



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, DECEMBER 27, 2022 at 5:00 PM
County Boardroom, Steele County Administration Center

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

Agenda

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

Public Comment

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

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

Correspondence

4. Letter: City of Owatonna TIF District No. 19-1 (pg. 4)

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 December 13, 2022 Board Minutes (pg. 7)
6. Approve December 13, 2022 Board Work Session Minutes (pg. 14)

7. Approve Bills and Journal Entries (pg. 15)
8. Approve Personnel Report (pg. 113)
9. Approve Body Art Establishment License Renewal for Seven Tattoo Parlor and Thee Dragon's Lair (pg. 114)
10. Adopt Resolution Approving 2023 Petty Cash/Cash Change Funds (pg. 115)
11. Adopt Resolution Approving Final Payment of overlays for Contract No. 222202; CP 074-022-002 to Crane Creek Asphalt (pg. 117)
12. Adopt Resolution Approving Final Payment of reclaims for Contract No. 221242; SAP 074-612-042 and SAP 074-618-030 to Crane Creek Asphalt (pg. 119)
13. Approve Annual Ditch Inspector Contract for 2023 (pg. 121)

General

5:15 p.m. – 2023 Fee Schedule Public Hearing and Adoption (pg. 126)

14. 2023 Commissioner Salary and Per Diem Resolution (pg. 134)
15. 2023 Ditch Interest Rate (pg. 135)

County Board Work Session – Tuesday, December 27, 2022

16. Authorize the Administrator to close on the 2655 Alexander Street property (pg. 136)
17. Approve Fund transfer from Highway Department to General Fund (pg. 137)

Internal Central Services Committee – Thursday, December 1, 2022

18. Presentation: South Central Drug Investigation Unit – Ben Johnson, OPD (n/a)
19. South Central Drug Investigation Unit Investigator Position (pg. 138)

Land Use & Records Committee - Tuesday, December 20, 2022

20. Rescind Coroner Service Agreement (pg. 142)
21. Coroner Service Agreement (pg. 143)
22. Citizen Committee Appointments (pg. 149)
23. Property Tax Disaster Abatement for Marshall (pg. 151)
24. Property Tax Disaster Abatement for Gonzalez (pg. 152)

Information Items

25. Land Use and Records Committee Meeting Minutes – December 20, 2022 (pg. 153)

Commissioner Reports:

Next Meeting Notices:

Internal Central Services – **Tuesday, January 3rd at 9:30 a.m. - Boardroom**

Property & Maintenance Committee-**Thursday, January 5th at 8:00 a.m. - Boardroom**

Public Safety & Health Committee - **Wednesday, January 11th at 8:00 a.m. - Boardroom**

Public Works Committee – **Thursday, January 12th at 8:00 a.m. - Public Works Facility**

Land Use & Records – **Thursday, January 17th at 8:00 a.m. - Boardroom**

Board Work Session – **Thursday, January 24th at 4:00 p.m. - Boardroom**

County Board Meeting – **Thursday, January 24th at 5:00 p.m. - Boardroom**

Adjourn

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

THE CITY OF

Troy Klecker
Community Development Director



[Via Email]

OWATONNA

540 West Hills Circle
Owatonna, MN 55060-4794
(507) 774-7316

December 19, 2022

Laura Ihrke, County Auditor
Steele County
630 Florence Avenue
Owatonna, MN 55060

Dear Ms. Ihrke,

On Tuesday, January 17, 2023 at 7:00 pm the Owatonna City Council will conduct a public hearing on the plans for Development District No. 19 and Tax Increment Financing District No. 19-1, which are proposed as a city development district and a redevelopment tax increment financing district. You are cordially invited to attend the public hearing on this proposal.

The City of Owatonna proposes creating a development district and a tax increment financing district, which facilitates redevelopment of private and public property with one mixed use building, containing both residential and commercial uses, and one commercial building located at 202 and 208 Vine Street W, 216 and 224 Oak Avenue N, 221 Walnut N, and 320 Hoffman Drive, along with adjacent publicly owned parcels. The City will provide financial assistance to the developer to finance eligible redevelopment costs.

Minnesota Statutes section 469.175, subdivision 2, require that before formation of a tax increment financing district, the City shall provide the county auditor with the proposed tax increment financing plan for the district and the City's estimate of the fiscal and economic implications of the proposed tax increment financing district. The City must provide the proposed tax increment financing plan and the information on the fiscal and economic implications of the plan to the county auditor at least 30 days before the required public hearing. In accordance with this provision, please find attached the City's estimate of the fiscal and economic implications of the proposed district and plans for Development District No. 19 and Tax Increment District 19-1.

If you have any questions on the above, please contact me.

Respectfully,

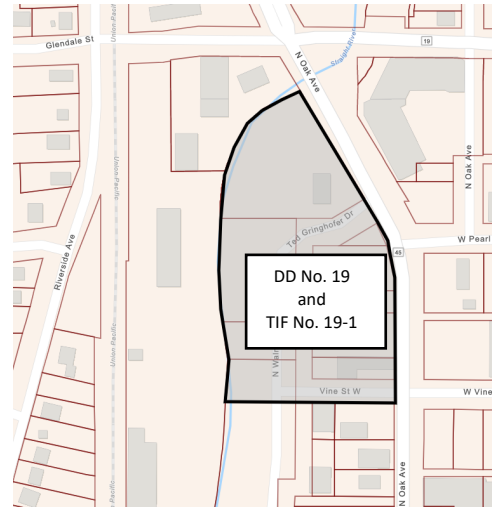
Troy Klecker
Community Development Director

Cc: Scott Golberg, County Administrator

*We are an Equal Opportunity Employer
The City of Friendliness and Beautiful Parks*

Estimate of Fiscal and Economic Implications of Proposed Tax Increment Financing District No. 19-1, Owatonna, MN

Project Description: The City of Owatonna proposes creating a development district and a tax increment financing district, which facilitates redevelopment of private and public property with one mixed use building, containing both residential and commercial uses, and one commercial building located at 202 and 208 Vine Street W, 216 and 224 Oak Avenue N, 221 Walnut N, and 320 Hoffman Drive, along with adjacent publicly owned parcels. The City will provide financial assistance to the developer to finance eligible redevelopment costs.



Probable Impacts: The proposed project will nominally increase demands on municipal police, fire, and infrastructure services because property redevelopment will result in a higher density project. The City is willing to accept the increased demands in order to facilitate economic development within the community. Furthermore, the anticipated impact of withholding tax capacity generated by the new development for the duration of the district will have negligible effect on the City's ability to borrow funds or on the City's bond rating.

Type of Tax Increment District: Redevelopment

District Duration: Not to exceed twenty-five years after the date of receipt of the first tax increment.

Fiscal Impact: Information on the following table provides an estimate of the tax revenue each jurisdiction could expect to receive if the development occurred without tax increment assistance. However, it has been determined that this project will not proceed unless it receives its anticipated funding package, part of which is tax increment assistance. Assumptions used in the table include: (1) the 2023 estimated local tax rates of 50.960% (county), 57.262% (city), 29.854% (school district) and 138.076% (total) are used to estimate the increment; (2) based upon current budget assumptions, the City believes that the District will pay all eligible project costs with tax increment received in tax years payable 2025 through 2050. The statutory duration of the District is through 2050, and the City may permit the District to exist through the statutory duration should it become necessary to pay all eligible project expenses; and (3) for purposes of preparing this estimate, local tax rates remain constant regardless if the district is/is not created.

Year	Estimated Property Taxes	Estimated Annual Tax Increment	School's Share of Property Taxes	School's Loss of Property Taxes Due to TIF	County's Share of Property Taxes	County's Loss of Property Taxes Due to TIF	City's Share of Property Taxes	City's Loss of Property Taxes Due to TIF
2023	0	0	0	0	0	0	0	0
2024	0	0	0	0	0	0	0	0
2025	303,545	272,429	65,631	58,903	112,030	100,546	125,884	112,980
Through and including								
2050	303,545	272,429	65,631	58,903	112,030	100,546	125,884	112,980
Total	\$7,892,182	\$7,083,159	\$1,706,402	\$1,531,480	\$2,912,784	\$2,614,196	\$3,272,996	\$2,937,483

PROCEEDINGS OF THE STEELE COUNTY BOARD OF COMMISSIONERS

SPECIAL SESSION

December 13, 2022

STATE OF MINNESOTA)

) ss

COUNTY OF STEELE)

The Steele County Board of Commissioners met in Special Session at 5:00 p.m. on December 13, 2022 with Commissioner's Krueger, Brady, Abbe, Gnemi and Glynn present. Also present were County Attorney Dan McIntosh, County Engineer Greg Ilkka, County Treasurer Cathy Piepho, Planning & Zoning Director Dale Oolman, Human Resources Director Julie Johnson, IT Director Dave Purscell, County Assessor Tom Reineke, County Administrator Scott Golberg and County Auditor Laura Ihrke.

Call to order and Pledge of Allegiance.

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

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

Ayes all.

- A. Approve the minutes of November 22, 2022
- B. Approve the minutes of November 22, 2022 Board Work Session
- C. Approve the minutes of December 8, 2022 Strategic Planning Session
- D. Approve Bills
- E. Approve Personnel Report

Resignations/Retirements/Terminations:

<i>Name</i>	<i>Position</i>	<i>Department</i>	<i>End Date</i>
Madison Grunklee (.5 FTE)	Office Support Specialist	Extension	12/16/22

- F. Approve the 2022 Election Security HAVA Phase 2 Grant Agreement and authorized the Chair and Auditor to sign
- G. Adopted the following **Resolution:**

ACCEPTANCE OF DONATION FOR PUBLIC HEALTH

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

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

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

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

- Home Health Medical Supplies by Anonymous
- Home Health Medical Equipment by Anonymous
- Personal care items and 2 quilts by Transitional Housing
-

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.

