01-481-460-6011-6381	170.83	PHDoc software support	2207069	Cpu Usage & Network Support	N
134	01-481-461-6025-6381	341.65	PHDoc software support	2207069	Cpu Usage & Network Support	N
135	01-481-461-6030-6381	113.88	PHDoc software support	2207069	Cpu Usage & Network Support	N
136	01-481-461-6032-6381	227.77	PHDoc software support	2207069	Cpu Usage & Network Support	N
137	01-481-461-6034-6381	113.88	PHDoc software support	2207069	Cpu Usage & Network Support	N
138	01-481-461-6040-6381	455.54	PHDoc software support	2207069	Cpu Usage & Network Support	N
139	01-481-461-6059-6381	170.83	PHDoc software support	2207069	Cpu Usage & Network Support	N
140	01-481-462-6047-6381	56.94	PHDoc software support	2207069	Cpu Usage & Network Support	N
142	01-481-464-6061-6806	1,024.96	PHDoc software support	2207069	Miscellaneous	N
141	01-481-465-6057-6381	626.37	PHDoc software support	2207069	Cpu Usage & Network Support	N
8975	Minnesota Counties Computer Coop	5,694.24	11 Transactions			
52975	Minnesota Valley Testing Labs					
143	01-481-463-6049-6322	107.60	Lab water testing charges	1593/2052/2837	Well Water Service Agreements	N
52975	Minnesota Valley Testing Labs	107.60	1 Transactions			
77316	Schroeder/Greg					
145	01-481-460-6009-6331	18.72	Physical therapist mileage		Mileage Reimbursement	Y
144	01-481-460-6009-6383	763.23	Physical therapist - June 2022		Contract Services	Y
77316	Schroeder/Greg	781.95	2 Transactions			
81597	Spee Dee Delivery Service Inc					
147	01-481-463-6049-6322	172.39	Well water sample	610895	Well Water Service Agreements	N
81597	Spee Dee Delivery Service Inc	172.39	1 Transactions			
75500	Steele County Treasurer					
151	01-481-460-6009-6171	746.84	Workers comp - July 2022	2022002	Workers Comp	N
151	01-481-460-6011-6171	53.35	Workers comp - July 2022	2022002	Workers Comp	N
151	01-481-461-6025-6171	106.70	Workers comp - July 2022	2022002	Workers Comp	N
151	01-481-461-6030-6171	35.57	Workers comp - July 2022	2022002	Workers Comp	N
151	01-481-461-6032-6171	71.13	Workers comp - July 2022	2022002	Workers Comp	N
151	01-481-461-6034-6171	35.57	Workers comp - July 2022	2022002	Workers Comp	N
151	01-481-461-6040-6171	142.26	Workers comp - July 2022	2022002	Workers Comp	N
151	01-481-461-6059-6171	53.35	Workers comp - July 2022	2022002	Workers Comp Ins	N

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No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
151	01-481-462-6047-6171		Workers comp - July 2022	2022002	Workers Comp	N
151	01-481-464-6061-6171		Workers comp - July 2022	2022002	Workers Comp Ins	N
151	01-481-465-6057-6171		Workers comp - July 2022	2022002	Workers Comp	N
150	01-481-460-6011-6341		Rent - July 2022	2022003	Office Rent	N
150	01-481-461-6030-6341		Rent - July 2022	2022003	Office Rent	N
150	01-481-461-6032-6341		Rent - July 2022	2022003	Office Rent	N
150	01-481-461-6034-6341		Rent - July 2022	2022003	Office Rent	N
150	01-481-461-6040-6341		Rent - July 2022	2022003	Office Rent	N
150	01-481-461-6059-6341		Rent - July 2022	2022003	Office Rent	N
150	01-481-464-6061-6341		Rent - July 2022	2022003	Office Rent	N
150	01-481-465-6057-6341		Rent - July 2022	2022003	Office Rent	N
149	01-481-460-6009-6350		Property-Liability - July	2022004	Property & Liability Insurance	N
149	01-481-460-6011-6350		Property-Liability - July	2022004	Property & Liability Insurance	N
149	01-481-461-6025-6350		Property-Liability - July	2022004	Property & Liability Insurance	N
149	01-481-461-6030-6350		Property-Liability - July	2022004	Property & Liability Insurance	N
149	01-481-461-6032-6350		Property-Liability - July	2022004	Property & Liability Insurance	N
149	01-481-461-6034-6350		Property-Liability - July	2022004	Property & Liability Insurance	N
149	01-481-461-6040-6350		Property-Liability - July	2022004	Property & Liability Insurance	N
149	01-481-461-6059-6350		Property-Liability - July	2022004	Property & Liability Insurance	N
149	01-481-462-6047-6350		Property-Liability - July	2022004	Property & Liability Insurance	N
149	01-481-464-6061-6350		Property-Liability - July	2022004	Property & Liability Insurance	N
149	01-481-465-6057-6350		Property-Liability - July	2022004	Property & Liability Insurance	N
148	01-481-460-6009-6381		CPU & Network support - July	2022005	Cpu Usage & Network Support	N
148	01-481-460-6011-6381		CPU & Network support - July	2022005	Cpu Usage & Network Support	N
148	01-481-461-6025-6381		CPU & Network support - July	2022005	Cpu Usage & Network Support	N
148	01-481-461-6030-6381		CPU & Network support - July	2022005	Cpu Usage & Network Support	N
148	01-481-461-6032-6381		CPU & Network support - July	2022005	Cpu Usage & Network Support	N
148	01-481-461-6034-6381		CPU & Network support - July	2022005	Cpu Usage & Network Support	N
148	01-481-461-6040-6381		CPU & Network support - July	2022005	Cpu Usage & Network Support	N
148	01-481-461-6059-6381		CPU & Network support - July	2022005	Cpu Usage & Network Support	N
148	01-481-462-6047-6381		CPU & Network support - July	2022005	Cpu Usage & Network Support	N
148	01-481-464-6061-6381		CPU & Network support - July	2022005	Cpu Usage & Network Support	N
148	01-481-465-6057-6381		CPU & Network support - July	2022005	Cpu Usage & Network Support	N
75500	Steele County Treasurer		6,758.75	41 Transactions		
85147	Stericycle Inc					
153	01-481-460-6009-6322		Hazardous waste	4011088246	Service Agreements	N
152	01-481-462-6047-6322		Hazardous waste	4011088246	Service Agreements	N
154	01-481-464-6061-6322		Hazardous waste	4011088246	Service Agreements	N

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Vendor Name		Rpt	Warrant Description		Invoice #	Account/Formula Descripti 1099	
No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name	
85147	Stericycle Inc		105.00	3 Transactions			
481	DEPT Total:		14,407.69	Public Health Nursing	11 Vendors	66 Transactions	
502	DEPT			Steele Co Community Ctr			
85167	Stewart Sanitation						
102	01-502-000-0000-6300		36.50	Trash/recycling - Comm Ctr	726645	Bldg Repairs & Maintenance	N
85167	Stewart Sanitation		36.50	1 Transactions			
502	DEPT Total:		36.50	Steele Co Community Ctr	1 Vendors	1 Transactions	
521	DEPT			Park And Recreation			
52304	Mn Counties Intergovernmental Trust						
91	01-521-000-0000-6350		13.00	Property ins coverage change	7455	Property & Liability Insurance	N
52304	Mn Counties Intergovernmental Trust		13.00	1 Transactions			
521	DEPT Total:		13.00	Park And Recreation	1 Vendors	1 Transactions	
550	DEPT			Four Seasons			
150	Alexander Lumber Company						
124	01-550-000-0000-6410		65.73	Lumber for shelving	K006631	Operating Supplies - Contracts	N
150	Alexander Lumber Company		65.73	1 Transactions			
3738	Arrow Ace Hardware						
125	01-550-000-0000-6410		6.18	Wire terminals & connectors	269586/2	Operating Supplies - Contracts	N
3738	Arrow Ace Hardware		6.18	1 Transactions			
23800	Fastenal Company						
160	01-550-000-0000-6410		6.08	Nuts & bolts	MNOWA237645	Operating Supplies - Contracts	N
23800	Fastenal Company		6.08	1 Transactions			
7860	Metropolitan Mechanical Contractors Inc						
161	01-550-000-0000-6410		542.60	Repair east dehumidifier	910013317	Operating Supplies - Contracts	N
7860	Metropolitan Mechanical Contractors Inc		542.60	1 Transactions			
5123	SCR						
146	01-550-000-0000-6410		441.00	Replace computer switches	W32589	Operating Supplies - Contracts	N

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Vendor No.	Name	Account/Formula	Rpt	Accr	Amount	Warrant Description	Invoice #	Account/Formula Descripti	1099
						Service Dates	Paid On Bhf #	On Behalf of Name	
5123	SCR				441.00	1 Transactions			
85167	Stewart Sanitation								
155	01-550-000-0000-6254				244.45	Monthly garbage	727138	Garbage Disposal	N
85167	Stewart Sanitation				244.45	1 Transactions			
550	DEPT Total:				1,306.04	Four Seasons	6 Vendors	6 Transactions	
602	DEPT					Co-Op Extension			
8815	Amazon Capital Services Inc								
1	01-602-000-0000-6410				49.99	Logitech ERGO wireless mouse	19RW-FPY9-X111	Office Supplies	N
8815	Amazon Capital Services Inc				49.99	1 Transactions			
4324	Cox/Mary								
159	01-602-000-0000-6410				32.30	Reimb-open house-comm garden		Office Supplies	N
4324	Cox/Mary				32.30	1 Transactions			
602	DEPT Total:				82.29	Co-Op Extension	2 Vendors	2 Transactions	
1	Fund Total:				80,280.09	General Revenue Fund		165 Transactions	

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	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						
53	21-631-000-0000-6273		6.68	Ditch atty monthly retainer	344590	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						
53	21-633-000-0000-6273		6.68	Ditch atty monthly retainer	344590	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						
53	21-634-000-0000-6273		6.68	Ditch atty monthly retainer	344590	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						
53	21-635-000-0000-6273		6.68	Ditch atty monthly retainer	344590	Attorney Fees	Y
55	21-635-000-0000-6273		588.50	JD 6 - Feasability study	344646	Attorney Fees	Y
	73300 Rinke-Noonan Attorney at Law		595.18	2 Transactions			
635	DEPT Total:		595.18	Judicial Ditch 6 & Imp	1 Vendors	2 Transactions	
636	DEPT			Judicial Ditch 7			
	73300 Rinke-Noonan Attorney at Law						
53	21-636-000-0000-6273		6.68	Ditch atty monthly retainer	344590	Attorney Fees	Y
	73300 Rinke-Noonan Attorney at Law		6.68	1 Transactions			
636	DEPT Total:		6.68	Judicial Ditch 7	1 Vendors	1 Transactions	
637	DEPT			JD 11 (Ripley Ditch)			

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No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
53	73300 Rinke-Noonan Attorney at Law		Ditch atty monthly retainer	344590	Attorney Fees	Y
	21-637-000-0000-6273	6.68				
	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			
53	73300 Rinke-Noonan Attorney at Law		Ditch atty monthly retainer	344590	Attorney Fees	Y
	21-638-000-0000-6273	6.68				
	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			
53	73300 Rinke-Noonan Attorney at Law		Ditch atty monthly retainer	344590	Attorney Fees	Y
	21-639-000-0000-6273	6.68				
	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			
53	73300 Rinke-Noonan Attorney at Law		Ditch atty monthly retainer	344590	Attorney Fees	Y
	21-640-000-0000-6273	6.68				
	73300 Rinke-Noonan Attorney at Law	6.68	1 Transactions			
640	DEPT Total:	6.68	Judicial Ditch 24	1 Vendors	1 Transactions	
641	DEPT		County Ditch 1 - Orig			
53	73300 Rinke-Noonan Attorney at Law		Ditch atty monthly retainer	344590	Attorney Fees	Y
	21-641-000-0000-6273	6.68				
	73300 Rinke-Noonan Attorney at Law	6.68	1 Transactions			
641	DEPT Total:	6.68	County Ditch 1 - Orig	1 Vendors	1 Transactions	
642	DEPT		County Ditch 1 - Church Branch			
53	73300 Rinke-Noonan Attorney at Law		Ditch atty monthly retainer	344590	Attorney Fees	Y
	21-642-000-0000-6273	6.66				

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Vendor	Name	Rpt	Amount	Warrant Description	Invoice #	Account/Formula Descripti	1099
No.	Account/Formula	Accr		Service Dates	Paid On Bhf #	On Behalf of Name	
73300	Rinke-Noonan Attorney at Law		6.66	1 Transactions			
642	DEPT Total:		6.66	County Ditch 1 - Church Branch	1 Vendors	1 Transactions	
643	DEPT			County Ditch 2			
73300	Rinke-Noonan Attorney at Law						
53	21-643-000-0000-6273		6.66	Ditch atty monthly retainer	344590	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						
53	21-644-000-0000-6273		6.66	Ditch atty monthly retainer	344590	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						
53	21-645-000-0000-6273		6.66	Ditch atty monthly retainer	344590	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						
53	21-646-000-0000-6273		6.66	Ditch atty monthly retainer	344590	Attorney Fees	Y
73300	Rinke-Noonan Attorney at Law		6.66	1 Transactions			
646	DEPT Total:		6.66	County Ditch 19	1 Vendors	1 Transactions	
647	DEPT			County Ditch 20			
73300	Rinke-Noonan Attorney at Law						
53	21-647-000-0000-6273		6.66	Ditch atty monthly retainer	344590	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>	
647	DEPT Total:		6.66	County Ditch 20	1 Vendors	1 Transactions	
648	DEPT			County Ditch 21			
	73300 Rinke-Noonan Attorney at Law						
53	21-648-000-0000-6273		6.66	Ditch atty monthly retainer	344590	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						
53	21-649-000-0000-6273		6.66	Ditch atty monthly retainer	344590	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						
53	21-650-000-0000-6273		6.66	Ditch atty monthly retainer	344590	Attorney Fees	Y
	73300 Rinke-Noonan Attorney at Law		6.66	1 Transactions			
650	DEPT Total:		6.66	County Ditch 23	1 Vendors	1 Transactions	
651	DEPT			County Ditch 24			
	73300 Rinke-Noonan Attorney at Law						
53	21-651-000-0000-6273		6.66	Ditch atty monthly retainer	344590	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						
53	21-652-000-0000-6273		6.66	Ditch atty monthly retainer	344590	Attorney Fees	Y
	73300 Rinke-Noonan Attorney at Law		6.66	1 Transactions			
652	DEPT Total:		6.66	County Ditch 25	1 Vendors	1 Transactions	

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Vendor	Name	Rpt		Warrant Description	Invoice #	Account/Formula Descripti	1099
No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name	
653	DEPT			County Ditch 27			
	73300 Rinke-Noonan Attorney at Law						
53	21-653-000-0000-6273		6.66	Ditch atty monthly retainer	344590	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						
53	21-654-000-0000-6273		6.66	Ditch atty monthly retainer	344590	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						
53	21-655-000-0000-6273		6.66	Ditch atty monthly retainer	344590	Attorney Fees	Y
54	21-655-000-0000-6273		668.50	PTD 8-part abandonmt-Ihlenfeld	344591	Attorney Fees	Y
	73300 Rinke-Noonan Attorney at Law		675.16	2 Transactions			
655	DEPT Total:		675.16	Public Tile Ditch 8	1 Vendors	2 Transactions	
656	DEPT			Public Tile Ditch 9			
	73300 Rinke-Noonan Attorney at Law						
53	21-656-000-0000-6273		6.66	Ditch atty monthly retainer	344590	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						
53	21-657-000-0000-6273		6.66	Ditch atty monthly retainer	344590	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			

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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	
53	73300 Rinke-Noonan Attorney at Law						
	21-658-000-0000-6273		6.66	Ditch atty monthly retainer	344590	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			
53	73300 Rinke-Noonan Attorney at Law						
	21-659-000-0000-6273		6.66	Ditch atty monthly retainer	344590	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			
53	73300 Rinke-Noonan Attorney at Law						
	21-660-000-0000-6273		6.66	Ditch atty monthly retainer	344590	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			
53	73300 Rinke-Noonan Attorney at Law						
	21-665-000-0000-6273		6.66	Ditch atty monthly retainer	344590	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:		1,457.00	County Ditch Fund		32 Transactions	

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38 Capital Outlay Fund

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	Vendor Name	Rpt		Warrant Description	Invoice #	Account/Formula Descripti	1099
	No. Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name	
11	DEPT			District Court Admin.			
	3832 I & S Group Inc						
112	38-011-000-0000-6600		4,600.00	Bid & construction - CH	83447	Capital Outlay - District Court	Y
	3832 I & S Group Inc		4,600.00	1 Transactions			
	8756 ICS Consulting Inc						
111	38-011-000-0000-6600		3,671.80	Professional services fees	8624	Capital Outlay - District Court	Y
	8756 ICS Consulting Inc		3,671.80	1 Transactions			
11	DEPT Total:		8,271.80	District Court Admin.	2 Vendors	2 Transactions	
251	DEPT			Jail			
	8115 Ban-Koe Companies						
110	38-251-000-0000-6600		14,867.78	Fire alarm add & changes-DC	404287	Capital Outlay - Detention Center	N
	8115 Ban-Koe Companies		14,867.78	1 Transactions			
251	DEPT Total:		14,867.78	Jail	1 Vendors	1 Transactions	
550	DEPT			Four Seasons			
	9421 One Point Partitions						
56	38-550-000-0000-6600		2,478.00	LR bathroom partition	247554.1	Capital Outlay - Four Seasons	N
	9421 One Point Partitions		2,478.00	1 Transactions			
550	DEPT Total:		2,478.00	Four Seasons	1 Vendors	1 Transactions	
38	Fund Total:		25,617.58	Capital Outlay Fund		4 Transactions	

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53 Landfill 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	
398	DEPT		Landfill			
5465	B To Z Hardware					
58	53-398-000-0000-6410	45.09	Pliers	A157281	Office Supplies	N
57	53-398-000-0000-6410	67.07	Lock set, quick connect	B334134	Office Supplies	N
5465	B To Z Hardware	112.16				
			2 Transactions			
6980	Block Plumbing & Heating Inc					
59	53-398-000-0000-6300	544.07	Replace faucet, water leak	62016	Bldg Repairs & Maintenance	N
6980	Block Plumbing & Heating Inc	544.07				
			1 Transactions			
4212	Bussler Publishing Inc					
60	53-398-000-0000-6410	119.00	Ad - July 4	33334	Office Supplies	N
4212	Bussler Publishing Inc	119.00				
			1 Transactions			
1240	Cole's Electric Inc					
113	53-398-000-0000-6301	618.61	Septic alarm & lights	34500	Equip Repairs	N
114	53-398-000-0000-6301	134.27	Replace toggle switch	34501	Equip Repairs	N
115	53-398-000-0000-6301	100.00	Replace light	34503	Equip Repairs	N
1240	Cole's Electric Inc	852.88				
			3 Transactions			
14420	Culligan Inc					
61	53-398-000-0000-6304	48.50	Water & fuel surcharge	15146894	Contract Services	N
62	53-398-000-0000-6304	11.76	Cooler rental	15146894	Contract Services	N
63	53-398-000-0000-6304	36.35	Softener rental	15146894	Contract Services	N
64	53-398-000-0000-6304	33.77	Softener rental	15146894	Contract Services	N
14420	Culligan Inc	130.38				
			4 Transactions			
37025	Innovative Office Solutions LLC					
65	53-398-000-0000-6410	349.69	Binders, gloves, paper, pens	3830753	Office Supplies	N
66	53-398-000-0000-6410	52.04	Binder, gloves	3840190	Office Supplies	N
37025	Innovative Office Solutions LLC	401.73				
			2 Transactions			
38160	J R's Advanced Recyclers Inc					
69	53-398-000-0000-6304	715.00	138 appliances	107661	Contract Services	N
38160	J R's Advanced Recyclers Inc	715.00				
			1 Transactions			
8558	JJD Companies LLC					
67	53-398-000-0000-6380	2,287.71	319.96 tons class 5	MOT22057	Grounds Maintenance	Y
68	53-398-000-0000-6380	2,702.70	378 tons class 5	MOT22061	Grounds Maintenance	Y

