



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, NOVEMBER 8, 2022 at 4:00 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

4. Public Letter (pg. 3)

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

5. Approve October 25, 2022 Board Minutes (pg. 4)
6. Approve October 25, 2022 Board Work Session Minutes (pg. 7)
7. Approve Bills (pg. 8)

8. Approve Personnel Report (pg. 44)
9. Approve purchase of a DS 200 Optical Scan machine (pg. 45)
10. Approve 2023 Office Lease Agreement with MNPrairie and authorize Chair to sign (pg. 47)
11. Approve Body Art Establishment License Renewal for Seven Tattoo Parlor (pg. 51)
12. Adopt a Resolution accepting a Donation for a Bench at the Four Seasons Centre (pg. 52)

General

13. November Anniversary Report (pg. 54)
14. Adopt Resolution Approving the 2023-2027 Highway Capital Improvement Plan and Amending the Use of the Transportation Sales Tax (pg. 55)
15. Set the 2023 Fee Schedule Public Hearing for Tuesday, December 27, 2022 at 5:15 p.m.(n/a)

County Board Work Session – Tuesday, November 8th

16. Action Items

Information Items

17. Internal Central Services Policy Committee Minutes – November 1, 2022 (pg. 57)

Presentations:

18. South Country Health Alliance - Bi-Annual Update (pg. 58)
- Leota Lind, CEO

Commissioner Reports:

Next Meeting Notices:

Public Works Committee – **Thursday, November 10th at 8:00 a.m., Public Works Facility**

Land Use & Records – **Tuesday, November 15th at 8:00 a.m. in the Boardroom**

Internal Central Services –**Thursday, November 17th at 8:00 a.m. in the Boardroom** (tentative)

County Board Work Session – **Tuesday, November 22nd at 4:00 p.m. in the Boardroom**

County Board Meeting – **Tuesday, November 22nd at 5:00 p.m. in the Boardroom**

Closed Session for the purpose of labor negotiations strategy, per MN statute 13D.03

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.

October 20, 2022

Steele County Board of Commissioners
630 Florence Ave.
Owatonna, MN 55060

Attn: James Brady District 1 / Public Works
John Glynn District 2
Rick Gnemi District 3 / Public Works
Jim Abbe District 4 / Public Works
Greg Krueger District 5

Dear Sirs,

Did you know that between Ed's Repair Service (1750 State St., Owatonna), north to 270th St. (Rice County line), there are 785 very rugged expansion joints along Steele County Highway 45? (I know because I counted them on a recent trip from Faribault to Owatonna!) It's like driving over a washboard or a plowed field. The only smooth stretch is now through Medford.

I do not live nor pay taxes in Steele County so it's probably none of my business. However, if I did, I would be a very unhappy taxpayer.

Sincerely,


Gordon Elliott
1702 Westwood Dr.
Faribault, MN 55021

PROCEEDINGS OF THE STEELE COUNTY BOARD OF COMMISSIONERS

SPECIAL SESSION

October 25, 2022

STATE OF MINNESOTA) ss
COUNTY OF STEELE)

The Steele County Board of Commissioners met in Special Session at 5:00 p.m. on October 25, 2022 with Commissioner’s Gnemi, Glynn, Krueger, Brady and Abbe present. Also present were County Attorney Dan McIntosh, County Engineer Greg Ilkka, Assistant County Engineer Paul Sponholz, Human Resources Director Julie Johnson, County Sheriff Lon Thiele, IT Director Dave Purscell, County Treasurer Cathy Piepho, County Administrator Scott Golberg and County Auditor Laura Ihrke.

Call to order and Pledge of Allegiance.

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

Motion by Commissioner Gnemi, seconded by Commissioner Krueger to approve the Consent Agenda.

Ayes all.

- A. Approve the minutes of October 11, 2022
- B. Approve the minutes of October 11, 2022 Board Work Session
- C. Approve Bills
- D. Approve Personnel Report

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

<i>Name</i>	<i>Position/Dept.</i>	<i>Rating/Step</i>	<i>Date</i>
Tiffany Wentura	Tech Clerk I/P & Z and Facilities	B22/3	10/24/22
Lisa Waypa (promotion)	Family Health Supervisor/PH	D61/12	10/24/22
Robert Benson (promotion)	Home Care Supervisor/PH	D61/8	10/24/22
Miranda Carlson	Correctional Officer/Det. Ctr.	B24/1	10/24/22
Katelin Bahl	Correctional Officer/Det. Ctr.	B24/1	10/24/22

Resignations/Retirements/Terminations:

<i>Name</i>	<i>Position</i>	<i>Department</i>	<i>End Date</i>
Andrea Marshall	Health Educator	Public Health	10/28/22

- E. Adopted final payment **Resolution** for Contract No. 227005: SAP 074-070-005 to NTTK, Inc. in the amount of \$4,643.90
- F. Approve Access Variance Request on CSAH 27: Deml, Parcel ID 02-001-3101

Commissioner Brady offered the following **Resolution**, seconded by Commissioner Gnemi and authorized the Chair to sign a letter in support for the Veteran Support and Outreach (CVSO) Act to our Congressional Representatives

RESOLUTION

Supporting Operation Green Light for Veterans

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

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

WHEREAS, Steele County seeks to honor these individuals who have paid the high price for freedom by placing themselves in harm’s way for the good of all; and

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

WHEREAS, Approximately 200,000 service members transition to civilian communities annually; and

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

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

WHEREAS, Active Military Service Members transitioning from military service are at a high risk for suicide during their first year after military service; and

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

WHEREAS, the Steele County appreciates the sacrifices of our United State Military Personnel and believes specific recognition should be granted; and

NOW, THEREFORE BE IT RESOLVED, that the Steele County Board of Commissioners, hereby declares from November 7th through Veterans Day, November 11, 2022, until November 13th a time to salute and honor the service and sacrifice of our men and women in uniform transitioning from Active Service;

THEREFORE, BE IT FURTHER BE RESOLVED that in observance of Operation Green Light, Steele County encourages its citizens in patriotic tradition to recognize the importance of honoring all those who made immeasurable sacrifices to preserve freedom by displaying a green light in a window of their place of business or residence.

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.

Motion by Commissioner Krueger, seconded by Commissioner Gnemi to approve the purchase of Medford Properties II LLC with the land to become State-owned as a Wildlife Management Area (WMA). Ayes all.

Motion by Commissioner Brady, seconded by Commissioner Abbe to authorize the Administrator to enter into a purchase agreement with the owner of 2655 Alexander Street in Owatonna under the following terms: Purchase property for \$859,000 and assignment of the current lease until the lease ends January 1, 2024. Ayes all.

Motion by Commissioner Abbe, seconded by Commissioner Krueger to approve the following Ditch Levies for 2023: JD 1-2%; JD 2-2.5%; JD 5-15%; JD 6-.5%; JD 10-18%; JD 11-3%; JD 12-5%; JD 23-5%; CD 1-1%; CD 1 Ch Br-20%; CD 2-3%; CD 4-.5%; CD 5-1%; CD 19-2%; CD 21-.25%; CD 22-.25%; CD 23-5%; CD 24-8%; CD 25-11%; CD 27-.5%; PTD 7-.3%; PTD 8-5%; PTD 9-5%; PTD 10-5%; PTD 11-18%; PTD 17-10% and PTD 18-2.5%. Ayes all.

Commissioner Abbe reported on his attendance at Public Safety Committee meeting, Public Works Committee meeting, MnPrairie meetings and a Work Session.

Commissioner Brady reported on his attendance at 911 meeting, Executive Director Interviews for South Central Human Relations Center, South Central Human Relations Center meeting and Work Sessions.

Commissioner Gnemi reported on his attendance at South Central Human Relations Center meeting, Drug Court meeting, Soil & Water Conservation meeting, Public Works meeting, South Central Human Relations Center meeting, Steele County Historical Society meeting, Workforce meeting, Four Seasons Staff Appreciation, Transportation meeting and Work Sessions.

Commissioner Krueger reported on his attendance at Smart Bus meeting, Streetscape Opening for Downtown Owatonna, MnPrairie meeting, Four Seasons Staff Appreciation and Transportation meeting and a Work Session.

Commissioner Glynn – Four Seasons Staff Appreciation and a Work Session.

At 5:17 p.m. the Public Hearing for the DRAFT 2023-2027 Highway Capital Improvement Plan to gather public input was opened.

Greg Ilkka gave a presentation on the draft plan sharing future projects for 2023-2027.

The hearing was then open to comments from the public. There were several comments from those in attendance regarding the East Side Corridor.

Motion by Commissioner Gnemi, seconded by Commissioner Krueger to close the Public Hearing at 6:04 p.m. Ayes all.

LISTING OF BILLS
10/25/2022

Advanced Correctional Healthcare Inc	9,837.45
Axon Enterprise Inc	2,123.00
Bix Tex Ordnance	4,301.86
Bureau Of Criminal Apprehension	6,000.00
Counties Providing Technology	4,344.00
CRYSTAL VALLEY COOP	26,445.15
Fidlar Technologies Inc	2,227.75
Houston Engineering Inc	4,000.00
Klapperich-Stahl/Megan	7,803.00
Metro Sales Inc	2,822.80
Minnesota Counties Computer Coop	5,694.24
Moore Md/Kellyanna J	3,642.42
Nechanicky/Michael	3,713.05
Nocturnality LLC	7,958.00
Owatonna Hospital	8,011.80
Owatonna Park and Recreation	10,450.00
Ramy Turf Products	2,144.50
Rice-Steele 911 Center	4,320.00
Sanofi Pasteur Inc	5,278.55
Steele County Treasurer	6,758.75
Streamline Communications LLC	3,410.00
Summit Food Services LLC	6,243.84
WSB & Associates Inc	4,409.00
83 Payments less than 2,000	<u>39,439.62</u>
Total:	181,378.78

Motion by Commissioner Krueger, seconded by Commissioner Gnemi to adjourn to the Call of the Chair at 6:05 p.m. Ayes all.

CHAIRMAN

ATTEST: _____
AUDITOR

PROCEEDINGS OF THE STEELE COUNTY BOARD OF COMMISSIONERS

SPECIAL SESSION

October 25, 2022

STATE OF MINNESOTA))ss
COUNTY OF STEELE)

The Steele County Board of Commissioners held a Work Session at 3:00 p.m. on October 25, 2022 with Commissioner's Brady, Abbe, Glynn, Krueger and Gnemi present. Also present were County Sheriff Lon Thiele, County Attorney Dan McIntosh, County Treasurer Cathy Piepho, Facilities & Fleet Director Jake Rysavy, Assessor Tom Reineke, Human Resources Director Julie Johnson, Assistant Human Resources Director Gina McGuire, County Administrator Scott Golberg and County Auditor Laura Ihrke.

Call to Order.

Veterans Services Director Rene Gilormini discussed Operation Green Light and requested the Board to support Operation Green Light for veterans by adopting a Resolution, approve the green lighting of county buildings from November 7th – 13th, and authorizing the Chairman to sign a letter to our Congressional Representatives in support for the Veteran Support and Outreach Act.

Nick Bancks, Project Manager was present to discuss the purchase of Medford Properties II LLC land to become State-owned as a Wildlife Management Area (WMA). The Trust for Public Land intends to purchase the property in Medford Township and then transfer to the State to become part of the Faribault WMA unit.

Scott discussed the Alexander Street Property purchase at 2655 Alexander Street to serve the identified needs for a facilities shop, Sheriff's evidence storage and emergency management trailer storage. The negotiation committee recommends authorizing the Administrator to enter into a purchase agreement with the owner for the purchase in the amount of \$859,900 and the assignment of the current lease until the lease ends 1/31/2024.

Scott brought forward for discussion the Human Services delivery system/joint powers arrangement. At the MNPrairie All Commissioner meeting in September the chair requested that each individual county discuss the current delivery system and recommended changes from the individual Board meetings be brought back to the Joint Powers Board for discussion.

Laura brought up ditch levies for 2023.