- H. Adopted the following **Resolution:**

**RESOLUTION – REQUEST FOR SPEED STUDY
CSAH 12 (4TH STREET NE TO CSAH 1)**

WHEREAS, the Minnesota Commissioner of Transportation has the authority and responsibility to establish speed limits on county highways; and

WHEREAS, the County has no record of a Speed Limit Authorization issued by the Transportation Commissioner for the segment of CSAH 12 from 4th Street NE to CSAH 1; and

WHEREAS, the County recently noted existing signing does not conform to the District Traffic Engineer Letter dated November 16, 1998 stating the zone is not in an "urban district" as defined by Minnesota law and that the in place Speed Limit 30 signs are not authorized; and

WHEREAS, the County submitted to MnDOT a Resolution dated May 8, 2001 requesting a speed study be completed as a new K-12 school was recently built along the road segment; and

WHEREAS, new housing was built in the Oak Ridge Bluffs subdivision in the late 1990's and early 2000's along the segment and changing area land uses; and

WHEREAS, the County received letters from the District Traffic Engineer dated July 30, 2001 and July 25, 2003 stating speed studies were completed, that the posted 30 mph zone is not in an "urban district" and is not authorized, that a 45 mph zone is recommended from 4th Street NE to a point about 300 feet east of 6th Street SE, that a 55 mph zone then extends east of that point, that a school speed zone is not recommended, and that another amended resolution requesting a speed study was required from the county to complete a Speed Limit Authorization; and

WHEREAS, the County has never received a Speed Limit Authorization based on those studies; and

WHEREAS, since that study a new school bus garage has been constructed east of the Medford School along CSAH 12; and

WHEREAS, the county recently completed a road rehabilitation project, upgrading the westbound by-pass lane to a full left turn lane providing additional safety benefits to traffic at the school entrance; and

WHEREAS, the City of Medford and the Medford School District have requested to lower the speed in front of the school.

NOW, THEREFORE BE IT RESOLVED that Steele County requests the MNDOT District 6 Traffic Engineer conduct a speed study on CSAH 12 from 4th Street NE to CSAH 1 to determine the appropriate speed zones and that the Minnesota Transportation Commissioner issue the appropriate Speed Limit Authorizations.

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.

I. Adopted the following **Resolution**:

**RESOLUTION – REQUEST FOR SPEED STUDY
CSAH 12 (CSAH 23 – FRONTAGE ROAD WEST TO 3RD STREET NW)**

WHEREAS, the Minnesota Commissioner of Transportation has the authority and responsibility to establish speed limits on county highways; and

WHEREAS, the Commissioner of Transportation issued a Speed Limit Authorization of 40 mph on CSAH 12 (CSAH 23 – Frontage Road West to 3rd Street NW) dated September 21, 1992; and

WHEREAS, the County recently noted existing signing does not conform to the Speed Limit Authorization; and

WHEREAS, the road has had several reconstruction projects since the Authorization changing the character of the road, including the construction of two roundabouts at the I-35 ramps, reconstruction and widening of the I-35 overpass, reconstruction of CSAH 12 over the Straight River Bridge, and reconstruction of the roadway from a rural cross section to an urban cross section.

NOW, THEREFORE BE IT RESOLVED that Steele County requests the MNDOT District 6 Traffic Engineer conduct a speed study on CSAH 12 from CSAH 23 to 3rd Street NW to determine the appropriate speed zones and that the Minnesota Transportation Commissioner issue the appropriate Speed Limit Authorizations.

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.

J. Adopted the following **Resolution**:

**RESOLUTION – REQUEST FOR SPEED STUDY
CSAH 45 (CSAH 9-NW 21ST AVENUE TO 5TH AVENUE SE)**

WHEREAS, the Minnesota Commissioner of Transportation has the authority and responsibility to establish speed limits on county highways; and

WHEREAS, the Commissioner of Transportation issued a Speed Limit Authorization of 50 mph on CSAH 45 (1,320 feet south of the intersection of 5th Ave SE to the intersection with 5th Ave SE dated March 31, 2017; and

WHEREAS, Steele County rehabilitated CSAH 45-Main Street in 2021-2022, adding a pedestrian crossing at 5th Street SE with a sidewalk bump out to calm traffic and reduce the crossing length and adding a dynamic feedback speed limit sign; and

WHEREAS, additional businesses have been constructed south of Medford since the previous Speed Limit Authorization,
WHEREAS, the County recently noted existing signing does not conform to the approved Speed Limit Authorization dated March 31, 2017; and
NOW, THEREFORE BE IT RESOLVED that Steele County requests the MNDOT District 6 Traffic Engineer conduct a speed study on CSAH 45 from CSAH 9-NW 21st Avenue to 5th Street SE to determine the appropriate speed zones and that the Minnesota Transportation Commissioner issue the appropriate Speed Limit Authorizations.

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.

K. Adopted the following **Resolution**:

**RESOLUTION – REQUEST FOR SPEED STUDY
 CSAH 45 (2ND AVENUE NW TO CSAH 49)**

WHEREAS, the Minnesota Commissioner of Transportation has the authority and responsibility to establish speed limits on county highways; and
WHEREAS, the Commissioner of Transportation issued a Speed Limit Authorization of 55 mph on CSAH 45 from the intersection of 2nd Ave NW to the intersection of CR 102 dated March 31, 2017; and
WHEREAS, Steele County rehabilitated CSAH 45-Main Street in 2021-2022 upgrading a pedestrian crossing at 2nd Avenue NW with a median pedestrian refuge to calm traffic and to reduce the crossing length, adding a Rectangular Rapid Flashing Beacon pedestrian crossing signing, and adding a dynamic feedback speed limit sign; and
WHEREAS, the County recently noted existing signing does not conform to the approved Speed Limit Authorization dated March 31, 2017; and
NOW, THEREFORE BE IT RESOLVED that Steele County requests the MNDOT District 6 Traffic Engineer conduct a speed study on CSAH 45 from 2nd Ave NW to CSAH 49 to determine the appropriate speed zones and that the Minnesota Transportation Commissioner issue the appropriate Speed Limit Authorizations.

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.

- L. Approve disposition of a Plow Truck and Appurtenances via Online Auction Service
- M. Approve the renewal of a Body Art License for Irish Eyes Studio
- N. Approve the Planning Commission Minutes from December 5, 2022

Human Resources Director Julie Johnson read the December Anniversary Report.

Anniversaries:

<i>Name</i>	<i>Position-Dept</i>	<i>Anniv. Date</i>	<i>Yrs. Service</i>
Jesse Steneman	Corporal – Detention Center	12/02/22	9
Dan McIntosh	County Attorney – Attorney's Office	12/03/22	21
Penny Miller	Technical Clerk I – Recorder's Office	12/03/22	4
Kristin Otto	Legal Admin Asst – Attorney's Office	12/04/22	5
Christine Laue	Technical Clerk I – Auditor's Office	12/07/22	2
Josh Andrist	Senior Mechanic – Highway Dept	12/07/22	7
Lacy Standke	Assessment Technician – Assessor's Office	12/07/22	13
Patrick Zeman	Maintenance Tech – Highway	12/14/22	2
Jake Rysavy	Director of Facilities & Fleet – F & F	12/16/22	3
Lesa Hullopeter	Chief Deputy Recorder – Recorder's Office	12/17/22	13
Samantha LeMay	Paralegal – Attorney's Office	12/17/22	4
Tony David	Road Deputy – Sheriff's Office	12/21/22	24
Jacob Miller	Road Deputy – Sheriff's Office	12/21/22	7
Lisa Risch	Records Specialist – Detention Center	12/26/22	10
Scott Mittelstaedt	Landfill Operator – Landfill	12/31/22	4
Jennifer Waggoner	Registered Nurse – Public Health Dept	12/31/22	4

Motion by Commissioner Brady, seconded by Commissioner Gnemi to approve the renewal of CUP #290 (James Brothers Construction/Hafstad Pit) allowing the mining of sand and gravel and the stockpiling and processing of recyclable aggregate material on property owned by Mark and April Hafstad in Section 11 and 12, Lemond Township with conditions per the Planning Commission and to accept the Findings of Fact. Ayes all.

Motion by Commissioner Abbe, seconded by Commissioner Krueger to approve CUP #433 (Jenkins Boarding Kennel) from Aaron and Melissa Jenkins to operate a dog boarding kennel for up to 20 dogs on their property located at 2465 Austin Road, Section 22, Township 107, Range 20, Owatonna Township with conditions per the Planning Commission and to accept the Findings of Fact. Ayes all.

Motion by Commissioner Krueger, seconded by Commissioner Gnemi to re-appoint Dr. Kellyanna Moore to serve as County Coroner for January 1, 2023 to December 31, 2026. Ayes all.

Motion by Commissioner Abbe, seconded by Commissioner Krueger to approve the Coroner Services Agreement for January 1, 2023 to December 31, 2026 and authorize the Administrator to sign. Ayes all.

Motion by Commissioner Abbe, seconded by Commissioner Krueger to approve Anoka Contract for Juvenile Beds and authorize the Administrator to sign. Ayes all.

Motion by Commissioner Gnemi, seconded by Commissioner Abbe to extend the Hiring Process Policy for backfilling vacant positions for an additional six months. Ayes all.

Commissioner Brady offered the following **Resolution**, seconded by Commissioner Gnemi

Steele County Board of County Commissioners

Review of Proposed State Land Acquisition

In accordance with Minnesota Statutes 97A.145, Subd. 2, the Commissioner of the Department of Natural Resources on October 25, 2022 provided the county board with a description of lands to be acquired by the State of Minnesota for water, forestry, wildlife, and natural plant community conservation purposes.