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53 Landfill Fund

Steele County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

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Vendor	Name	Rpt	Amount	Warrant Description	Invoice #	Account/Formula Descripti	1099
No.	Account/Formula	Accr		Service Dates	Paid On Bhf #	On Behalf of Name	
8558	JJD Companies LLC		4,990.41	2 Transactions			
116	39600 Jones Haugh & Smith Inc		927.10	Slope stake MSW - June	43233	Contract Services	N
	53-398-000-0000-6304		927.10	1 Transactions			
70	5010 Loken Excavating & Drainage		800.00	Tanks pumped - 4	131743	Bldg Repairs & Maintenance	N
	53-398-000-0000-6300		800.00	1 Transactions			
117	51630 Mike's Repair		56.50	Repair tires on 2151	097479	Equip Repairs	Y
	53-398-000-0000-6301		56.50	1 Transactions			
74	8848 Napa Auto Parts Blooming Prairie		69.95	Oil	771315	Equip Repairs	N
73	53-398-000-0000-6301		35.88	Oil	771347	Equip Repairs	N
72	53-398-000-0000-6301		10.98	Coupler & fitting	771955	Equip Repairs	N
71	53-398-000-0000-6301		449.98	Sawzall	772312	Equip Repairs	N
	8848 Napa Auto Parts Blooming Prairie		566.79	4 Transactions			
118	58850 Northland Farm Systems		50.55	Male plug	48231	Equip Repairs	N
119	53-398-000-0000-6301		176.49	Female camlok	S25455	Equip Repairs	N
	58850 Northland Farm Systems		227.04	2 Transactions			
120	435 OSI Environmental Inc		75.00	Used oil	2099282	Contract Services	N
121	53-398-000-0000-6304		335.00	Drum filters-5, antifreeze	2099300	Contract Services	N
	435 OSI Environmental Inc		410.00	2 Transactions			
75	68420 Plunkett's Pest Control, Inc.		630.33	Rodent control	7592046	Contract Services	N
	53-398-000-0000-6304		630.33	1 Transactions			
122	5686 Weinberger Well Service Inc		250.00	Chlorinate well	33288	Bldg Repairs & Maintenance	N
	53-398-000-0000-6300		250.00	1 Transactions			
	5686 Weinberger Well Service Inc		250.00				

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53 Landfill Fund

Steele County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

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Vendor Name		Rpt	Warrant Description		Invoice #	Account/Formula Description		1099
No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name		
99500	Ziegler, Inc							
76	53-398-000-0000-6301		234.25	Work on D6N	SI000195518	Equip Repairs		N
77	53-398-000-0000-6301		208.51	Work on D6N	SI000197146	Equip Repairs		N
99500	Ziegler, Inc		442.76	2 Transactions				
398	DEPT Total:		12,176.15	Landfill	17 Vendors	31 Transactions		
53	Fund Total:		12,176.15	Landfill Fund		31 Transactions		

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 72 State Collections Fund

Steele County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor Name		Rpt	Warrant Description		Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name	
866	DEPT			Conceal & Carry Permits			
	9204 BCA MNJIS Biometrics Unit						
123	72-866-000-0000-2100		955.00	Permits to carry - 7/1/22	74-000073	Mn State Treasurer-Conceal & Carry	N
	9204 BCA MNJIS Biometrics Unit		955.00	1 Transactions			
866	DEPT Total:		955.00	Conceal & Carry Permits	1 Vendors	1 Transactions	
72	Fund Total:		955.00	State Collections Fund		1 Transactions	
	Final Total:		120,485.82	139 Vendors	233 Transactions		

Steele County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Recap by Fund	<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>	
	1	80,280.09	General Revenue Fund	
	21	1,457.00	County Ditch Fund	
	38	25,617.58	Capital Outlay Fund	
	53	12,176.15	Landfill Fund	
	72	955.00	State Collections Fund	
	All Funds	120,485.82	Total	Approved by, ...
				
				

Steele County

JOURNAL ENTRIES



Description MM - JUN 2022 C6

RRN	Audit Date	Aud Seq	Account/Formula	Trans Amt	D/C	Desc 1	Desc 2	RC1	RC2	Basis
1	6/30/22	905	72-860-000-0000-2100 Mn State Treasurer-Mortgage Regis Tax	45,030.73	D	State Mortgage Tax - May				1
2	6/30/22	905	72-000-000-0000-1001 Cash	1,350.92	C	State Mortgage Tax - May				1
3	6/30/22	905	72-000-000-0000-1001 Cash	43,679.81	C	State Mortgage Tax - May				1
4	6/30/22	905	01-000-000-0000-1001 Cash	1,350.92	D	State Mortgage Tax - May				1
5	6/30/22	905	01-003-000-0000-5013 Mortgage Registry Tax Revenue	1,350.92	C	State Mortgage Tax - May				1
6	6/30/22	905	72-860-000-0000-2100 Mn State Treasurer-Mortgage Regis Tax	66,000.00	D	State Mortgage Tax - June Acc				1
7	6/30/22	905	72-000-000-0000-1001 Cash	1,980.00	C	State Mortgage Tax - June Acc				1
8	6/30/22	905	72-000-000-0000-1001 Cash	64,020.00	C	State Mortgage Tax - June Acc				1
9	6/30/22	905	01-000-000-0000-1001 Cash	1,980.00	D	State Mortgage Tax - June Acc				1
10	6/30/22	905	01-003-000-0000-5013 Mortgage Registry Tax Revenue	1,980.00	C	State Mortgage Tax - June Acc				1
11	6/30/22	905	72-861-000-0000-2100 Mn State Treasurer-State Deed Tax	74,063.51	D	State Deed Tax - May				1
12	6/30/22	905	72-000-000-0000-1001 Cash	2,221.91	C	State Deed Tax - May				1
13	6/30/22	905	72-000-000-0000-1001 Cash	71,841.60	C	State Deed Tax - May				1
14	6/30/22	905	01-000-000-0000-1001 Cash	2,221.91	D	State Deed Tax - May				1
15	6/30/22	905	01-003-000-0000-5014 State Deed Tax Revenue	2,221.91	C	State Deed Tax - May				1
16	6/30/22	905	72-861-000-0000-2100 Mn State Treasurer-State Deed Tax	63,000.00	D	State Deed Tax - June Acc				1
17	6/30/22	905	72-000-000-0000-1001 Cash	1,890.00	C	State Deed Tax - June Acc				1
18	6/30/22	905	72-000-000-0000-1001 Cash	61,110.00	C	State Deed Tax - June Acc				1
19	6/30/22	905	01-000-000-0000-1001 Cash	1,890.00	D	State Deed Tax - June Acc				1
20	6/30/22	905	01-003-000-0000-5014 State Deed Tax Revenue	1,890.00	C	State Deed Tax - June Acc				1

Steele County

JOURNAL ENTRIES



Description MM - JUN 2022 C6

RRN	Audit Date	Aud Seq	Account/Formula	Trans Amt	D/C	Desc 1	Desc 2	RC1	RC2	Basis
21	6/30/22	905	72-862-000-0000-2100 Mn State Treasurer-Sales Tax	4,805.00	D	Sales Tax				1
22	6/30/22	905	72-000-000-0000-1001 Cash	4,805.00	C	Sales Tax				1
23	6/30/22	905	53-398-000-0000-6540 Machine Fuel	320.00	D	Usage Diesel Tax				1
24	6/30/22	905	53-000-000-0000-1001 Cash	320.00	C	Usage Diesel Tax				1
25	6/30/22	905	53-398-000-0000-6540 Machine Fuel	133.95	D	Diesel Tax				1
26	6/30/22	905	53-000-000-0000-1001 Cash	133.95	C	Diesel Tax				1
27	6/30/22	905	10-304-000-0000-6522 Diesel Fuel Tax	176.70	D	Diesel Tax				1
28	6/30/22	905	10-000-000-0000-1001 Cash	176.70	C	Diesel Tax				1
29	6/30/22	905	01-003-000-0000-6961 Visa One Card Program	34,060.92	D	BMO One Card Payment				1
30	6/30/22	905	01-000-000-0000-1001 Cash	34,060.92	C	BMO One Card Payment				1
31	6/30/22	905	53-398-000-0000-6801 General Expense	592.66	D	Landfill CC Fees				1
32	6/30/22	905	53-000-000-0000-1001 Cash	592.66	C	Landfill CC Fees				1
33	6/30/22	905	35-800-000-0000-6700 Bond And Interest	52,750.00	D	Interest Pmt GO JailBond 2020A				1
34	6/30/22	905	35-000-000-0000-1001 Cash	52,750.00	C	Interest Pmt GO JailBond 2020A				1
35	6/30/22	905	35-800-000-0000-6700 Bond And Interest	46,675.00	D	Interest PMT on GO Bonds 2018A				1
36	6/30/22	905	35-000-000-0000-1001 Cash	46,675.00	C	Interest PMT on GO Bonds 2018A				1
37	6/30/22	905	70-000-000-0000-2163 Unapportioned Other State Revenue	1,075,000.00	D	Gen Prop Tax to State				1
38	6/30/22	905	70-000-000-0000-1001 Cash	1,075,000.00	C	Gen Prop Tax to State				1
39	6/30/22	905	70-000-000-0000-2460 School District 2168	160,000.00	D	ISD #2168 Tax Settlement				1
40	6/30/22	905	70-000-000-0000-1001 Cash	160,000.00	C	ISD #2168 Tax Settlement				1

Description MM - JUN 2022 C6

RRN	Audit Date	Aud Seq	Account/Formula	Trans Amt	D/C	Desc 1	Desc 2	RC1	RC2	Basis
41	6/30/22	905	70-000-000-0000-2163 Unapportioned Other State Revenue	6,700,000.00	D	City of Owatonna for Tax Stmt				1
42	6/30/22	905	70-000-000-0000-1001 Cash	6,700,000.00	C	City of Owatonna for Tax Stmt				1
43	6/30/22	905	70-000-000-0000-2162 Unapportioned Rev Sale Forfeited Land	3.00	D	Correct Receipt # 220118				1
44	6/30/22	905	70-000-000-0000-1001 Cash	3.00	C	Correct Receipt # 220118				1
45	6/30/22	905	72-000-000-0000-1001 Cash	3.00	D	Correct Receipt # 220118				1
46	6/30/22	905	72-851-000-0000-2100 Mn State Treasurer-Forfeiture Assurance	3.00	C	Correct Receipt # 220118				1
47	6/30/22	905	70-000-000-0000-2162 Unapportioned Rev Sale Forfeited Land	450.00	D	Correct Receipt # 210960				1
48	6/30/22	905	70-000-000-0000-1001 Cash	450.00	C	Correct Receipt # 210960				1
49	6/30/22	905	72-000-000-0000-1001 Cash	450.00	D	Correct Receipt # 210960				1
50	6/30/22	905	72-851-000-0000-2100 Mn State Treasurer-Forfeiture Assurance	450.00	C	Correct Receipt # 210960				1
51	6/30/22	905	81-230-000-0000-6279 Audit Costs	2,415.00	D	Correct Warrant # 92403				1
52	6/30/22	905	81-000-000-0000-1001 Cash	2,415.00	C	Correct Warrant # 92403				1
53	6/30/22	905	01-000-000-0000-1001 Cash	2,415.00	D	Correct Warrant # 92403				1
54	6/30/22	905	01-041-000-0000-6279 Audit Costs	2,415.00	C	Correct Warrant # 92403				1
55	6/30/22	905	81-230-000-0000-6191 Retiree Sick Leave Conversion	8,519.78	D	DefCompRetirement Pmt - Trahan				1
56	6/30/22	905	81-000-000-0000-1001 Cash	8,519.78	C	DefCompRetirement Pmt - Trahan				1
57	6/30/22	905	01-003-000-0000-6191 Retiree Sick Leave Conversion	22,569.47	D	DefComp Retirement Pmt-Effertz				1
58	6/30/22	905	01-000-000-0000-1001 Cash	22,569.47	C	DefComp Retirement Pmt-Effertz				1
59	6/30/22	905	01-003-000-0000-6191 Retiree Sick Leave Conversion	1,904.98	D	Def Comp Retirement Pmt-Alford				1
60	6/30/22	905	01-000-000-0000-1001 Cash	1,904.98	C	Def Comp Retirement Pmt-Alford				1

Description MM - JUN 2022 C6

RRN	Audit Date	Aud Seq	Account/Formula	Trans Amt	D/C	Desc 1	Desc 2	RC1	RC2	Basis
61	6/30/22	905	01-032-000-0000-6260 Background Checks	266.92	D	Background Check, MISC Dept				1
62	6/30/22	905	01-000-000-0000-1001 Cash	266.92	C	Background Check, MISC Dept				1
63	6/30/22	905	75-000-000-0000-2270 Security Deposits Accrued	210.00	D	Security Deposit Payout Rec.				1
64	6/30/22	905	75-000-000-0000-1001 Cash	210.00	C	Security Deposit Payout Rec.				1
65	6/30/22	905	81-000-000-0000-1001 Cash	24,999.00	D	Void Check # 175418				1
66	6/30/22	905	81-230-000-0000-6301 Equip Maint	24,999.00	C	Void Check # 175418				1
67	6/30/22	905	01-000-000-0000-1001 Cash	254.00	D	Void Check # 175122				1
68	6/30/22	905	01-111-000-0000-6320 Fleet Vehicle Maintenance	76.20	C	Void Check # 175122				1
69	6/30/22	905	01-251-000-0000-6320 Vehicle Maintenance	127.00	C	Void Check # 175122				1
70	6/30/22	905	01-201-000-0115-6320 Squad 7405 Maintenance	25.40	C	Void Check # 175122				1
71	6/30/22	905	01-201-000-0110-6320 Squad 7403 Maintenance	25.40	C	Void Check # 175122				1
72	6/30/22	905	10-302-000-0000-6172 Unemployment Benefit	217.70	D	Unemployment Payment				1
73	6/30/22	905	10-000-000-0000-1001 Cash	217.70	C	Unemployment Payment				1
74	6/30/22	905	01-201-000-0000-6172 Unemployment Benefit	12,515.10	D	Unemployment Payment				1
75	6/30/22	905	01-251-000-0000-6172 Unemployment Benefit	5,872.67	D	Unemployment Payment				1
76	6/30/22	905	01-003-000-0000-6172 Unemployment Benefit	12,879.86	D	Unemployment Payment				1
77	6/30/22	905	01-000-000-0000-1001 Cash	31,267.63	C	Unemployment Payment				1
78	6/30/22	905	01-041-000-0000-6540 Gas & Oil	28.44	D	WEX Enterprise Payment Jun2022				1
79	6/30/22	905	01-481-465-6057-6540 Gas & Oil	113.06	D	WEX Enterprise Payment Jun2022				1
80	6/30/22	905	01-251-000-0000-6562 Gas & Oil	49.15	D	WEX Enterprise Payment Jun2022				1

Steele County

JOURNAL ENTRIES



Description MM - JUN 2022 C6

RRN	Audit Date	Aud Seq	Account/Formula	Trans Amt	D/C	Desc 1	Desc 2	RC1	RC2	Basis
81	6/30/22	905	01-000-000-0000-1001 Cash	190.65	C	WEX Enterprise Payment Jun2022				1
82	6/30/22	905	01-111-000-0000-6540 Gas & Oil	89.49	D	WEX NASPO Payment June 2022				1
83	6/30/22	905	01-521-000-0000-6540 Gas & Oil	99.56	D	WEX NASPO Payment June 2022				1
84	6/30/22	905	01-000-000-0000-1001 Cash	189.05	C	WEX NASPO Payment June 2022				1
85	6/30/22	905	10-304-000-0000-6540 Fuel & Lubricants	36.96	D	WEX NASPO Payment June 2022				1
86	6/30/22	905	10-000-000-0000-1001 Cash	36.96	C	WEX NASPO Payment June 2022				1
Debit Total				8,426,413.44		Credit Total	8,426,413.44	Net:	0.00	

Steele County

JOURNAL ENTRIES



Description MM - JUN 2022 C5

RRN	Audit Date	Aud Seq	Account/Formula	Trans Amt	D/C	Desc 1	Desc 2	RC1	RC2	Basis
1	6/30/22	904	01-003-000-0000-5710 Interest From Investments	86,582.02	C	May Interest From Investments				1
2	6/30/22	904	01-000-000-0000-1001 Cash	386,757.49	D	May Investments				1
3	6/30/22	904	01-003-000-0000-5710 Interest From Investments	633.35	C	May Interest ROI				1
4	6/30/22	904	01-003-000-0000-6801 General Expense	198.33	D	May Investment Adjustment				1
5	6/30/22	904	01-003-000-0000-5712 Premiums/Discounts on Investments	22,810.00	C	May Discounts & Premiums				1
6	6/30/22	904	01-003-000-0000-5712 Premiums/Discounts on Investments	267,898.57	C	May Discounts & Premiums				1
7	6/30/22	904	01-003-000-0000-6801 General Expense	9,031.88	C	May Interest Adjustment				1
8	6/30/22	904	75-000-000-0000-1001 Cash	137.47	D	June Missing Heir Interest				1
9	6/30/22	904	75-870-000-0000-5710 Interest	137.47	C	June Missing Heir Interest				1
Debit Total				387,093.29		Credit Total	387,093.29	Net:	0.00	

Steele County

JOURNAL ENTRIES



Descriptor MM - JUN 2022 C4

RRN	Audit Date	Aud Seq	Account/Formula	Trans Amt	D/C	Desc 1	Desc 2	RC1	RC2	Basis
1	6/30/22	903	01-000-000-0000-1001 Cash	1,081.47	D	BMO One Card Allocation June				1
2	6/30/22	903	01-003-000-0000-6961 Visa One Card Program	34,060.92	C	BMO Charges June				1
3	6/30/22	903	01-031-000-0000-6241 Membership Dues	210.00	D	Civic Club quarterly dues	Rotary Club Of Owatonna			1
4	6/30/22	903	01-032-000-0000-6261 Conference & Training	350.00	D	Gina Labor Law Conf	Block, Inc.			1
5	6/30/22	903	01-032-000-0000-6261 Conference & Training	1,675.00	D	UKG Conference - Jordynnn Finer	Paypal			1
6	6/30/22	903	01-032-000-0000-6330 Travel Expenses	277.78	D	Jordynnn Hotel for UKG Conf	Mandalay Corp			1
7	6/30/22	903	01-032-000-0000-6330 Travel Expenses	17.50	D	Julie Dinner while traveling	Silver Leaf Lodging Group			1
8	6/30/22	903	01-032-000-0000-6330 Travel Expenses	296.49	D	Julie Hotel MN Counties Conf	Silver Leaf Lodging Group			1
9	6/30/22	903	01-032-000-0000-6410 Office Supplies	97.19	D	Print Paper & Office Supplies	Amazon.Com, Inc.			1
10	6/30/22	903	01-041-000-0000-6261 Conference & Training	404.90	D	MACO Summer Conference-Laura	Cragun Corp			1
11	6/30/22	903	01-042-000-0000-6330 Travel Expenses	477.09	D	MACATFO Cathy's Lodging	Cragun Corp			1
12	6/30/22	903	01-042-000-0000-6330 Travel Expenses	626.36	D	MACO Conf - 3 nights MM	Cragun Corp			1
13	6/30/22	903	01-044-000-0000-6261 Conference & Training	1,675.00	D	UKG Conference - Kortney Mille	Paypal			1
14	6/30/22	903	01-061-000-0000-6241 Membership Dues	435.88	D	PSA - Ticketing Software	Connectwise, Llc			1
15	6/30/22	903	01-061-000-0000-6241 Membership Dues	189.00	D	IT Document Management	Bluesnap Inc			1
16	6/30/22	903	01-061-000-0000-6241 Membership Dues	399.00	D	Performance Tracking SW	Brightgauge Software, In			1
17	6/30/22	903	01-061-000-0000-6261 Conference & Training	25.00	D	Conference - MN Gov Summit	E.Republic Inc			1
18	6/30/22	903	01-061-000-0000-6261 Conference & Training	1,160.00	D	IT Technical Training	Intuit Payment Solutions,			1
19	6/30/22	903	01-061-000-0000-6413 Computer Supplies	29.98	D	IT Tools	Lowes Companies, Inc.			1
20	6/30/22	903	01-062-000-0000-6480 Non-Capitalized Inventory	288.97	D	2021 PC Replacement Items	Dell International L.L.C			1