Meeting was adjourned at 4:10 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

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

11/3/22 12:44PM

10 Road & Bridge Fund

Steele County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Page 2

	<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>	
301	DEPT			Administration			
	16860 Custom Communications Inc						
20	10-301-000-0000-6512		978.42	Fire alarm annual insp & monit	531591	Bldg Repair & Maintenance	N
	16860 Custom Communications Inc		978.42	1 Transactions			
	37025 Innovative Office Solutions LLC						
26	10-301-000-0000-6410		150.00	(3) cases of 8 1/2x11	IN3980591	Office Supplies	N
	37025 Innovative Office Solutions LLC		150.00	1 Transactions			
	52550 MEI Total Elevator Solutions						
35	10-301-000-0000-6512		210.91	Nov-Jan Qtrly service	990074	Bldg Repair & Maintenance	N
	52550 MEI Total Elevator Solutions		210.91	1 Transactions			
	65100 Paape Companies Inc						
42	10-301-000-0000-6512		1,315.50	2nd qtr billing 10/22 - 12/22	107595	Bldg Repair & Maintenance	N
	65100 Paape Companies Inc		1,315.50	1 Transactions			
	68420 Plunkett's Pest Control, Inc.						
43	10-301-000-0000-6512		107.40	October pest control	7765091	Bldg Repair & Maintenance	N
	68420 Plunkett's Pest Control, Inc.		107.40	1 Transactions			
	4247 RT Vision Inc						
45	10-301-000-0000-6301		1,697.91	Time card subsc 1/1 - 12/31/23	INV157	Equip/Software Maint	N
	4247 RT Vision Inc		1,697.91	1 Transactions			
	4879 Shred Right						
46	10-301-000-0000-6410		40.00	Qtrly shredding services	585899	Office Supplies	Y
	4879 Shred Right		40.00	1 Transactions			
301	DEPT Total:		4,500.14	Administration	7 Vendors	7 Transactions	
302	DEPT			Road & Bridge Maintenance Expense			
	9534 Born/Greg						
2	10-302-000-0000-6408		172.00	Steel toe boots	Bomgaars	Uniforms/Uniform Reimbursement	N
	9534 Born/Greg		172.00	1 Transactions			
	5327 Cemstone Products Co Inc						
14	10-302-000-0000-6524		38.84	Adjusting ring	7015987	Supplies - Culverts	N

Steele County

Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES



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No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
5327	Cemstone Products Co Inc			1 Transactions		
9532	CenturyLink					
17	10-302-000-0000-6537	2,326.50	Property damage 1430 Havana Rd	P349463MB	County Contracts	N
9532	CenturyLink	2,326.50		1 Transactions		
5217	Crane Creek Asphalt					
18	10-302-000-0000-6525	1,001.60	12.52 ton hot mix	4800009467	CSAH Supplies - Aggregate/Asphalt	N
5217	Crane Creek Asphalt	1,001.60		1 Transactions		
8882	D & M Construction LLC					
21	10-302-000-0000-6525	107.45	3.5 yards screened black dirt	12766	CSAH Supplies - Aggregate/Asphalt	Y
8882	D & M Construction LLC	107.45		1 Transactions		
9136	Kahn Tile Supply LLC					
28	10-302-000-0000-6524	1,369.50	12"x330' drainage tile	22-4225	Supplies - Culverts	Y
29	10-302-000-0000-6524	639.99	Tile, couplers, elbow kits etc	22-4226	Supplies - Culverts	Y
9136	Kahn Tile Supply LLC	2,009.49		2 Transactions		
46551	Locators & Supplies Inc					
30	10-302-000-0000-6801	1,154.10	Safety vests, jacket, gloves,	0303605-IN	Osha/Safety Supplies	N
31	10-302-000-0000-6801	133.60	Corded ear plugs	0303687-IN	Osha/Safety Supplies	N
46551	Locators & Supplies Inc	1,287.70		2 Transactions		
48700	M-R Sign Company, Inc					
32	10-302-000-0000-6534	1,046.60	1 roll white vinyl	217974	Supplies - Signing	N
33	10-302-000-0000-6534	79.64	(2) school signs	218129	Supplies - Signing	N
48700	M-R Sign Company, Inc	1,126.24		2 Transactions		
8936	Robinson/Jarred					
44	10-302-000-0000-6408	199.99	Steel toe boots	Rogan Shoe	Uniforms/Uniform Reimbursement	N
8936	Robinson/Jarred	199.99		1 Transactions		
80073	Shreffler/Lawrence					
47	10-302-000-0000-6537	825.00	Rumble strips Cty Rd 177	542330	County Contracts	Y
48	10-302-000-0000-6537	825.00	Rumble strips CSAH 22	542330	County Contracts	Y
49	10-302-000-0000-6537	825.00	Rumble strips CSAH 12	542330	County Contracts	Y
50	10-302-000-0000-6537	825.00	Rumble strips CSAH 18	542330	County Contracts	Y

Steele County

Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES



Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
80073	Shreffler/Lawrence					
		3,300.00		4 Transactions		
85001	Steele-Waseca Coop Electric					
51	10-302-000-0000-6534	30.31	Maintain street lights - CSAH	1094084	Supplies - Signing	N
52	10-302-000-0000-6534	9.16	Maintain street lights - CSAH	120426	Supplies - Signing	N
53	10-302-000-0000-6534	9.16	Maintain street lights - CSAH	25721	Supplies - Signing	N
54	10-302-000-0000-6534	7.34	Maintain street lights - CSAH	25722	Supplies - Signing	N
55	10-302-000-0000-6534	40.38	Maintain street lights - CSAH	26898	Supplies - Signing	N
85001	Steele-Waseca Coop Electric	96.35		5 Transactions		
8431	Witter/Sean					
56	10-302-000-0000-6408	294.99	Steel toe boots - Witter	Midwest Boots	Uniforms/Uniform Reimbursement	N
8431	Witter/Sean	294.99		1 Transactions		
302	DEPT Total:	11,961.15	Road & Bridge Maintenance Expense	12 Vendors	22 Transactions	
303	DEPT		Construction Expense			
3738	Arrow Ace Hardware					
1	10-303-000-0000-6510	6.59	Shoe Goo	270410/2	Engineering & Surveying Supplies	N
3738	Arrow Ace Hardware	6.59		1 Transactions		
52513	Mn Dept Of Transportation					
39	10-303-000-0000-6260	5,931.19	Material testing & inspection	P00016253	Consultants/Admin Fee	N
52513	Mn Dept Of Transportation	5,931.19		1 Transactions		
303	DEPT Total:	5,937.78	Construction Expense	2 Vendors	2 Transactions	
304	DEPT		Equipment Maintenance & Shops			
7846	Boss Supply Co					
3	10-304-000-0000-6520	22.91	T-bolt hose clamp & mender	36683	Machinery/Vehicle Parts	N
7846	Boss Supply Co	22.91		1 Transactions		
10150	Carquest Auto Parts					
4	10-304-000-0000-6520	109.88	Ball joints, unit#2120	444338	Machinery/Vehicle Parts	N
5	10-304-000-0000-6520	176.22	12V battery, unit#2171	444799	Machinery/Vehicle Parts	N
6	10-304-000-0000-6520	10.79	Gorilla black tape, unit#9994	444876	Machinery/Vehicle Parts	N
7	10-304-000-0000-6520	15.82	Valve,plug & bushing-Unit#2130	445016	Machinery/Vehicle Parts	N
8	10-304-000-0000-6520	164.74	Hose,fittings & gate-unit#2130	445216	Machinery/Vehicle Parts	N

Steele County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIE

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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	
9	10-304-000-0000-6520		Hoses, fittings, antifreeze	445322	Machinery/Vehicle Parts	N
10	10-304-000-0000-6520		Hoses & fittings, unit#2130	445445	Machinery/Vehicle Parts	N
11	10-304-000-0000-6520		Clear bulbs, unit#2130	445694	Machinery/Vehicle Parts	N
12	10-304-000-0000-6520		Core returns, unit#2171	445726	Machinery/Vehicle Parts	N
13	10-304-000-0000-6520		Orings & sealant, unit#2130	445901	Machinery/Vehicle Parts	N
10150	Carquest Auto Parts	666.75	10 Transactions			
11215	Central Farm Services					
15	10-304-000-0000-6540	430.68	31.30 gallons of Qwicklift	2644559	Fuel & Lubricants	N
16	10-304-000-0000-6540	313.99	17 gallons of 5W30 oil	2644559	Fuel & Lubricants	N
11215	Central Farm Services	744.67	2 Transactions			
16480	Crysteel Truck Equipment Inc					
19	10-304-000-0000-6520	220.00	Mac Sol Valve - Unit 2070	LP210189	Machinery/Vehicle Parts	N
16480	Crysteel Truck Equipment Inc	220.00	1 Transactions			
21272	Edney Distributing Co Inc					
22	10-304-000-0000-6520	801.88	Blades, unit#2181	1100712	Machinery/Vehicle Parts	N
21272	Edney Distributing Co Inc	801.88	1 Transactions			
35020	Huber Supply Co Inc					
23	10-304-000-0000-6511	68.41	Nozzle, thread & contact tips	3091863	Maint Shop Supplies & Materials	N
24	10-304-000-0000-6511	53.44	Cutting tips	3092447	Maint Shop Supplies & Materials	N
35020	Huber Supply Co Inc	121.85	2 Transactions			
36550	IFACS					
25	10-304-000-0000-6520	35.38	Screws,washers,nuts Unit#2215	5302198	Machinery/Vehicle Parts	N
36550	IFACS	35.38	1 Transactions			
49625	Matejcek Implement Co					
34	10-304-000-0000-6520	490.00	Drawbar, unit#2181	IB27774	Machinery/Vehicle Parts	Y
49625	Matejcek Implement Co	490.00	1 Transactions			
51630	Mike's Repair					
36	10-304-000-0000-6520	1,052.43	Tires, unit#2182	098972	Machinery/Vehicle Parts	Y
37	10-304-000-0000-6520	1,052.43	Tires, unit#2181	098972	Machinery/Vehicle Parts	Y
51630	Mike's Repair	2,104.86	2 Transactions			
1308	Miners's Outdoor & Rec					

SBENDORF

11/3/22 12:44PM

10 Road & Bridge Fund

Steele County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Page 6

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
38	10-304-000-0000-6540	22.50	Oil for chainsaws	196685	Fuel & Lubricants	N
1308	Miners's Outdoor & Rec	22.50	1 Transactions			
61560	Owatonna Public Utilities					
40	10-304-000-0000-6514	156.44	Utilities - 828 Hoffman Drive	718553	Utility Services	N
41	10-304-000-0000-6514	3,780.06	Utilities - 3000 Hoffman Drive	718562	Utility Services	N
61560	Owatonna Public Utilities	3,936.50	2 Transactions			
99500	Ziegler, Inc					
57	10-304-000-0000-6520	756.92	(2) batteries, unit#2150	000728870	Machinery/Vehicle Parts	N
58	10-304-000-0000-6520	106.26	Clamp, cover, washer & bolts	N000747153	Machinery/Vehicle Parts	N
99500	Ziegler, Inc	863.18	2 Transactions			
304	DEPT Total:	10,030.48	Equipment Maintenance & Shops	12 Vendors	26 Transactions	
310	DEPT		Capital Construction			
39600	Jones Haugh & Smith Inc					
27	10-310-000-0000-6262	6,006.36	Storm sewer, etc - 074-649-00	43427	Sales Tax Consultants	N
39600	Jones Haugh & Smith Inc	6,006.36	1 Transactions			
310	DEPT Total:	6,006.36	Capital Construction	1 Vendors	1 Transactions	
10	Fund Total:	38,435.91	Road & Bridge Fund		58 Transactions	
	Final Total:	38,435.91	34 Vendors	58 Transactions		

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Recap by Fund	<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>	
	10	38,435.91	Road & Bridge Fund	
	All Funds	38,435.91	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

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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	
3	DEPT			County Wide			
	23225 Fame Awards						
109	01-003-000-0000-5751		10.00	Name plate- TFreeburg	20221296	Memorial Rev Tree Donations	G
	23225 Fame Awards		10.00	1 Transactions			
3	DEPT Total:		10.00	County Wide	1 Vendors	1 Transactions	
31	DEPT			County Administrator			
	4879 Shred Right						
22	01-031-000-0000-6801		20.00	Shred serv order 281036-10/20	586275	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			
	4879 Shred Right						
23	01-032-000-0000-6801		20.00	Shred serv order 281036-10/20	586275	General Expense	Y
	4879 Shred Right		20.00	1 Transactions			
32	DEPT Total:		20.00	Human Resources	1 Vendors	1 Transactions	
41	DEPT			Auditor			
	37025 Innovative Office Solutions LLC						
48	01-041-000-0000-6410		81.56	Labels, stamp, tabs	3985410	Office Supplies	N
49	01-041-000-0000-6410		25.00	Copy paper	3985410	Office Supplies	N
	37025 Innovative Office Solutions LLC		106.56	2 Transactions			
41	DEPT Total:		106.56	Auditor	1 Vendors	2 Transactions	
42	DEPT			Treasurer			
	37025 Innovative Office Solutions LLC						
50	01-042-000-0000-6410		25.00	Copy paper	3985410	Office Supplies	N
	37025 Innovative Office Solutions LLC		25.00	1 Transactions			
	8948 Townsquare Media Faribault						
172	01-042-000-0000-6242		154.00	2nd half taxes KRFO-AM radio	3619780A-1	Publishing	Y
173	01-042-000-0000-6242		121.00	2nd half taxes KRFO-AM radio	3619780B-1	Publishing	Y

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Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
174	01-042-000-0000-6242	44.00	2nd half taxes - audio	3619780C-2/3	Publishing	Y
8948	Townsquare Media Faribault	319.00	3 Transactions			
42	DEPT Total:	344.00	Treasurer	2 Vendors	4 Transactions	
44	DEPT		Financial Administrator			
8815	Amazon Capital Services Inc					
3	01-044-000-0000-6410	119.99	Wireless keyboard for Finance	1Y1N-47RK-PDJJ	Office Supplies	N
8815	Amazon Capital Services Inc	119.99	1 Transactions			
44	DEPT Total:	119.99	Financial Administrator	1 Vendors	1 Transactions	
61	DEPT		Information Technology			
8815	Amazon Capital Services Inc					
4	01-061-000-0000-6413	29.80	Hard drive adapter for IT	1XQY-XHXH-F9DN	Computer Supplies	N
1	01-061-000-0000-6413	19.90	Hard drive adaptor for IT	IWCK-GYCL-1PNH	Computer Supplies	N
8815	Amazon Capital Services Inc	49.70	2 Transactions			
61	DEPT Total:	49.70	Information Technology	1 Vendors	2 Transactions	
62	DEPT		Central Services			
8815	Amazon Capital Services Inc					
5	01-062-000-0000-6801	28.56	Rack shelf for SCDC server rm	1FVH-CTMV-44NP	General Expense	N
2	01-062-000-0000-6801	10.99	Network cabinet key	1Y1N-47RK-PDJJ	General Expense	N
8815	Amazon Capital Services Inc	39.55	2 Transactions			
4636	CPS Technology Solutions					
108	01-062-000-0000-6301	2,035.00	AS400 annual software renewal	382572	Equip/Software Maint	Y
4636	CPS Technology Solutions	2,035.00	1 Transactions			
16282	Crosstown Cartage Inc					
36	01-062-000-0000-6801	324.00	Contracted mail services	10/28/2022	General Expense	N
37	01-062-000-0000-6802	140.00	Additional mail services	10/28/2022	Internal Chargeback	N
16282	Crosstown Cartage Inc	464.00	2 Transactions			
572	Kronos Incorporated					
15	01-062-000-0000-6301	3,649.13	HRIS operating cost - Sept	11977259	Equip/Software Maint	N