Lands to be acquired are described as follows:

All that part of Section 4, Township 108 North, Range 20 West, described as follows:

Commencing at a railroad iron in center of highway know as Old Jefferson Highway, which point is 17 rods and 8 links West of Northeast Corner of Northwest Quarter of Northwest Quarter of said Section 4, thence running East 4227 feet to Northeast Corner of said Section 4, thence South along center of Public Highway running North and South along East line of said Section 4, 1320 feet to an iron pipe; thence West 4357 feet to an iron pope in center of said Old Jefferson Highway at a point 1320 feet South from a point of beginning, thence North along center of said Old Jefferson Highway to place of beginning, EXCEPTING: All that part thereof lying and being East of Straight River and EXCEPTING all that part thereof lying and being West of the Chicago, Rock Island and Pacific Railway Company. AND ALSO EXCEPT Railroad.

AND

All that part of the Southeast Quarter of the Northwest Quarter of Section 4 lying East of the land deeded to the Burlington, Cedar Rapids and Northern Railway company of Iowa (now known as the Union Pacific Railroad) as a right-of-way, as per deed recorded in said Register of Deed's Office of Steele County in book 52 of Deeds on Page 270, Section 4, Township 108 North, Range 20 West, Steele County, Minnesota.

AND

All that part of the Southwest Quarter of the Northeast Quarter of Section 4, lying West of the Straight River, Section 4, Township 108 North, Range 20 West, Steele County, Minnesota.

AND

All that part of the East Half (E1/2) of the Southwest Quarter (SW1/4) of Section 4 (4), Township One Hundred Eight (108) North, Range Twenty (20) West, Steele County, Minnesota, lying East of the right of way of the Chicago, Rock Island and Pacific Railway and lying North of the following described line:

Commencing at the Northwest (NW) corner of the West Quarter (W1/4) of the Southwest Quarter (SW1/4) of the Southeast Quarter (SE1/4) of Section Four (4), Township One Hundred Eight (108) North, Range Twenty (20) West, Steele County, Minnesota; thence South 00 degrees 43 minutes 38 seconds West a distance of 107 feet along the East line of the East Half (E1/2) of the Southwest

Quarter (SW1/4) of said Section Four (4), to a point of the centerline of the Straight River, being the point of beginning of the line to be described; thence along the centerline of the said Straight River South 11 degrees 07 minutes 03 seconds West a distance of 434.94 feet; thence South 45 degrees 40 minutes 49 seconds West a distance of 115.19 feet; thence South 58 degrees 06 minutes 35 seconds West a distance of 160.54 feet; thence South 79 degrees 07 minutes 22 seconds West a distance of 105.81 feet; thence South 79 degrees 31 minutes 37 seconds West a distance of 162.57 feet; thence North 57 degrees 01 minutes 06 seconds West a distance of 152.45 feet; thence North 89 degrees 09 minutes 29 seconds West a distance of 442.24 feet to the easterly right of way line of the Union Pacific Railroad, and there terminating.

AND

All that part of the Northwest Quarter of the Southeast Quarter of Section 4, Township 108 North, Range 20 West, lying west of the Straight River.

The lands to be acquired will be called "Medford Wildlife Management Area" and a sign will be erected on site designating as such.

IT IS HEREBY RESOLVED, by the Board of County Commissioners of Steele County on December 13, 2022 that the State's proposed acquisition of the attached described property be approved.

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.

Commissioner Abbe reported on his attendance at Counties Providing Technology meeting, MnPrairie Policy Committee meeting, Ribbon Cutting at the New Holiday Station Store, City of Owatonna Truth and Taxation meeting, Strategic Work Session, Rice/Steele 911 Joint Powers Board meeting and Employee Holiday Party.

Commissioner Brady reported on his attendance at Human Relations Center meeting, Extension meeting, 911 interviews, Employee Holiday Party, South Country Health Alliance meeting, AMC Conference, Strategic Work Session, Owatonna Public Utilities meeting, 911 meeting and a Work Session.

Commissioner Gnemi – No report.

Commissioner Krueger reported on his attendance at Internal Central Services, South Country Health Alliance Joint Powers Board meeting, Quality Assurance Committee meeting, Employee Holiday Party, AMC Conference, South Country Health Alliance meeting, Cyber Security Seminar, Strategic Planning Session, Spoke at Rotary Club, MnPrairie Finance meeting and a Work Session.

Commissioner Glynn reported on his attendance at Employee Holiday Party, Extension Committee meeting, SEMREX, Internal Central Services, Park & Recreation Committee meeting, Fair Board Appreciation, Strategic Planning Session and a Work Session.

Motion by Commissioner Gnemi, seconded by Commissioner Brady to recess until 6:00 p.m. for the Public Hearing. Ayes all.

Motion by Commissioner Gnemi, seconded by Commissioner Krueger to reconvene for the Public Hearing at 6:00 p.m. Ayes all.

County Administrator, Scott Golberg, reviewed the purpose of the meeting.

County Treasurer, Cathy Piepho, reviewed the 2023 budget.

The meeting was open for public comment.

Motion by Commissioner Gnemi, seconded by Commissioner Abbe to close the Public Hearing at 6:37 p.m. Ayes all.

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

Steele County
2023 Final Budget and Tax
Levy

WHEREAS, Minnesota Statutes 275.065 requires the County Board to adopt a final property tax levy, and

WHEREAS, Minnesota Statutes 275.065 requires the County Board to conduct a public hearing prior to the adopting of its final property tax levy, and

WHEREAS, the budget requests, revenue projections, levy data and needs of Steele County have been duly considered, and

NOW THEREFORE BE IT RESOLVED, the Steele County Board of Commissioners approves the following 2023 tax levy totaling \$28,021,403. The 2023 tax levy and budget are detailed as follows:

	<u>Tax Levy</u>	<u>Budget</u>
General Government	\$ 25,177,627	\$ 33,593,641
Road & Bridge	2,750,770	19,003,210
Ditch Fund	-	300,000
Bixby Sewer District	-	16,844
Bonded Debt	1,863,533	1,863,533
Capital Improvements	175,100	4,973,100
Landfill	-	2,521,799
Clean Water Partnership	-	45,466
Other Trust Funds	-	300
SUBTOTAL	\$ 29,967,030	\$ 62,317,893
Public Library (excluding cities of Owatonna and Blooming Prairie)	225,000	225,000
TOTAL TAX LEVY	30,192,030	
Less: County Aid	(2,170,627)	
TOTAL CERTIFIED TAX LEVY	<u>\$ 28,021,403</u>	TOTAL CERTIFIED BUDGET
		<u>\$ 62,542,893</u>

BE IT FURTHER RESOLVED, the Minnesota State Statutes allow less than 105% of the current principal and interest due, provided sufficient funds have been accumulated for the applicable debt payments and because sufficient funds are unavailable, the debt service levy will be increased as indicated in the table below:

	<u>Scheduled Levy</u>	<u>Proposed Levy</u>
2020A – G. O. CIP Bond Detention Center HVAC & LED Lighting	\$ 353,300	\$ 370,965
2018A – G. O. CIP Bond Public Works Facility Construction	408,600	429,030
2015A – G.O. Refunding Bond Detention Center & Road Bonds	<u>1,063,538</u>	<u>1,063,538</u>
Totals	<u>\$ 1,825,438</u>	<u>\$ 1,863,533</u>

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.

LISTING OF BILLS
12/13/2022

7 Rivers Recycling LLC	2,772.07
Agile Fleet Inc	10,641.64
Anderson/James Hurd	4,760.00
Applied Concepts Inc	9,225.00
Bolton & Menk Inc	4,542.00
Braun Intertec Eng Inc	2,627.50
Central Farm Services	30,608.54
Counties Providing Technology	4,344.00
CRK Properties LLC	6,750.31
Fernbrook Family Centre	6,500.00
Forum Communication Printing	6,365.11
Four Seasons Centre	4,500.00
H & L Mesabi, Inc	23,353.50
Hillyard-Hutchinson	3,315.35
Innovative Office Solutions LLC	2,608.05
Kronos Incorporated	3,600.49
Leads Online LLC	2,345.00
Loffler Companies Inc	2,350.00
Loken Excavating & Drainage	8,696.69
Matejcek Implement Co	2,620.38

Mike's Repair	4,082.64
Minnesota Counties Computer Coop	6,631.90
Mn Dept Of Transportation	6,576.63
Nuss Truck & Equipment	7,781.09
RSBS Management Inc	9,868.94
Steele County Agricultural Society	21,000.00
Steele County Highway Dept	11,671.90
Steele County Historical Society	4,000.00
Summit Food Services LLC	6,089.98
Tritech Software Systems	24,923.56
Waste Management Of Wi-Mn	57,975.00
Wold Architects and Engineers	19,548.75
Ziegler, Inc	4,392.93
108 Payments less than 2,000	<u>40,488.26</u>
Total:	367,556.91

Motion by Commissioner Gnemi, seconded by Commissioner Abbe to adjourn to the Call of the Chair at 6:40 p.m. Ayes all.

CHAIRMAN

ATTEST: _____
AUDITOR

PROCEEDINGS OF THE STEELE COUNTY BOARD OF COMMISSIONERS

SPECIAL SESSION

December 13, 2022

STATE OF MINNESOTA))ss
COUNTY OF STEELE)

The Steele County Board of Commissioners held a Work Session at 4:00 p.m. on December 13, 2022 with Commissioner's Glynn, Krueger, Gnemi, Brady and Abbe present. Also present were County Attorney Dan McIntosh, County Treasurer Cathy Piepho, County Assessor Tom Reineke, Community Corrections Director Tim Schammel, IT Director Dave Purscell, County Administrator Scott Golberg and County Auditor Laura Ihrke.