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RRN	Audit Date	Aud Seq	Account/Formula	Trans Amt	D/C	Desc 1	Desc 2	RC1	RC2	Basis
21	6/30/22	903	01-062-000-0000-6801 General Expense	1,270.17	D	Monthly AWS Backup	Amazon.Com, Inc.			1
22	6/30/22	903	01-063-000-0000-6215 Postage	10.15	D	UPS-5//24/22 Abstract to State	United Parcel Service, In			1
23	6/30/22	903	01-063-000-0000-6410 Office Supplies	34.66	D	10 Flash Drives, USB Ext cable	Amazon.Com, Inc.			1
24	6/30/22	903	01-091-000-0000-6261 Conference & Training	260.00	D	Attorney Registration - DAM	State Of Minnesota			1
25	6/30/22	903	01-091-000-0000-6315 County Attorney Forfeiture Expenditures	283.15	D	Retirement Lunch - Barb	Torey's Inc			1
26	6/30/22	903	01-101-000-9305-6261 Conference & Training - Tech Fund	201.46	D	Fidlar Educational Symposium	Twin River Management Gro			1
27	6/30/22	903	01-101-000-9305-6261 Conference & Training - Tech Fund	201.46	D	Fidlar Educational Symposium	Twin River Management Gro			1
28	6/30/22	903	01-101-000-9305-6261 Conference & Training - Tech Fund	794.64	D	MCRA Conference	Cragun Corp			1
29	6/30/22	903	01-101-000-9305-6480 Non-Capitalized Inv-Technology Fund	149.25	C	Credit for Craguns \$149.25	Cragun Corp			1
30	6/30/22	903	01-103-000-0000-6241 Membership Dues	125.00	D	State Brd of Assessor License	Minnesota Dor - State Tax			1
31	6/30/22	903	01-103-000-0000-6241 Membership Dues	3.75	D	State Brd of Assessor License	Value Payment Systems Llc			1
32	6/30/22	903	01-103-000-0000-6241 Membership Dues	125.00	D	State Brd of Assessor License	Minnesota Dor - State Tax			1
33	6/30/22	903	01-103-000-0000-6241 Membership Dues	3.75	D	State Brd of Assessor License	Value Payment Systems Llc			1
34	6/30/22	903	01-103-000-0000-6241 Membership Dues	150.00	D	State Brd of Assessor License	Minnesota Dor - State Tax			1
35	6/30/22	903	01-103-000-0000-6241 Membership Dues	3.75	D	State Brd of Assessor License	Value Payment Systems Llc			1
36	6/30/22	903	01-103-000-0000-6261 Conference & Training	3.75	D	Training	Value Payment Systems Llc			1
37	6/30/22	903	01-103-000-0000-6261 Conference & Training	475.00	D	Jacelyn Training	Appraisal Institute			1
38	6/30/22	903	01-103-000-0000-6501 Publications/Manuals	16.25	D	Peoples Press	Adams Publishing Group LI			1
39	6/30/22	903	01-103-000-0000-6501 Publications/Manuals	16.25	D	Peoples Press	Adams Publishing Group LI			1
40	6/30/22	903	01-111-000-0000-6410 Office Supplies	26.89	D	Sign holders	Amazon.Com, Inc.			1

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RRN	Audit Date	Aud Seq	Account/Formula	Trans Amt	D/C	Desc 1	Desc 2	RC1	RC2	Basis
41	6/30/22	903	01-111-000-0000-6480 Non-Capitalized Inventory	750.00	D	work order software - May	Intuit Payment Solutions,			1
42	6/30/22	903	01-111-040-0000-6300 Bldg Repairs & Maintenance	30.45	D	DC repair, AX & Admin filters	Culligan/Ultrapure Wat			1
43	6/30/22	903	01-111-040-0000-6300 Bldg Repairs & Maintenance	3.21	D	slip washer - Admin	Arrow Hardware, Inc			1
44	6/30/22	903	01-111-040-0000-6300 Bldg Repairs & Maintenance	81.43	D	faucet supply -admin	Lowes Companies, Inc.			1
45	6/30/22	903	01-111-040-0000-6380 Grounds Maintenance	757.68	D	Lawn Plan - Admin	Trugreen Limited Partners			1
46	6/30/22	903	01-111-040-0000-6560 Janitorial Supplies	8.49	D	sign tape - admin	Amazon.Com, Inc.			1
47	6/30/22	903	01-111-040-0000-6560 Janitorial Supplies	1,207.39	D	glass cleaner, vacuum parts	Hillyard Inc			1
48	6/30/22	903	01-111-040-0000-6560 Janitorial Supplies	98.10	D	glass cleaner, vacuum parts	Hillyard Inc			1
49	6/30/22	903	01-111-040-0000-6560 Janitorial Supplies	3.41	D	Door Strap	Amazon.Com, Inc.			1
50	6/30/22	903	01-111-041-0000-6300 Bldg Repairs & Maintenance	30.45	D	DC repair, AX & Admin filters	Culligan/Ultrapure Wat			1
51	6/30/22	903	01-111-041-0000-6300 Bldg Repairs & Maintenance	8.60	C	return lock, buy cylinder&Glue	Arrow Hardware, Inc			1
52	6/30/22	903	01-111-041-0000-6300 Bldg Repairs & Maintenance	26.83	D	lock - AX	Arrow Hardware, Inc			1
53	6/30/22	903	01-111-041-0000-6300 Bldg Repairs & Maintenance	135.40	D	lock out tag out kits	Amazon.Com, Inc.			1
54	6/30/22	903	01-111-041-0000-6380 Grounds Maintenance	140.26	D	Lawn Plan - Annex	Trugreen Limited Partners			1
55	6/30/22	903	01-111-042-0000-6300 Bldg Repairs & Maintenance	38.52	D	glass cleaner, vacuum parts	Hillyard Inc			1
56	6/30/22	903	01-111-042-0000-6300 Bldg Repairs & Maintenance	342.07	D	repair panic device - CH	Intuit Payment Solutions,			1
57	6/30/22	903	01-111-042-0000-6300 Bldg Repairs & Maintenance	135.40	D	lock out tag out kits	Amazon.Com, Inc.			1
58	6/30/22	903	01-111-042-0000-6300 Bldg Repairs & Maintenance	412.00	D	toilet repair - CH	Block Plumbing & Heating			1
59	6/30/22	903	01-111-042-0000-6380 Grounds Maintenance	105.48	D	Lawn service - CH	Trugreen Limited Partners			1
60	6/30/22	903	01-111-043-0000-6250 Utilities	137.19	D	Utilities	Owatonna Public Utilitie			1

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61	6/30/22	903	01-111-043-0000-6250 Utilities	392.25	D	Utilities	Owatonna Public Utilitie			1
62	6/30/22	903	01-111-043-0000-6250 Utilities	145.56	D	Utilities	Owatonna Public Utilitie			1
63	6/30/22	903	01-111-044-0000-6300 Bldg Repairs & Maintenance	134.94	D	paint - dc	Lowes Companies, Inc.			1
64	6/30/22	903	01-111-044-0000-6300 Bldg Repairs & Maintenance	1,119.18	D	DC repair, AX & Admin filters	Invoice Cloud, Inc.			1
65	6/30/22	903	01-111-044-0000-6300 Bldg Repairs & Maintenance	50.09	D	Paint Center pod - DC	Sherwin Williams Co			1
66	6/30/22	903	01-111-044-0000-6300 Bldg Repairs & Maintenance	96.80	D	sign light bulbs	Bpb, Llc			1
67	6/30/22	903	01-111-044-0000-6300 Bldg Repairs & Maintenance	78.90	D	Flag Hooks - DC	Fleet Farm Group, Llc			1
68	6/30/22	903	01-111-044-0000-6300 Bldg Repairs & Maintenance	298.97	D	lock out tag out kits	Amazon.Com, Inc.			1
69	6/30/22	903	01-111-044-0000-6300 Bldg Repairs & Maintenance	21.31	D	Equipment storage - dc	Michael D Belina DbA Ifac			1
70	6/30/22	903	01-111-044-0000-6300 Bldg Repairs & Maintenance	60.68	D	Equipment storage - dc	Lowes Companies, Inc.			1
71	6/30/22	903	01-111-044-0000-6300 Bldg Repairs & Maintenance	70.46	D	paint for center pod - dc	Lowes Companies, Inc.			1
72	6/30/22	903	01-111-044-0000-6300 Bldg Repairs & Maintenance	989.00	D	new washer for intake - dc	Lowes Companies, Inc.			1
73	6/30/22	903	01-111-044-0000-6300 Bldg Repairs & Maintenance	432.65	C	returned Kitchen parts - DC	Intuit Payment Solutions,			1
74	6/30/22	903	01-111-044-0000-6300 Bldg Repairs & Maintenance	32.24	D	Draino - DC	Lowes Companies, Inc.			1
75	6/30/22	903	01-111-044-0000-6300 Bldg Repairs & Maintenance	32.97	D	Actuator	Amazon.Com, Inc.			1
76	6/30/22	903	01-111-044-0000-6380 Grounds Maintenance	860.00	D	Lawn Service -DC	Trugreen Limited Partners			1
77	6/30/22	903	01-111-044-0000-6380 Grounds Maintenance	65.70	D	Pest control - DC	Plunketts Pest Control In			1
78	6/30/22	903	01-111-044-0000-6560 Janitorial Supplies	14.20	D	Kitchen buckets - DC	Amazon.Com, Inc.			1
79	6/30/22	903	01-111-047-0000-6380 Grounds Maintenance-Gymnastics	52.74	D	lawn plan - gymnastics	Trugreen Limited Partners			1
80	6/30/22	903	01-111-047-0000-6380 Grounds Maintenance-Gymnastics	135.40	D	lock out tag out kits	Amazon.Com, Inc.			1

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81	6/30/22	903	01-201-000-0000-6210 Telephone	0.99	D	Evidence Data-Storage GB Plan	Apple, Inc.			1
82	6/30/22	903	01-201-000-0000-6215 Postage	11.90	D	Certified Mail	United States Postal Serv			1
83	6/30/22	903	01-201-000-0000-6215 Postage	12.70	D	Redemption -Certified check	United States Postal Serv			1
84	6/30/22	903	01-201-000-0000-6241 Membership Dues	50.00	D	SWAT membership dues	Block, Inc.			1
85	6/30/22	903	01-201-000-0000-6261 Conference & Training	668.96	D	Items for Defensive Tactics	Armament Systems And Proc			1
86	6/30/22	903	01-201-000-0000-6261 Conference & Training	150.00	D	OC Instructor Training	Safariland Training Group			1
87	6/30/22	903	01-201-000-0000-6261 Conference & Training	295.00	D	Chief Dep. Summer Conf 2022	Minnesota State Sheriffs			1
88	6/30/22	903	01-201-000-0000-6261 Conference & Training	375.00	D	Taser Instructor Course	Axon Enterprise, Inc			1
89	6/30/22	903	01-201-000-0000-6261 Conference & Training	695.00	D	FBI LEEDA Class	Fbi-Leeda Inc			1
90	6/30/22	903	01-201-000-0000-6288 Taser Training	6.06	D	Glue for Taser Target repair	Wal-Mart Stores, Inc			1
91	6/30/22	903	01-201-000-0000-6293 Gun Permit Expenses	17.95	D	Lobby Music	Cloud Cover Media Inc			1
92	6/30/22	903	01-201-000-0000-6330 Travel Expenses	8.76	D	1/Meal - FBI Leeda Conf.	Dows Property Group			1
93	6/30/22	903	01-201-000-0000-6330 Travel Expenses	610.40	D	5/Nights - FBI Leeda Conf.	Csm Clive Llc			1
94	6/30/22	903	01-201-000-0000-6330 Travel Expenses	16.40	D	1/Meal - FBI Leeda Conf.	Outback Steakhouse			1
95	6/30/22	903	01-201-000-0000-6330 Travel Expenses	6.15	D	1/Meal - FBI Leeda Conf.	Tasty Tacos Inc			1
96	6/30/22	903	01-201-000-0000-6330 Travel Expenses	9.62	D	1/Meal - FBI Leeda Conf.	Chick-Fil-A Corp			1
97	6/30/22	903	01-201-000-0000-6330 Travel Expenses	15.86	D	1/Meal - FBI Leeda Conf.	Perkins Llc			1
98	6/30/22	903	01-201-000-0000-6330 Travel Expenses	417.94	D	2/Night -2022 Chief Dep Conf.	Cragun Corp			1
99	6/30/22	903	01-201-000-0000-6330 Travel Expenses	16.90	D	1/Meal - FBI Leeda Conf.	Cracker Barrel Old Countr			1
100	6/30/22	903	01-201-000-0000-6330 Travel Expenses	25.42	D	1/Meal - FBI Leeda Conf.	Gmri Inc			1

Steele County

JOURNAL ENTRIES



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101	6/30/22	903	01-201-000-0000-6330 Travel Expenses	9.30	D	1/Meal - FBI Leeda Conf.	Jg Restaurants East			1
102	6/30/22	903	01-201-000-0000-6330 Travel Expenses	204.06	D	2/Night stay-CQB Training	Jai Shriram Inc			1
103	6/30/22	903	01-201-000-0000-6330 Travel Expenses	22.68	D	1/Meal-PSCC conference	Breezy Point Internation			1
104	6/30/22	903	01-201-000-0000-6410 Office Supplies	27.80	D	Air Duster for Records	Amazon.Com, Inc.			1
105	6/30/22	903	01-201-000-0000-6419 Community Programs	4.21	D	4/Noodles-Seatbelt Challenge	Wal-Mart Stores, Inc			1
106	6/30/22	903	01-201-000-0000-6438 K-9 Expenses	64.99	D	K9-Dog Food	Farmers Feed & Pet Sply			1
107	6/30/22	903	01-201-000-0000-6562 Gas & Oil Squads	23.79	D	Fuel-CQB Training	Granite City Food & Brewe			1
108	6/30/22	903	01-201-000-0000-6562 Gas & Oil Squads	40.00	D	Fuel-PSCC conference	Holiday Companies			1
109	6/30/22	903	01-201-204-0000-6801 General Expense	62.94	D	2/Backpacks	Project Lifesaver Inc			1
110	6/30/22	903	01-201-204-0000-6801 General Expense	139.56	D	Band Snaps,Batteries	Cabela's Wholesale, Llc			1
111	6/30/22	903	01-251-000-0000-6406 Program Supplies	17.17	D	inmate educ. video	Netflix, Inc.			1
112	6/30/22	903	01-251-000-0000-6406 Program Supplies	79.90	D	Inmate Headphones	Amazon.Com, Inc.			1
113	6/30/22	903	01-251-000-0000-6406 Program Supplies	12.86	D	work payment	Hat Trick Pizza Inc			1
114	6/30/22	903	01-251-000-0000-6432 Medical Payments	3.00	D	Inmate Meds	Walgreen Co			1
115	6/30/22	903	01-251-000-0000-6432 Medical Payments	49.76	D	Inmate Meds	Wal-Mart Stores, Inc			1
116	6/30/22	903	01-251-000-0000-6432 Medical Payments	49.76	D	Stock Insulin	Wal-Mart Stores, Inc			1
117	6/30/22	903	01-251-000-0000-6560 Janitorial Supplies	20.91	D	Buckets	Amazon.Com, Inc.			1
118	6/30/22	903	01-251-000-0000-6801 Misc Expense	12.84	D	MC Station Subscription	Sirius Xm Radio Inc.			1
119	6/30/22	903	01-252-000-0000-6261 Conference & Training	4.49	D	Water advisory board	Kwik Trip Inc			1
120	6/30/22	903	01-252-000-0000-6261 Conference & Training	135.62	D	Advisory Board Meal	Ezcater, Inc			1

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121	6/30/22	903	01-252-000-0000-6410 Office Supplies	26.59	D	desk organizer	Amazon.Com, Inc.			1
122	6/30/22	903	01-252-000-0000-6410 Office Supplies	47.90	D	Signs for parking lot	Amazon.Com, Inc.			1
123	6/30/22	903	01-252-000-0000-6410 Office Supplies	22.90	D	covers	Amazon.Com, Inc.			1
124	6/30/22	903	01-253-000-0000-6300 Bldg Repairs & Maintenance	21.46	D	toilet parts - LEC	Arrow Hardware, Inc			1
125	6/30/22	903	01-253-000-0000-6300 Bldg Repairs & Maintenance	2,084.83	D	AC repair - LEC	Minneaota Air Inc			1
126	6/30/22	903	01-253-000-0000-6300 Bldg Repairs & Maintenance	5.41	D	Copper wire - LEC	Lowes Companies, Inc.			1
127	6/30/22	903	01-253-000-0000-6300 Bldg Repairs & Maintenance	135.40	D	lock out tag out kits	Amazon.Com, Inc.			1
128	6/30/22	903	01-253-000-0000-6300 Bldg Repairs & Maintenance	58.25	D	recycle light bulbs - LEC	Block, Inc.			1
129	6/30/22	903	01-281-000-0000-6251 Other Administrative Costs	49.00	D	Monhtly Subscription	Basecamp, Llc			1
130	6/30/22	903	01-281-000-0000-6410 Office Supplies	3.09	C	Refund for tax	Office Depot			1
131	6/30/22	903	01-281-000-0000-6806 Skywarn System	329.78	D	AllisonHouse Weather Data	Allisonhouse Llc			1
132	6/30/22	903	01-481-460-6009-6261 Conference & Training	79.00	D	QA: Survey Defi HHCA	Minnesota Homecare Associ			1
133	6/30/22	903	01-481-460-6009-6261 Conference & Training	29.00	D	QA:Online Respirator Med Evalu	3m Company			1
134	6/30/22	903	01-481-460-6009-6465 Patient Supplies & Services	29.00	D	QA-Covid 1st Aid-Adhesive	Amazon.Com, Inc.			1
135	6/30/22	903	01-481-460-6009-6465 Patient Supplies & Services	159.99	D	QA:Client Supplies Auto Dispen	Amazon.Com, Inc.			1
136	6/30/22	903	01-481-461-6066-6464 General Supplies & Outreach	36.83	D	Tobacco:Meeting Youths Meal	Hy-Vee, Inc.			1
137	6/30/22	903	01-481-461-6066-6464 General Supplies & Outreach	171.70	D	Tobacco:Year Celebration Meal	Casey's General Stores In			1
138	6/30/22	903	01-481-461-6066-6464 General Supplies & Outreach	48.26	D	Tobacco:Meeting Youths Meal	Hy-Vee, Inc.			1
139	6/30/22	903	01-481-461-6066-6464 General Supplies & Outreach	11.99	D	Tobacco:Meeting Youths Meal	Kwik Trip Inc			1
140	6/30/22	903	01-481-461-6066-6464 General Supplies & Outreach	47.93	D	Tobacco:Meeting Youths Meal	Kwik Trip Inc			1