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Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
572	Kronos Incorporated		1 Transactions			
4419	Matrix Communications Inc					
153	01-062-000-0000-6210	753.46	Monthly phone system maint	M006093	Telephone	N
4419	Matrix Communications Inc	753.46	1 Transactions			
8859	Quadient Leasing USA Inc					
120	01-062-000-0000-6215	1,356.27	Coverage: 11/28-2/27	N9649745	Postage	N
8859	Quadient Leasing USA Inc	1,356.27	1 Transactions			
62	DEPT Total:	8,297.41	Central Services	6 Vendors	8 Transactions	
91	DEPT		County Attorney			
3901	Diligent Service Network					
44	01-091-000-0000-6343	325.00	Subpoena services	264745	Service Fees	Y
3901	Diligent Service Network	325.00	1 Transactions			
3659	MCAA					
52	01-091-000-0000-6261	325.00	Annual MCAA meeting-JForbes	200009740	Conference & Training	N
3659	MCAA	325.00	1 Transactions			
4883	Skala/Diane					
25	01-091-000-0000-6315	393.75	8 transcript		County Attorney Forfeiture Expenditu	Y
4883	Skala/Diane	393.75	1 Transactions			
91	DEPT Total:	1,043.75	County Attorney	3 Vendors	3 Transactions	
101	DEPT		County Recorder			
10018	CDW Goverment Inc					
107	01-101-000-9305-6410	232.16	Headset for Recorder	DM88094	Office Supplies - Technology Fund	N
10018	CDW Goverment Inc	232.16	1 Transactions			
20385	Einhaus Mattison Carver & Haberman PA					
56	01-101-000-0000-6286	300.00	Examiner of Titles - July-Sept	17	Exam Of Title Fee	Y
20385	Einhaus Mattison Carver & Haberman PA	300.00	1 Transactions			
37025	Innovative Office Solutions LLC					
51	01-101-000-0000-6410	15.60	Counter pens	3985803	Office Supplies	N

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Vendor	Name	Rpt	Amount	Warrant Description	Invoice #	Account/Formula Descripti	1099
No.	Account/Formula	Accr		Service Dates	Paid On Bhf #	On Behalf of Name	
37025	Innovative Office Solutions LLC		15.60	1 Transactions			
101	DEPT Total:		547.76	County Recorder	3 Vendors	3 Transactions	
103	DEPT			Assessor			
8176	Anderson/Brian						
10	01-103-000-0000-6330		526.60	Lodging-Leadership education		Travel Expenses	N
11	01-103-000-0000-6330		47.04	Meals-Leadership education		Travel Expenses	N
8176	Anderson/Brian		573.64	2 Transactions			
9422	Reineke/Thomas						
20	01-103-000-0000-6330		20.00	Registration-Regional meeting	Mike & Tom	Travel Expenses	N
9422	Reineke/Thomas		20.00	1 Transactions			
84035	Tri-M Graphics						
31	01-103-000-0000-6401		82.61	Business cards - MLaramee	99566	Forms/Copies/Stationary	N
32	01-103-000-0000-6401		258.38	Envelopes	99592	Forms/Copies/Stationary	N
84035	Tri-M Graphics		340.99	2 Transactions			
103	DEPT Total:		934.63	Assessor	3 Vendors	5 Transactions	
105	DEPT			Planning & Zoning			
37025	Innovative Office Solutions LLC						
146	01-105-000-0000-6410		143.25	Battery, paper, stapler,note	3982436	Office Supplies	N
37025	Innovative Office Solutions LLC		143.25	1 Transactions			
83500	Steele County Highway Dept						
163	01-105-000-0000-6540		177.77	Fuel	2025	Gas & Oil	N
83500	Steele County Highway Dept		177.77	1 Transactions			
105	DEPT Total:		321.02	Planning & Zoning	2 Vendors	2 Transactions	
111	DEPT			Buildings & Grounds			
9536	Accurate Controls Inc						
103	01-111-044-0000-6801		960.00	Wireless duress receivers - DC	18448	General Expense	N
9536	Accurate Controls Inc		960.00	1 Transactions			
9537	Brooks/Jocelyn						

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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	
104	01-111-000-0000-6331		230 miles @ .585 - Apr-June		Mileage Reimbursement	N
105	01-111-000-0000-6331		290 miles @.625 - Jul - Oct		Mileage Reimbursement	N
9537	Brooks/Jocelyn		2 Transactions			
8374	Burger/Thomas R					
106	01-111-000-0000-6331		119 miles @ .625 - July-Sept		Mileage Reimbursement	N
8374	Burger/Thomas R		1 Transactions			
8288	Four Seasons Electric					
111	01-111-042-0000-6300		LOC underground wire	11912	Bldg Repairs & Maintenance	N
110	01-111-040-0000-6300		Underground wire repair	11937	Bldg Repairs & Maintenance	N
8288	Four Seasons Electric		2 Transactions			
604	General Parts LLC					
143	01-111-044-0000-6300		Steamer repair	6365322	Bldg Repairs & Maintenance	Y
604	General Parts LLC		1 Transactions			
35020	Huber Supply Co Inc					
112	01-111-043-0000-6300		Tank refill for torch - garage	3092591	Bldg Repairs & Maintenance	N
35020	Huber Supply Co Inc		1 Transactions			
37025	Innovative Office Solutions LLC					
113	01-111-000-0000-6410		Pens	3965202	Office Supplies	N
37025	Innovative Office Solutions LLC		1 Transactions			
4710	Interstate Power Systems Inc					
115	01-111-000-0000-6304		Replace alternator-Courthouse	R001191152.01	Equipment Maintenance & Repairs	N
4710	Interstate Power Systems Inc		1 Transactions			
52550	MEI Total Elevator Solutions					
117	01-111-040-0000-6300		Elevator maintenance - SCAC	990073	Bldg Repairs & Maintenance	N
118	01-111-042-0000-6300		Elevator maintenance - CH	990075	Bldg Repairs & Maintenance	N
52550	MEI Total Elevator Solutions		2 Transactions			
83500	Steele County Highway Dept					
125	01-111-000-0000-6304		Equipment repairs	2028	Equipment Maintenance & Repairs	N
83500	Steele County Highway Dept		1 Transactions			
9088	Summit Fire Protection					

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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	
126	01-111-044-0000-6300		Semi annual inspection-DC	140008279	Bldg Repairs & Maintenance	N
9088	Summit Fire Protection	322.25	1 Transactions			
9183	Van Meter Inc					
128	01-111-040-0000-6300	47.80	Battery - smoke detector	S012401867.001	Bldg Repairs & Maintenance	N
9183	Van Meter Inc	47.80	1 Transactions			
111	DEPT Total:	7,956.93	Buildings & Grounds	12 Vendors	15 Transactions	
201	DEPT		Sheriff			
8815	Amazon Capital Services Inc					
6	01-201-000-0000-6410	89.00	Monitor mount for SCSO	13H1-1HX6-4VJT	Office Supplies	N
8815	Amazon Capital Services Inc	89.00	1 Transactions			
8458	American Tower Corporation					
34	01-201-297-0000-6347	652.38	BP tower lease - November	409972089	T-BI Pr Lease Payments	N
8458	American Tower Corporation	652.38	1 Transactions			
3615	Ancom Technical Center Inc					
9	01-201-000-0000-6304	17,500.00	Maintenance contract	110980	Contracts	Y
8	01-201-000-0000-6801	1,333.11	Remove & install new ups	111120	Misc Expense	Y
3615	Ancom Technical Center Inc	18,833.11	2 Transactions			
3738	Arrow Ace Hardware					
35	01-201-000-0000-6801	14.98	Isopro alcohol & treadlocker	270354/2	Misc Expense	N
3738	Arrow Ace Hardware	14.98	1 Transactions			
8199	Buck/Caleb					
213	01-201-000-0000-6215	12.34	Reimburse postage		Postage	N
8199	Buck/Caleb	12.34	1 Transactions			
16860	Custom Communications Inc					
41	01-201-297-0000-6421	124.08	BP twr intr/fire 11/1-1/31	531589	T-BI Pr-Maintenance Operating Exp-	N
42	01-201-297-0000-6421	198.96	BP twr alarm inspec 11/1-10/31	531589	T-BI Pr-Maintenance Operating Exp-	N
43	01-201-297-0000-6421	73.50	BP twr cell-gsm-link 10/1-1/31	531589	T-BI Pr-Maintenance Operating Exp-	N
38	01-201-296-0000-6421	126.57	Tower 9-CC monitor 11/1-1/31	533588	T#9 Maintenance Operating Exp-Fuel	N
39	01-201-296-0000-6421	126.57	Twr 9-intrusion/fire 11/1-1/31	533588	T#9 Maintenance Operating Exp-Fuel	N
40	01-201-296-0000-6421	198.96	Twr 9-alam inspect 11/1-10/31	533588	T#9 Maintenance Operating Exp-Fuel	N

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Vendor No.	Name	Account/Formula	Rpt	Accr	Amount	Warrant Description	Invoice #	Account/Formula Description	1099
						Service Dates	Paid On Bhf #	On Behalf of Name	
	16860	Custom Communications Inc			848.64	6 Transactions			
	9535	Municipal Emergency Services Inc							
16		01-201-000-0000-6285			610.00	Team Wendy helmets - 2 count	IN1778463	Firearms/Ammo Training	N
	9535	Municipal Emergency Services Inc			610.00	1 Transactions			
	56125	NAPA Auto Parts							
53		01-201-000-0117-6320			23.99	Air filter	956147	Squad 7420 Maintenance	N
	56125	NAPA Auto Parts			23.99	1 Transactions			
	18450	Office of MN IT Services							
17		01-201-000-0000-6210			124.61	Sheriff telecom - Sept	W22090521	Telephone	N
	18450	Office of MN IT Services			124.61	1 Transactions			
	63510	Owatonna Police Dept							
54		01-201-000-0000-6260			12,329.80	SCDIU - 3rd qtr - AMartin	10252022	South Central Drug Investigator	N
	63510	Owatonna Police Dept			12,329.80	1 Transactions			
	8642	Sentinel MN LLC							
21		01-201-000-0000-6285			2,670.00	Suppressors - 3 count	OSS556KX3	Firearms/Ammo Training	N
	8642	Sentinel MN LLC			2,670.00	1 Transactions			
	83500	Steele County Highway Dept							
26		01-201-000-0000-6562			5,667.89	Fuel	2030	Gas & Oil Squads	N
	83500	Steele County Highway Dept			5,667.89	1 Transactions			
	85300	Streichers Inc							
57		01-201-000-0000-6408			90.00	Pant - CBuck	I1595060	Uniforms/Uniform Reimbursement	N
	85300	Streichers Inc			90.00	1 Transactions			
	9162	TGK Automotive of Owatonna							
59		01-201-000-0108-6320			996.88	Tires & alignment	WO209156	Squad 7418 Maintenance	N
58		01-201-000-0117-6320			1,055.09	Tires & alignment	WO209353	Squad 7420 Maintenance	N
	9162	TGK Automotive of Owatonna			2,051.97	2 Transactions			
201	DEPT Total:				44,018.71	Sheriff	14 Vendors	21 Transactions	
251	DEPT					Jail			
	8815	Amazon Capital Services Inc							

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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	
7	01-251-000-0000-6211		DVD burner for SCDC	1MNH-HXNJ-DJ34	Radio - Computers - Cameras	N
8815	Amazon Capital Services Inc	24.99	1 Transactions			
37025	Innovative Office Solutions LLC					
114	01-251-000-0000-6410	365.94	Copy paper,calenders,tape, etc	3985974	Office Supplies	N
37025	Innovative Office Solutions LLC	365.94	1 Transactions			
18450	Office of MN IT Services					
19	01-251-000-0000-6410	91.01	Jail telecom - September	W22090521	Office Supplies	N
18450	Office of MN IT Services	91.01	1 Transactions			
74145	South Central Human Relations					
121	01-251-000-0000-6196	320.00	Pre-employment evaluation	BA 10/20/22	Employee Phys And Exams	Y
122	01-251-000-0000-6196	320.00	Pre-employment evaluation	CA 10/20/22	Employee Phys And Exams	Y
123	01-251-000-0000-6196	320.00	Pre-employment evaluation	KO 10/20/22	Employee Phys And Exams	Y
74145	South Central Human Relations	960.00	3 Transactions			
8247	Summit Food Services LLC					
127	01-251-000-0000-6441	3,284.52	Inmate meals 10/15 - 10/21	INV2000156363	Prisoner Meals	N
8247	Summit Food Services LLC	3,284.52	1 Transactions			
251	DEPT Total:	4,726.46	Jail	5 Vendors	7 Transactions	
252	DEPT		Community Corrections			
8393	AMC - MACA					
137	01-252-000-0000-6241	488.00	MACCAC dues-workload study	62671	Membership Dues	N
8393	AMC - MACA	488.00	1 Transactions			
8263	CRK Properties LLC					
140	01-252-000-0000-6341	5,922.00	Rent - December		Office Rent	Y
141	01-252-000-0000-6341	635.71	Utilities	1141	Office Rent	Y
8263	CRK Properties LLC	6,557.71	2 Transactions			
37025	Innovative Office Solutions LLC					
12	01-252-000-0000-6410	8.89	Envelopes	3976368	Office Supplies	N
37025	Innovative Office Solutions LLC	8.89	1 Transactions			
4879	Shred Right					
24	01-252-000-0000-6410	40.00	Shredding	586274	Office Supplies	Y