Call to Order.

County Coroner Kellyanna Moore was present to explain to the board the duties of the County Coroner's office. The office consists of the County Coroner and 4 death investigators. They also reviewed the Coroner Contract for 1/1/2023 thru 12/31/2026.

Scott brought up the Contract with Anoka County for Secure Juvenile Detention Beds. Parties to the contract would be MNPrairie as the fiscally responsible entity; MNPrairie-member counties (Dodge, Steele and Waseca county) as the placing counties through their corrections staff and local law enforcement and Anoka County as the service provider.

Meeting was adjourned at 4:50 p.m.

CHAIRMAN

ATTEST: _____
AUDITOR

SBENDORF

12/21/22

9:04AM

Steele County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

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		3 - Vendor Number			
		4 - Vendor Name			

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Paid on Behalf Of Name
on Audit List?: N

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

Save Report Options?: N

SBENDORF
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10 Road & Bridge Fund

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Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

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	Vendor Name	Rpt		Warrant Description	Invoice #	Account/Formula Descripti	1099
	No. Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name	
301	DEPT			Administration			
	3738 Arrow Ace Hardware						
1	10-301-000-0000-6512		14.58	Water treatment for lab	270703/2	Bldg Repair & Maintenance	N
	3738 Arrow Ace Hardware		14.58	1 Transactions			
	68420 Plunkett's Pest Control, Inc.						
26	10-301-000-0000-6512		107.40	December pest control	7839682	Bldg Repair & Maintenance	N
	68420 Plunkett's Pest Control, Inc.		107.40	1 Transactions			
301	DEPT Total:		121.98	Administration	2 Vendors	2 Transactions	
302	DEPT			Road & Bridge Maintenance Expense			
	13110 City Of Owatonna						
25	10-302-000-0000-6537		14,795.25	Rose St Roundabout changes	2022-40	County Contracts	N
	13110 City Of Owatonna		14,795.25	1 Transactions			
	8882 D & M Construction LLC						
8	10-302-000-0000-6525		46.05	1.5 yards screened dirt	12890	CSAH Supplies - Aggregate/Asphalt	Y
	8882 D & M Construction LLC		46.05	1 Transactions			
	5010 Loken Excavating & Drainage						
13	10-302-000-0000-6523		3,144.12	524.02 ton washed sand	132239	Supplies - Road Salt & Sand	N
	5010 Loken Excavating & Drainage		3,144.12	1 Transactions			
	48700 M-R Sign Company, Inc						
14	10-302-000-0000-6534		128.16	Aurora church sign	218552	Supplies - Signing	N
15	10-302-000-0000-6534		170.12	Down arrow lft&rgt signs CSAH	218638	Supplies - Signing	N
16	10-302-000-0000-6534		955.43	Band it strapping,buckles&brac	218654	Supplies - Signing	N
	48700 M-R Sign Company, Inc		1,253.71	3 Transactions			
	49625 Matejcek Implement Co						
17	10-302-000-0000-6340		391.40	Rental tractor repairs	WA40162	Equipment Rental	Y
18	10-302-000-0000-6340		127.88	Rental tractor repairs	WA40168	Equipment Rental	Y
19	10-302-000-0000-6340		333.53	Rental tractor repairs	WA40173	Equipment Rental	Y
	49625 Matejcek Implement Co		852.81	3 Transactions			
	85001 Steele-Waseca Coop Electric						
30	10-302-000-0000-6534		31.80	Maintain street lights, CSAH	1094084	Supplies - Signing	N
31	10-302-000-0000-6534		9.16	Maintain street lights, CSAH 1	120426	Supplies - Signing	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	
32	10-302-000-0000-6534		Maintain street lights, CSAH 1	25721	Supplies - Signing	N
33	10-302-000-0000-6534		Maintain street lights, CSAH 1	25722	Supplies - Signing	N
34	10-302-000-0000-6534		Maintain street lights, CSAH 6	26898	Supplies - Signing	N
85001	Steele-Waseca Coop Electric		5 Transactions			
302	DEPT Total:	20,108.49	Road & Bridge Maintenance Expense	6 Vendors	14 Transactions	
304	DEPT		Equipment Maintenance & Shops			
10150	Carquest Auto Parts					
3	10-304-000-0000-6513	38.40	1/2 hex socket set	448640	Tools	N
10150	Carquest Auto Parts	38.40	1 Transactions			
11215	Central Farm Services					
4	10-304-000-0000-6540	1,199.02	93.60 gallons of quicklift	2646644	Fuel & Lubricants	N
5	10-304-000-0000-6521	18,447.84	5,013 gallons of dyed diesel	2914146	Supplies-Diesel Fuel	N
6	10-304-000-0000-6540	7,221.02	3,005 gallons of unleaded fuel	2914268	Fuel & Lubricants	N
7	10-304-000-0000-6540	830.00	300 gallons bulk antifreeze	700857	Fuel & Lubricants	N
11215	Central Farm Services	27,697.88	4 Transactions			
36550	IFACS					
9	10-304-000-0000-6520	101.28	Brake tubing & elbow	5304626	Machinery/Vehicle Parts	N
10	10-304-000-0000-6520	26.12	Elbow	5304725	Machinery/Vehicle Parts	N
36550	IFACS	127.40	2 Transactions			
524	Kecks Repair Inc					
11	10-304-000-0000-6520	224.98	Hydraulic hoses & fittings	300505	Machinery/Vehicle Parts	N
12	10-304-000-0000-6520	259.62	Hydraulic hose fiittings & hos	300580	Machinery/Vehicle Parts	N
524	Kecks Repair Inc	484.60	2 Transactions			
58850	Northland Farm Systems					
20	10-304-000-0000-6520	55.00	Female #6 jic fitting	53176	Machinery/Vehicle Parts	N
58850	Northland Farm Systems	55.00	1 Transactions			
4097	Nuss Truck & Equipment					
21	10-304-000-0000-6520	224.24	Diffuser,gaskets&v-clamps	1217894P	Machinery/Vehicle Parts	N
22	10-304-000-0000-6520	149.30	Fan, unit#2162	1218982P	Machinery/Vehicle Parts	N
23	10-304-000-0000-6520	149.30	Fan, unit#2131	1218982P	Machinery/Vehicle Parts	N
24	10-304-000-0000-6252	427.97	Custom labor, unit#2170	176618	Contracted Services	N

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No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
4097	Nuss Truck & Equipment		950.81	4 Transactions		
3314	Ronco Engineering Sales					
27	10-304-000-0000-6520	58.33	Strobe lite, unit#2131	3307051	Machinery/Vehicle Parts	N
28	10-304-000-0000-6520	58.34	Strobe lite&snowbroom Unt#2151	3307051	Machinery/Vehicle Parts	N
29	10-304-000-0000-6520	58.33	Strobe lite, unit#2130	3307051	Machinery/Vehicle Parts	N
3314	Ronco Engineering Sales	175.00	3 Transactions			
86520	Terminal Supply Company					
35	10-304-000-0000-6511	473.11	Fittings, nuts, bolts & bits	91873-00	Maint Shop Supplies & Materials	N
86520	Terminal Supply Company	473.11	1 Transactions			
99250	Zep Sales & Service					
37	10-304-000-0000-6511	336.36	ZEP Aquapel kit	9008094835	Maint Shop Supplies & Materials	N
99250	Zep Sales & Service	336.36	1 Transactions			
304	DEPT Total:	30,338.56	Equipment Maintenance & Shops	9 Vendors	19 Transactions	
310	DEPT		Capital Construction			
8087	Braun Intertec Eng Inc					
2	10-310-000-0000-6260	1,822.50	Prof Services 074-647-002	B321740	Consultants/Admin Fee	N
8087	Braun Intertec Eng Inc	1,822.50	1 Transactions			
4364	WSB & Associates Inc					
36	10-310-000-0000-6567	5,954.00	Prof services 074-021-006	0198500009	CRRSAA Construction Projects	Y
4364	WSB & Associates Inc	5,954.00	1 Transactions			
310	DEPT Total:	7,776.50	Capital Construction	2 Vendors	2 Transactions	
10	Fund Total:	58,345.53	Road & Bridge Fund		37 Transactions	
	Final Total:	58,345.53	19 Vendors	37 Transactions		

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Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Recap by Fund	<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>	
	10	58,345.53	Road & Bridge Fund	
	All Funds	58,345.53	Total	Approved by, ...
				