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141	6/30/22	903	01-481-461-6066-6464 General Supplies & Outreach	265.00	D	Tobacco: Rent	Einhaus Mattison Carver			1
142	6/30/22	903	01-481-461-6066-6464 General Supplies & Outreach	26.97	D	Tobacco:Meeting Youths Meal	Kwik Trip Inc			1
143	6/30/22	903	01-481-461-6066-6464 General Supplies & Outreach	26.82	D	Tobacco:Meeting Youths Meal	Casey's General Stores In			1
144	6/30/22	903	01-481-461-6066-6464 General Supplies & Outreach	2,000.00	D	Certificates for stipends	Owatonna Chamber Of Comm			1
145	6/30/22	903	01-481-461-6066-6464 General Supplies & Outreach	14.98	D	Tobacco:Meeting Youths Meal	Kwik Trip Inc			1
146	6/30/22	903	01-481-461-6066-6464 General Supplies & Outreach	14.98	D	Tobacco:Meeting Youths Meal	Kwik Trip Inc			1
147	6/30/22	903	01-481-461-6067-6464 General Supplies & Outreach	43.49	D	Books for book club	Target Corporation			1
148	6/30/22	903	01-481-461-6067-6464 General Supplies & Outreach	86.97	D	Books for book club	Target Corporation			1
149	6/30/22	903	01-481-461-6067-6464 General Supplies & Outreach	86.97	D	Books for book club	Target Corporation			1
150	6/30/22	903	01-481-461-6067-6464 General Supplies & Outreach	445.00	D	Scavenger Hunt - wellness	Scavify, Llc			1
151	6/30/22	903	01-481-464-6061-6464 General Supplies & Outreach	32.15	D	Covid19-Front Building Flowers	Lowes Companies, Inc.			1
152	6/30/22	903	01-481-464-6061-6464 General Supplies & Outreach	92.90	D	Covid19:EP Storage Bins	Target Corporation			1
153	6/30/22	903	01-481-464-6061-6464 General Supplies & Outreach	39.80	D	QA-Covid 1st Aid-Adhesive	Amazon.Com, Inc.			1
154	6/30/22	903	01-481-465-6057-6410 Office Supplies	175.99	D	Safe for PHN Front Office	Amazon.Com, Inc.			1
155	6/30/22	903	01-502-000-0000-6250 Utilities	538.94	D	Utilities				1
156	6/30/22	903	01-502-000-0000-6380 Grounds Maintenance	17.17	D	Toilet parts - Community cente	Arrow Hardware, Inc			1
157	6/30/22	903	01-502-000-0000-6380 Grounds Maintenance	65.93	D	lawn service - com center	Trugreen Limited Partners			1
158	6/30/22	903	01-550-000-0000-6410 Operating Supplies - Contracts	51.77	D	Misc. shop supplies	Fleet Farm Group, Llc			1
159	6/30/22	903	01-550-000-0000-6410 Operating Supplies - Contracts	19.97	D	Paint	Fleet Farm Group, Llc			1
160	6/30/22	903	10-000-000-0000-1001 Cash	820.95	C	BMO Charges June				1

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RRN	Audit Date	Aud Seq	Account/Formula	Trans Amt	D/C	Desc 1	Desc 2	RC1	RC2	Basis
161	6/30/22	903	10-301-000-0000-6241 Membership Dues	122.50	D	Membership dues	State Of Minnesota			1
162	6/30/22	903	10-301-000-0000-6330 Travel Expenses	100.00	D	Lodging - Ilkka	Regency Midwest Vent Lp			1
163	6/30/22	903	10-301-000-0000-6410 Office Supplies	39.99	D	Keyboard for Highway	Amazon.Com, Inc.			1
164	6/30/22	903	10-302-000-0000-6261 Conference & Training	14.95	D	Supervisor training - Witter	Etoc Company Inc			1
165	6/30/22	903	10-302-000-0000-6526 Csah Maint Supplies	59.94	D	Crackfill supplies	Fleet Farm Group, Llc			1
166	6/30/22	903	10-302-000-0000-6534 Supplies - Signing	37.06	D	Sign supplies	Fleet Farm Group, Llc			1
167	6/30/22	903	10-302-000-0000-6553 Weed Spray & Vegetation Supplies	55.24	D	Spraying supplies	L & D Ag Service Inc			1
168	6/30/22	903	10-303-000-0000-6241 Membership Dues	122.50	D	Membership dues - Paul	State Of Minnesota			1
169	6/30/22	903	10-303-000-0000-6517 County Construction Right Of Way Exp	16.00	D	Steele Cty District Ct	State Of Minnesota			1
170	6/30/22	903	10-304-000-0000-6511 Maint Shop Supplies & Materials	14.99	D	Trash bags	Fleet Farm Group, Llc			1
171	6/30/22	903	10-304-000-0000-6511 Maint Shop Supplies & Materials	10.98	D	18x22 sump basin lid	Lowes Companies, Inc.			1
172	6/30/22	903	10-304-000-0000-6511 Maint Shop Supplies & Materials	4.19	D	Micro cord	Fleet Farm Group, Llc			1
173	6/30/22	903	10-304-000-0000-6511 Maint Shop Supplies & Materials	42.17	D	Batteries & lumber	Fleet Farm Group, Llc			1
174	6/30/22	903	10-304-000-0000-6513 Tools	89.77	D	Extension tool set & tape	Amazon.Com, Inc.			1
175	6/30/22	903	10-304-000-0000-6513 Tools	52.58	D	Socket set for shop	Amazon.Com, Inc.			1
176	6/30/22	903	10-304-000-0000-6520 Machinery/Vehicle Parts	10.60	D	Mini clamps unit#2074	Fleet Farm Group, Llc			1
177	6/30/22	903	10-304-000-0000-6540 Fuel & Lubricants	27.49	D	Shop gas unit#9998	Kwik Trip Inc			1
178	6/30/22	903	38-000-000-0000-1001 Cash	148.57	C	BMO Charges June				1
179	6/30/22	903	38-251-000-0000-6600 Capital Outlay - Detention Center	109.98	D	Computer Mounts for SCDC Pod	Amazon.Com, Inc.			1
180	6/30/22	903	38-251-000-0000-6600 Capital Outlay - Detention Center	38.59	D	PC Wall Mount for SCDC	Amazon.Com, Inc.			1

Steele County

JOURNAL ENTRIES



Description MM - JUN 2022 C4

RRN	Audit Date	Aud Seq	Account/Formula	Trans Amt	D/C	Desc 1	Desc 2	RC1	RC2	Basis
181	6/30/22	903	81-000-000-0000-1001 Cash	111.95	C	BMO Charges June				1
182	6/30/22	903	81-230-000-0000-6215 Postage	58.00	D	Stamps	United States Postal Serv			1
183	6/30/22	903	81-230-000-0000-6330 Travel Expenses	9.94	D	Lunch RAC Meeting	Glynner's Pub			1
184	6/30/22	903	81-230-000-0000-6330 Travel Expenses	15.74	D	Lunch NIMS Training	Mizuki Bistro Inc			1
185	6/30/22	903	81-230-000-0000-6330 Travel Expenses	14.07	D	Lunch NIMS Training	Cook For You At The Depot			1
186	6/30/22	903	81-230-000-0000-6330 Travel Expenses	14.20	D	Lunch NIMS Training	Pizza 7 Llc			1
Debit Total				35,735.98		Credit Total	35,735.98	Net:	0.00	

Descriptor MM - JUN 2022 C3

RRN	Audit Date	Aud Seq	Account/Formula	Trans Amt	D/C	Desc 1	Desc 2	RC1	RC2	Basis
1	6/30/22	902	01-031-000-0000-6215 Postage	2.65	D	Postage - Admin				1
2	6/30/22	902	01-104-000-0000-6215 Postage	0.53	D	Postage - GIS				1
3	6/30/22	902	01-103-000-0000-6215 Postage	70.49	D	Postage - Assessor				1
4	6/30/22	902	01-041-000-0000-6215 Postage	103.26	D	Postage - Auditor				1
5	6/30/22	902	01-063-000-0000-6215 Postage	98.33	D	Postage - Auditor Elections				1
6	6/30/22	902	01-251-000-0000-6215 Postage	24.52	D	Postage - Detention Center				1
7	6/30/22	902	01-602-000-0000-6215 Postage	90.35	D	Postage - Extension				1
8	6/30/22	902	01-391-000-0000-6215 Postage	3.95	D	Postage - Environmental Serv				1
9	6/30/22	902	01-550-000-0000-6215 Postage	7.95	D	Postage - Four Seasons				1
10	6/30/22	902	01-032-000-0000-6215 Postage	4.24	D	Postage - Human Resources				1
11	6/30/22	902	01-062-000-0000-6802 Internal Chargeback	26.45	D	Postage - MRCI				1
12	6/30/22	902	01-105-000-0000-6215 Postage	67.92	D	Postage - Planning and Zoning				1
13	6/30/22	902	01-252-000-0000-6215 Postage	119.04	D	Postage - CCA				1
14	6/30/22	902	01-101-000-0000-6215 Postage	536.22	D	Postage - Recorder				1
15	6/30/22	902	01-042-000-0000-6215 Postage	115.08	D	Postage - Treasurer				1
16	6/30/22	902	01-121-000-0000-6215 Postage	37.10	D	Postage - Veterans				1
17	6/30/22	902	01-481-460-6009-6215 Postage	80.73	D	Postage - QA				1
18	6/30/22	902	01-481-460-6011-6215 Postage	348.79	D	Postage - CTC				1
19	6/30/22	902	01-481-461-6030-6215 Postage	30.76	D	Postage - MCH				1
20	6/30/22	902	01-481-461-6032-6215 Postage	0.53	D	Postage - SHIP				1

Steele County

JOURNAL ENTRIES



Description MM - JUN 2022 C3

RRN	Audit Date	Aud Seq	Account/Formula	Trans Amt	D/C	Desc 1	Desc 2	RC1	RC2	Basis
21	6/30/22	902	01-481-461-6025-6215 Postage	14.43	D	Postage - FAP/HCB/FC				1
22	6/30/22	902	01-481-462-6047-6215 Postage	1.59	D	Postage - CID				1
23	6/30/22	902	01-481-464-6061-6215 Postage	13.25	D	Postage - COVID				1
24	6/30/22	902	01-481-461-6040-6215 Postage	1.06	D	Postage - WIC				1
25	6/30/22	902	01-481-461-6034-6215 Postage	0.53	D	Postage - TANF				1
26	6/30/22	902	01-062-000-0000-6215 Postage	1,799.75	C	GF Postage Allocation				1
27	6/30/22	902	10-301-000-0000-6215 Postage	9.12	D	Highway Postage				1
28	6/30/22	902	10-000-000-0000-1001 Cash	9.12	C	Highway Postage				1
29	6/30/22	902	01-000-000-0000-1001 Cash	9.12	D	Highway Postage				1
30	6/30/22	902	01-062-000-0000-5831 Miscellaneous	9.12	C	Highway Postage				1
31	6/30/22	902	53-398-000-0000-6215 Postage	21.19	D	Landfill Postage				1
32	6/30/22	902	53-000-000-0000-1001 Cash	21.19	C	Landfill Postage				1
33	6/30/22	902	01-000-000-0000-1001 Cash	21.19	D	Landfill Postage				1
34	6/30/22	902	01-062-000-0000-5831 Miscellaneous	21.19	C	Landfill Postage				1
35	6/30/22	902	53-398-000-0000-6215 Postage	53.00	D	JD6 Postage				1
36	6/30/22	902	53-000-000-0000-1001 Cash	53.00	C	JD6 Postage				1
37	6/30/22	902	01-000-000-0000-1001 Cash	53.00	D	JD6 Postage				1
38	6/30/22	902	01-062-000-0000-5831 Miscellaneous	53.00	C	JD6 Postage				1
Debit Total				1,966.37		Credit Total	1,966.37	Net:		0.00

Steele County

JOURNAL ENTRIES



Descriptor MM - JUN 2022 C2

RRN	Audit Date	Aud Seq	Account/Formula	Trans Amt	D/C	Desc 1	Desc 2	RC1	RC2	Basis
1	6/30/22	901	01-031-000-0000-6210 Telephone	48.41	D	Phone Charges - Verizon				1
2	6/30/22	901	01-103-000-0000-6210 Telephone	227.05	D	Phone Charges - Verizon				1
3	6/30/22	901	01-091-000-0000-6210 Telephone	121.83	D	Phone Charges - Verizon				1
4	6/30/22	901	01-111-000-0000-6210 Telephone	381.89	D	Phone Charges - Verizon				1
5	6/30/22	901	01-252-000-0000-6210 Telephone	667.71	D	Phone Charges - Verizon				1
6	6/30/22	901	01-251-000-0000-6210 Telephone	178.63	D	Phone Charges - Verizon				1
7	6/30/22	901	01-281-000-0000-6210 Telephone	145.23	D	Phone Charges - Verizon				1
8	6/30/22	901	01-602-000-0000-6210 Telephone	35.01	D	Phone Charges - Verizon				1
9	6/30/22	901	01-032-000-0000-6210 Telephone	43.41	D	Phone Charges - Verizon				1
10	6/30/22	901	01-061-000-0000-6210 Telephone	123.43	D	Phone Charges - Verizon				1
11	6/30/22	901	01-105-000-0000-6210 Telephone	173.64	D	Phone Charges - Verizon				1
12	6/30/22	901	01-042-000-0000-6210 Telephone	40.01	D	Phone Charges - Verizon				1
13	6/30/22	901	01-121-000-0000-6210 Telephone	35.01	D	Phone Charges - Verizon				1
14	6/30/22	901	01-253-000-0000-6210 Telephone	43.41	D	Phone Charges - Verizon				1
15	6/30/22	901	01-481-460-6009-6210 Telephone	43.41	D	Phone Charges - QA				1
16	6/30/22	901	01-481-460-6009-6210 Telephone	43.41	D	Phone Charges - QA				1
17	6/30/22	901	01-481-460-6009-6210 Telephone	43.41	D	Phone Charges - QA				1
18	6/30/22	901	01-481-461-6040-6210 Telephone	43.41	D	Phone Charges - WIC				1
19	6/30/22	901	01-481-460-6011-6210 Telephone	21.70	D	Phone Charges - CTC				1
20	6/30/22	901	01-481-462-6047-6210 Telephone	21.71	D	Phone Charges - CID				1

Descriptor MM - JUN 2022 C2

RRN	Audit Date	Aud Seq	Account/Formula	Trans Amt	D/C	Desc 1	Desc 2	RC1	RC2	Basis
21	6/30/22	901	01-481-461-6040-6210 Telephone	43.41	D	Phone Charges - WIC				1
22	6/30/22	901	01-481-460-6009-6210 Telephone	43.41	D	Phone Charges - QA				1
23	6/30/22	901	01-481-461-6059-6210 Telephone	21.70	D	Phone Charges - SEMN				1
24	6/30/22	901	01-481-461-6034-6210 Telephone	21.71	D	Phone Charges - TANF				1
25	6/30/22	901	01-481-461-6059-6210 Telephone	21.70	D	Phone Charges - SEMN				1
26	6/30/22	901	01-481-461-6040-6210 Telephone	21.71	D	Phone Charges - WIC				1
27	6/30/22	901	01-481-460-6009-6210 Telephone	43.41	D	Phone Charges - QA				1
28	6/30/22	901	01-481-460-6009-6210 Telephone	43.41	D	Phone Charges - QA				1
29	6/30/22	901	01-481-465-6057-6210 Telephone	38.28	D	Phone Charges - LPHG				1
30	6/30/22	901	01-481-461-6040-6210 Telephone	43.41	D	Phone Charges - WIC				1
31	6/30/22	901	01-481-460-6009-6210 Telephone	48.41	D	Phone Charges - QA				1
32	6/30/22	901	01-481-465-6057-6210 Telephone	43.41	D	Phone Charges - LPHG				1
33	6/30/22	901	01-481-465-6057-6210 Telephone	35.01	D	Phone Charges - MIFI				1
34	6/30/22	901	01-481-460-6009-6210 Telephone	48.41	D	Phone Charges - QA				1
35	6/30/22	901	01-201-000-0000-6211 Radio-Computers-Cameras	800.36	D	Squad Connections - Verizon				1
36	6/30/22	901	01-201-000-0000-6210 Telephone	979.92	D	Phone Charges - Verizon				1
37	6/30/22	901	01-000-000-0000-1001 Cash	4,779.39	C	Verizon Charges June				1
38	6/30/22	901	10-301-000-0000-6210 Telephone	574.13	D	Phone Charges - Verizon				1
39	6/30/22	901	10-000-000-0000-1001 Cash	574.13	C	Phone Charges - Verizon				1
40	6/30/22	901	53-398-000-0000-6210 Telephone	36.01	D	Phone Charges - Verizon				1

Steele County
JOURNAL ENTRIES



Description MM - JUN 2022 C2

RRN	Audit Date	Aud Seq	Account/Formula	Trans Amt	D/C	Desc 1	Desc 2	RC1	RC2	Basis
41	6/30/22	901	53-000-000-0000-1001 Cash	36.01	C	Phone Charges - Verizon				1
Debit Total				5,389.53		Credit Total	5,389.53	Net:	0.00	

Steele County

JOURNAL ENTRIES



Descriptor MM - JUN 2022 C1

RRN	Audit Date	Aud Seq	Account/Formula	Trans Amt	D/C	Desc 1	Desc 2	RC1	RC2	Basis
1	6/30/22	900	01-111-000-0000-6320 Fleet Vehicle Maintenance	369.64	D	Enterprise Full Maint Fee				1
2	6/30/22	900	01-251-000-0000-6320 Vehicle Maintenance	427.49	D	Enterprise Full Maint Fee				1
3	6/30/22	900	01-000-000-0000-1001 Cash	797.13	C	Admin-DC Enterprise June 2022				1
4	6/30/22	900	38-111-000-0000-6600 Capital Outlay - Buildings and Grounds	17,625.23	D	Fleet Lease Payments - June 22				1
5	6/30/22	900	38-000-000-0000-1001 Cash	17,625.23	C	Fleet Lease Payments - June 22				1
6	6/30/22	900	01-201-000-0102-6320 Squad 7414 Maintenance	5.00	D	Fleet Vehicle Maintenance				1
7	6/30/22	900	01-201-000-0102-6320 Squad 7414 Maintenance	41.12	D	Oil Change				1
8	6/30/22	900	01-201-000-0103-6320 Squad 7410 Maintenance	5.00	D	Fleet Vehicle Maintenance				1
9	6/30/22	900	01-201-000-0104-6320 Squad 7404 Maintenance	5.00	D	Fleet Vehicle Maintenance				1
10	6/30/22	900	01-201-000-0105-6320 Squad 7408 Maintenance	5.00	D	Fleet Vehicle Maintenance				1
11	6/30/22	900	01-201-000-0105-6320 Squad 7408 Maintenance	143.96	D	Oil, Wheel bal, Wiper & Washer				1
12	6/30/22	900	01-201-000-0106-6320 Squad 7424 Maintenance	5.00	D	Fleet Vehicle Maintenance				1
13	6/30/22	900	01-201-000-0107-6320 Squad 7407 Maintenance	5.00	D	Fleet Vehicle Maintenance				1
14	6/30/22	900	01-201-000-0107-6320 Squad 7407 Maintenance	1,416.36	D	Brake Rotor/Disc & Pads				1
15	6/30/22	900	01-201-000-0107-6320 Squad 7407 Maintenance	139.94	D	Align, Wheel bal & Valve Kit				1
16	6/30/22	900	01-201-000-0107-6320 Squad 7407 Maintenance	46.70	D	Oil Change & Disposal				1
17	6/30/22	900	01-201-000-0108-6320 Squad 7418 Maintenance	5.00	D	Fleet Vehicle Maintenance				1
18	6/30/22	900	01-201-000-0109-6320 Squad 7416 Maintenance	5.00	D	Fleet Vehicle Maintenance				1
19	6/30/22	900	01-201-000-0110-6320 Squad 7403 Maintenance	5.00	D	Fleet Vehicle Maintenance				1
20	6/30/22	900	01-201-000-0111-6320 Squad 7422 Maintenance	5.00	D	Fleet Vehicle Maintenance				1

Steele County

JOURNAL ENTRIES



Description MM - JUN 2022 C1

RRN	Audit Date	Aud Seq	Account/Formula	Trans Amt	D/C	Desc 1	Desc 2	RC1	RC2	Basis
21	6/30/22	900	01-201-000-0112-6320 Squad 7406 Maintenance	5.00	D	Fleet Vehicle Maintenance				1
22	6/30/22	900	01-201-000-0113-6320 Squad 7411 Maintenance	5.00	D	Fleet Vehicle Maintenance				1
23	6/30/22	900	01-201-000-0113-6320 Squad 7411 Maintenance	35.00	D	Repair Flat				1
24	6/30/22	900	01-201-000-0114-6320 Squad 7421 Maintenance	5.00	D	Fleet Vehicle Maintenance				1
25	6/30/22	900	01-201-000-0115-6320 Squad 7405 Maintenance	5.00	D	Fleet Vehicle Maint 22VH55				1
26	6/30/22	900	01-201-000-0115-6320 Squad 7405 Maintenance	5.00	D	Fleet Vehicle Maint 22VH58				1
27	6/30/22	900	01-201-000-0117-6320 Squad 7420 Maintenance	5.00	D	Fleet Vehicle Maintenance				1
28	6/30/22	900	01-201-000-0118-6320 Squad 7412 Maintenance	5.00	D	Fleet Vehicle Maintenance				1
29	6/30/22	900	01-201-000-0119-6320 Squad 7401 Maintenance	5.00	D	Fleet Vehicle Maintenance				1
30	6/30/22	900	01-201-000-0120-6320 Squad 7402 Maintenance	5.00	D	Fleet Vehicle Maintenance				1
31	6/30/22	900	01-201-000-0121-6320 Squad 121 Maintenance	5.00	D	Fleet Veh Maint 7403- 22VH6K				1
32	6/30/22	900	01-201-000-0122-6320 Squad 7409 Maintenance	5.00	D	Fleet Veh Maint 7409- 25M9C8				1
33	6/30/22	900	01-201-000-0123-6320 Squad 7423 Maintenance	5.00	D	Fleet Vehicle Maintenance				1
34	6/30/22	900	01-000-000-0000-1001 Cash	1,933.08	C	Sheriff Enterprise - June 22				1
Debit Total				20,355.44		Credit Total	20,355.44	Net:	0.00	

Steele County

JOURNAL ENTRIES



Description MM - MAY 2022 C6

RRN	Audit Date	Aud Seq	Account/Formula	Trans Amt	D/C	Desc 1	Desc 2	RC1	RC2	Basis
1	5/31/22	907	01-003-000-0000-5710 Interest From Investments	71,117.58	C	May Interest From Investments				1
2	5/31/22	907	01-000-000-0000-1001 Cash	51,445.67	D	May Investments				1
3	5/31/22	907	01-003-000-0000-5710 Interest From Investments	719.16	C	May Interest ROI				1
4	5/31/22	907	01-003-000-0000-6801 General Expense	72.64	C	May Investment Adjustment				1
5	5/31/22	907	01-003-000-0000-5712 Premiums/Discounts on Investments	20,895.00	D	May Discounts & Premiums				1
6	5/31/22	907	01-003-000-0000-6801 General Expense	431.29	C	May Interest Adjustment				1
7	5/31/22	907	75-000-000-0000-1001 Cash	29.58	D	May Missing Heir Interest				1
8	5/31/22	907	75-870-000-0000-5710 Interest	29.58	C	May Missing Heir Interest				1
Debit Total				72,370.25		Credit Total	72,370.25	Net:	0.00	



Steele County Agenda Item

Subject: DOC Work Release Renewal

Department: Sheriff's Office

Committee Meeting Date: 7/13/2022

Board Meeting Date: July 26, 2022

Consent Agenda: ☒ Yes ☐ No

Resolution: ☐ Yes ☒ No

Policy Committee Recommendation:

Committee recommends approving the DOC Work Release Renewal.