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Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
4879	Shred Right		40.00	1 Transactions		
27	83500 Steele County Highway Dept					
	01-252-000-0000-6540	144.60	Fuel	2034	Gas & Oil	N
	83500 Steele County Highway Dept	144.60	1 Transactions			
33	84035 Tri-M Graphics					
	01-252-000-0000-6410	51.11	Business cards - MUnderdahl	99588	Office Supplies	N
	84035 Tri-M Graphics	51.11	1 Transactions			
252	DEPT Total:	7,290.31	Community Corrections	6 Vendors	7 Transactions	
253	DEPT		Law Enforcement Center			
46	8288 Four Seasons Electric					
	01-253-000-0000-6300	310.00	Bulbs for stairwell	11970	Bldg Repairs & Maintenance	N
	8288 Four Seasons Electric	310.00	1 Transactions			
47	33550 Hillyard-Hutchinson					
	01-253-000-0000-6560	89.88	Broom lobby	604920578	Janitorial Supplies	N
	33550 Hillyard-Hutchinson	89.88	1 Transactions			
13	37025 Innovative Office Solutions LLC					
	01-253-000-0000-6410	45.42	Calendar & notepads	3966303	Office Supplies	N
14	01-253-000-0000-6410	37.60	Notebook	3969595	Office Supplies	N
	37025 Innovative Office Solutions LLC	83.02	2 Transactions			
18	18450 Office of MN IT Services					
	01-253-000-0000-6211	79.03	LEC telecom - September	W22090521	Radio And Telephone	N
	18450 Office of MN IT Services	79.03	1 Transactions			
55	4879 Shred Right					
	01-253-000-0000-6254	49.08	Paper shredding	586276	Garbage Disposal	Y
	4879 Shred Right	49.08	1 Transactions			
124	83500 Steele County Highway Dept					
	01-253-000-0000-6300	615.01	Fuel	2028	Bldg Repairs & Maintenance	N
	83500 Steele County Highway Dept	615.01	1 Transactions			

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	<u>Vendor Name</u>	<u>Rpt</u>		<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Descripti</u>	<u>1099</u>
	<u>No. Account/Formula</u>	<u>Accr</u>	<u>Amount</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>	
253	DEPT Total:		1,226.02	Law Enforcement Center	6 Vendors	7 Transactions	
281	DEPT			Emergency Management			
	9174 Kelleher, Helmrich & Associates Inc						
116	01-281-000-0000-6199		1,500.00	OSDSS annual renewal	202674	Safety Program	Y
	9174 Kelleher, Helmrich & Associates Inc		1,500.00	1 Transactions			
281	DEPT Total:		1,500.00	Emergency Management	1 Vendors	1 Transactions	
391	DEPT			Environmental Services			
	8948 Townsquare Media Faribault						
29	01-391-000-0000-6550		234.00	Hazardous waste ad	3606182A-1	Household Hazardous Waste	Y
30	01-391-000-0000-6550		36.00	Hazardous waste ad	3606182B-2	Household Hazardous Waste	Y
	8948 Townsquare Media Faribault		270.00	2 Transactions			
391	DEPT Total:		270.00	Environmental Services	1 Vendors	2 Transactions	
481	DEPT			Public Health Nursing			
	8204 Adams/Penny						
180	01-481-460-6009-6331		65.00	Mileage		Mileage Reimbursement	N
	8204 Adams/Penny		65.00	1 Transactions			
	2574 Archambault/Kristi						
181	01-481-460-6009-6331		84.37	Mileage		Mileage Reimbursement	N
	2574 Archambault/Kristi		84.37	1 Transactions			
	7 Bartsch/Christine						
182	01-481-460-6009-6331		95.63	Mileage		Mileage Reimbursement	N
	7 Bartsch/Christine		95.63	1 Transactions			
	8486 Baumgartner/Ann						
183	01-481-460-6009-6331		16.25	Mileage		Mileage Reimbursement	N
	8486 Baumgartner/Ann		16.25	1 Transactions			
	9413 Benson/Robert						
184	01-481-460-6009-6331		85.31	Mileage		Mileage Reimbursement	N
	9413 Benson/Robert		85.31	1 Transactions			

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No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name
6267	BRINKMAN/STACIE LYNN					
185	01-481-461-6025-6331		54.81	Mileage		Mileage Reimbursement N
187	01-481-461-6030-6331		2.69	Mileage		Mileage Reimbursement N
186	01-481-461-6059-6331		5.75	Mileage		Mileage Reimbursement N
6267	BRINKMAN/STACIE LYNN		63.25	3 Transactions		
12590	Christenson/Yukari					
188	01-481-460-6009-6331		55.00	Mileage		Mileage Reimbursement N
12590	Christenson/Yukari		55.00	1 Transactions		
8076	Fast/Heather					
189	01-481-460-6009-6331		101.88	Mileage		Mileage Reimbursement N
190	01-481-464-6061-6331		8.75	Mileage		Mileage Reimbursement N
8076	Fast/Heather		110.63	2 Transactions		
8735	Hanson/Julie					
191	01-481-460-6009-6331		9.06	Mileage		Mileage Reimbursement N
192	01-481-460-6009-6331		1.17	Mileage - June		Mileage Reimbursement N
193	01-481-460-6009-6331		1.62	Milage - August		Mileage Reimbursement N
8735	Hanson/Julie		11.85	3 Transactions		
5987	Hoffmann/Christine A					
194	01-481-460-6011-6331		51.25	Mileage		Mileage Reimbursement N
196	01-481-462-6047-6331		8.12	Mileage		Mileage Reimbursement N
195	01-481-464-6061-6331		10.63	Mileage		Mileage Reimbursement N
5987	Hoffmann/Christine A		70.00	3 Transactions		
5109	Houck Transit Advertising					
145	01-481-460-6011-6243		280.00	Bus ad transit media space	107934	Advertising,Marketing & Promotional N
5109	Houck Transit Advertising		280.00	1 Transactions		
37025	Innovative Office Solutions LLC					
148	01-481-465-6057-6410		275.24	Office supplies	3973047	Office Supplies N
147	01-481-465-6057-6410		8.98	Office supplies	3973072	Office Supplies N
149	01-481-465-6057-6410		50.45	Office supplies	3977614	Office Supplies N
37025	Innovative Office Solutions LLC		334.67	3 Transactions		
9226	Jones/Ruthie					
197	01-481-460-6009-6331		67.50	Mileage		Mileage Reimbursement N

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9226	Jones/Ruthie		67.50	1 Transactions		
9458	Jongbloedt/Beth					
198	01-481-460-6009-6331		98.75	Mileage		Mileage Reimbursement N
9458	Jongbloedt/Beth		98.75	1 Transactions		
3256	Kofstad/Melissa					
199	01-481-460-6009-6331		5.00	Mileage		Mileage Reimbursement N
201	01-481-464-6061-6331		3.13	Mileage		Mileage Reimbursement N
200	01-481-465-6057-6331		2.50	Mileage		Mileage Reimbursement N
3256	Kofstad/Melissa		10.63	3 Transactions		
8473	Marshall/Andrea					
203	01-481-465-6057-6330		22.50	Meals & parking		Travel Expenses N
202	01-481-465-6057-6331		162.50	Mileage		Mileage Reimbursement N
8473	Marshall/Andrea		185.00	2 Transactions		
9444	MCINTEE/KELLY					
154	01-481-461-6066-6331		206.25	Mileage to Mankato x 3	0018	Mileage Reimbursement N
9444	MCINTEE/KELLY		206.25	1 Transactions		
5754	McMann/Katy					
204	01-481-460-6009-6331		223.75	Mileage		Mileage Reimbursement N
5754	McMann/Katy		223.75	1 Transactions		
8341	Mead/Kathleen					
205	01-481-460-6009-6331		25.63	Mileage		Mileage Reimbursement N
8341	Mead/Kathleen		25.63	1 Transactions		
182	Medline Industries Inc					
155	01-481-460-6009-6434		648.72	Medical supplies-Coagucheck	2235018606	Medical Supplies N
182	Medline Industries Inc		648.72	1 Transactions		
52975	Minnesota Valley Testing Labs					
159	01-481-463-6049-6322		44.50	Lab water testing charges	1169916	Well Water Service Agreements N
158	01-481-463-6049-6322		31.50	Lab water testing charges	1170783	Well Water Service Agreements N
157	01-481-463-6049-6322		30.70	Lab water testing charges	1170812	Well Water Service Agreements N
52975	Minnesota Valley Testing Labs		106.70	3 Transactions		

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7848	Nelson/Connie					
206	01-481-460-6009-6331		22.50	Mileage		Mileage Reimbursement N
7848	Nelson/Connie		22.50	1 Transactions		
2587	Piepho/Nancy June					
207	01-481-461-6034-6331		112.75	Mileage		Mileage Reimbursement N
2587	Piepho/Nancy June		112.75	1 Transactions		
5252	Probst/Angie					
208	01-481-460-6009-6331		71.25	Mileage		Mileage Reimbursement N
5252	Probst/Angie		71.25	1 Transactions		
83500	Steele County Highway Dept					
167	01-481-460-6009-6540		12.90	Fuel - County car	2033	Gas & Oil N
166	01-481-461-6030-6540		11.72	Fuel - County car	2033	Gas & Oil N
165	01-481-461-6059-6540		21.10	Fuel - County car	2033	Gas & Oil N
164	01-481-465-6057-6540		12.88	Fuel - County car	2033	Gas & Oil N
83500	Steele County Highway Dept		58.60	4 Transactions		
85147	Stericycle Inc					
170	01-481-460-6009-6322		26.25	Hazardous waste	4011294600	Service Agreements N
169	01-481-462-6047-6322		42.00	Hazardous waste	4011294600	Service Agreements N
171	01-481-464-6061-6322		36.75	Hazardous waste	4011294600	Service Agreements N
85147	Stericycle Inc		105.00	3 Transactions		
84035	Tri-M Graphics					
175	01-481-464-6061-6464		198.75	Mental health presentation	99398	General Supplies & Outreach N
177	01-481-461-6032-6464		205.02	Social media phone board	99494	General Supplies & Outreach N
176	01-481-461-6066-6464		41.00	Bookmarks	99696	General Supplies & Outreach N
84035	Tri-M Graphics		444.77	3 Transactions		
90609	Urch/Mary					
210	01-481-461-6032-6331		38.75	Mileage		Mileage Reimbursement N
211	01-481-461-6032-6464		27.97	OHS conference		General Supplies & Outreach N
90609	Urch/Mary		66.72	2 Transactions		
4100	Wencl/Dianne Marie					
209	01-481-460-6009-6331		24.38	Mileage		Mileage Reimbursement N

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4100	Wencl/Dianne Marie		24.38	1 Transactions		
9344	Winning Edge Seminars Incorporated					
179	01-481-461-6066-6464	375.00	Leadership books	3494	General Supplies & Outreach	N
9344	Winning Edge Seminars Incorporated	375.00	1 Transactions			
481	DEPT Total:	4,125.86	Public Health Nursing	30 Vendors	52 Transactions	
502	DEPT		Steele Co Community Ctr			
62900	Owatonna Heating & Cooling Inc.					
119	01-502-000-0000-6300	373.00	Run cap, blower repair	8713	Bldg Repairs & Maintenance	N
62900	Owatonna Heating & Cooling Inc.	373.00	1 Transactions			
502	DEPT Total:	373.00	Steele Co Community Ctr	1 Vendors	1 Transactions	
521	DEPT		Park And Recreation			
26699	Four Seasons Centre					
144	01-521-000-0000-6831	6,210.00	October open ice	4358-1	Ice Rental Pymts	N
26699	Four Seasons Centre	6,210.00	1 Transactions			
9084	Metro FiberNet LLC					
156	01-521-000-0000-6410	445.94	TV & internet - Four Seasons	1671311	Operating Supplies/Truck Repairs	Y
9084	Metro FiberNet LLC	445.94	1 Transactions			
56125	NAPA Auto Parts					
160	01-521-000-0000-6823	25.96	Antifreeze for restrooms	956565	Beaver Lake	N
56125	NAPA Auto Parts	25.96	1 Transactions			
83500	Steele County Highway Dept					
168	01-521-000-0000-6540	295.28	Fuel & truck repairs	2026	Gas & Oil	N
83500	Steele County Highway Dept	295.28	1 Transactions			
9183	Van Meter Inc					
178	01-521-000-0000-6320	35.61	Breakers for Showmobile	SO12366079.001	Stage/Showmobile Expense	N
9183	Van Meter Inc	35.61	1 Transactions			
521	DEPT Total:	7,012.79	Park And Recreation	5 Vendors	5 Transactions	

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550	DEPT		Four Seasons			
5363	BMI					
138	01-550-000-0000-6410	493.00	Annual music license	10775997	Operating Supplies - Contracts	N
5363	BMI	493.00	1 Transactions			
8424	Cintas					
139	01-550-000-0000-6420	150.81	Monthly linens	4134584451	Linen Service	Y
8424	Cintas	150.81	1 Transactions			
16860	Custom Communications Inc					
142	01-550-000-0000-6410	599.19	Fire alarm inspection	531585	Operating Supplies - Contracts	N
16860	Custom Communications Inc	599.19	1 Transactions			
37025	Innovative Office Solutions LLC					
150	01-550-000-0000-6410	203.41	Dry erase board & clock	3988626	Operating Supplies - Contracts	N
37025	Innovative Office Solutions LLC	203.41	1 Transactions			
37469	Insty Prints					
151	01-550-000-0000-6410	40.88	Ice Jam posters	153242	Operating Supplies - Contracts	N
37469	Insty Prints	40.88	1 Transactions			
8375	Listen Up DJ Services					
152	01-550-000-0000-6410	200.00	DJ service for Ice Jam		Operating Supplies - Contracts	Y
8375	Listen Up DJ Services	200.00	1 Transactions			
71066	R & K Electric Inc					
161	01-550-000-0000-6410	426.55	Motion sensor switch	61788	Operating Supplies - Contracts	N
71066	R & K Electric Inc	426.55	1 Transactions			
1663	Sign Pro Of Owatonna, Inc.					
162	01-550-000-0000-6410	800.00	Frames for wall signs	22772	Operating Supplies - Contracts	N
1663	Sign Pro Of Owatonna, Inc.	800.00	1 Transactions			
7887	Streamline Communications LLC					
28	01-550-000-0000-6480	250.00	Rewiring - Four Seasons	1442	Non-Capitalized Inventory	N
7887	Streamline Communications LLC	250.00	1 Transactions			
550	DEPT Total:	3,163.84	Four Seasons	9 Vendors	9 Transactions	