				

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Type of Audit List: D D - Detailed Audit List
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	No. Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
3	DEPT		County Wide			
	4319 Association Of Mn Counties					
7	01-003-000-0000-6241	18,436.00	AMC 2023 Annual Dues	63150	Membership Dues	N
	4319 Association Of Mn Counties	18,436.00	1 Transactions			
	8854 Otto/Kristin					
170	01-003-000-0000-6194	28.41	Coffee bar - Recognition banquet	12/02/2022	Personnel Policy	N
	8854 Otto/Kristin	28.41	1 Transactions			
3	DEPT Total:	18,464.41	County Wide	2 Vendors	2 Transactions	
5	DEPT		Board Of Commissioners			
	4319 Association Of Mn Counties					
12	01-005-000-0000-6261	400.00	AMC Annual Conf - Golberg	63571	Conference & Training	N
11	01-005-000-0000-6261	400.00	AMC Annual Conf - Johnson	63572	Conference & Training	N
9	01-005-000-0000-6261	400.00	AMC Annual Conf - Brady	63573	Conference & Training	N
10	01-005-000-0000-6261	400.00	AMC Annual Conf - Gnemi	63574	Conference & Training	N
8	01-005-000-0000-6261	400.00	AMC Annual Conf - Krueger	63575	Conference & Training	N
	4319 Association Of Mn Counties	2,000.00	5 Transactions			
	8238 Krueger/Gregory D					
160	01-005-000-0000-6331	41.90	Fuel - AMC Conference		Mileage Reimbursement	N
161	01-005-000-0000-6331	39.26	Meals - AMC Conference		Mileage Reimbursement	N
	8238 Krueger/Gregory D	81.16	2 Transactions			
5	DEPT Total:	2,081.16	Board Of Commissioners	2 Vendors	7 Transactions	
31	DEPT		County Administrator			
	8393 AMC - MACA					
148	01-031-000-0000-6241	878.00	MACA dues - 2023	1058	Membership Dues	N
	8393 AMC - MACA	878.00	1 Transactions			
	4879 Shred Right					
173	01-031-000-0000-6801	20.00	Shred serv order 287218-12/15	590069	General Expense	Y
	4879 Shred Right	20.00	1 Transactions			
31	DEPT Total:	898.00	County Administrator	2 Vendors	2 Transactions	

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	Vendor Name	Rpt		Warrant Description	Invoice #	Account/Formula Descripti	1099
	No. Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name	
32	DEPT			Human Resources			
	8393 AMC - MACA						
146	01-032-000-0000-6241		125.00	Membership renewal - Julie	8841	Membership Dues	N
147	01-032-000-0000-6241		75.00	Membership renewal - Gina	9928	Membership Dues	N
	8393 AMC - MACA		200.00	2 Transactions			
	8924 OPG-3 Inc						
67	01-032-000-0000-6801		3,945.00	Annual laserfiche service	6214	General Expense	N
	8924 OPG-3 Inc		3,945.00	1 Transactions			
	4879 Shred Right						
174	01-032-000-0000-6801		20.00	Shred serv order 287218-12/15	590069	General Expense	Y
	4879 Shred Right		20.00	1 Transactions			
32	DEPT Total:		4,165.00	Human Resources	3 Vendors	4 Transactions	
42	DEPT			Treasurer			
	5341 American Solutions for Business						
145	01-042-000-0000-6242		4,876.23	TNT notices & envelopes	INV06425846	Publishing	N
	5341 American Solutions for Business		4,876.23	1 Transactions			
42	DEPT Total:		4,876.23	Treasurer	1 Vendors	1 Transactions	
61	DEPT			Information Technology			
	18450 Office of MN IT Services						
65	01-061-000-0000-6212		1,100.44	Monthly internet fees	DV22110391	M - Net Expenses	N
	18450 Office of MN IT Services		1,100.44	1 Transactions			
	83500 Steele County Highway Dept						
129	01-061-000-0000-6540		87.79	Fuel	2070	Gas & Oil	N
	83500 Steele County Highway Dept		87.79	1 Transactions			
61	DEPT Total:		1,188.23	Information Technology	2 Vendors	2 Transactions	
62	DEPT			Central Services			
	2222 Charter Communications						
14	01-062-000-0000-6301		179.98	SCAC backup internet conn	0473145120622	Equip/Software Maint	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
	2222 Charter Communications		179.98	1 Transactions		
	4636 CPS Technology Solutions					
151	01-062-000-0000-6301		3,090.00	AS400 annual hardware maint	382841	Equip/Software Maint Y
	4636 CPS Technology Solutions		3,090.00	1 Transactions		
	16282 Crosstown Cartage Inc					
17	01-062-000-0000-6801		324.00	Contracted mail services	12/09/2022	General Expense N
18	01-062-000-0000-6802		135.00	Additional mail services	12/09/2022	Internal Chargeback N
	16282 Crosstown Cartage Inc		459.00	2 Transactions		
	18305 Dell Marketing LP					
106	01-062-000-0000-6480		28,671.16	2022 PC replacements	10638654491	Non-Capitalized Inventory N
	18305 Dell Marketing LP		28,671.16	1 Transactions		
	572 Kronos Incorporated					
162	01-062-000-0000-6301		2,000.00	Dispatch WEX scripts	12002526	Equip/Software Maint N
	572 Kronos Incorporated		2,000.00	1 Transactions		
62	DEPT Total:		34,400.14	Central Services	5 Vendors	6 Transactions
63	DEPT			Auditor Elections		
	4480 DS Solutions Inc					
19	01-063-000-0000-6410		330.00	Election judge training course	13397	Office Supplies N
	4480 DS Solutions Inc		330.00	1 Transactions		
63	DEPT Total:		330.00	Auditor Elections	1 Vendors	1 Transactions
91	DEPT			County Attorney		
	3901 Diligent Service Network					
107	01-091-000-0000-6343		495.00	Subpoena service	274513	Service Fees Y
	3901 Diligent Service Network		495.00	1 Transactions		
91	DEPT Total:		495.00	County Attorney	1 Vendors	1 Transactions
101	DEPT			County Recorder		
	1237 Pakor Inc					
68	01-101-000-0000-6410		566.68	Passport photo media	0671294	Office Supplies N

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Vendor No.	Name	Account/Formula	Rpt	Accr	Amount	Warrant Description	Invoice #	Account/Formula Descripti	1099
						Service Dates	Paid On Bhf #	On Behalf of Name	
1237	Pakor Inc				566.68	1 Transactions			
83500	Steele County Highway Dept								
229	01-101-000-0000-6540				55.30	Fuel	2063	Gas & Oil	N
83500	Steele County Highway Dept				55.30	1 Transactions			
101	DEPT Total:				621.98	County Recorder	2 Vendors	2 Transactions	
102	DEPT					Surveyor			
39600	Jones Haugh & Smith Inc								
226	01-102-000-0000-6801				5,459.00	Section corner remonumentation	43757	General Expense	N
39600	Jones Haugh & Smith Inc				5,459.00	1 Transactions			
102	DEPT Total:				5,459.00	Surveyor	1 Vendors	1 Transactions	
103	DEPT					Assessor			
83500	Steele County Highway Dept								
230	01-103-000-0000-6540				395.67	Fuel	2069	Gas & Oil	N
83500	Steele County Highway Dept				395.67	1 Transactions			
103	DEPT Total:				395.67	Assessor	1 Vendors	1 Transactions	
105	DEPT					Planning & Zoning			
4212	Bussler Publishing Inc								
149	01-105-000-0000-6242				8.33	Planning Commission notice	34158	Publishing	N
4212	Bussler Publishing Inc				8.33	1 Transactions			
8128	Esplan/Curt								
22	01-105-000-0000-6265				55.00	Per Diem -Planning Commission	12/5/22	Per Diem -Board Member	N
23	01-105-000-0000-6331				25.00	Mileage-Planning Commission	12/5/22	Mileage Reimbursement	N
20	01-105-000-0000-6265				55.00	Per Deim -Planning Commission	6/28/22	Per Diem -Board Member	N
21	01-105-000-0000-6331				25.00	Mileage-Planning Commission	6/28/22	Mileage Reimbursement	N
8128	Esplan/Curt				160.00	4 Transactions			
8127	Ingvalson/Mike								
32	01-105-000-0000-6265				55.00	Per Diem - Planning Commission	12/5/22	Per Diem -Board Member	N
33	01-105-000-0000-6331				23.75	Mileage - Planning Commission	12/5/22	Mileage Reimbursement	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
8127 Ingvalson/Mike		78.75	2 Transactions		
38360 Jaster/Steve					
42 01-105-000-0000-6265		55.00	Per Diem - Planning Commission 12/5/22	Per Diem -Board Member	N
43 01-105-000-0000-6331		11.87	Mileage - Planning Commission 12/5/22	Mileage Reimbursement	N
44 01-105-000-0000-6265		55.00	Per Diem - Planning Commission 6/28/22	Per Diem -Board Member	N
45 01-105-000-0000-6331		11.87	Mileage - Planning Commission 6/28/22	Mileage Reimbursement	N
38 01-105-000-0000-6265		55.00	Per Diem - BA 7/5/22	Per Diem -Board Member	N
39 01-105-000-0000-6331		11.87	Mileage - BA 7/5/22	Mileage Reimbursement	N
40 01-105-000-0000-6265		55.00	Per Diem - BA 8/2/22	Per Diem -Board Member	N
41 01-105-000-0000-6331		11.87	Mileage - BA 8/2/22	Mileage Reimbursement	N
38360 Jaster/Steve		267.48	8 Transactions		
8301 Lammers/Greg					
51 01-105-000-0000-6265		55.00	Per Diem - Planning Commission 12/5/22	Per Diem -Board Member	N
52 01-105-000-0000-6331		5.63	Mileage - Planning Commission 12/5/22	Mileage Reimbursement	N
53 01-105-000-0000-6265		55.00	Per Diem - Planning Commission 6/28/22	Per Diem -Board Member	N
54 01-105-000-0000-6331		5.63	Mileage - Planning Commission 6/28/22	Mileage Reimbursement	N
47 01-105-000-0000-6265		55.00	Per Diem - Board of Adjustment 7/5/22	Per Diem -Board Member	N
48 01-105-000-0000-6331		5.63	Mileage - Board of Adjustment 7/5/22	Mileage Reimbursement	N
49 01-105-000-0000-6265		55.00	Per Diem - Board of Adjustment 8/2/22	Per Diem -Board Member	N
50 01-105-000-0000-6331		5.63	Mileage - Board of Adjustment 8/2/22	Mileage Reimbursement	N
8301 Lammers/Greg		242.52	8 Transactions		
51300 Metro Sales Inc					
166 01-105-000-0000-6410		264.34	Copier contract INV2178580	Office Supplies	N
51300 Metro Sales Inc		264.34	1 Transactions		
7935 Nelson/Tim					
60 01-105-000-0000-6265		55.00	Per Diem - Board of Adjustment 7/5/22	Per Diem -Board Member	N
61 01-105-000-0000-6331		16.25	Mileage - Board of Adjustment 7/5/22	Mileage Reimbursement	N
62 01-105-000-0000-6265		55.00	Per Diem - Board of Adjustment 8/2/22	Per Diem -Board Member	N
63 01-105-000-0000-6331		16.25	Mileage - Board of Adjustment 8/2/22	Mileage Reimbursement	N
7935 Nelson/Tim		142.50	4 Transactions		
8748 Queen/Lee					
71 01-105-000-0000-6265		55.00	Per Diem - Planning Commission 12/5/22	Per Diem -Board Member	N
70 01-105-000-0000-6265		55.00	Per Diem - Planning Commission 6/28/22	Per Diem -Board Member	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
8748 Queen/Lee		110.00	2 Transactions		
5999 Schmidt/Brian					
84 01-105-000-0000-6265		55.00	Per Diem - Planning Commission 12/5/22	Per Diem -Board Member	N
85 01-105-000-0000-6331		13.13	Mileage - Planning Commission 12/5/22	Mileage Reimbursement	N
80 01-105-000-0000-6265		55.00	Per Diem - Board of Adjustment 7/5/22	Per Diem -Board Member	N
81 01-105-000-0000-6331		13.13	Mileage - Board of Adjustment 7/5/22	Mileage Reimbursement	N
82 01-105-000-0000-6265		55.00	Per Diem - Board of Adjustment 8/2/22	Per Diem -Board Member	N
83 01-105-000-0000-6331		13.13	Mileage - Board of Adjustment 8/2/22	Mileage Reimbursement	N
5999 Schmidt/Brian		204.39	6 Transactions		
8482 Spatenka/Gary					
91 01-105-000-0000-6265		55.00	Per Diem - Planning Commission 12/5/22	Per Diem -Board Member	N
92 01-105-000-0000-6331		7.50	Mileage - Planning Commission 12/5/22	Mileage Reimbursement	N
89 01-105-000-0000-6265		55.00	Per Diem - Planning Commission 6/28/22	Per Diem -Board Member	N
90 01-105-000-0000-6331		7.50	Mileage - Planning Commission 6/28/22	Mileage Reimbursement	N
8482 Spatenka/Gary		125.00	4 Transactions		
105 DEPT Total:		1,603.31	Planning & Zoning	10 Vendors	40 Transactions
111 DEPT			Buildings & Grounds		
9075 Access Tonna Lock Service					
1 01-111-042-0000-6300		228.95	Service lever,lock rekey-CH 2477	Bldg Repairs & Maintenance	Y
2 01-111-040-0000-6300		870.00	Install mortice lock-Admin 2479	Bldg Repairs & Maintenance	Y
9075 Access Tonna Lock Service		1,098.95	2 Transactions		
9536 Accurate Controls Inc					
206 01-111-044-0000-6600		20,751.21	Pod separation project 18830	Capital Outlay	N
9536 Accurate Controls Inc		20,751.21	1 Transactions		
8288 Four Seasons Electric					
153 01-111-042-0000-6600		900.00	Demo AC unit wiring 12122	Capital Outlay	N
8288 Four Seasons Electric		900.00	1 Transactions		
33550 Hillyard-Hutchinson					
27 01-111-040-0000-6380		759.50	50 50lbs ice melters 604962999	Grounds Maintenance	N
28 01-111-041-0000-6560		2,029.18	Mopheads, handle, supplies 604963000	Janitorial Supplies	N
26 01-111-040-0000-6560		2,160.40	2 Vacuums & bags, batteries 604963001	Janitorial Supplies	N
156 01-111-042-0000-6560		401.71	Filter,liner,duster,towel,glas 604970635	Janitorial Supplies	N