Recommendation:

Recommending that the County approve the amendment to house DOC Work Release inmates.

Background(Including Budget Impact):

This contract amendment is to reinstate our contracted agreement to house work release inmates for the DOC.

As part of this agreement, there will not be a minimum or maximum number of inmates that are guaranteed but will be on an as needed basis.

Budget impact will be positive since we will be generating revenue for housing minimum risk detainees.

Attachments:

Contract Amendment

STATE OF MINNESOTA ENCUMBRANCE WORKSHEET

State Accounting Information:**SWIFT Contract No.** 178646 Amendment 2**PO No.:** 3-145553

Agency: P78 Corrections	Fiscal Year(s): FY23	Vendor Number: 0000197345
Total Amount of Contract: \$450,000.00		
Category Code: 92101700		
Account Code: 411317		

Accounting Distribution 1:	Accounting Distribution 2:	Accounting Distribution 3:
Fund: 1000	Fund:	Fund:
AppropID: P786710	AppropID:	AppropID:
Fin DeptID: P7836701	Fin DeptID:	Fin DeptID:
Project (3000 fund only):	Project (3000 fund only):	Project (3000 fund only):
Amount: \$150,000.00	Amount:	Amount:

Contract Start Date: July 01, 2020**Expiration Date:** June 30, 2023**Contractor Name and Address:** Steele County - Steele County Detention Center, 2500 Alexander Street S.W., Owatonna, MN 55060.

Social Security or Federal Employer I.D. No: 41 - 6005901

Minnesota Tax I.D. No. (if applicable): 8027422

AMENDMENT COVER SHEET**(Minn. Stat. §§ 16C.05, subd. 2(c), 16C.08, subd. 2 and 3)****Instructions:**

1. Complete this form for contract amendments that extend the end date of a contract, add/reduce work and money, or change any other term or condition of the contract.
2. Attach this form to the amendment when sending to the Department of Administration for approval. **Please always include copies of the original certification form, solicitation document, single source justification, the original contract, and any previous amendments as these are used for reference.**
3. Admin will retain this cover sheet for its files.

Agency: Corrections (Work Release) **Name of Contractor:** Steele County-Steel County Detention Center**Current Contract Term:** 7/1/20 – 6/30/22 **Project Identification:** 178646

Amendments to contracts must entail tasks that are substantially similar to those in the original contract or involve tasks that are so closely related to the original contract that it would be impracticable for a different contractor to perform the work. The commissioner or an agency official to whom the commissioner has delegated contracting authority under Minn. Stat. § 16C.03, subd. 16, must determine that an amendment would serve the interest of the state better than a new contract and would cost no more. An amendment should be in effect before the contract expires.

What changes are being made to the to the contract? Complete appropriate box(es) for the amendment submitted.**1. ☒ Amendment to the Expiration Date of the contract**

- a. Proposed New Expiration Date: 6/30/2023
- b. Why is it necessary to amend the Expiration Date? *DOC would like services under this agreement to continue for an additional year.*

2. ☒ Amend Duties and Cost ☐ Amend Duties Only

- a. Describe the amendment: *The nature of the services is not changing, this amendment just extends them for another year.*
- b. If cost is amended, insert the amount of the original contract AND amount of each amendment below:

Original Agreement: \$150,000.00*Amendment 1:* \$150,000.00*Amendment 2 (This amendment):* \$150,000.00**3. ☐ Amendment to change other terms and conditions of the contract:**

- a. Describe the changes that are being made:

Amendment 2 to Joint Powers Agreement 178646

Contract Effective Date:	<u>July 1, 2020</u>	Total Contract Amount:	<u>\$450,000.00</u>
Original Contract Expiration Date:	<u>June 30, 2021</u>	Original Contract:	<u>\$150,000.00</u>
Current Contract Expiration Date:	<u>June 30, 2022</u>	Previous Amendment(s) Total:	<u>\$300,000.00</u>
Requested Contract Expiration Date:	<u>June 30, 2023</u>	This Amendment:	<u>\$150,000.00</u>

This amendment is by and between the State of Minnesota, acting through its Commissioner Corrections, Department of Corrections, Work release Unit, 1450 Energy Park Drive, Suite 200, St. Paul, MN 55108 ("State") and Steele County-Steele County Detention Center whose designated business address is 2500 Alexander Street W., Owatonna, MN 55060 ("Governmental Unit"). State and Governmental Unit may be referred to jointly as "Parties."

Recitals

1. The State has a Joint Powers Agreement with the Governmental Unit identified as 178646 ("Original Contract") to provide work release services.
2. The Original Contract is being amended to continue services for an additional year.
3. The Parties are willing to amend the Original Contract as stated below.

Contract Amendment

In this Amendment, changes to pre-existing Contract language will use ~~strike through~~ for deletions and underlining for insertions.

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

1. Term of Agreement

- 1.1 **Effective date.** July 1, 2020, or the date the State obtains all required signatures under Minn. Stat. § 16C.05, subd. 2, whichever is later.
- 1.2 **Expiration date.** June 30, ~~2021~~ 2023, or until all obligations have been satisfactorily fulfilled, whichever occurs first.

REVISION 2. Clause 3. "**Payment**" is as follows:

The State will pay Sixty and 00/100 dollars (\$60.00) per day per State offender participating in the Governmental Unit's work release program and twenty one dollars and 12/100 (\$21.12) per day per offender on Phase 2 (electronic monitoring/GPS; for offender's participating in the Contractor's work release program) inclusive of date of arrival and not inclusive of date of departure. Payment will be consistent with the fiscal section in the Work Release Program Guidelines Manual. This agreement does not include any additional reimbursement for travel and subsistence expenses incurred by the Governmental Unit in the performance of this agreement.

The total obligation of the State under this agreement will not exceed ~~One Hundred Fifty Four Hundred Fifty Thousand~~ dollars and 00/100 (~~\$150,000.00~~ \$450,000.00).

The Original Contract and any previous amendments are incorporated into this amendment by reference. Except as amended herein, the terms and conditions of the Original Contract and all previous amendments remain in full force and effect.

1. State Encumbrance Verification

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

Print Name: Mary Myers
Signature: Mary Myers
Title: Acctg Off Date: 6/22/2022
SWIFT Contract No. c-178646 po 3-145553

2. Governmental Unit

Print Name: Anthony Buttera
Signature: _____
Title: Jail Administrator Date: _____

Print Name: _____
Signature: _____
Title: _____ Date: _____

3. State Agency

With delegated authority

Print Name: _____
Signature: _____
Title: _____ Date: _____

4. Commissioner of Administration

As delegated to The Office of State Procurement

Print Name: _____
Signature: _____
Title: _____ Date: _____

Admin ID _____

Amendment 1 to Joint Powers Agreement 178646

Contract Effective Date:	<u>July 1, 2020</u>	Total Contract Amount:	<u>\$300,000.00</u>
Original Contract Expiration Date:	<u>June 30, 2021</u>	Original Contract:	<u>\$150,000.00</u>
Current Contract Expiration Date:	<u>June 30, 2021</u>	Previous Amendment(s) Total:	<u>NA</u>
Requested Contract Expiration Date:	<u>June 30, 2022</u>	This Amendment:	<u>\$150,000.00</u>

This amendment is by and between the State of Minnesota, acting through its Commissioner Corrections, Department of Corrections, Work release Unit, 1450 Energy Park Drive, Suite 200, St. Paul, MN 55108 ("State") and Steele County-Steele County Detention Center whose designated business address is 2500 Alexander Street W., Owatonna, MN 55060 ("Governmental Unit"). State and Governmental Unit may be referred to jointly as "Parties."

Recitals

1. The State has a Joint Powers Agreement with the Governmental Unit identified as 178646 ("Original Contract") to provide work release services.
2. The Original Contract is being amended to continue services for an additional year.
3. The Parties are willing to amend the Original Contract as stated below.

Contract Amendment

In this Amendment, changes to pre-existing Contract language will use ~~strike through~~ for deletions and underlining for insertions.

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

1. Term of Agreement

- 1.1 **Effective date.** July 1, 2020, or the date the State obtains all required signatures under Minn. Stat. § 16C.05, subd. 2, whichever is later.
- 1.2 **Expiration date.** ~~June 30, 2021~~ June 30, 2022, or until all obligations have been satisfactorily fulfilled, whichever occurs first.

REVISION 2. Clause 3. "**Payment**" is as follows:

The State will pay Sixty and 00/100 dollars (\$60.00) per day per State offender participating in the Governmental Unit's work release program and twenty one dollars and 12/100 (\$21.12) per day per offender on Phase 2 (electronic monitoring/GPS; for offender's participating in the Contractor's work release program) inclusive of date of arrival and not inclusive of date of departure. Payment will be consistent with the fiscal section in the Work Release Program Guidelines Manual. This agreement does not include any additional reimbursement for travel and subsistence expenses incurred by the Governmental Unit in the performance of this agreement.

The total obligation of the State under this agreement will not exceed ~~One Hundred Fifty Three Hundred Thousand dollars and 00/100 (\$150,000.00)~~ \$300,000.00.

AMENDMENT COVER SHEET

(Minn. Stat. §§ 16C.05, subd. 2(c), 16C.08, subd. 2 and 3)

Instructions:

1. Complete this form for contract amendments that extend the end date of a contract, add/reduce work and money, or change any other term or condition of the contract.
2. Attach this form to the amendment when sending to the Department of Administration for approval. **Please always include copies of the original certification form, solicitation document, single source justification, the original contract, and any previous amendments as these are used for reference.**
3. Admin will retain this cover sheet for its files.

Agency: Corrections (Work Release) Name of Contractor: Steele County-Steel County Detention CenterCurrent Contract Term: 7/1/20 – 6/30/21 Project Identification: 178646

Amendments to contracts must entail tasks that are substantially similar to those in the original contract or involve tasks that are so closely related to the original contract that it would be impracticable for a different contractor to perform the work. The commissioner or an agency official to whom the commissioner has delegated contracting authority under Minn. Stat. § 16C.03, subd. 16, must determine that an amendment would serve the interest of the state better than a new contract and would cost no more. An amendment should be in effect before the contract expires.

What changes are being made to the to the contract? Complete appropriate box(es) for the amendment submitted.

1. ☒ **Amendment to the Expiration Date of the contract**

- a. Proposed New Expiration Date: 6/30/2022
- b. Why is it necessary to amend the Expiration Date? *DOC would like services under this agreement to continue for an additional year.*

2. ☒ **Amend Duties and Cost** ☐ **Amend Duties Only**

- a. Describe the amendment: *The nature of the services is not changing, this amendment just extends them for another year.*
- b. If cost is amended, insert the amount of the original contract AND amount of each amendment below:

Original Agreement: \$150,000.00*Amendment 1 (This amendment):* \$150,000.003. ☐ **Amendment to change other terms and conditions of the contract:**

- a. Describe the changes that are being made:

The Original Contract and any previous amendments are incorporated into this amendment by reference. Except as amended herein, the terms and conditions of the Original Contract and all previous amendments remain in full force and effect.

1. State Encumbrance Verification

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

Print Name: DocuSigned by: Mary Myers
Signature: Mary Myers
CFC5559E734244C...
Title: Acctg Officer Date: 6/17/2021
SWIFT Contract No. C-178646 PO 3-135609

2. Governmental Unit

Print Name: James Brady
Signature: James Brady
Title: _____ Date: 5-25-21

Print Name: Anthony Butters
Signature: [Signature]
Title: Jail Administrator Date: 6-10-21

3. State Agency

With delegated authority

Print Name: DocuSigned by: Curtis Shanklin
Signature: Curtis Shanklin
3449B1EDDB4549A...
Title: Deputy Commissioner Date: 6/17/2021

4. Commissioner of Administration

As delegated to The Office of State Procurement

Print Name: DocuSigned by: Sara Freedland
Signature: Sara Freedland
9879A511B468482...
Title: AMS Date: 6/18/2021
Admin ID 68323

Contract No_178646

STATE OF MINNESOTA JOINT POWERS AGREEMENT

This agreement is between the State of Minnesota, acting through its commissioner of corrections, Department of Corrections, Work Release Unit, 1450 Energy Park Drive, Suite 200, St. Paul, MN 55108 ("State") and Steele County - Steele County Detention Center, 2500 Alexander Street S. W., Owatonna, MN 55060 ("Governmental Unit").

Recitals

Under Minnesota Statute § 471.59, subdivision 10, the State is empowered to engage such assistance as deemed necessary. The State is in need of work release services.

Agreement

1 Term of Agreement

- 1.1 *Effective date: July 1, 2020*, or the date the State obtains all required signatures under Minnesota Statutes Section 16C.05, subdivision 2, whichever is later.
- 1.2 *Expiration date: June 30, 2021*, or until all obligations have been satisfactorily fulfilled, whichever occurs first.

2 Agreement between the Parties

- 2.1 The State will refer State offenders who:
 - a) meet the criteria and screening for work release as established in Minn. Stat. § 241.26 and State policy 205.120 located at www.doc.state.mn.us, which is incorporated by reference;
 - b) have security requirements that are met by the Governmental Unit's work release program, and;
 - c) have a release plan that incorporates the geographical area of the Governmental Unit.
- 2.2 The Governmental Unit and State must mutually agree on the State offender placement in the Governmental Unit's work release program.
- 2.3 The Government Unit will provide work release services under the rules and regulations of the Minnesota Department of Corrections Work Release Program Manual, as provided by the State authorized representative.

3 Payment

The State will pay Sixty and 00/100 dollars (\$60.00) per day per State offender participating in the Governmental Unit's work release program and twenty one dollars and 12/100 (\$21.12) per day per offender on Phase 2 (electronic monitoring/GPS; for offender's participating in the Contractor's work release program) inclusive of date of arrival and not inclusive of date of departure. Payment will be consistent with the fiscal section in the Work Release Program Guidelines Manual. This agreement does not include any additional reimbursement for travel and subsistence expenses incurred by the Governmental Unit in the performance of this agreement.

The total obligation of the State under this agreement will not exceed One Hundred Fifty Thousand dollars and 00/100 (\$150,000.00).

4 Authorized Representatives

The State's Authorized Representative is Terry Byrne, 1450 Energy Park Drive, Suite 200, St. Paul, MN 55108, Phone 651-361-7127, terry.byrne@state.mn.us or his successor.

The Governmental Unit's Authorized Representative is Anthony Buttera, Jail Administrator, 2500 Alexander Street S.W., Owatonna, MN 55060, Phone 507-446-7010, anthony.buttera@co.steele.mn.us or his successor.

Contract No_178646

11 E-Verify Certification (In accordance with Minn. Stat. §16C.075)

For services valued in excess of \$50,000, Contractor certifies that as of the date of services performed on behalf of the State, Contractor and all its subcontractors will have implemented or be in the process of implementing the federal E-Verify program for all newly hired employees in the United States who will perform work on behalf of the State. Contractor is responsible for collecting all subcontractor certifications and may do so utilizing the E-Verify Subcontractor Certification Form available at <http://www.mmd.admin.state.mn.us/doc/EVerifySubCertForm.doc>. All subcontractor certifications must be kept on file with Contractor and made available to the State upon request.

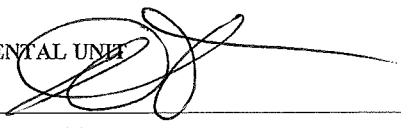
12 Prison Rape Elimination Act Compliance

Contractor must comply with the Prison Rape Elimination Act (PREA) of 2003 (Federal Law 42 U.S.C. 15601 et. seq.), with all applicable Federal PREA standards, and with all State policies and standards related to PREA for preventing, detecting, monitoring, investigating, and eradicating any form of sexual abuse within facilities/programs/offices owned, operated, or contracted. Contractor acknowledges that, in addition to self-monitoring requirements, the State will conduct compliance monitoring and PREA standards require an outside independent audit.

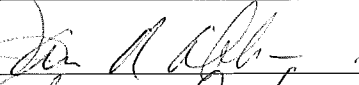
1. STATE ENCUMBRANCE VERIFICATION

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

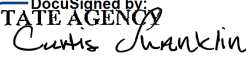
Signed: Mary MyersDate: 6/24/2020SWIFT Contract No. 178646/PO 3-125732**2. GOVERNMENTAL UNIT**

By: 
 Title: Anthony Buttera Jail Administrator

Date: 9-3-2020

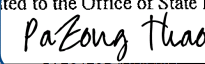
By: 
 Title: City Board Chair

Date: 9/2/20**3. STATE AGENCY**

By: 
 (with delegated authority)
 Title: Deputy Commissioner Curtis Shanklin
 Date: 9/4/2020

4. COMMISSIONER OF ADMINISTRATION

As delegated to the Office of State Procurement

By: 
 5A76479B1B5340E
 Date: 9/4/2020

68323

Distribution:
 Agency
 Governmental Unit
 State's Authorized Representative - Photo Copy



Steele County Agenda Item

Subject: Turnkey Corrections Service Agreement

Department: Sheriff's Office

Committee Meeting Date: 7/13/2022

Board Meeting Date: July 26, 2022

Consent Agenda: ☒ Yes ☐ No

Resolution: ☐ Yes ☒ No

Policy Committee Recommendation:

Committee recommends approving updated Turnkey Corrections Service Agreement

Recommendation:

Recommend approving the service agreement for Phone service and the addition of handheld devices.