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602	DEPT			Co-Op Extension			
	21202 Ed's Backhoe Service LLC						
45	01-602-000-0214-6453		120.00	Compost removal-Comm Garden	2022084	Extension Programing Ag Exp	Y
	21202 Ed's Backhoe Service LLC		120.00	1 Transactions			
602	DEPT Total:		120.00	Co-Op Extension	1 Vendors	1 Transactions	
1	Fund Total:		93,598.74	General Revenue Fund		161 Transactions	

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631	DEPT			Judicial Ditch 1			
	84625 Steele County Soil & Water Conserv Dist						
60	21-631-000-0000-6260		261.45	Ditch insp serv-Q1&2 2022	2022-11 JD 1	Inspections & Engineer	N
	84625 Steele County Soil & Water Conserv Dist		261.45	1 Transactions			
631	DEPT Total:		261.45	Judicial Ditch 1	1 Vendors	1 Transactions	
633	DEPT			Judicial Ditch 10			
	84625 Steele County Soil & Water Conserv Dist						
64	21-633-000-0000-6260		261.45	Ditch insp serv-Q1&2 2022	2022-11 JD 10	Inspections & Engineers	N
	84625 Steele County Soil & Water Conserv Dist		261.45	1 Transactions			
633	DEPT Total:		261.45	Judicial Ditch 10	1 Vendors	1 Transactions	
634	DEPT			Judicial Ditch 5			
	84625 Steele County Soil & Water Conserv Dist						
61	21-634-000-0000-6260		261.45	Ditch insp serv-Q1&2 2022	2022-11 JD 5	Inspections And Engineers	N
	84625 Steele County Soil & Water Conserv Dist		261.45	1 Transactions			
634	DEPT Total:		261.45	Judicial Ditch 5	1 Vendors	1 Transactions	
635	DEPT			Judicial Ditch 6 & Imp			
	84625 Steele County Soil & Water Conserv Dist						
62	21-635-000-0000-6260		261.45	Ditch insp serv-Q1&2 2022	2022-11 JD 6	Inspections And Engineers	N
	84625 Steele County Soil & Water Conserv Dist		261.45	1 Transactions			
635	DEPT Total:		261.45	Judicial Ditch 6 & Imp	1 Vendors	1 Transactions	
636	DEPT			Judicial Ditch 7			
	84625 Steele County Soil & Water Conserv Dist						
63	21-636-000-0000-6260		261.45	Ditch insp serv-Q1&2 2022	2022-11 JD 7	Inspections And Engineers	N
	84625 Steele County Soil & Water Conserv Dist		261.45	1 Transactions			
636	DEPT Total:		261.45	Judicial Ditch 7	1 Vendors	1 Transactions	
637	DEPT			JD 11 (Ripley Ditch)			
	84625 Steele County Soil & Water Conserv Dist						

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65	21-637-000-0000-6260		261.45	Ditch insp serv-Q1&2 2022	2022-11 JD 11	Inspections And Engineers	N
84625	Steele County Soil & Water Conserv Dist		261.45	1 Transactions			
637	DEPT Total:		261.45	JD 11 (Ripley Ditch)	1 Vendors	1 Transactions	
638	DEPT			Judicial Ditch 12			
84625	Steele County Soil & Water Conserv Dist						
66	21-638-000-0000-6260		261.45	Ditch insp serv-Q1&2 2022	2022-11 JD 12	Inspections And Engineers	N
84625	Steele County Soil & Water Conserv Dist		261.45	1 Transactions			
638	DEPT Total:		261.45	Judicial Ditch 12	1 Vendors	1 Transactions	
639	DEPT			Judicial Ditch 23			
84625	Steele County Soil & Water Conserv Dist						
67	21-639-000-0000-6260		261.45	Ditch insp serv-Q1&2 2022	2022-11 JD 23	Inspections And Engineers	N
84625	Steele County Soil & Water Conserv Dist		261.45	1 Transactions			
639	DEPT Total:		261.45	Judicial Ditch 23	1 Vendors	1 Transactions	
640	DEPT			Judicial Ditch 24			
84625	Steele County Soil & Water Conserv Dist						
68	21-640-000-0000-6260		261.45	Ditch insp serv-Q1&2 2022	2022-11 JD 24	Inspections And Engineers	N
84625	Steele County Soil & Water Conserv Dist		261.45	1 Transactions			
640	DEPT Total:		261.45	Judicial Ditch 24	1 Vendors	1 Transactions	
641	DEPT			County Ditch 1 - Orig			
84625	Steele County Soil & Water Conserv Dist						
69	21-641-000-0000-6260		261.45	Ditch insp serv-Q1&2 2022	2022-11 CD 1	Inspections And Engineers	N
84625	Steele County Soil & Water Conserv Dist		261.45	1 Transactions			
641	DEPT Total:		261.45	County Ditch 1 - Orig	1 Vendors	1 Transactions	
642	DEPT			County Ditch 1 - Church Branch			
84625	Steele County Soil & Water Conserv Dist						
70	21-642-000-0000-6260		261.45	Ditch insp serv-Q1&2 2022	2022-11CD1-CBr	Inspections And Engineers	N

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84625	Steele County Soil & Water Conserv Dist		261.45	1 Transactions		
642	DEPT Total:		261.45	County Ditch 1 - Church Branch	1 Vendors	1 Transactions
643	DEPT			County Ditch 2		
84625	Steele County Soil & Water Conserv Dist					
71	21-643-000-0000-6260		261.45	Ditch insp serv-Q1&2 2022	2022-11 CD 2	Inspections And Engineers N
84625	Steele County Soil & Water Conserv Dist		261.45	1 Transactions		
643	DEPT Total:		261.45	County Ditch 2	1 Vendors	1 Transactions
644	DEPT			County Ditch 4		
84625	Steele County Soil & Water Conserv Dist					
72	21-644-000-0000-6260		261.45	Ditch insp serv-Q1&2 2022	2022-11 CD 4	Inspections And Engineers N
84625	Steele County Soil & Water Conserv Dist		261.45	1 Transactions		
644	DEPT Total:		261.45	County Ditch 4	1 Vendors	1 Transactions
645	DEPT			County Ditch 5		
84625	Steele County Soil & Water Conserv Dist					
73	21-645-000-0000-6260		261.45	Ditch insp serv-Q1&2 2022	2022-11 CD 5	Inspections And Engineers N
84625	Steele County Soil & Water Conserv Dist		261.45	1 Transactions		
645	DEPT Total:		261.45	County Ditch 5	1 Vendors	1 Transactions
646	DEPT			County Ditch 19		
84625	Steele County Soil & Water Conserv Dist					
74	21-646-000-0000-6260		261.45	Ditch insp serv-Q1&2 2022	2022-11 CD 19	Inspections And Engineers N
84625	Steele County Soil & Water Conserv Dist		261.45	1 Transactions		
646	DEPT Total:		261.45	County Ditch 19	1 Vendors	1 Transactions
647	DEPT			County Ditch 20		
84625	Steele County Soil & Water Conserv Dist					
75	21-647-000-0000-6260		261.45	Ditch insp serv-Q1&2 2022	2022-11 CD 20	Inspections And Engineers N
84625	Steele County Soil & Water Conserv Dist		261.45	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:		261.45	County Ditch 20	1 Vendors	1 Transactions	
648	DEPT			County Ditch 21			
	84625 Steele County Soil & Water Conserv Dist						
76	21-648-000-0000-6260		261.45	Ditch insp serv-Q1&2 2022	2022-11 CD 21	Inspections And Engineers	N
	84625 Steele County Soil & Water Conserv Dist		261.45	1 Transactions			
648	DEPT Total:		261.45	County Ditch 21	1 Vendors	1 Transactions	
649	DEPT			County Ditch 22			
	84625 Steele County Soil & Water Conserv Dist						
77	21-649-000-0000-6260		261.45	Ditch insp serv-Q1&2 2022	2022-11 CD 22	Inspections And Engineers	N
	84625 Steele County Soil & Water Conserv Dist		261.45	1 Transactions			
649	DEPT Total:		261.45	County Ditch 22	1 Vendors	1 Transactions	
650	DEPT			County Ditch 23			
	84625 Steele County Soil & Water Conserv Dist						
78	21-650-000-0000-6260		261.45	Ditch insp serv-Q1&2 2022	2022-11 CD 23	Inspections And Engineers	N
	84625 Steele County Soil & Water Conserv Dist		261.45	1 Transactions			
650	DEPT Total:		261.45	County Ditch 23	1 Vendors	1 Transactions	
651	DEPT			County Ditch 24			
	84625 Steele County Soil & Water Conserv Dist						
79	21-651-000-0000-6260		261.45	Ditch insp serv-Q1&2 2022	2022-11 CD 24	Inspections And Engineers	N
	84625 Steele County Soil & Water Conserv Dist		261.45	1 Transactions			
651	DEPT Total:		261.45	County Ditch 24	1 Vendors	1 Transactions	
652	DEPT			County Ditch 25			
	84625 Steele County Soil & Water Conserv Dist						
80	21-652-000-0000-6260		261.45	Ditch insp serv-Q1&2 2022	2022-11 CD 25	Inspections And Engineers	N
	84625 Steele County Soil & Water Conserv Dist		261.45	1 Transactions			
652	DEPT Total:		261.45	County Ditch 25	1 Vendors	1 Transactions	

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653	DEPT				County Ditch 27			
	84625	Steele County Soil & Water Conserv Dist						
81		21-653-000-0000-6260		261.45	Ditch insp serv-Q1&2 2022	2022-11 CD 27	Inspections And Engineers	N
	84625	Steele County Soil & Water Conserv Dist		261.45	1 Transactions			
653	DEPT Total:			261.45	County Ditch 27	1 Vendors	1 Transactions	
654	DEPT				Public Tile Ditch 7			
	84625	Steele County Soil & Water Conserv Dist						
82		21-654-000-0000-6260		261.45	Ditch insp serv-Q1&2 2022	2022-11 PTD 7	Inspections And Engineers	N
	84625	Steele County Soil & Water Conserv Dist		261.45	1 Transactions			
654	DEPT Total:			261.45	Public Tile Ditch 7	1 Vendors	1 Transactions	
655	DEPT				Public Tile Ditch 8			
	84625	Steele County Soil & Water Conserv Dist						
83		21-655-000-0000-6260		261.45	Ditch insp serv-Q1&2 2022	2022-11 PTD 8	Inspections And Engineers	N
	84625	Steele County Soil & Water Conserv Dist		261.45	1 Transactions			
655	DEPT Total:			261.45	Public Tile Ditch 8	1 Vendors	1 Transactions	
656	DEPT				Public Tile Ditch 9			
	84625	Steele County Soil & Water Conserv Dist						
84		21-656-000-0000-6260		261.45	Ditch insp serv-Q1&2 2022	2022-11 PTD 9	Inspections And Engineers	N
	84625	Steele County Soil & Water Conserv Dist		261.45	1 Transactions			
656	DEPT Total:			261.45	Public Tile Ditch 9	1 Vendors	1 Transactions	
657	DEPT				Public Tile Ditch 10			
	84625	Steele County Soil & Water Conserv Dist						
85		21-657-000-0000-6260		261.45	Ditch insp serv-Q1&2 2022	2022-11 PTD 10	Inspections And Engineers	N
	84625	Steele County Soil & Water Conserv Dist		261.45	1 Transactions			
657	DEPT Total:			261.45	Public Tile Ditch 10	1 Vendors	1 Transactions	
658	DEPT				Public Tile Ditch 11			
	84625	Steele County Soil & Water Conserv Dist						

SBENDORF

11/3/22 1:26PM

21 County Ditch Fund

Steele County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

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Vendor	Name	Rpt		Warrant Description	Invoice #	Account/Formula Descripti	1099
No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name	
86	21-658-000-0000-6260		261.45	Ditch insp serv-Q1&2 2022	2022-11 PTD 11	Inspections And Engineers	N
84625	Steele County Soil & Water Conserv Dist		261.45	1 Transactions			
658	DEPT Total:		261.45	Public Tile Ditch 11	1 Vendors	1 Transactions	
659	DEPT			Public Tile Ditch 17			
84625	Steele County Soil & Water Conserv Dist						
87	21-659-000-0000-6260		261.45	Ditch insp serv-Q1&2 2022	2022-11 PTD 17	Inspections And Engineers	N
84625	Steele County Soil & Water Conserv Dist		261.45	1 Transactions			
659	DEPT Total:		261.45	Public Tile Ditch 17	1 Vendors	1 Transactions	
660	DEPT			Public Tile Ditch 18			
84625	Steele County Soil & Water Conserv Dist						
88	21-660-000-0000-6260		261.45	Ditch insp serv-Q1&2 2022	2022-11 PTD 18	Inspections And Engineers	N
84625	Steele County Soil & Water Conserv Dist		261.45	1 Transactions			
660	DEPT Total:		261.45	Public Tile Ditch 18	1 Vendors	1 Transactions	
665	DEPT			JD 2 Redetermination			
84625	Steele County Soil & Water Conserv Dist						
89	21-665-000-0000-6260		261.45	Ditch insp serv-Q1&2 2022	2022-11 JD 2	Inspections And Engineers	N
84625	Steele County Soil & Water Conserv Dist		261.45	1 Transactions			
665	DEPT Total:		261.45	JD 2 Redetermination	1 Vendors	1 Transactions	
21	Fund Total:		7,843.50	County Ditch Fund		30 Transactions	