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No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
154	01-111-041-0000-6560		Liner waxed paper	604970636	Janitorial Supplies	N
29	01-111-040-0000-6300		Hook upper cord	700528297	Bldg Repairs & Maintenance	N
30	01-111-044-0000-6560		Brush squeegee kit	700528303	Janitorial Supplies	N
155	01-111-040-0000-6300		Control PC board VSE1/3	700529086	Bldg Repairs & Maintenance	N
207	01-111-040-0000-6300		Battery power pack	700529682	Bldg Repairs & Maintenance	N
33550	Hillyard-Hutchinson	6,237.19	9 Transactions			
35020	Huber Supply Co Inc					
208	01-111-041-0000-6300	32.06	CO2 size 40	3100565	Bldg Repairs & Maintenance	N
35020	Huber Supply Co Inc	32.06	1 Transactions			
3832	I & S Group Inc					
157	01-111-042-0000-6600	1,447.50	CH chiller replacement - Admin	87969	Capital Outlay	Y
3832	I & S Group Inc	1,447.50	1 Transactions			
36550	IFACS					
158	01-111-040-0000-6300	5.32	M10-1.5x30 hex flange bolt	5304924	Bldg Repairs & Maintenance	N
36550	IFACS	5.32	1 Transactions			
4710	Interstate Power Systems Inc					
209	01-111-042-0000-6300	1,687.69	Repair switch-generator - CH	R001191500:01	Bldg Repairs & Maintenance	N
4710	Interstate Power Systems Inc	1,687.69	1 Transactions			
8551	Jindra/Barbara					
210	01-111-000-0000-6331	65.52	112 miles @ .585	4/13-5/27	Mileage Reimbursement	N
211	01-111-000-0000-6331	76.25	122 miles @ .625	6/1-12/13	Mileage Reimbursement	N
8551	Jindra/Barbara	141.77	2 Transactions			
7906	Mark's					
55	01-111-044-0000-6300	178.91	Toilet parts - DC	INV002055911	Bldg Repairs & Maintenance	Y
7906	Mark's	178.91	1 Transactions			
9467	Miller/Nikola					
167	01-111-000-0000-6331	53.13	85 miles x .625	9/6-12/2	Mileage Reimbursement	N
9467	Miller/Nikola	53.13	1 Transactions			
585	Olympic Fire Protection Corp					
169	01-111-042-0000-6600	7,361.49	Moved HVAC lines	71889	Capital Outlay	N

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No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
585	Olympic Fire Protection Corp		7,361.49	1 Transactions		
62900	Owatonna Heating & Cooling Inc.					
212	01-111-042-0000-6600		1,305.00	Final temp cooling bill - CH	79992	Capital Outlay
62900	Owatonna Heating & Cooling Inc.		1,305.00	1 Transactions		
9113	RSBS Management Inc					
72	01-111-040-0000-6386		1,201.75	Snow plowing - Admin	176535	Parking Lot Maintenance
73	01-111-041-0000-6386		959.50	Snow plowing - Annex	176536	Parking Lot Maintenance
74	01-111-044-0000-6386		1,283.92	Snow plowing - DC	176537	Parking Lot Maintenance
75	01-111-042-0000-6386		474.52	Snow plowing - CH	176539	Parking Lot Maintenance
76	01-111-042-0000-6386		443.65	Snow plowing - CH	176540	Parking Lot Maintenance
77	01-111-047-0000-6386		371.45	Snow plowing - Gymnastics	176547	Parking Lot Maintenance
213	01-111-040-0000-6386		551.00	Snow plowing - Admin	176604	Parking Lot Maintenance
214	01-111-041-0000-6386		293.55	Snow plowing - Annex	176605	Parking Lot Maintenance
215	01-111-044-0000-6386		655.02	Snow plowing - DC	176606	Parking Lot Maintenance
216	01-111-042-0000-6386		231.80	Snow plowing - CH	176609	Parking Lot Maintenance
218	01-111-047-0000-6386		515.37	Snow plowing - Gymnastics	176612	Parking Lot Maintenance
9113	RSBS Management Inc		6,981.53	11 Transactions		
76966	Schammel Electric Inc					
172	01-111-044-0000-6600		558.00	4 plex outlets-bottom pit-DC	9430	Capital Outlay
76966	Schammel Electric Inc		558.00	1 Transactions		
111	DEPT Total:		48,739.75	Buildings & Grounds	15 Vendors	35 Transactions
121	DEPT			Veteran Service		
83500	Steele County Highway Dept					
175	01-121-000-0000-6540		346.39	Fuel	2062	Gas & Oil
83500	Steele County Highway Dept		346.39	1 Transactions		
121	DEPT Total:		346.39	Veteran Service	1 Vendors	1 Transactions
201	DEPT			Sheriff		
3275	Anhorns Gas And Tire					
103	01-201-000-0102-6320		776.96	4 tires, mount & balance	44538	Squad 7414 Maintenance
104	01-201-000-0111-6320		776.96	4 tires, mount & balance	44564	Squad 7422 Maintenance

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No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
3275	Anhorns Gas And Tire		2 Transactions			
8359	Axon Enterprise Inc					
105	01-201-000-0000-6288	2,822.64	2 yellow handle tasers	INUS122370	Taser Training	N
8359	Axon Enterprise Inc	2,822.64	1 Transactions			
5445	BCA Training & Development					
13	01-201-000-0000-6261	75.00	DMG-G recertification - CBuck	26383	Conference & Training	N
5445	BCA Training & Development	75.00	1 Transactions			
14805	Corporate Recognition Inc					
16	01-201-000-0000-6293	788.53	Business card magnets - 2000	20525	Gun Permit Expenses	N
14805	Corporate Recognition Inc	788.53	1 Transactions			
524	Kecks Repair Inc					
46	01-201-000-0112-6320	832.66	4 tires, mount & balance	300366	Squad 7406 Maintenance	N
524	Kecks Repair Inc	832.66	1 Transactions			
4591	MSCIC					
119	01-201-000-0000-6261	125.00	MSCIC conference - MBorash	0085	Conference & Training	N
120	01-201-000-0000-6261	125.00	MSCIC conference - KWoltman	0085	Conference & Training	N
4591	MSCIC	250.00	2 Transactions			
60116	O'herron Co, Inc/Ray					
124	01-201-000-0000-6287	1,454.73	3 voice boxes - gas masks	2220452	SWAT Training	N
60116	O'herron Co, Inc/Ray	1,454.73	1 Transactions			
18450	Office of MN IT Services					
121	01-201-000-0000-6210	122.51	Sheriff telecom - November	W22110513	Telephone	N
18450	Office of MN IT Services	122.51	1 Transactions			
9332	PITNEY BOWES INC					
69	01-201-000-0000-6293	500.00	Postage onto machine	52412707	Gun Permit Expenses	N
9332	PITNEY BOWES INC	500.00	1 Transactions			
21215	Strohschein Properties LLC					
97	01-201-000-0000-6346	36.56	Utilities - November		Eds Rent Account	Y
96	01-201-000-0000-6346	800.00	Rent - December	12052022	Eds Rent Account	Y