Background (*Including Budget Impact*):

We are looking to update our phone service provider and after meeting with 4 providers we would like to partner with TurnKey Corrections. We currently have a contract in place with turnkey corrections for Video Visiting/SMS/E-Mail services and the addition of phone services will simplify our communication services. With the addition of this agreement, we will be able to increase our phone revenue from 33% to 50% while at the same time reducing the cost of per minute calling for the inmate. This will result in a budget neutral result but will allow detainees access to more calling time.

Additionally, we will be adding a HUB device that will not cost the county anything. This device will allow detainees the ability to text/e-mail/call without being tied to a kiosk. This also comes with the options of custom forms, linked programming and program software installed. Inmates can utilize the FM tuner option as well saving the county in operational expense.

Attachments:

Contract Amendment

**Steele County, Minnesota
JAIL SERVICE AGREEMENT
AMENDMENT**

THIS AMENDMENT (“Amendment”) is attached to a made part of that certain Jail Service Agreement, effective June 1, 2018 (“Agreement”), by and between Steele County, in the state of Minnesota (“Facility”), and T.W. Vending Inc., d/b/a TurnKey Corrections (“Provider”).

WHEREAS, the Facility desires to amend the Agreement in order to add services and modify its commission.

NOW, THEREFORE, for the good and valuable consideration detailed below, the parties agree that the Agreement is modified as follows:

1. Commission Rate. Unless a different rate is expressly stated for specific sales or services, the Facility will earn a commissary commission rate of 40% of gross commissary sales (net of sales taxes), and a communication commission rate of 35% of gross Inmate E-Mail/SMS/Video Visitation/Picture Mail Costs sales (net of sales tax, and excluding TKC Telecom, LLC., which is separately invoiced), beginning on the 1st day of the month after execution of this Amendment.
2. Handheld Devices. Provider will provide **thirty (30) inmate handheld devices** (“Hub® Devices”) to the Facility to start. Such Hub® Devices shall be capable of providing, among other things, such services as making phones calls, and receiving and transmitting SMS texts and emails. Facility agrees, during the term of the Agreement, that Provider shall be the exclusive provider to the Facility of such devices and the services provided thereon. More will be added if needed to offer a 1:1 ratio for the facility.
 - a. Provider will supply **three (3) charging stations** for the Hub® Devices. Placement of the charging stations shall be at the discretion of the Facility so long as such charging stations are placed in locations secure from the inmate population. The quantity of Hub® Devices at the Facility shall be regularly reviewed by the Parties in order to ensure adequate inmate access.
 - b. The use of inmate handhelds requires use of a wireless communications system. If the Facility does not have a compatible system, the cost of the installation of such system shall be borne by Provider. The Facility will be responsible for terminating wire at the location(s) where any wireless routers will need to be placed.
3. Required Exhibit A. The Parties agree that in order to add the services and Equipment detailed herein, Facility must sign the attached Exhibit A, which provides for inmate phone services from Provider’s sister company, TKC TeleCom, LLC. (“TKC”) to the inmate population at the Facility. Execution of the Amendment is a prerequisite to the effectiveness of this Amendment.
4. No Other Changes. Unless specifically modified herein, all of the terms and conditions of the Agreement remain in full force and effect.

Acknowledged and agreed:

Steele County, Minnesota

By: _____

Print Name: _____

Date: _____

T.W. Vending, Inc., d/b/a TurnKey Corrections

By: _____

Dewey Wahlin

Date: _____

EXHIBIT A
TO THE AMENDMENT OF THE JAIL SERVICES AGREEMENT
BY AND BETWEEN
STEELE COUNTY and T.W. VENDING, INC.

FACILITY TELEPHONE TELECOMMUNICATIONS AGREEMENT

Section 1. Telephone Systems Integration. TKC TeleCom, LLC. (“TeleCom”) agrees to provide the Steele County, Minnesota detention center (“Facility”) with inmate phone calling services (“TeleCom Services”). In consideration for the TeleCom Services, the Facility agrees to allow TeleCom to charge the Facility \$0.12 for each telephone minute for every inmate call during the Term (as defined below) of this inmate phone calling services agreement (“ICS Agreement”). This payment to TeleCom will not be reduced by sales taxes. The \$0.12 per minute rate charge from TeleCom includes TKC Insight®, an investigative analytics product designed to improve security at the Facility with enhanced call tracking, speaker identification, improved sound, plus language translation and improved reporting. If Facility chooses not to offer TKC Insight®, the per minute rate charge from TeleCom shall be \$0.10.

(a) Facility Charge; Taxes. The Facility may elect to charge inmates and outside users per-minute telephone rates higher than the rate charged to it by TeleCom, **provided, however,** the Facility will not charge rates above \$0.25 per minute without providing thirty (30) days prior written notice to TeleCom of such rate. For per-minute telephone rates the Facility charges to users above the rate charged to it by TeleCom, the Facility will retain the difference between the amount charged to the Facility by TeleCom and the total amount charged to the users by the Facility, less applicable taxes. All applicable taxes shall be calculated based on the final rate charge to users as set by the Facility. Subject to the foregoing, TeleCom will be responsible for remitting all applicable sales, federal and state telephone telecommunication taxes, with the amount paid in tax reducing the amount paid to the Facility from TeleCom.

Section 2. Equipment and Installation. TeleCom will install an adequate number of inmate telephones (“Telephone Equipment”) within the Facility at mutually agreed upon locations. The number of units, the location of each unit and the timing of the Telephone Equipment installation shall be subject to further negotiation between the Parties hereto. The Parties agree that all Telephone Equipment provided and installed shall remain the property of the Provider.

(a) Tampering. Facility agrees that it is responsible for physical security of all Telephone Equipment after delivery and installation, and for the proper use of such Telephone Equipment, and shall immediately notify TeleCom of any evidence of tampering, damage, the presence of foreign physical devices, any abuse, misuse or theft of the Telephone Equipment. The Facility shall not modify, alter, install or attach, or permit to be modified, altered, installed or attached, on or to the Telephone Equipment, or on or to any software, code or hardware provided therewith. If the Facility becomes aware that any Telephone Equipment or attendant software has been modified or tampered with, it shall immediately notify TeleCom, and TeleCom shall then immediately disable such

Telephone Equipment until such time as it can be replaced or removed. Payment for such replacement or removal shall be in accordance with the terms set forth herein.

Section 3. Training. Telecom agrees to train the Facility staff how to administer and operate the Telecom Services effectively. It is mutually agreed that, within reason, the Facility staff will learn and apply procedures that allow the TeleCom Services to be effectively implemented and operated within the Facility.

Section 4. TeleCom Service Payment Terms. In consideration for the provision of services set forth in Section 1, the Facility will make payment to TeleCom on a “net 30-day” basis determined from the date of each invoice TeleCom provides the Facility.

Section 5. Contract Term. The term for this ICS Agreement shall mirror the term of that certain Jail Service Agreement, effective June 1, 2018 (“Agreement”), by and between the Parties hereto, and any renewals thereof. Neither TeleCom nor the Facility may terminate this ICS Agreement without providing adequate written notice to the other Party of such termination, as is set forth more fully in the Agreement.

Section 6. Miscellaneous.

(a) Integration. This ICS Agreement encompasses the entire agreement, whether oral or written, between TeleCom and the Facility. Nothing in this ICS Agreement is to have any impact on the terms of the Agreement unless otherwise specifically detailed herein.

(b) Amendment; Modification. This ICS Agreement may not be modified or amended, in whole or in part, except by a writing signed by duly authorized officials of TeleCom and the Facility.

(c) No Third-Party Beneficiaries. The provisions of this ICS Agreement are not intended to be for the benefit of or enforceable by any third party.

(d) Dispute Resolution. The Parties hereto agree that they shall first attempt to resolve any disputes arising hereunder through communication by and between the respective teams at each Party responsible for the obligations hereunder of each Party to the other. Should such communications fail, and in the absence of governmental regulations to the contrary, the Parties hereto agree to resolve disputes through the use of binding arbitration. The Parties agree to the use of the American Arbitration Association, and to its rules then in force at the time the dispute arises. Venue for the arbitration shall be in a forum convenient to the Facility, and the panel for the arbitration shall consist of three (3) members. Each Party hereto shall select one (1) member of the panel, and the two (2) Party selected panel members shall select the third (3rd) member of the panel. The decision of the arbitrators need not be unanimous, but it shall be binding. Among the determinations to be made by the arbitrators is the division or allocation of the fees and costs incurred by each Party, both as and for attorneys’ fees and costs, and as and for the costs and fees of

the panelists. The decision of the arbitration panel shall be final and shall be entered into a court of competent jurisdiction, and shall be a binding obligation of the Parties hereto.

(e) Governing Law. This ICS Agreement, the validity, construction and enforcement hereof, and all disputes relating hereto, shall be governed by and construed in accordance with the laws of the State of the Facility without regard to any conflicts of law rules that would result in the application of the law of any other jurisdiction. TeleCom and the Facility agree that any dispute not capable of being resolved through arbitration shall be litigated exclusively in the State district court of the State of the Facility, or the United States District Court convenient to the Facility, and TeleCom and the Facility agree to submit to personal jurisdiction therein.

(f) Counterparts. This ICS Agreement may be executed in any number of counterparts and, when so executed, all of such counterparts shall constitute a single instrument binding upon both parties notwithstanding the fact that both parties are not signatory to the original or to the same counterpart.

IN WITNESS WHEREOF, duly authorized officials of each party have executed this ICS Agreement, and it is effective as of the Effective Date.

TKC TeleCom, LLC.

By: _____
Dewey Wahlin
Its: Chief Executive Officer

Date: _____

Steele County Correctional Facility

By: _____

Date: _____

Title: _____
A Duly Authorized Official



Steele County Agenda Item

Subject: MNDH Grant

Department: Sheriff's Office

Committee Meeting Date: 7/13/2022

Board Meeting Date: July 26, 2022

Consent Agenda: ☒ Yes ☐ No

Resolution: ☐ Yes ☒ No

Policy Committee Recommendation:

Committee recommends approving the MNDH (Minnesota Department of Health) Grant Agreement.

Recommendation:

Recommend accepting the grant funding from the MNDH

Background (*Including Budget Impact*):

We have applied and received a grant from the MNDH for \$27,387.70.

This grant funding is geared to the detection, prevention and mitigation of COVID 19. Our tentative plan with these funds is to create a wireless network at the detention center to allow for better and less in person contact for inmates and attorneys/court.

Attachments:

Grant paperwork



Minnesota Department of Health Grant Agreement Cover Sheet

You have received a grant agreement from the Minnesota Department of Health (MDH). Information about the grant agreement, including funding details, are included below. Contact your MDH Grant Manager if you have questions about this cover sheet.

ATTACHMENT: Grant Agreement

CONTACT FOR MDH: Jennifer Zipprich, 651-201-5087, Jennifer.zipprich@state.mn.us or Beth Gyllstrom, 651-201-4072, beth.gyllstrom@state.mn.us

Grantee SWIFT Information	Grant Agreement Information	Funding Information
Name of MDH Grantee: Steele County – Steele County Jail	SWIFT Contract Number: 214512	Total Grant Funds (<i>all funding sources</i>): \$27,387.70
Grantee SWIFT Vendor Number: 197345 SWIFT Vendor Location Code: 001	Period of Performance Start Date: 6/25/2022 Period of Performance End Date: 7/31/2023	Total State Grant Funds: \$0.00 Total Federal Grant Funds: \$27,387.70



Notice to Grantee about Federal Funds

You have received a sub-award of federal financial assistance from MDH. Information about the sub-award is being shared with you per [2 CFR § 200.332](#). Please keep a copy of this cover sheet with the grant project agreement.

Grantee Data Universal Numbering System (DUNS) Name and Number/ Unique Entity Identifier (UEI) Name and Number (effective April 2022)	DUNS/UEI Name: Steele County DUNS/UEI Number: 78681046
Grantee's Approved Indirect Cost Rate for the Grant	NA
Is The Award for Research and Development?	☐ Yes ☒ No
Project Description	CDC, in partnership with the Department of Justice, is providing financial assistance to ELC recipients to respond to Coronavirus Disease 2019 (COVID-19) in confinement facilities within their jurisdictions. The purpose of this award is to support correctional facilities in their work to test for COVID-19. In addition, these funds can be used for a variety of costs associated with the work to detect and mitigate COVID-19 risk within their facilities. The required activity is for facilities to establish and implement diagnostic and screening testing programs for residents/detainees/inmates, staff, and visitors.

Name of Federal Awarding Agency	Centers for Disease Control and Prevention (CDC)
Assistance Listing Name and Number (formerly <i>Catalog of Federal Domestic Assistance</i> , "CFDA")	Assistance Listing Name: Epidemiology and Laboratory Capacity for Infectious Diseases (ELC) Assistance Listing Number: 93.323
Federal Award Identification Number (FAIN)/ Grantor's Pass-through Number	NU50CK000508
Federal Award Date (Date MDH received federal grant)	8/1/2021
Total Amount of Federal Award Received by MDH	\$5,670,000

Minnesota Department of Health

Grant Agreement

This grant agreement is between the State of Minnesota, acting through its Commissioner of the Department of Health (“MDH”) and Steele County – Steele County Jail (“Grantee”). Grantee’s address is 630 Florence Ave, Owatonna, MN 55060-0890; jail site 2500 Alexander Street, Owatonna, MN 55060.

Recitals

1. MDH is empowered to enter into this grant agreement under Minn. Stat. §§ [144.05](#) and [144.0742](#) and MDH, pursuant to Minnesota Statutes section 3.3005, subd. 4 and 5, and section 12.36, is empowered to enter into grant contracts and incur obligations necessary to combat the Coronavirus Disease (COVID-19) disaster by protecting the health and safety of persons through detection and mitigation efforts; and.
2. MDH is in need of COVID-19 detection and mitigation efforts in state and local correctional facilities. The GRANTEE meets the criteria of being a “Confinement Facility” as stipulated in the federal funding award. For the purposes of this guidance, the term ‘confinement facilities’ includes adult prisons and jails; juvenile confinement facilities; police lock-ups; and community confinement facilities as defined by 28 CFR § 115.5.
3. The vision of MDH is for health equity in Minnesota, where all communities are thriving and all people have what they need to be healthy. Health equity is achieved when every person has the opportunity to attain their health potential. Grantee agrees, where applicable, to perform its work with advancing health equity as a goal.
4. Grantee represents that it is duly qualified and will perform all the duties described in this grant agreement to the satisfaction of MDH. Grantee agrees to minimize administrative costs as a condition of this grant agreement pursuant to [Minn. Stat. § 16B.98](#), subd 1.

Grant Agreement

1. Term of Agreement

1.1. *Effective Date*

June 25, 2022, or the date MDH obtains all required signatures under [Minn. Stat. § 16B.98](#), subd. 5, whichever is later. Per [Minn. Stat. § 16B.98](#), subd 7, no payments will be made to the Grantee until this grant agreement is fully executed. Grantee must not begin work until this grant agreement is fully executed and MDH’s Authorized Representative has notified Grantee that work may commence.

1.2. *Expiration Date*

July 31, 2023, or until all obligations have been fulfilled to the satisfaction of MDH, whichever occurs first.

1.3. *Survival of Terms*

The following clauses survive the expiration or cancellation of this grant agreement: Liability; State Audits; Government Data Practices and Data Disclosure; Ownership of Equipment; Intellectual Property; Publicity and Endorsement; and Governing Law, Jurisdiction, and Venue.

2. *Grantee's Duties*

Grantee, who is not a state employee, shall: perform the duties specified in Exhibit A, which is attached and incorporated into this grant agreement.

3. *Time*

Grantee is required to perform all of the duties stated in this grant agreement, and any incorporated exhibits, within the grant agreement period. MDH is not obligated to extend the grant agreement period. Failure to meet a deadline may be a basis for a determination by MDH's Authorized Representative that Grantee has not complied with the terms of the grant agreement.

4. *Consideration and Payment***4.1. *Consideration***

MDH will compensate for all services performed by Grantee under this grant agreement as follows:

4.1.1. *Compensation.*

Compensation will be in accordance with the breakdown of costs contained in Exhibit B, which is attached and incorporated into this grant agreement.

4.1.2. *Travel Expenses*

Grantee will be reimbursed for travel and subsistence expenses in the same manner and in no greater amount than provided in the current "[Commissioner's Plan](#)" promulgated by the Commissioner of Minnesota Management and Budget ("MMB"), or at the Grantee's established rate, whichever is lower, at the time travel occurred. Grantee will not be reimbursed for travel and subsistence expenses incurred outside Minnesota unless Grantee has received MDH's prior written approval for out of state travel. Minnesota will be considered the home state for determining whether travel is out of state.

4.1.3. *Budget Modifications*

Modifications greater than 10 percent of any budget line item in the most recently approved budget (incorporated in Exhibit B) requires prior written approval from MDH and must be indicated on submitted reports. Failure to obtain prior written approval for modifications greater than 10 percent of any budget line item may result in denial of modification request, loss of funds, or both. Modifications equal to or less than 10 percent of any budget line item are permitted without prior approval from MDH provided that such modification is indicated on submitted reports and that the total obligation of MDH for all compensation and reimbursements to Grantee shall not exceed the total obligation listed in 4.1.4.

4.1.4. Total Obligation

The total obligation of MDH for all compensation and reimbursements to Grantee under this grant agreement will not exceed \$27,387.70.

4.2. Terms of Payment**4.2.1. Invoices**

MDH will promptly pay Grantee after Grantee presents an itemized invoice for the services actually performed and MDH's Authorized Representative accepts the invoiced services. Invoices must be submitted in a timely fashion and according to the following schedule: Detailed invoices must contain the number(s) of the Required and Optional Activity listing in Exhibit A, and the numbering from the Allowable Equipment, Services, and Supplies listing found in Exhibit B. Invoices must be submitted monthly by the end of the subsequent month that expenditures were incurred, sent to the email box: Health.R-CaseContact@state.mn.us. Invoices will be paid by MDH within 30 days of receipt and approval by MDH. Approved invoice format is contained in Exhibit C, which is attached and incorporated into this Agreement.

4.2.2. Matching Requirements – Not applicable.**4.2.3. Federal Funds**

Payments under this grant agreement will be made from federal funds obtained by MDH through Epidemiology and Laboratory Capacity for Prevention and Control of Emerging Infectious Diseases (ELC) P.L. 117-2, Assistance Listing (formerly known as CFDA) number 93.323 of the American Rescue Plan Act of 2021, including public law and all amendments. The Notice of Grant Award (NGA) number is 6NU50CK000508-03-01. Grantee is responsible for compliance with all federal requirements imposed on these funds and accepts full financial responsibility for any requirements imposed by Grantee's failure to comply with federal requirements.

4.3. Contracting and Bidding Requirements**4.3.1. Municipalities**

A grantee that is a municipality, as defined in [Minn. Stat. § 471.345](#), subd. 1, is subject to the contracting requirements set forth under [Minn. Stat. § 471.345](#). Projects that involve construction work are subject to the applicable prevailing wage laws, including those under [Minn. Stat. § 177.41](#), et. seq.

4.3.2. Non-municipalities

Grantees that are not municipalities must adhere to the following standards in the event that duties assigned to Grantee are to be subcontracted out to a third party:

- i. Any services or materials that are expected to cost \$100,000 or more must undergo a formal notice and bidding process consistent with the standards set forth under [Minn. Stat. ch. 16B](#).