SBENDORF

11/3/22 1:26PM

23 Bixby Maintenance Operati

Steele County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Page 24

Vendor Name		Rpt	Warrant Description		Invoice #	Account/Formula Descripti		1099
No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name		
609	DEPT			Bixby Sewer Project				
	27350 Frontier Communications							
212	23-609-000-0000-6210		62.09	Bixby monthly phone bill	5075830166	Telephone		N
	27350 Frontier Communications		62.09	1 Transactions				
609	DEPT Total:		62.09	Bixby Sewer Project	1 Vendors		1 Transactions	
23	Fund Total:		62.09	Bixby Maintenance Operations			1 Transactions	

SBENDORF

11/3/22 1:26PM

38 Capital Outlay Fund

Steele County

Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES



Page 25

	<u>Vendor Name</u>	<u>Rpt</u>		<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Descripti</u>	<u>1099</u>
	<u>No. Account/Formula</u>	<u>Accr</u>	<u>Amount</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>	
11	DEPT			District Court Admin.			
	8756 ICS Consulting Inc						
135	38-011-000-0000-6600		3,503.00	Professional services - CH	9071	Capital Outlay - District Court	Y
	8756 ICS Consulting Inc		3,503.00	1 Transactions			
	72500 Rent N Save Portable						
136	38-011-000-0000-6600		36.25	Container rental 10/22-10/31	27471	Capital Outlay - District Court	N
	72500 Rent N Save Portable		36.25	1 Transactions			
11	DEPT Total:		3,539.25	District Court Admin.	2 Vendors	2 Transactions	
111	DEPT			Buildings & Grounds			
	5889 Wold Architects and Engineers						
130	38-111-000-0000-6600		2,340.00	Admin bldg-phase 1 renovation	82511	Capital Outlay - Buildings and Groun	Y
	5889 Wold Architects and Engineers		2,340.00	1 Transactions			
111	DEPT Total:		2,340.00	Buildings & Grounds	1 Vendors	1 Transactions	
251	DEPT			Jail			
	7887 Streamline Communications LLC						
90	38-251-000-0000-6600		1,360.00	SCDC signage players	1443	Capital Outlay - Detention Center	N
	7887 Streamline Communications LLC		1,360.00	1 Transactions			
	5889 Wold Architects and Engineers						
129	38-251-000-0000-6600		2,483.75	Jail pod modification	82404	Capital Outlay - Detention Center	Y
	5889 Wold Architects and Engineers		2,483.75	1 Transactions			
251	DEPT Total:		3,843.75	Jail	2 Vendors	2 Transactions	
252	DEPT			Community Corrections			
	5889 Wold Architects and Engineers						
131	38-252-000-0000-6600		5,250.00	New Comm Correction Facility	82532	Capital Outlay - Community Correcti	Y
	5889 Wold Architects and Engineers		5,250.00	1 Transactions			
252	DEPT Total:		5,250.00	Community Corrections	1 Vendors	1 Transactions	
38	Fund Total:		14,973.00	Capital Outlay Fund		6 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			
16480	Crysteel Truck Equipment Inc					
91	53-398-000-0000-6301	583.42	Cutting edge half & bolt kit	LP210899	Equip Repairs	N
16480	Crysteel Truck Equipment Inc	583.42		1 Transactions		
16860	Custom Communications Inc					
93	53-398-000-0000-6304	63.69	Office alarm	531586	Contract Services	N
92	53-398-000-0000-6304	187.28	Shop alarm	531592	Contract Services	N
16860	Custom Communications Inc	250.97		2 Transactions		
27350	Frontier Communications					
132	53-398-000-0000-6210	215.82	Phone & fax	080184-2	Telephone	N
27350	Frontier Communications	215.82		1 Transactions		
38160	J R's Advanced Recyclers Inc					
94	53-398-000-0000-6304	665.00	128 appliances	108612	Contract Services	N
38160	J R's Advanced Recyclers Inc	665.00		1 Transactions		
39600	Jones Haugh & Smith Inc					
95	53-398-000-0000-6304	2,209.90	Contour staking	43528	Contract Services	N
39600	Jones Haugh & Smith Inc	2,209.90		1 Transactions		
9342	Liberty Tire Recycling LLC					
133	53-398-000-0000-6304	2,238.05	Tires to recycle	2423480	Contract Services	N
9342	Liberty Tire Recycling LLC	2,238.05		1 Transactions		
9465	Progressive Environmental Services LLC					
134	53-398-000-0000-6544	52,975.00	Labor & equipment	22-065	Leachate Treatment	N
9465	Progressive Environmental Services LLC	52,975.00		1 Transactions		
77570	Short Elliott Hendrickson Inc					
96	53-398-000-0000-6542	4,025.68	Landfill services	434569	Testing & Monitoring	N
77570	Short Elliott Hendrickson Inc	4,025.68		1 Transactions		
83500	Steele County Highway Dept					
97	53-398-000-0000-6301	4,113.97	Equipment repairs & parts	2029	Equip Repairs	N
99	53-398-000-0000-6380	570.94	Remove trash from fence	2029	Grounds Maintenance	N
98	53-398-000-0000-6388	10,942.89	Labor reimbursement	2029	Labor costs-Highway	N

SBENDORF
11/3/22 1:26PM
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		
83500	Steele County Highway Dept		15,627.80	3 Transactions				
99500	Ziegler, Inc							
100	53-398-000-0000-6301		6,012.66	D6N repairs	SI000242374	Equip Repairs		N
99500	Ziegler, Inc		6,012.66	1 Transactions				
398	DEPT Total:		84,804.30	Landfill	10 Vendors	13 Transactions		
53	Fund Total:		84,804.30	Landfill Fund		13 Transactions		

SBENDORF

11/3/22 1:26PM

74 Clean Water Partnership L

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		
610	DEPT			Clean Water Partnership Loan Program				
	52725 Mn Pollution Control Agency							
101	74-610-032-0000-6701		20,785.87	Loan payment #12	SRF0259	Bond Principal Disb		N
102	74-610-032-0000-6905		1,947.33	Interest payment #12	SRF0259	Interest Expense		N
	52725 Mn Pollution Control Agency		22,733.20	2 Transactions				
610	DEPT Total:		22,733.20	Clean Water Partnership Loan Program	1 Vendors		2 Transactions	
74	Fund Total:		22,733.20	Clean Water Partnership Loan P			2 Transactions	
	Final Total:		224,014.83	164 Vendors	213 Transactions			

Steele County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Recap by Fund	<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>	
	1	93,598.74	General Revenue Fund	
	21	7,843.50	County Ditch Fund	
	23	62.09	Bixby Maintenance Operations	
	38	14,973.00	Capital Outlay Fund	
	53	84,804.30	Landfill Fund	
	74	22,733.20	Clean Water Partnership Loan P	
	All Funds	224,014.83	Total	Approved by,
				
				

PERSONNEL REPORT
November 8, 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>Date</i>
Miranda Carlson	Correctional Officer	B24/1	11/01/22
Alexa Wencil	Long-Term Care Supervisor/PH	D61/7	11/21/22
Grant Bahl	Appraiser/Assessor's Office	C41/1	12/12/22

Resignations/Retirements/Terminations:

<i>Name</i>	<i>Position</i>	<i>Department</i>	<i>End Date</i>
Nick Golbuff	Correctional Officer	Detention Center	11/11/22

Open Positions-Pending Board Approval:

<i>Position</i>	<i>Department</i>	<i>Notes</i>
Correctional Officer	Detention Center	Backfill Golbuff

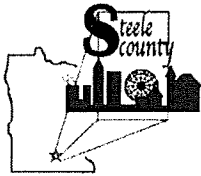
STAFFING STATUS (Information Only – No Action Required)

Open Positions - Approved to Fill:

<i>Position</i>	<i>Department</i>	<i>Notes</i>
Correctional Officers (3)	Det. Center/Sheriff's Office	Backgrounding 2; Recruiting 1
Custodian	Facilities & Fleet	Backgrounding
Asst. Cty Attorney I or II	County Attorney's Office	Interviewing
Assessment Technician I	Assessor's Office	Interviewing
Landfill Operator	Admin/PW	Recruiting
Road Deputy	Sheriff's Office	On-Hold
Health Services Asst/LPN	Det. Center/Sheriff's Office	On-Hold

Open Positions – In Committee:

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



Steele County Agenda Item

Subject: Voting Equipment

Department: Auditor's Office

Committee Meeting Date: November 1, 2022

Board Meeting Date: November 8, 2022

Consent Agenda: ☒ Yes ☐ No

Resolution: ☐ Yes ☒ No

Policy Committee Recommendation:

Approve the purchase of an additional DS 200 Optical Scan machine in the amount of \$8,790.00.

Recommendation:

Approve the purchase of an additional DS 200 Optical Scan machine in the amount of \$8,790.00.

Background (*Including Budget Impact*):

The purchase of an additional DS 200 Optical Scan machine will give us more flexibility for absentee voting and will also serve as a back-up machine in the event we have an issue with one of the machines in the precinct. The purchase price is \$8,790 plus 300.00 for the maintenance & support fee. This purchase would be paid for from the HAVA Grant funds that we received.

Attachments:

Proposal Quote



Maintaining voter confidence. Enhancing the voter experience.

Steele County
Purchase Proposal Quote
Submitted by Election Systems & Software

Purchase Solution Includes:

Quantity	Item Description	Unit Price	Extended Price
Tabulation Hardware			
1	DS200 Poll Place Scanner and Tabulator: DS200 (Includes Internal Backup Battery, Plastic Ballot Box with Removable Carrying Case, Paper Roll and One (1) Standard 4GB Memory Device)	\$6,820.00	\$6,820.00
1	Standard 4GB Memory Device (Additional)	\$115.00	\$115.00
Election Services			
X	Tabulation Equipment Installation		\$1,975.00
X	1 Year Hardware and Software Warranty		Included
X	Estimated Shipping and Handling		\$380.00
	Trade-In Allowance. Equipment Being Traded-In by Customer Includes: 1-Model 100 Scanner 1-Model 100 Ballot Box		(\$500.00)
Total Purchase Solution			\$8,790.00

Payment Terms

Amount due within thirty (30) calendar days of contract execution:	\$4,395.00
Amount due within thirty (30) calendar days of delivery of Hardware and/or Software:	\$4,395.00

Annual Post-Warranty License and Maintenance and Support Fees
(Fees are Based Upon a 1-Year Customer Commitment to Subscribe to the Following Services)

Annual Post-Warranty Hardware Maintenance and Support Fees:			
1	HMA DS200 - Extended Warranty with Annual Maintenance	\$205.00	\$205.00
Annual Post-Warranty Firmware License and Maintenance and Support Fees:			
1	Firmware License - DS200	\$95.00	\$95.00
Total Annual Post-Warranty License and Maintenance and Support Fees			\$300.00

Footnotes:

1. This quote is an estimate and is subject to final review and approval by both ES&S and the Customer.
2. Rates valid for thirty (30) days and thereafter may change.
3. Any applicable (City & State) sales taxes have not been included in pricing and are the responsibility of the customer.
4. Subject to state, municipal, jurisdictional, provincial or territory laws to the contrary, the above pricing information is confidential, proprietary and trade secret information of ES&S and is intended only for the use of the individual or entity to which the document is directed to. This information may not be disclosed or reproduced either publicly or to any other individual or entity without the prior written authorization of ES&S.
6. ES&S will coordinate the pickup and transportation of the trade-in equipment from Customer's site on a date to be mutually agreed upon by the parties. Customer is responsible for preparing, packaging and palletizing the trade-in equipment for shipment.



Steele County Agenda Item

Subject: Office Space Lease Agreement - MNPrairie

Department: Administrator's Office

Committee Meeting Date: November 1, 2022 - ICS

Board Meeting Date: November 8, 2022

Consent Agenda: ☒ Yes ☐ No

Resolution: ☐ Yes ☒ No

Policy Committee Recommendation:

Committee Recommends approval and authorizes the Chair to sign

Recommendation:

Approve 2023 office lease agreement with MN Prairie and authorize Chair to sign agreement

Background~~(Including Budget Impact)~~:

MN Prairie (14,336 square feet) leases office space from the County in the Administration Center. Since MN Prairie is a "arms length" agency of the county using federal funds, we are restricted by federal regulations to charge them an amount that cannot exceed our cost to provide the service. In 2022 lease rates are \$11.55 square foot for MN Prairie for a total annual lease amount of \$165,578. In 2023 the proposed lease rate is \$12.39 square foot for a total annual lease amount of \$177,623.04.

Attachments: Proposed 2023 Lease for MN Prairie

LEASE OF COMMERCIAL SPACE

THIS AGREEMENT, by and between Steele County (the County), Lessor, and Minnesota Prairie County Alliance (MNPrairie), Lessee.

WITNESSETH, that the Lessor in consideration of rents and covenants herein mentioned, does hereby lease to the Lessee, and the Lessee does hereby take from the Lessor, the premises described below in the County of Owatonna, State of Minnesota.