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No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
21215	Strohschein Properties LLC		2 Transactions			
3886	Tri County Law Enforcement Assn					
99	01-201-000-0000-6241	75.00	2023 annual dues	12012022	Membership Dues	N
3886	Tri County Law Enforcement Assn	75.00	1 Transactions			
84035	Tri-M Graphics					
130	01-201-000-0000-6410	73.82	Business cards - LThiele	99814	Office Supplies	N
84035	Tri-M Graphics	73.82	1 Transactions			
5594	Water Systems Company					
101	01-201-000-0000-6410	8.95	Monthly fee - December	463437	Office Supplies	N
5594	Water Systems Company	8.95	1 Transactions			
201	DEPT Total:	9,394.32	Sheriff	13 Vendors	16 Transactions	
208	DEPT		Coroner			
5357	Bluhm/Christine					
224	01-208-000-0000-6801	706.25	Death investigations - 8	November 2022	General Expense	Y
223	01-208-000-0000-6801	325.00	Death investigations - 2	October 2022	General Expense	Y
5357	Bluhm/Christine	1,031.25	2 Transactions			
9158	Harren/Amanda Danielle					
225	01-208-000-0000-6801	75.00	Death investigations - 1	October 2022	General Expense	Y
9158	Harren/Amanda Danielle	75.00	1 Transactions			
4229	Moore Md/Kellyanna J					
168	01-208-000-0000-6801	3,642.42	Coroner services - December	December 2022	General Expense	Y
4229	Moore Md/Kellyanna J	3,642.42	1 Transactions			
208	DEPT Total:	4,748.67	Coroner	3 Vendors	4 Transactions	
251	DEPT		Jail			
4346	Advanced Correctional Healthcare Inc					
4	01-251-000-0000-6269	1,660.24	Onsite mental health services	123723	Site Mental Health Services	Y
3	01-251-000-0000-6270	8,136.45	Onsite medical services	123723	Medical Services	Y
4346	Advanced Correctional Healthcare Inc	9,796.69	2 Transactions			

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No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
6	6032 APG Media of Southern Minnesota LLC		Employment ads - corr officers	10086-1122	Publishing	N
	01-251-000-0000-6242	800.00				
	6032 APG Media of Southern Minnesota LLC	800.00	1 Transactions			
150	2222 Charter Communications		TV service	0391586121022	Contract Serv./Bldg Maint	N
	01-251-000-0000-6304	208.22				
	2222 Charter Communications	208.22	1 Transactions			
152	3134 Dash Medical Gloves		Latex gloves	INV1277235	Operating Supplies	N
	01-251-000-0000-6451	607.36				
	3134 Dash Medical Gloves	607.36	1 Transactions			
34	37025 Innovative Office Solutions LLC		Office supplies	4027913	Office Supplies	N
	01-251-000-0000-6410	56.94				
159	37025 Innovative Office Solutions LLC		Office supplies	4030565	Office Supplies	N
	01-251-000-0000-6410	8.98				
	37025 Innovative Office Solutions LLC	65.92	2 Transactions			
163	9291 Le Seuer County Sheriff's Office		Inmate boarding - November	260	Prisoner Board	N
	01-251-000-0000-6439	1,150.00				
	9291 Le Seuer County Sheriff's Office	1,150.00	1 Transactions			
164	8729 McKesson Medical - Surgical		Paper & medical supplies	20117371	Medical Payments	N
	01-251-000-0000-6432	160.90				
165	8729 McKesson Medical - Surgical		Ortho wax	20117628	Medical Payments	N
	01-251-000-0000-6432	1.92				
	8729 McKesson Medical - Surgical	162.82	2 Transactions			
56	9580 Mower County Jail		Inmate boarding - Aug-Oct	12/2/22	Prisoner Board	N
	01-251-000-0000-6439	3,770.00				
57	9580 Mower County Jail		Inmate boarding - November	12/6/22	Prisoner Board	N
	01-251-000-0000-6439	1,690.00				
	9580 Mower County Jail	5,460.00	2 Transactions			
64	4498 Oak Glenn		Trainee/transport polos	397	Uniform Allowance	N
	01-251-000-0000-6192	567.00				
	4498 Oak Glenn	567.00	1 Transactions			
66	18450 Office of MN IT Services		Fiber management fee	DV22110391	Radio - Computers - Cameras	N
	01-251-000-0000-6211	42.50				
123	18450 Office of MN IT Services		Jail telecom - November	W22110513	Office Supplies	N
	01-251-000-0000-6410	91.01				

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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	
18450	Office of MN IT Services		2 Transactions			
3248	Personnel Evaluation, Inc					
171	01-251-000-0000-6196	100.00	Personnel eval -BH,JG,MR,RK	46287	Employee Phys And Exams	N
3248	Personnel Evaluation, Inc	100.00	1 Transactions			
78500	Sheriff Of Freeborn Co					
24	01-251-000-0000-6439	720.00	Inmate boarding - 12 days	STEE002	Prisoner Board	N
78500	Sheriff Of Freeborn Co	720.00	1 Transactions			
85167	Stewart Sanitation					
93	01-251-000-0000-6254	262.86	Waste pickup - 12/1-12/31	754074	Garbage Disposal	N
85167	Stewart Sanitation	262.86	1 Transactions			
85300	Streichers Inc					
95	01-251-000-0000-6192	299.96	Employee uniforms - Bahl	I1603960	Uniform Allowance	N
177	01-251-000-0000-6192	23.98	Employee uniforms - Carlson	I1604803	Uniform Allowance	N
176	01-251-000-0000-6192	23.98	Employee uniforms - Bahl	I1604804	Uniform Allowance	N
85300	Streichers Inc	347.92	3 Transactions			
8247	Summit Food Services LLC					
98	01-251-000-0000-6441	2,812.98	Inmate meals 11/26-12/2	INV2000159844	Prisoner Meals	N
178	01-251-000-0000-6441	2,172.70	Inmate meals 12/3 - 12/9	INV2000160863	Prisoner Meals	N
8247	Summit Food Services LLC	4,985.68	2 Transactions			
251	DEPT Total:	25,367.98	Jail	15 Vendors	23 Transactions	
252	DEPT		Community Corrections			
4064	Alcohol Monitoring System Inc					
5	01-252-000-0000-6274	1,091.84	SCRAM Monitoring fee	265824	Scram Monitoring	N
222	01-252-000-0000-6274	493.90	Faceplates,batteries,clips,etc	266820	Scram Monitoring	N
4064	Alcohol Monitoring System Inc	1,585.74	2 Transactions			
51300	Metro Sales Inc					
227	01-252-000-0000-6410	133.54	Copier	INV2178587	Office Supplies	N
51300	Metro Sales Inc	133.54	1 Transactions			
4879	Shred Right					
220	01-252-000-0000-6410	40.00	Shredding	590068	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		
231	83500 Steele County Highway Dept					
	01-252-000-0000-6540	338.97	Fuel	2072	Gas & Oil	N
	83500 Steele County Highway Dept	338.97	1 Transactions			
233	84035 Tri-M Graphics					
	01-252-000-0000-6410	223.34	Window envelopes	100033	Office Supplies	N
	84035 Tri-M Graphics	223.34	1 Transactions			
252	DEPT Total:	2,321.59	Community Corrections	5 Vendors	6 Transactions	
253	DEPT		Law Enforcement Center			
25	4753 Godfather's Exterminating Inc					
	01-253-000-0000-6304	40.00	Pest control	205155	Contract Services/Bldg Mtce	N
	4753 Godfather's Exterminating Inc	40.00	1 Transactions			
31	3832 I & S Group Inc					
	01-253-000-0000-6600	6,777.50	LEC generator upgrade	87548	Capital Outlay	Y
	3832 I & S Group Inc	6,777.50	1 Transactions			
110	37025 Innovative Office Solutions LLC					
	01-253-000-0000-6410	465.29	Paper, pens, envelopes, etc	4027841	Office Supplies	N
	37025 Innovative Office Solutions LLC	465.29	1 Transactions			
122	18450 Office of MN IT Services					
	01-253-000-0000-6211	77.14	LEC telecom - November	W22110513	Radio And Telephone	N
	18450 Office of MN IT Services	77.14	1 Transactions			
87	4879 Shred Right					
	01-253-000-0000-6254	49.08	Paper shredding	589369	Garbage Disposal	Y
	4879 Shred Right	49.08	1 Transactions			
94	85167 Stewart Sanitation					
	01-253-000-0000-6254	83.24	Garbage removal - December	0000754076	Garbage Disposal	N
	85167 Stewart Sanitation	83.24	1 Transactions			
100	4368 Waste Management Of Southern Mn					
	01-253-000-0000-6254	40.86	Recycling - November	7274801-0491-1	Garbage Disposal	N