- ii. Services or materials that are expected to cost between \$25,000 and \$99,999 must be competitively awarded based on a minimum of three verbal quotes or bids.
- iii. Services or materials that are expected to cost between \$10,000 and \$24,999 must be competitively awarded based on a minimum of two verbal quotes or bids or awarded to a targeted vendor.
- iv. Grantee must take all necessary affirmative steps to assure that targeted vendors from businesses with active certifications through the following entities are used when possible:
 - 1) Minnesota Department of Administration's Certified Targeted Group, Economically Disadvantaged and Veteran-Owned Vendor List (<http://www.mmd.admin.state.mn.us/process/search/>);
 - 2) Metropolitan Council's Targeted Vendor list: Minnesota Unified Certification Program (<https://mnucp.metc.state.mn.us/>); or
 - 3) Small Business Certification Program through Hennepin County, Ramsey County, and City of St. Paul: Central Certification Program (<https://www.stpaul.gov/departments/human-rights-equal-economic-opportunity/contract-compliance-business-development/central>).
- v. Grantee must maintain written standards of conduct covering conflicts of interest and governing the actions of its employees engaged in the selection, awarding and administration of contracts.
- vi. Grantee must maintain support documentation of the purchasing or bidding process utilized to contract services in their financial records, including support documentation justifying a single/sole source bid, if applicable.
- vii. Notwithstanding parts (i) through (iv) above, MDH may waive the formal bidding process requirements when:
 - Vendors included in response to a competitive grant request for proposal process were approved and incorporated as an approved work plan for the grant agreement or
 - There is only one legitimate or practical source for such materials or services and Grantee has established that the vendor is charging a fair and reasonable price.
- viii. Projects that involve construction work of \$25,000 or more, are subject to applicable prevailing wage laws, including those under [Minn. Stat. §§ 177.41 through 177.44](#).

- ix. Grantee must not contract with vendors who are suspended or debarred in Minnesota. The list of debarred vendors is available at:
<http://www.mmd.admin.state.mn.us/debarredreport.asp>.

5. Conditions of Payment

All services provided by Grantee pursuant to this grant agreement must be performed to the satisfaction of MDH, as determined in the sole discretion of its Authorized Representative. Further, all services provided by Grantee must be in accordance with all applicable federal, state, and local laws, ordinances, rules, and regulations. Requirements of receiving grant funds may include, but are not limited to: financial reconciliations of payments to Grantees, site visits of Grantee, programmatic monitoring of work performed by Grantee, and program evaluation. Grantee will not be paid for work that MDH deems unsatisfactory, or performed in violation of federal, state, or local law, ordinance, rule, or regulation.

6. Authorized Representatives

6.1. *MDH's Authorized Representative*

MDH's Authorized Representative for purposes of administering this grant agreement is Jennifer Zipprich, Epidemiologist Supervisor, jennifer.zipprich@state.mn.us, PO Box 64975, St. Paul, MN 55164-0975, 651-201-5087 or Beth Gyllstrom, Assistant Section Manager, beth.gyllstrom@state.mn.us, PO Box 64975, St. Paul, MN 55164-0975, 651-201-4072, or their successor, and has the responsibility to monitor Grantee's performance and the final authority to accept the services provided under this grant agreement. If the services are satisfactory, MDH's Authorized Representative will certify acceptance on each invoice submitted for payment.

6.2. *Grantee's Authorized Representative*

Grantee's Authorized Representative is Anthony Buttera, Jail Administrator, 2500 Alexander Street, Owatonna, MN 55060, (507) 446-7080, Anthony.buttera@co.steele.mn.us, or their successor. Grantee's Authorized Representative has full authority to represent Grantee in fulfillment of the terms, conditions, and requirements of this grant agreement. If Grantee selects a new Authorized Representative at any time during this grant agreement, Grantee must immediately notify MDH's Authorized Representative in writing, via e-mail or letter.

7. Assignment, Amendments, Waiver, and Grant Agreement Complete

7.1. *Assignment*

Grantee shall neither assign nor transfer any rights or obligations under this grant agreement without the prior written consent of MDH.

7.2. *Amendments*

If there are any amendments to this grant agreement, they must be in writing. Amendments will not be effective until they have been executed and approved by MDH and Grantee.

7.3. *Waiver*

If MDH fails to enforce any provision of this grant agreement, that failure does not waive the provision or MDH's right to enforce it.

7.4. *Grant Agreement Complete*

This grant agreement, and any incorporated exhibits, contains all the negotiations and agreements between MDH and Grantee. No other understanding regarding this grant agreement, whether written or oral, may be used to bind either party.

8. Liability

Grantee must indemnify and hold harmless MDH, its agents, and employees from all claims or causes of action, including attorneys' fees incurred by MDH, arising from the performance of this agreement by Grantee or Grantee's agents or employees. This clause will not be construed to bar any legal remedies Grantee may have for MDH's failure to fulfill its obligations under this grant agreement. Nothing in this clause may be construed as a waiver by Grantee of any immunities or limitations of liability to which Grantee may be entitled pursuant to [Minn. Stat. ch. 466](#), or any other statute or law.

9. State Audits

The relevant books, records, documents, and accounting procedures and practices of Grantee and any other party are subject to examination under [Minn. Stat. § 16B.98](#), subd. 8, by MDH and the Minnesota State Auditor or the Minnesota Legislative Auditor, as appropriate, for a minimum of six years from the end of this grant agreement, receipt and approval of all final reports, or the required period of time to satisfy all state and program retention requirements, whichever is later.

10. Government Data Practices and Data Disclosure

10.1. *Government Data Practices*

Grantee and MDH must comply with the Minnesota Government Data Practices Act, [Minn. Stat. ch. 13](#), as it applies to all data provided by MDH under this grant agreement, and as it applies to all data created, collected, received, stored, used, maintained, or disseminated by Grantee under this agreement pursuant to [Minn. Stat. § 13.05](#), subd. 11(a). The civil remedies of [Minn. Stat. § 13.08](#) apply to the release of the data referred to in this clause by either Grantee or MDH. If Grantee receives a request to release the data referred to in this clause, Grantee must immediately notify MDH. MDH will give Grantee instructions concerning the release of the data to the requesting party before any data is released. Grantee's response to the request must comply with the applicable law.

10.2. *Data Disclosure*

Grantee consents to disclosure of its social security number, federal employee tax identification number, or Minnesota tax identification number--which may have already been provided to MDH--to federal and state tax agencies and state personnel involved in the payment of state obligations pursuant to [Minn. Stat. § 270C.65](#), subd. 3, and all other applicable laws. These identification numbers may be used in the enforcement of federal and state tax laws which could result in action requiring Grantee to file state tax returns and pay delinquent state tax liabilities, if any.

11. Ownership of Equipment

Disposition of all equipment purchased under this grant agreement shall be in accordance with [2 CFR § 200](#). For all equipment having a current per unit fair market value of \$5,000 or more, MDH shall have the right to require transfer of the equipment, including title, to the Federal Government or to an eligible non-Federal party named by MDH. This right will normally be exercised by MDH only if the project or program for which the equipment was acquired is transferred from one grantee to another.

12. Ownership of Materials and Intellectual Property Rights

12.1. *Ownership of Materials*

Grantee shall own all rights, title, and interest in all of the materials conceived, created, or otherwise arising out of the performance of this grant agreement by it, its employees, or subgrantees, either individually or jointly with others. For the purpose of this grant agreement, “Materials” includes any inventions, reports, studies, designs, drawings, specifications, notes, documents, software, computer-based training modules, and other recorded materials in whatever form.

Grantee hereby grants to MDH a perpetual, irrevocable, no-fee license and right to reproduce, modify, distribute, perform, make, have made, and otherwise use the Materials for any and all purposes, in all forms and manners that MDH, in its sole discretion, deems appropriate. Grantee shall, upon the request of MDH, execute all papers and perform all other acts necessary to document and secure this right and license to the Materials by MDH. At the request of MDH, Grantee shall permit MDH to inspect the original Materials and provide a copy of any of the Materials to MDH, without cost, for use by MDH in any manner MDH, in its sole discretion, deems appropriate.

12.2. *Intellectual Property Rights*

Grantee represents and warrants that materials produced or used under this grant agreement do not and will not infringe upon any intellectual property rights of another including but not limited to patents, copyrights, trade secrets, trade names, and service marks and names. Grantee shall indemnify and defend MDH, at Grantee’s expense, from any action or claim brought against MDH to the extent that it is based on a claim that all or parts of the materials infringe upon the intellectual property rights of another. Grantee shall be responsible for payment of any and all such claims, demands, obligations, liabilities, costs, and damages including, but not limited to, reasonable attorney fees arising out of this grant agreement, amendments and supplements thereto, which are attributable to such claims or actions. If such a claim or action arises or in Grantee’s or MDH’s opinion is likely to arise, Grantee shall at MDH’s discretion either procure for MDH the right or license to continue using the materials at issue or replace or modify the allegedly infringing materials. This remedy shall be in addition to and shall not be exclusive of other remedies provided by law.

13. Workers’ Compensation

Grantee certifies that it is in compliance with [Minn. Stat. § 176.181](#), subd. 2, which pertains to workers’ compensation insurance coverage. Grantee’s employees and agents, and any contractor hired by Grantee to perform the work required by this grant agreement and its employees, will not

be considered State employees. Any claims that may arise under the Minnesota Workers' Compensation Act on behalf of these employees, and any claims made by any third party as a consequence of any act or omission on the part of these employees, are in no way MDH's obligation or responsibility.

14. Publicity and Endorsement

14.1. *Publicity*

Any publicity given to the program, publications, or services provided resulting from this grant agreement, including, but not limited to, notices, informational pamphlets, press releases, research, reports, signs, and similar public notices prepared by or for Grantee or its employees individually or jointly with others, or any subgrantees shall identify MDH as the sponsoring agency and shall not be released without prior written approval by MDH's Authorized Representative, unless such release is a specific part of an approved work plan included in this grant agreement.

14.2. *Endorsement*

Grantee must not claim that MDH endorses its products or services.

15. Termination

15.1. *Termination by MDH or Grantee*

MDH or Grantee may cancel this grant agreement at any time, with or without cause, upon 30 days written notice to the other party.

15.2. *Termination for Cause*

If Grantee fails to comply with the provisions of this grant agreement, MDH may terminate this grant agreement without prejudice to the right of MDH to recover any money previously paid. The termination shall be effective five business days after MDH mails, by certified mail, return receipt requested, written notice of termination to Grantee at its last known address.

15.3. *Termination for Insufficient Funding*

MDH may immediately terminate this grant agreement if it does not obtain funding from the Minnesota Legislature or other funding source; or if funding cannot be continued at a level sufficient to allow for the payment of the work scope covered in this grant agreement. Termination must be by written or facsimile notice to Grantee. MDH is not obligated to pay for any work performed after notice and effective date of the termination. However, Grantee will be entitled to payment, determined on a pro rata basis, for services satisfactorily performed to the extent that funds are available. MDH will not be assessed any penalty if this grant agreement is terminated because of the decision of the Minnesota Legislature, or other funding source, not to appropriate funds. MDH must provide Grantee notice of the lack of funding within a reasonable time of MDH receiving notice of the same.

16. Governing Law, Jurisdiction, and Venue

This grant agreement, amendments and supplements to it, shall be governed by the laws of the State of Minnesota. Venue for all legal proceedings arising out of this grant agreement, or for

breach thereof, shall be in the state or federal court with competent jurisdiction in Ramsey County, Minnesota.

17. Clerical Error

Notwithstanding Clause 7 of this grant agreement, MDH reserves the right to unilaterally fix clerical errors contained in the Grant Agreement without executing an amendment. Grantee will be informed of errors that have been fixed pursuant to this paragraph.

18. Lobbying

- 18.1.** Grantee must ensure that grant funds are not used for lobbying, which includes paying or compensating any person for influencing or attempting to influence legislators or other public officials on behalf or against proposed legislation, in connection with the awarding of any federal contract, the making of any federal grant, the making of any federal loan, the entering into of any cooperative agreement, or the extension, continuation, renewal, amendment, or modification of any federal contract, grant, loan, or cooperative agreement.
- 18.2.** In accordance with the provisions of [31 USC § 1352](#), if Grantee uses any funds other than federal funds from MDH to conduct any of the aforementioned activities, Grantee must complete and submit to MDH the disclosure form specified by MDH. Further, Grantee must include the language of this section in all contracts and subcontracts, and all contractors and subcontractors must comply accordingly.
- 18.3.** Providing education about the importance of policies as a public health strategy, however, is allowed. Education includes providing facts, assessment of data, reports, program descriptions, and information about budget issues and population impacts, but stopping short of making a recommendation on a specific piece of legislation. Education may be provided to legislators, public policy makers, other decision makers, specific stakeholders, and the general community.
- 18.4.** By signing this grant agreement, Grantee certifies that it will not use any funds received from MDH to employ, contract with, or otherwise coordinate the efforts of a lobbyist, as defined in [Minn. Stat. § 10A.01](#), subd. 21. This requirement also applies to any subcontractors or subgrantees that Grantee may engage for any activities pertinent to this grant.

19. Other Provisions

19.1. *Contractor Debarment, Suspension and Responsibility Certification*

Federal regulation [2 CFR § 200.214](#) prohibits MDH from purchasing goods or services with federal money from vendors who have been suspended or debarred by the Federal Government. Similarly, [Minn. Stat. § 16C.03](#), subd. 2, provides the Commissioner of Administration with the authority to debar and suspend vendors who seek to contract with MDH.

Vendors may be suspended or debarred when it is determined, through a duly authorized hearing process, that they have abused the public trust in a serious manner. In particular, the Federal Government expects MDH to have a process in place for determining whether a

vendor has been suspended or debarred, and to prevent such vendors from receiving federal funds.

By signing this grant agreement, Grantee certifies that it and its principals:

- a) Are not presently debarred, suspended proposed for debarment, declared ineligible, or voluntarily excluded from transacting business by or with any federal, state or local governmental department or agency;
- b) Have not within a three-year period preceding this grant agreement: a) been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain or performing a public (federal, state or local) transaction or contract; b) violated any federal or state antitrust statutes; or c) committed embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements or receiving stolen property;
- c) Are not presently indicted or otherwise criminally or civilly charged by a governmental entity for: a) commission of fraud or a criminal offense in connection with obtaining, attempting to obtain or performing a public (federal, state of local) transaction; b) violating any federal or state antitrust statutes; or c) committing embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statement or receiving stolen property; and
- d) Are not aware of any information and possess no knowledge that any subcontractor(s) that will perform work pursuant to this grant agreement are in violation of any of the certifications set forth above.

19.2. Audit Requirements

19.2.1. For Grantees that are state or local governments, or non-profit organizations:

- i. If Grantee expends total federal assistance of \$750,000 or more per year, Grantee agrees to: a) obtain either a single audit or a program-specific audit made for the fiscal year in accordance with the terms of the Single Audit Act of 1984, as amended ([31 U.S.C. ch. 75](#)) and [2 CFR § 200](#); and, b) to comply with the Single Audit Act of 1984, as amended ([31 U.S.C. ch. 75](#)) and [2 CFR § 200](#).
- ii. Audits shall be made annually unless Grantee is a state or local government that has, by January 1, 1987, a constitutional or statutory requirement for less frequent audits. For those governments, the federal cognizant agency shall permit biennial audits, covering both years, if the government so requests. It shall also honor requests for biennial audits by state or local governments that have an administrative policy calling for audits less frequent than annual, but only audits prior to 1987 or administrative policies in place prior to January 1, 1987.

19.2.2. For Grantees that are institutions of higher education or hospitals:

- i. If Grantee expends total direct and indirect federal assistance of \$750,000 or more per year, Grantee agrees to obtain a financial and compliance audit made in accordance with [2 CFR § 200](#). The audit shall cover either the entire organization or all federal funds of the organization.
- ii. The audit must determine whether Grantee spent federal assistance funds in accordance with applicable laws and regulations.

19.2.3. The audit shall be made by an independent auditor. An independent auditor is a state or local government auditor or a public accountant who meets the independence standards specified in the General Accounting Office's "Standards for Audit of Governmental Organizations, Programs, Activities, and Functions."

19.2.4. The audit report shall state that the audit was performed in accordance with the provisions of [2 CFR § 200](#).

The reporting requirements for audit reports shall be in accordance with the American Institute of Certified Public Accountants' (AICPA) audit guide, "Audits of State and Local Governmental Units," issued in 1986. The Federal Government has approved the use of the audit guide.

In addition to the audit report, Grantee shall provide comments on the findings and recommendations in the report, including a plan for corrective action taken or planned and comments on the status of corrective action taken on prior findings. If corrective action is not necessary, a statement describing the reason it is not should accompany the audit report.

19.2.5. Grantee agrees that the grantor, the Legislative Auditor, the State Auditor, and any independent auditor designated by the grantor shall have such access to Grantee's records and financial statements as may be necessary for the grantor to comply with the Single Audit Act Amendments of 1984, as amended ([31 U.S.C. ch. 75](#)) and [2 CFR § 200](#).

19.2.6. Grantees of federal financial assistance from subrecipients are also required to comply with the Single Audit Act Amendments of 1984, as amended ([31 U.S.C. ch. 75](#)) and [2 CFR § 200](#).

19.2.7. The Statement of Expenditures form can be used for the schedule of federal assistance.

19.2.8. Grantee agrees to retain documentation to support the schedule of federal assistance for at least four (4) years.

19.2.9. Grantee agrees to file required audit reports within nine (9) months of Grantee's fiscal year end.

Recipients of more than \$750,000 in federal funds are required under [2 CFR § 200](#) to submit one copy of the audit report within 30 days after issuance to the central clearinghouse at the following address:



Bureau of the Census
 Data Preparation Division
 1201 East 10th Street
 Jeffersonville, Indiana 47132
 Attn: Single Audit Clearinghouse

19.3. *Drug-Free Workplace*

Grantee agrees to comply with the Drug-Free Workplace Act of 1988, which is implemented at [34 CFR § 84](#).

19.4. *Equal Employment Opportunity*

Grantee agrees to comply with the Executive Order 11246 “Equal Employment Opportunity” as amended by Executive Order 11375 and supplemented by regulations at [41 CFR § 60](#).

19.5. *Cost Principles*

Grantee agrees to comply with the provisions [2 CFR § 200](#), regarding cost principles for administration of this grant agreement for educational institutions, state and local governments and Indian tribal governments or non-profit organizations.

19.6. *Rights to Inventions – Experimental, Developmental or Research Work*

Grantee agrees to comply with [37 CFR § 401](#), “Rights to Inventions Made by Nonprofit Organizations and Small Business Firms Under Government Grants, Contracts and Cooperative Agreements” and any implementing regulations issued by the awarding agency.

19.7. *Clean Air Act*

Grantee agrees to comply with all applicable standards, orders or regulations issued pursuant to the Clean Air Act as amended ([42 U.S.C. § 7401](#), et seq.) and the Federal Water Pollution Control Act as amended ([33 U.S.C. § 1251](#), et seq.). Violations shall be reported to the Federal Awarding Agency Regional Office of the Environmental Protection Agency (EPA).

19.8. *Telecommunications Certification*

By signing this agreement Grantee certifies that, consistent with Section 889 of the John S. McCain National Defense Authorization Act for Fiscal Year 2019, [Pub. L. 115-232](#) (Aug. 13, 2018), Grantee does not and will not use any equipment, system, or service that uses “covered telecommunications equipment or services” (as that term is defined in Section 889 of the Act) as a substantial or essential component of any system or as critical technology as part of any system. Grantee will include this certification as a flow down clause in any contract related to this agreement.

[Signatures on following page]



APPROVED:

1. State Encumbrance Verification

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

Signature:

Sarah Martin

Digitally signed by Sarah Martin

Date: 2022.06.24 13:54:23 -05'00'

SWIFT Contract & Initial PO:

214512/3000094345

2. Grantee

Grantee certifies that the appropriate persons(s) have executed the grant agreement on behalf of Grantee as required by applicable articles, bylaws, resolutions, or ordinances.

Signature:

Jail Administrator

Title:

Date:

Signature:

Title:

Date:

Signature:

Title:

Date:

Signature:

Title:

Date:

3. Minnesota Department of Health

Grant agreement approval and certification that State funds have been encumbered as required by Minn. Stat. §§ [16A.15](#) and [16C.05](#).

Signature:

(with delegated authority)

Title:

Date:

Distribution:

All parties on the DocuSign envelope will receive a copy of the fully executed grant agreement.

Exhibit A – Grantee’s Duties / Scope of Work

Grantee’s Duties and Responsibilities. The GRANTEE shall:

Required Activities:

1. Establish and implement diagnostic and screening testing programs for residents/detainees/inmates, staff and visitors.
 - 1.1 Assign qualified staff to implement COVID-19 testing within their facility.
 - 1.2 Establish and implement diagnostic and screening testing programs for residents/detainees/inmates, staff and visitors.
 - 1.3 Assign qualified staff to implement mitigation strategies, per MDH and CDC guidance.
 - 1.4 Appoint a lead Facility contact for overall oversight and management of this work.
 - 1.5 Report test metrics to MDH (Number of overall tests/month and acknowledge compliance with CDC guidance around correctional facility testing).
2. Conduct COVID-19 testing and contact tracing within confinement facilities.