1. Term: (1) year commencing January 1, 2023.

2. Commencement of Lease: The date upon which the term of this lease begins is referred to as the “commencement date” and shall be deemed to be the date which occurs on the first date following delivery of possession.

3. Rent: Rent shall be payable as follows: The annual lease shall be \$177,623.04 which the Lessee shall pay in quarterly installments of \$44,405.76. These rental amounts shall be due in the first month of each calendar quarter, payments beginning January 1, 2023 and in the first month of each successive quarter during the term of this lease. There shall be no security deposit paid.

4. Scope of Lease: Payment of rent **will** cover the following items:

- Approximately 14,336 square feet of office space currently being occupied by employees of Lessee located at 630 Florence Avenue, Owatonna, MN 55060.
- Use of shared conference rooms and other common areas that are presently shared with other employees of Steele County.
- Parking
- Utilities, including water, sewer, gas and electricity
- Garbage and recycling management
- Maintenance of real property
- Lawn care
- Snow removal
- Supplies for restroom facilities
- Cleaning of leased office space
- Cleaning of restrooms, waiting areas and other common areas
- Access key for existing staff with a to be determined charge for new staff
- Real property insurance

The rent payment **will not** cover the following items:

- Copy machines
- Paper shredding
- MNPrairie owned vehicles
- Furniture

- Future physical plant modifications will be discussed on a case by case basis

5. Use: Exclusive use – Lessor agrees that provided Lessee is not in default herein under during the term of this lease, and any extensions or renewals thereof, Lessors will not lease any portion of the building to any other Lessee.

6. Premises: Lessor hereby leases to Lessee and Lessee hereby leases from Lessor, for the term upon and conditions herein provided, the premises described herein.

7. Care of Property: Lessor and Lessee will keep said premises in a neat, clean, and respectful condition. If Lessee believes an unclean condition exists on the property they shall give notice of the same, including the specific conditions which need to be remedied and the Lessor shall have 30 days in which to cure such condition.

8. Sub-lease or Assignment: Lessee will not assign or underlet said premises or any part thereof without the written consent of Lessor.

9. Renewal: This lease will expire December 31, 2023. The parties can agree to a one year renewal. Unless otherwise agreed to by both parties prior to the expiration date no renewal will be issued. If no renewal is issued by December 31, 2023, all items of the Lessee must be removed from the premises.

10. Taxes: The Lessor shall pay as due all real estate taxes due on the subject property. Payment shall be made directly to the appropriate county officer.

11. Insurance: The Lessor shall maintain insurance on the property and the Lessee shall maintain insurance applicable to its personal property.

12. Maintenance, repairs, and alterations: Routine maintenance which shall include but not be limited to, to light bulbs, cleaning supplies and floor coverings shall be the responsibility of Lessor. In addition, major repairs will be the responsibility of Lessor, unless the negligence and/or abuse of Lessee is the reason for any malfunction or damage.

13. Utilities: The Lessor agrees to pay for all water, light, heat, and other utilities used herein during the term of this lease. Said Lessor is solely responsible for payment of such debts incurred for such use of utilities and will hold the Lessee harmless for any delinquency that may incur from Lessor's non-payment.

14. Waiver and Indemnity: Lessor (including their officers, employees, agents and representatives) shall not be liable to Lessee or those claiming by, through or under Lessee for any injury, death, or property damage occurring in, on or about the property except for negligence directly attributable to the Lessor.

15. Casualty: If the premises or the project shall be partially damaged by fire, or other cause, the Lessor shall at their option, either:

a) undertake to restore such damages with all due diligence; or

b) in the event the premises are damaged by fire or other cause to the extent that damage cannot in Lessor's sole judgment be economically repaired within 30 days after the date of such damage, the lease shall be terminated unless otherwise agreed upon by both the Lessor and Lessee.

16. Default: If the Lessee defaults on this lease, the Lessors may use any legal remedy recognized by laws of the State of Minnesota.

17. Parking of vehicles: Lessee agrees that they shall park no private vehicles or Lessee owned vehicles in locations that are designated for public use.

IN TESTIMONY WHEREOF, both parties have signed this lease the date herein first above written.

Lessor, Steele County Board Chair

Lessee, MNPrairie Board Chair



Steele County Agenda Item

Subject: Body Art Establishment License

Department: Auditor's Office

Committee Meeting Date: November 1, 2022

Board Meeting Date: November 8, 2022

Consent Agenda: ☒ Yes ☐ No

Resolution: ☐ Yes ☒ No

Policy Committee Recommendation:

Approve Body Art Establishment license for Seven Tattoo Parlor

Recommendation:

Approve Body Art Establishment license for Seven Tattoo Parlor

Background (*Including Budget Impact*):

Seven Tattoo Parlor is a new Body Art Establishment License. A prorated fee for the remainder of the 2022 year and the application has been submitted.

Attachments:



Steele County Agenda Item

Subject: Acceptance of Donation for Four Seasons Centre

Department: Four Seasons

Committee Meeting Date:

Board Meeting Date: November 8, 2022

Consent Agenda: ☒ Yes ☐ No

Resolution: ☒ Yes ☐ No

Policy Committee Recommendation:

Recommendation:

Approve Resolution accepting donation for a bench at the Four Seasons Centre.

Background (Including Budget Impact):

Minnesota Statute §465.03 allows counties to accept grants and donations of real or personal property for the benefit of its citizens. The following have donated to the Four Seasons for a bench.

Roger Bogen Family

\$1000.00

Attachments:

Resolution

RESOLUTION

ACCEPTANCE OF DONATION FOR FOUR SEASONS CENTRE BENCH

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

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

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

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

- Roger Bogen Family \$1000.00

Dated this 8th day of November 2022.

STEELE COUNTY
BOARD OF COMMISSIONERS

Chair

CERTIFICATION

I hereby certify that the above is a true and correct copy of a Resolution duly passed, adopted and approved by the County Board of said County on the 8th day of November 2022.

Laura Ihrke, Steele County Auditor

STEELE COUNTY PERSONNEL AGENDA ITEM

November 8, 2022 at 5:00 pm

NOVEMBER EMPLOYEE ANNIVERSARIES

(Information Only – No Action Required)

Anniversaries:

<i>Name</i>	<i>Position-Dept</i>	<i>Anniv. Date</i>	<i>Yrs. Service</i>
Melissa Trihus	Technical Clerk I – Recorder’s Office	11/02/22	7
Dawn Grunklee	Programs Assistant – Detention Center	11/13/22	15
Debbie Grems	Office Support Specialist – Public Health	11/27/22	16



Steele County Agenda Item

Subject: Adopt Resolution Approving the 2023-2027 Highway Capital Improvement Plan and Amending the Use of the Transportation Sales Tax

Department: Highway

Committee Meeting Date: October 13, 2022

Board Meeting Date: November 8, 2022

Consent Agenda: ☐ Yes ☒ No

Resolution: ☒ Yes ☐ No

Policy Committee Recommendation:

Move to Board for approval.

Recommendation:

Adopt Resolution Approving the 2023-2027 Highway Capital Improvement Plan (CIP) and amending the use of the transportation sales tax.

Background (*Including Budget Impact*):

The County Board held a public hearing for the draft 2023-2027 Highway Capital Improvement Plan (CIP) at 5:15 pm on Tuesday, October 25, 2022. The Plan proposes additional projects to be funded by the transportation sales tax. At the Public Hearing there were several comments from the public regarding the East Side Corridor, aka 29th Avenue. Most comments were from homeowners in the North County Addition who are concerned about the location being so close to their homes. Staff emphasized there has been no decision made regarding location yet, the project is very early in the process, and they will continue to be offered opportunities to be involved and provide input.

Changes to the plan since the Public Hearing include an updated cost estimate for the CSAH 48 roundabout project in 2023, funding split corrections for the Township Bridge projects, and updated overlay and sealcoat numbers to match the submitted budget. A one-time significant increase in the sealcoat budget will allow us to catch up with this important pavement preservation work. It will be funded by sales tax fund balance.

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

Hard copies of the 2023-2027 Highway Capital Improvement Plan have been provided to the Board members and the plan is available on the Highway department's website at this link: [2023-2027 Highway Capital Improvement Plan](#)

Attachments:

Resolution

**RESOLUTION APPROVING THE 2023 – 2027 HIGHWAY CAPITAL IMPROVEMENT
PLAN AND AMENDING THE USE OF THE TRANSPORTATION SALES TAX**

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

WHEREAS, on December 16, 2014 the Steele County Board of Commissioners authorized and imposed a ½% transportation sales tax as provided for in Minnesota Statutes 297A.993, commencing April 1, 2015 to fund road and drainage improvements as identified in the Steele County 2015-2025 Transportation Capital Improvement Plan dated November 25, 2014; and

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

WHEREAS, the Steele County Board held a public hearing on October 25, 2022 regarding the 2023 – 2027 Highway Capital Improvement Plan and the use of the transportation sales tax.

NOW THEREFORE, BE IT RESOLVED that the proposed 2023-2027 Highway Capital Improvement Plan is approved and adopted.

BE IT FURTHER RESOLVED that the proceeds of the transportation sales tax are additionally dedicated exclusively to the payment of the capital costs of any and all projects within the Steele County 2023-2027 Highway Capital Improvement Plan.

STEELE COUNTY
BOARD OF COMMISSIONERS

John Glynn, Chair

CERTIFICATION

STATE OF MINNESOTA
COUNTY OF STEELE

I hereby certify that the foregoing Resolution is a true and correct copy of the Resolution presented to and adopted by the Steele County Board at a duly authorized meeting thereof held on the 8th day of November, 2022, as shown by the minutes of said meeting in my possession.

Laura Ihrke, Steele County Auditor



STEELE COUNTY
INTERNAL CENTRAL POLICY COMMITTEE MINUTES
Steele County Administration Center – 630 Florence - Owatonna, MN 55060

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

Tuesday, November 1, 2022 at 8:00 a.m. – Steele County Boardroom

Attendees: Commissioner Glynn, Commissioner Krueger, Human Resource Director Julie Johnson, Auditor Laura Ihrke, and Administrator Scott Golberg.

Consent Agenda

1. Committee recommends the purchase of an additional DS 200 optical scan machine using grant funds.
2. Committee recommends approving the MNPrairie 2023 Lease Agreement
3. Committee recommends approving the Body Art Establishment License for Seven Tattoo Parlor

Information

4. Brief discussion regarding the upcoming Coroner Agreement that will expire at the end of this year.

Department Head Reports

Human Resources: Holiday recognition event is Friday, December 2nd. Invitations are being sent out today. Administrator annual performance review documentation will be sent out shortly. Benefit enrollment is complete, and they are now reviewing selections and contacting employees where necessary. There are 11 vacancies left to fill at the county. Bringing the preliminary salary market survey to the board on November 22nd.

Auditor Office: No tax forfeitures this year. Public test is at 10 am for the voting machine. Today is the first day for direct balloting. Canvassing is Monday November 14th at 3 pm. Post-election review is on November 21st. Working on the T-n-T statements.

Member County Board 2022 Fall Report

Leota Lind, CEO





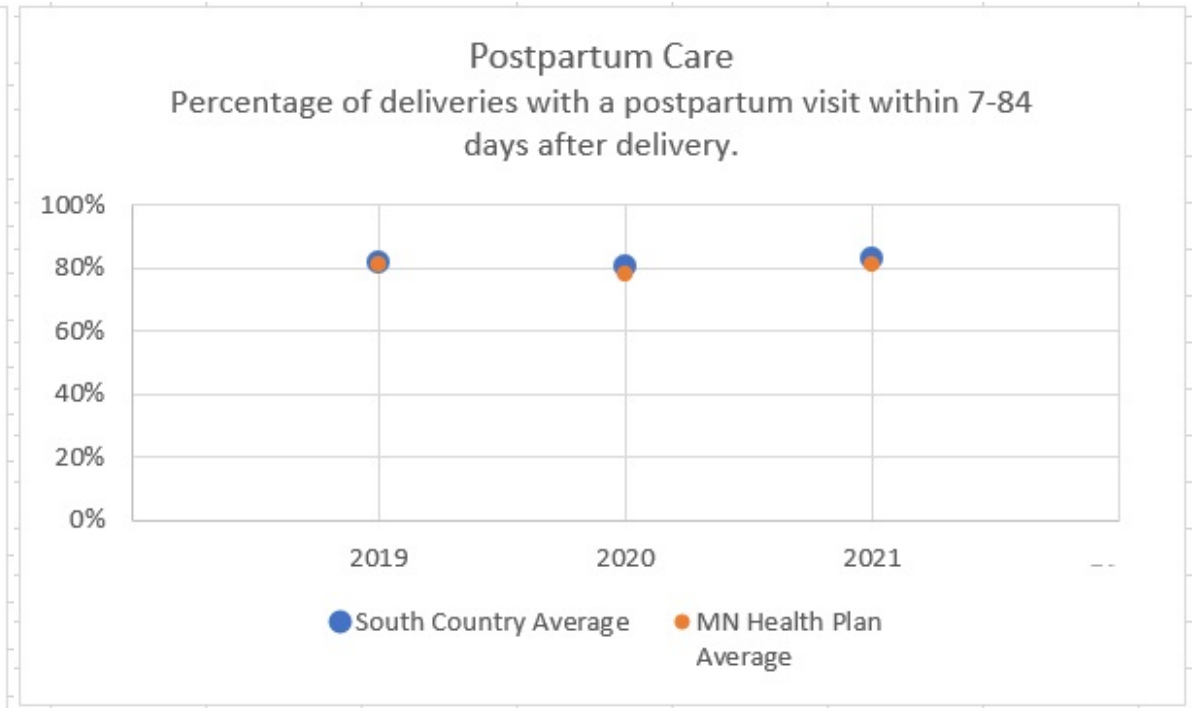
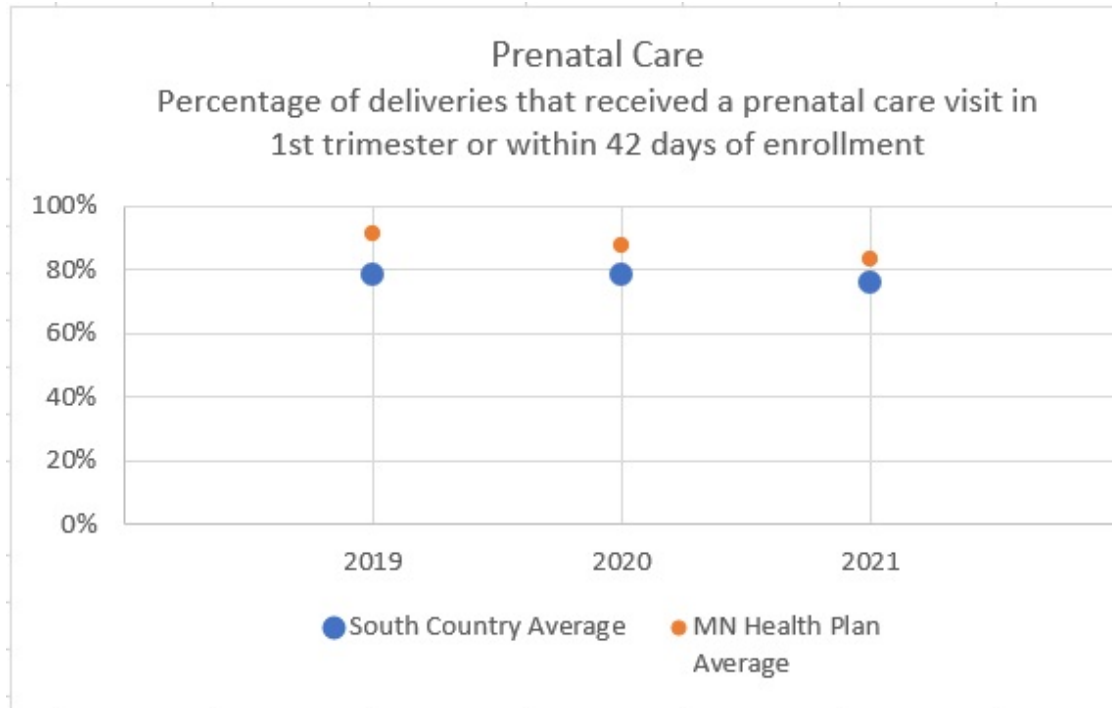
A HEALTHY START