Optional Activities:

1. Plan and implement recommended isolation and quarantine strategies, including for confirmed and suspected cases, and close contacts.
2. Support staffing strategies that reduce the risk of virus transmission (e.g., organize staff assignments so the same staff are assigned to the same areas of the facility over time).
3. Implement distancing policies and support staff training to maintain distancing practices.
4. Support transportation policies and practices consistent with recommendations to reduce transmission.
5. Implement visitor policies consistent with recommendations to reduce virus risk.
6. Implement infection control practices inside facilities.
7. Develop and implement procedures and systems to improve confinement facility preparedness and response efforts.
8. Coordinate and partner with MDH and other local, tribal and territorial health departments to prevent, prepare for and respond to COVID-19 within confinement facilities.
9. Purchase additional supplies to sanitize and clean confinement facilities. Funding must not supplant existing expenditures on such supplies and can only be used to support enhanced cleaning efforts.
10. Educate and train confinement facility staff and residents/detainees/inmates on sanitation and minimizing the spread of infectious diseases.
11. Implement COVID-19 mitigation practices to minimize potential opportunities for exposure, including video conferencing technology and other measures for attorney/client purposes, court appearances, family visiting and programming.



*In addition, Grantees will support MDH in meeting requirements of the federal grant as required by the CDC.

This includes but is not limited to:

- Participating in technical assistance meetings arranged by CDC.
- Participating in state planning meetings as needed for coordination of the scope of work.
- Providing monthly reporting and progress information to MDH to satisfy CDC financial and programmatic reporting requirements. CDC requirements will be provided by MDH to Grantees.

Exhibit B – Consideration and Payment

(a) Compensation. The GRANTEE will be paid for personnel time required to implement testing and mitigation programs.

- i.* Reimbursable hours include staff time spent on: a. training; b. testing; c. reporting results; and, d. staffing isolation/quarantine spaces.
- ii.* Overtime will not be reimbursed except in special circumstances approved by STATE.
- iii.* Time spent on travel is not reimbursable.

(b) Equipment, Services and Supplies. (Those marked with an * must get approval from MDH prior to spending funds on the item.) The GRANTEE will be reimbursed for supplies, services and/or equipment, including:

- i.* Laboratory equipment needed for COVID-19 testing and needed maintenance contracts.
- ii.* Collection supplies, test kits, reagents, consumables, and other necessary supplies for existing or new screening testing or onboarding new platforms to support testing.
- iii.* Personal Protective Equipment (PPE) (e.g., masks, gloves, gowns) for those collecting samples and/or conducting testing.
- iv.* Courier service contracts (new or expansion of existing agreements) related to testing efforts.
- v.* Service contracts for provision of end-to-end services such as tests, collection and reporting.
- vi.* * Hardware and software necessary for reporting to public health and communication and coordination of follow up on any positive cases detected.
- vii.* * Tools that assist in the rapid identification, electronic reporting, monitoring, analysis, and evaluation of control measures to reduce the spread of COVID-19, that may be translatable to other diseases (e.g., GIS software, visualization dashboards, cloud services).
- viii.* Contracts with academic institutions, private laboratories, other non-commercial healthcare entities, and/or commercial entities that may provide all or part of the testing needs.
- ix.* * Software or systems to assist with quality management, biosafety, or training needs related to testing and mitigation efforts.
- x.* Expenses associated with outreach and assistance related to testing and mitigation efforts (e.g., support provided through education leaders, community-based organizations).



xi. Expenses associated with meeting resident/detainee/inmate needs resulting from COVID-19-related limited/restricted mobility and/or access to the facility. This includes communication access to/by family, legal representation, and service providers, such as educators and mental health professionals (e.g., providing testing costs for visitors, having more room for providing appropriate distancing during visits, etc.).

Total Obligation. The total obligation of the STATE for all compensation and reimbursements to the GRANTEE under this grant project agreement will not exceed \$27,387.70.



Exhibit C – Invoice

All fields listed must be included on all invoices submitted for payment.



ELC COVID Testing Corrections Invoice

Health.R-CaseContact@state.mn.us

MDH COVID Response Testing

Date:		MDH Vendor Number:	
		Invoice Number:	
Facility & Location:			
Address:		Remit Address (if different than supplier address):	
Person completing form:			
Telephone #:		E Mail:	
Reporting Period:	From:	To:	

CATEGORY OF EXPENDITURE			
Designated Allowable Activity number from list	Designated Allowable Expense Letter from list	Detail of location, services provided, dates of services, number of clients served, number of hours for services, allowable expenses detailed, etc.	COVID Expenses
SUBTOTAL			\$0.00
TOTAL			\$0.00

ORIGINAL CERTIFICATION SIGNATURE

By signing this report, I certify to the best of my knowledge and belief that the report is true, complete, and accurate, and the expenditures, disbursements and cash receipts are for the purposes and objectives set forth in the terms and conditions of the State and Federal award. I am aware that any false, fictitious, or fraudulent information, or the omission of any material fact, may subject me to criminal, civil or administrative penalties for fraud, false statements, false claims or otherwise. (U.S. Code Title 18, Section 1001 and Title 31, Section 3729-3730 and 3801-3812).

Date:

Authorized Official Signature:

FOR MDH USE ONLY	
Date received by MDH:	Date approved by MDH:
Invoice Total:	Amount approved to pay:
PO#:	Approved by:

3/1/2022

Invoices will be paid by MDH within 30 days of receipt and approval by MDH

Certificate Of Completion

Envelope Id: 24C0FB8EAAE14707825444C97927B87A

Status: Sent

Subject: Please DocuSign: 214512 Steele County Jail ELC Corrections Grant.pdf, 214512 Steele County Jail...

Source Envelope:

Document Pages: 32

Signatures: 0

Envelope Originator:

Certificate Pages: 2

Initials: 0

Ruth Stadheim

AutoNav: Enabled

625 Robert St. N

Enveloped Stamping: Enabled

PO Box 64975

Time Zone: (UTC-08:00) Pacific Time (US & Canada)

St. Paul, MN 55164

Ruth.Stadheim@state.mn.us

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Record Tracking

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Holder: Ruth Stadheim

Location: DocuSign

6/24/2022 1:09:21 PM

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Security Appliance Status: Connected

Pool: StateLocal

Storage Appliance Status: Connected

Pool: Department of Health

Location: DocuSign

Signer Events**Signature****Timestamp**

Anthony Buttera

Sent: 6/24/2022 1:14:09 PM

anthony.buttera@co.steele.mn.us

Viewed: 6/27/2022 6:03:23 AM

Jail Administrator

Security Level: Email, Account Authentication
(None)**Electronic Record and Signature Disclosure:**

Not Offered via DocuSign

MDH FiM with Delegated Authority to Execute
Grants/ContractsSigning Group: MDH FiM with Delegated Authority to
Execute Grants/ContractsSecurity Level: Email, Account Authentication
(None)**Electronic Record and Signature Disclosure:**

Not Offered via DocuSign

In Person Signer Events**Signature****Timestamp****Editor Delivery Events****Status****Timestamp****Agent Delivery Events****Status****Timestamp****Intermediary Delivery Events****Status****Timestamp****Certified Delivery Events****Status****Timestamp****Carbon Copy Events****Status****Timestamp**

Beth Gyllstrom

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Security Level: Email, Account Authentication
(None)**Electronic Record and Signature Disclosure:**

Not Offered via DocuSign

Carbon Copy Events	Status	Timestamp
Health.FM-Grants-Contracts@state.mn.us		
Health.FM-Grants-Contracts@state.mn.us		
Security Level: Email, Account Authentication (None)		
Electronic Record and Signature Disclosure:		
Not Offered via DocuSign		
Jennifer Zipprich		
jennifer.zipprich@state.mn.us		
Security Level: Email, Account Authentication (None)		
Electronic Record and Signature Disclosure:		
Not Offered via DocuSign		
Witness Events	Signature	Timestamp
Notary Events	Signature	Timestamp
Envelope Summary Events	Status	Timestamps
Envelope Sent	Hashed/Encrypted	6/24/2022 1:14:09 PM
Payment Events	Status	Timestamps



Steele County Agenda Item

Subject: Landfill Mattress Fees

Department: Administrator's Office

Committee Meeting Date: July 14, 2022

Board Meeting Date: July 26, 2022

Consent Agenda: ☒ Yes ☐ No

Resolution: ☐ Yes ☒ No

Committee Recommendation: Approve of setting a \$50 per unit fee for mattresses and box springs that are not recycled.

Recommendation:

Set a \$50 landfill fee for mattresses and box springs that are not recycled.

Background (*Including Budget Impact*):

The landfill began a mattress/box spring recycling program last year and the fee was set for mattresses and box springs that are recycled at \$25 each or \$500/ton. Keeping these materials out of the landfill is important for two reasons: 1) They consume more air space in the landfill than most mixed municipal wastes due to the difficulty with compaction, 2) The wiring/coils in the material is hard on landfill equipment undercarriages and tracks.

Currently, the landfill recycles mattresses that are delivered separately and dropped off at the tipping floor. Mattresses are also delivered to the landfill in compactor and rolloff trucks that are mixed with other waste and dumped in the waste fill area. When this happens, they cannot be recycled. In an effort to encourage recycling of mattresses and box springs, the fee proposal would set a higher fee of \$50 per unit for mattresses that are in mixed loads that are disposed of in the landfill.

Attachments:

PERSONNEL REPORT
July 26, 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>
Katelyn Tollefson	Correctional Officer	Detention Center	07/29/22
Lori Meyer	Office Support Specialist	Public Health	07/29/22
Kortney Miller	Payroll Specialist	Finance	08/03/22

Open Positions-Pending Board Approval:

<i>Position</i>	<i>Department</i>	<i>Notes</i>
Road Deputy	Sheriff's Office	Backfill Steinberg
Correctional Officer	Detention Center	Backfill Tollefson
Office Support Specialist	Public Health	Backfill Meyer
Payroll Specialist	Finance	Backfill Miller

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

Open Positions - Approved to Fill:

<i>Position</i>	<i>Department</i>	<i>Notes</i>
Correctional Officers (3)	Det. Center/Sheriff's Office	2 in Background/Recruiting
Asst. County Attorney I or II	Attorney's Office	Offer Pending
Account Tech (.8 FTE)	Highway	Offer Pending
Maintenance Tech	Highway	Interviewing
Technical Clerk I	Planning & Zoning/Facilities	Recruiting
Appraiser	Assessor's Office	Recruiting
Road Deputy	Sheriff's Office	Recruiting

Open Positions – In Committee:

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

**Minutes
of the
Steele County Board of Adjustments
July 5th, 2022**

Call to Order:

The meeting was called to order by Chair Schmidt at 7:15 pm. Members present were Schmidt, Lammers, Jaster, Nelson and staff member Oolman.

Agenda:

Motion by Jaster, second by Nelson accept the agenda as submitted. Motion passed 4 to 0.

Organization for 2022:

Motion by Jaster, second by Nelson to cast a unanimous ballot for Schmidt for chair. Motion passed 4 to 0.

Motion by Jaster, second by Lammers to cast a unanimous ballot for Nelson for vice chair. Motion passed 4 to 0.

2022 Schedule:

Motion by Jaster, second by Nelson to adopt the meeting schedule as presented for 2022. Motion passed 4 to 0.

Minutes:

Motion by Nelson, second by Jaster to approve the September 7th, 2021 minutes as submitted. Motion passed 4 to 0.

Public Hearing –Variance Request #650 (Strohshein)

This hearing is to consider a variance request from Derek Strohshein to utilize an existing septic tank that has been placed without authorization at 5 feet from the property line and install a septic absorption bed as close as 3 feet from the property line. The property address is 18 North Beaver Lake Road.

Questions & Comments by board members:

- Schmidt indicated he has visited the site and it is a small site. He asked if there was room to put the original designed Type IV system in?
Oolman indicated the original designer indicated it would fit on his plan, but Oolman said he has his doubt given the tank was install without inspections at less than the 10 feet.
- Schmidt asked who is the inspector?
Oolman responded that Steele County has an agreement with Rice county to inspect Type IV systems because our staff does not have that level of certification.
- Do the tanks that were installed meet the setback?
Oolman indicated that at least tank was installed less than the 10 feet.
- Lammers – Would of the system needed to be changed if the new house was also a 2 bedroom?
Oolman indicated it would not. The former system was compliant but sized for a two-bedroom cabin.

- Schmidt asked the applicant if they had any additional comments.
Strohshein stated that the new system is designed to go in the same place as the original system. They had some issues with the first contractor, so they brought their Mohs who is there general contractor brought in Advanced Septic Solutions.
- Schmidt asks the Septic Contractor if the tanks could be moved to meet the required 10 feet setback?
Ben Rynda from Advanced Septic Solutions indicated the site is too small to place the tanks anywhere else on the lot without compromising the size of the drainfield and reducing the longevity of the system.

The public hearing was opened.

- Josephine Lerber, cabin owner at 17 Beaver Lake Road North. Her property is adjacent to where this system will go and she does not have a problem with the variance.
- Sonya Sanders, neighbor on the other side of the lot objected to variance because she feels the design is an afterthought after the house was built and a result of poor planning. She referenced other instances of poor planning by the Strosheins' concerning a shared drive.
- Grant Sanders, son of Sonya Sanders, opposed the variance.
 - Feels the size of the property does not support the house that was built.
 - Feels the house does not fit with the adjoining cabins.
 - Feels the property size was known before the house was built so it should not be considered a unique circumstance.
 - Concern that if the septic leaks it will run to their property.
 - Concerned with other potential violations on the property as well.
 - Asked that they either deny the variance or do additional investigation on the impacts the project may have on the lake.
 - They should have built a smaller house rather than requested to place the septic in the setback afterwards.
 - Feels granting the variance will set the precedent of people constructing and then ask for a variance afterwards.
 - Feels that economics is a factor as a holding tank is an option, but is only more expenses to operate.
- Ben Rynda, Advanced Septic Solutions, stated that a septic plan was designed and submitted before the building permit was approved. Unfortunately, that plan was not a good plan, nor a good contractor and he did not follow through. The plan that he proposes is in his opinion the best way to move forward and deal with the sewage.
- Paul Gaulrapp, Mohs Construction, stated all plans were submitted to the county and approved. It wasn't found out till later that it wasn't a good plan but construction didn't occur without planning.

Further questions and comments by the board.

- Nelson asked for more details on the septic system and its configuration.
Rynda explained the advantages of pretreatment tanks in a septic system. They can reduce the size of the drainfield, and/or clean up the effluent before the soil treatment area.
He explained they are simply asking to place the new system where the old one was.

The board reviewed the criteria for granting a variance.

1) Is the variance in harmony with the intent of the comprehensive plan and ordinance?

All members felt the request did not meet the intent of the comprehensive plan and ordinance. Schmidt and Nelson stated the contractor failed to meet the intent of the comprehensive plan. Jaster and Lammers felt the applicant had put too big of a house on too small of a lot.

2) Is the property owner proposing to use the property in a reasonable manner?

All members felt the property owner was using the property in a reasonable manner.

3) The plight of the applicant is due to circumstances unique to the property.

Schmidt, Jaster and Lammers felt the circumstances were not unique to the property. Nelson felt they were. The no votes indicated that there was a compliant system on the lot but it was the larger house that necessitated the new septic system.

4) Was the plight of the landowner created by someone other than the landowner?

All members felt the circumstances were created by the landowner. The lots and lot size were created before the current landowner owned the property. The landowner should have been aware of this limitation when he bought the property.

5) The variance will not alter the essential character of the locality.

Jaster and Nelson felt the character of the locality would remain the same. Schmidt and Lammers felt the variance would change the character of the locality.

6) Economic considerations alone are not the only practical difficulty?

All members did not feel economics were not the only reason for the request.

Motion by Nelson, second by Jaster to deny variance request #650 based upon the findings of the board that the request does not meets all criteria as required.

All ayes. Motion to deny passes.

Adjournment:

Motion by Lammers, second by Nelson to adjourn. Motion passed. Meeting adjourned at 8:22 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, July 13, 2022 at 8:00 a.m. – Board Room

Attendees: Commissioner Abbe, Commissioner Brady, Sheriff Lon Thiele, EM&S Director Kristen Sailer, Community Corrections Director Tim Schammel, Jail Administrator Anthony Buttera, Public Health Amber Aaseth, and Administrator Scott Golberg.

Consent Agenda

1. Committee recommends approving the DOC Work Release Renewal.
2. Committee recommends approving updated Turnkey Corrections Service Agreement
The updated agreement provides a lower cost to inmates and higher revenue for the jail. This should allow for equal revenue to the jail. Inmate tablets will be available at no cost to the jail. This addition can drive revenue by allowing inmates texting and voice capabilities in their cells.
3. Committee recommends approving the MNDH (Minnesota Department of Health) Grant Agreement.
The amount of the grant is \$27,387.70 and can be used to minimize COVID. Tentative plan is to create a wireless network at the detention center to allow for better and less in person contact for inmates and attorneys/court with a potential savings of \$22K.

Department Head Reports

County Sheriff: One deputy opening. Application process has started with two applications received. Departments have met with SCFF to develop plans to keep the SCFF event safe for attendees. The EOC trailer will be at the August 2nd event in Ellendale along with GEM days in Owatonna.

Community Corrections: Developed a new policy surrounding a higher field presence. Almost 200 visits since the beginning of June. Sheriff's department donated some older radio units for the department to use till the new standards for CCA are released. Community Corrections staff will have a presence at the Steele County Fair. Also looking at providing a supervised crew of individuals to assist with before and after the event needs.

Detention Center: New hires are being trained with two vacancies left to fill.

Emergency Management: Working on grants (December 2021 Storm Grant for highway department (\$30k), 2023 Hazard Mitigation Grant). Continued volunteer participation in events and training. Amateur (HAM) Radio field day communication testing went very well. Township siren update was given. There will be a letter going out to the residences from the township board about the siren, what their plans are and how the county does not own or maintain these sirens.

Public Health: New nurse will be starting. New supervisors and front desk will participate in training. Will have a presence at Tri valley head start and Gem days. Continuing with COVID vaccinations on Wednesdays. COVID test kits are available for free where the clinic is charging \$150.00 per test.



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, July 14, 2022 at 8:00 a.m. – Public Works Conference Room

Attendees: Commissioner Gnemi, Commissioner Abbe, Engineer Greg Ilkka, and Administrator Scott Golberg.

Consent:

1. Committee recommends approving a landfill fee of \$50 per unit for each mattress or box spring that is not recycled.
 - Currently the 2022 landfill fee for each mattress or box spring delivered to the landfill on the tipping floor is set at \$25 each or \$500/ton. Those delivered to the tipping floor are recycled. This keeps them out of the landfill as they take up a lot of air space due to the difficulty of compaction and the damage the wiring and coils can cause to the equipment. Although the Landfill does their best to keep these out of the landfill, these items are being delivered in roll-offs, packer trucks, or in trucks mixed with other waste, which renders them unable to be recycled.
2. Committee recommends posting salvaged vehicle for sale on Steele County website.
 - Discussion regarding a single vehicle accident that involved a 2008 Highway Department Ford truck. This vehicle was totaled by the insurance company. The Highway Department could accept the insurance company salvage price or post on the website for two weeks and accept the highest bid if over the stated salvage amount.

Information:

3. Discussion regarding CSAH 28/Beaver Lake Park Feasibility Report. This item will be coming forward to the Work Session on July 26th for Board discussion.

Department Head Reports

Four Seasons/Park & Rec: Summer Ice going well!, Last day of ice is 7/21. Will be doing some annual maintenance items once we shut the rink down. Beach has been busy. Fair is coming up quickly!!

Landfill: Discussion regarding the landfill waste hauler contracts and current volumes. Working on sending out mid-year volume letters to specific haulers as indicated in their contracts.

Highway: An update on the roundabout on 18th St. was given. The proposal is back with the rail road. Waiting for a response.