Promoting a Healthy Start for Mothers & Children in Rural Minnesota

- 2021-2023 DHS Performance Improvement Project (PIP)
- Children ages 0-15 months
- Addresses geographic disparities due to living in rural communities

HEDIS Rates

Healthcare Effectiveness Data and Information Set



A HEALTHY START

2020 and 2021 South Country averaged 416 pregnancies with approximately 30/month identified as high risk.

Goals

- ☐ Increase 1st trimester prenatal care visit rate
- ☐ Increase postpartum care visit rate
- ☐ Increase primary care well-child visit rates

A HEALTHY START

Partnering with Counties



- Training video for county financial workers
- Referral lists of pregnant members are sent to counties
- Member Pregnancy Packets (available benefits, Community Care Connector info, local resources, Embracing Life prenatal guide, crucial advice)
- Baby's First Year Calendar (520 distributed in 2022)
- Healthy Baby Healthy Teeth Kits (580 kits distributed in 2022)
- Be Buckled™ Free Car Seat Program and Education (236 provided since 2021)

A HEALTHY START

- Perinatal depression screening
- Be Rewarded™ Prenatal Care
- Be Rewarded™ Postpartum Care
- Be Rewarded™ Infant Well-care Visits
- Free Breast Pump Program (350+ provided since 2021)
- 24-hour Nurse Advice
- EFCE Classes (700+ discounts given since 2021)

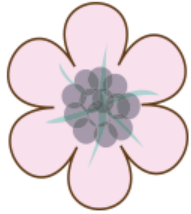


Reminder:

Children should have a well-care visit at these ages:

- 0 -1 month
- 1 month
- 2 months
- 4 months
- 6 months
- 9 months
- 12 months
- 15 months

Embracing Life Online



Welcome to the supplementary content for our printed Embracing Life booklet

Embracing Life is a helpful guide book produced by South Country Health Alliance for health plan members who are pregnant. Our guide contains a calendar, helpful tips, and resources for new mom's both during and after their pregnancy.

The content of these pages is only part of what we have to offer – if you don't have a guide book, call Member Services to request one or download it from the Resource box on the right.

How you and baby share

Whatever you put in your body is shared with your baby. Here are some things to avoid and why.

Childproofing, First Aid, and Safety

Childproofing keeps your baby safe from dangers in your home. Look here for tips, first aid, and safety help.

Vaccinations

Vaccinations help protect you and your baby from serious illness. Here's what you need to know.

Breastfeeding

Breastfeeding is important for both you and the baby. Look here for more information.

Dental Care

Dental care is even more important when you are pregnant. Find out how you and baby can both benefit.

More Resources & Numbers

There are many resources available for new moms. Look here for them.

More Resources for Parents

- [Prenatal & Postpartum Care](#)
- [Breastfeeding](#)
- [Childproofing, First Aid, and Safety](#)
- [Dental Care](#)
- [Vaccinations](#)
- [Well-care for Babies and Children](#)
- [What You Share with Your Baby](#)
- [More Resources and Numbers](#)
- [RideConnect Transportation](#)
- [24/7 Nurse Advice Phone Service](#)
- [Tobacco Cessation](#)
- [Dental Appointments](#)
- [Community Care Connectors](#)

Documents to download

[Embracing Life Guide \(pdf\)](#)
[Pregnancy Brochure \(pdf-English\)](#) [\(pdf-Spanish\)](#) [\(pdf-Somali\)](#)



FIND A PROVIDER



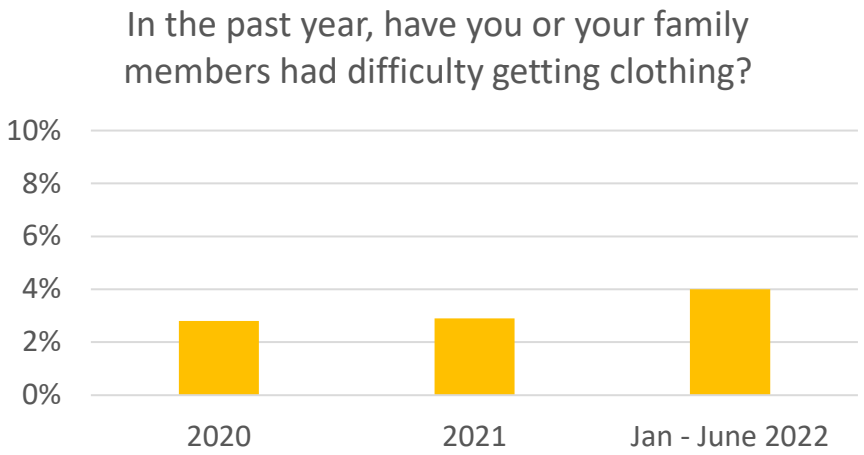
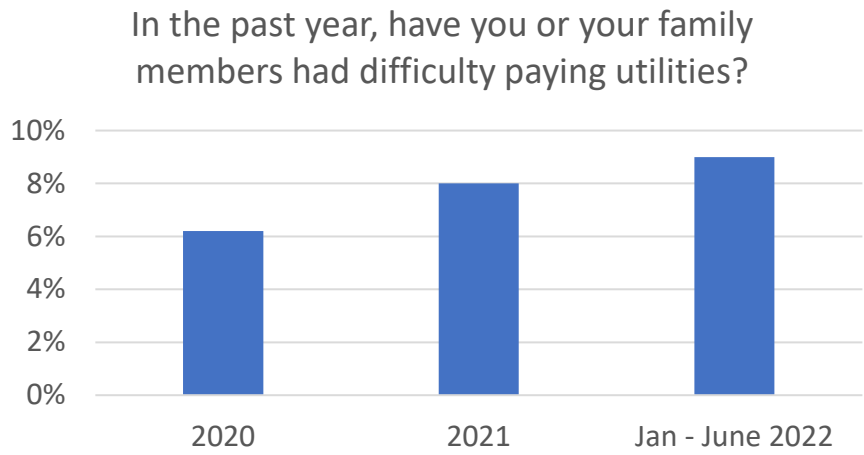
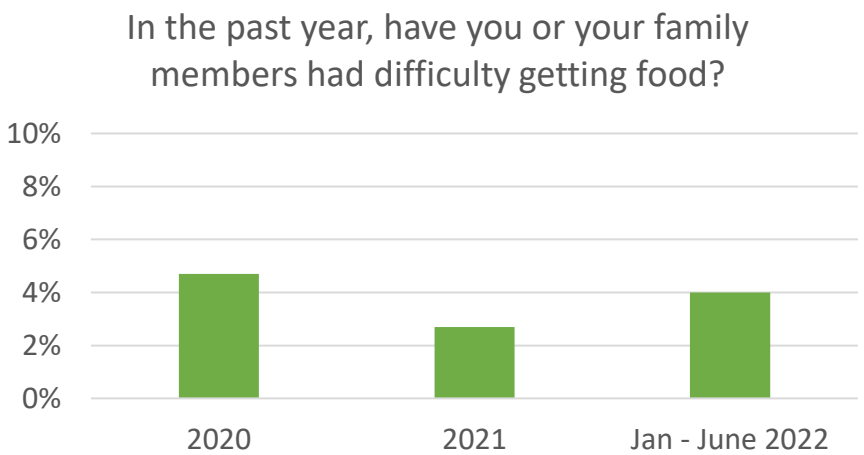
FIND A PHARMACY

NEW ENROLLEE HEALTH SURVEY: Response Rates

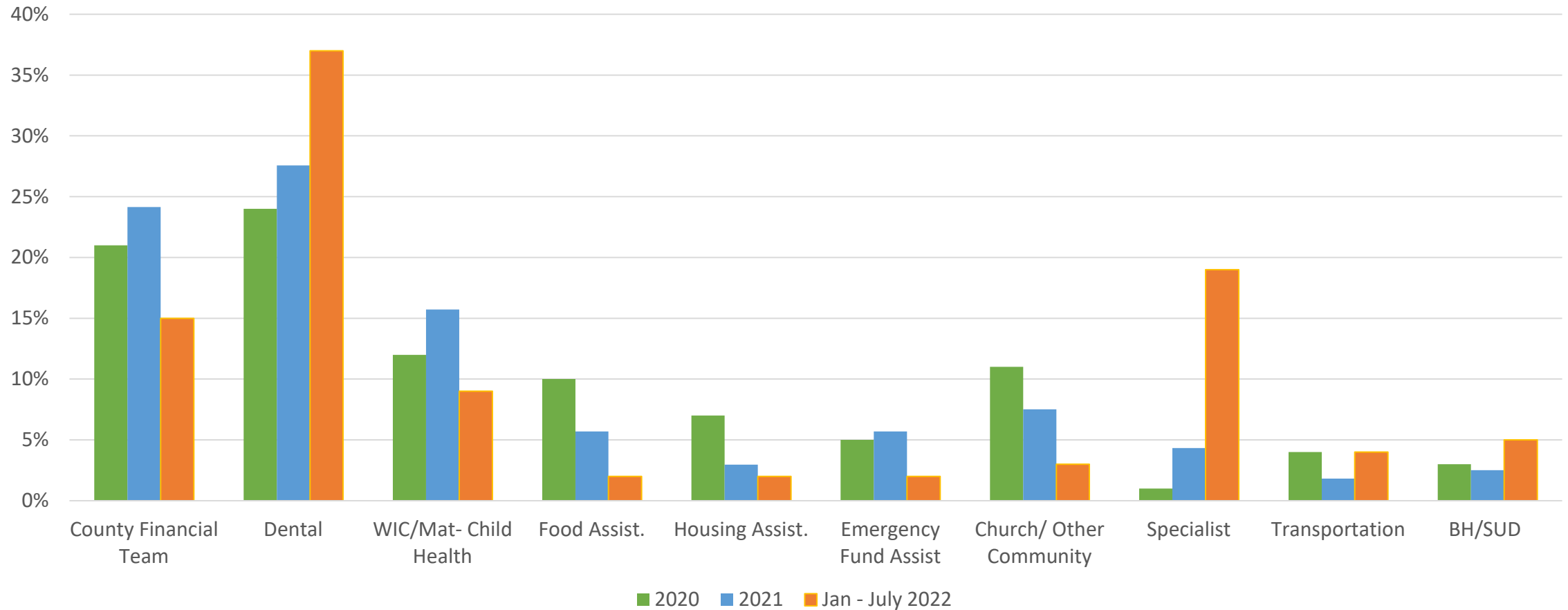


South Country Response Rates			
Outreach	2020	2021	Jan-June 2022
1 st outreach (Mail)	8%	19%	18%
2 nd outreach (Phone & Mail)	5%	8%	16%
3 rd outreach (Mail)	3%	11%	21%
Total Combined	16%	38%	55%

NEW ENROLLEE HEALTH SURVEY: Social Drivers of Health Responses



NEW ENROLLEE HEALTH SURVEY: Member Follow-up / Referrals Made



SEPTEMBER 30, 2022 FINANCIALS

- Net Income \$13,100,000
- Revenues on budget with favorable program expenses
- Overall loss ratio of 87.1%
- Administrative Expenses \$970,500 favorable to budget
 - Admin expense ratio to revenue is 6.7%