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No. Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name
4368 Waste Management Of Southern Mn		40.86	1 Transactions		
253 DEPT Total:		7,533.11	Law Enforcement Center	7 Vendors	7 Transactions
481 DEPT			Public Health Nursing		
8252 Control Solutions Inc					
181 01-481-462-6047-6383		42.50	Refurbish ST100K & Calibration	CS245292	Contract Services N
182 01-481-464-6061-6383		42.50	Refurbish ST100K & Calibration	CS245292	Contract Services N
8252 Control Solutions Inc		85.00	2 Transactions		
37025 Innovative Office Solutions LLC					
184 01-481-465-6057-6410		11.27	Office supplies	4024607	Office Supplies N
183 01-481-465-6057-6410		249.90	Office supplies	4026326	Office Supplies N
37025 Innovative Office Solutions LLC		261.17	2 Transactions		
5754 McMann/Katy					
190 01-481-460-6009-6261		85.00	Board of nursing license renew	689191	Conference & Training N
5754 McMann/Katy		85.00	1 Transactions		
52975 Minnesota Valley Testing Labs					
187 01-481-463-6049-6322		31.50	Lab water testing charges	1177919	Well Water Service Agreements N
185 01-481-463-6049-6322		31.50	Lab water testing charges	1178090	Well Water Service Agreements N
186 01-481-463-6049-6322		31.50	Lab water testing charges	1178115	Well Water Service Agreements N
188 01-481-463-6049-6322		31.50	Lab water testing charges	1179219	Well Water Service Agreements N
189 01-481-463-6049-6322		31.50	Lab water testing charges	1179220	Well Water Service Agreements N
52975 Minnesota Valley Testing Labs		157.50	5 Transactions		
5384 Schmidt Goodman Office Products Inc					
192 01-481-461-6025-6480		701.89	Office chair	695	Non-Capitalized Inventory N
191 01-481-464-6061-6480		233.96	Office chair	695	Non-Capitalized Inventory N
5384 Schmidt Goodman Office Products Inc		935.85	2 Transactions		
77316 Schroeder/Greg					
193 01-481-460-6009-6383		601.78	Physical therapist - November		Contract Services Y
77316 Schroeder/Greg		601.78	1 Transactions		
4879 Shred Right					
194 01-481-465-6057-6322		40.00	Shredding service	589370	Service Agreements Y

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No. Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name
4879 Shred Right		40.00	1 Transactions		
81597 Spee Dee Delivery Service Inc					
195 01-481-463-6049-6322		169.60	Well water sample	712144	Well Water Service Agreements N
81597 Spee Dee Delivery Service Inc		169.60	1 Transactions		
83500 Steele County Highway Dept					
197 01-481-460-6009-6540		46.39	Fuel	2071	Gas & Oil N
200 01-481-461-6025-6540		5.80	Fuel	2071	Gas & Oil N
198 01-481-461-6030-6540		11.60	Fuel	2071	Gas & Oil N
199 01-481-461-6059-6540		43.49	Fuel	2071	Gas & Oil N
201 01-481-462-6047-6540		14.50	Fuel	2071	Gas & Oil N
196 01-481-465-6057-6540		168.16	Fuel	2071	Gas & Oil N
83500 Steele County Highway Dept		289.94	6 Transactions		
75500 Steele County Treasurer					
204 01-481-460-6009-6171		746.84	Worker Comp - December		Workers Comp N
205 01-481-460-6009-6350		402.24	Property-liability - December		Property & Liability Insurance N
202 01-481-460-6009-6381		639.66	CPU & Network Support-Dec		Cpu Usage & Network Support N
204 01-481-460-6011-6171		53.35	Worker Comp - December		Workers Comp N
203 01-481-460-6011-6341		74.98	Rent - December		Office Rent N
205 01-481-460-6011-6350		28.73	Property-liability - December		Property & Liability Insurance N
202 01-481-460-6011-6381		45.69	CPU & Network Support-Dec		Cpu Usage & Network Support N
204 01-481-461-6025-6171		106.70	Worker Comp - December		Workers Comp N
205 01-481-461-6025-6350		57.47	Property-liability - December		Property & Liability Insurance N
202 01-481-461-6025-6381		91.38	CPU & Network Support-Dec		Cpu Usage & Network Support N
204 01-481-461-6025-6171		35.57	Worker Comp - December		Workers Comp N
203 01-481-461-6030-6171		50.00	Rent - December		Office Rent N
205 01-481-461-6030-6350		19.16	Property-liability - December		Property & Liability Insurance N
202 01-481-461-6030-6381		30.46	CPU & Network Support-Dec		Cpu Usage & Network Support N
204 01-481-461-6032-6171		71.13	Worker Comp - December		Workers Comp N
203 01-481-461-6032-6341		99.99	Rent - December		Office Rent N
205 01-481-461-6032-6350		38.31	Property-liability - December		Property & Liability Insurance N
202 01-481-461-6032-6381		60.92	CPU & Network Support-Dec		Cpu Usage & Network Support N
204 01-481-461-6034-6171		35.57	Worker Comp - December		Workers Comp N
203 01-481-461-6034-6341		50.00	Rent - December		Office Rent N
205 01-481-461-6034-6350		19.16	Property-liability - December		Property & Liability Insurance N
202 01-481-461-6034-6381		30.46	CPU & Network Support-Dec		Cpu Usage & Network Support N
204 01-481-461-6040-6171		142.26	Worker Comp - December		Workers Comp 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	
203	01-481-461-6040-6341		Rent - December		Office Rent	N
205	01-481-461-6040-6350		Property-liability - December		Property & Liability Insurance	N
202	01-481-461-6040-6381		CPU & Network Support-Dec		Cpu Usage & Network Support	N
204	01-481-461-6059-6171		Worker Comp - December		Workers Comp Ins	N
203	01-481-461-6059-6341		Rent - December		Office Rent	N
205	01-481-461-6059-6350		Property-liability - December		Property & Liability Insurance	N
202	01-481-461-6059-6381		CPU & Network Support-Dec		Cpu Usage & Network Support	N
204	01-481-462-6047-6171		Worker Comp - December		Workers Comp	N
205	01-481-462-6047-6350		Property-liability - December		Property & Liability Insurance	N
202	01-481-462-6047-6381		CPU & Network Support-Dec		Cpu Usage & Network Support	N
204	01-481-464-6061-6171		Worker Comp - December		Workers Comp Ins	N
203	01-481-464-6061-6341		Rent - December		Office Rent	N
205	01-481-464-6061-6350		Property-liability - December		Property & Liability Insurance	N
202	01-481-464-6061-6381		CPU & Network Support-Dec		Cpu Usage & Network Support	N
204	01-481-465-6057-6171		Worker Comp - December		Workers Comp	N
203	01-481-465-6057-6341		Rent - December		Office Rent	N
205	01-481-465-6057-6350		Property-liability - December		Property & Liability Insurance	N
202	01-481-465-6057-6381		CPU & Network Support-Dec		Cpu Usage & Network Support	N
75500	Steele County Treasurer		41 Transactions			
481	DEPT Total:	9,384.59	Public Health Nursing	10 Vendors	62 Transactions	
502	DEPT		Steele Co Community Ctr			
9113	RSBS Management Inc					
78	01-502-000-0000-6380	319.67	Snow plowing - Comm Center	176548	Grounds Maintenance	N
9113	RSBS Management Inc	319.67	1 Transactions			
502	DEPT Total:	319.67	Steele Co Community Ctr	1 Vendors	1 Transactions	
521	DEPT		Park And Recreation			
83500	Steele County Highway Dept					
232	01-521-000-0000-6540	15.35	Fuel	2061	Gas & Oil	N
83500	Steele County Highway Dept	15.35	1 Transactions			
521	DEPT Total:	15.35	Park And Recreation	1 Vendors	1 Transactions	
550	DEPT		Four Seasons			
1960	Amerigas - Owatonna Mn					

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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	
102	01-550-000-0000-6258		554.61	Propane - zamboni	805545322	LP Gas	N
1960	Amerigas - Owatonna Mn		554.61	1 Transactions			
8424	Cintas						
15	01-550-000-0000-6420		196.90	Monthly linens	4140158252	Linen Service	Y
8424	Cintas		196.90	1 Transactions			
37025	Innovative Office Solutions LLC						
35	01-550-000-0000-6410		40.93	2023 calendar books	4032417	Operating Supplies - Contracts	N
37025	Innovative Office Solutions LLC		40.93	1 Transactions			
37469	Insty Prints						
37	01-550-000-0000-6410		40.88	Ice Jam posters	153859	Operating Supplies - Contracts	N
37469	Insty Prints		40.88	1 Transactions			
71075	R & R Specialties Of Wisconsin Inc						
228	01-550-000-0000-6314		92.50	Zamboni blade sharpening	77577	Zamboni Repairs	N
71075	R & R Specialties Of Wisconsin Inc		92.50	1 Transactions			
9113	RSBS Management Inc						
79	01-550-000-0000-6380		531.05	Sand/salt - Fairgrounds	176549	Snow Removal	N
219	01-550-000-0000-6380		2,341.27	Snow plowing - Fairgrounds	176611	Snow Removal	N
217	01-550-000-0000-6380		808.92	Snow plowing - Admin	176614	Snow Removal	N
9113	RSBS Management Inc		3,681.24	3 Transactions			
74005	Sherwin-Williams Company						
86	01-550-000-0000-6410		13.23	Drywall tape for rink	69202	Operating Supplies - Contracts	N
74005	Sherwin-Williams Company		13.23	1 Transactions			
1663	Sign Pro Of Owatonna, Inc.						
88	01-550-000-0000-6410		600.00	Frames - wall ad signs	22883	Operating Supplies - Contracts	N
1663	Sign Pro Of Owatonna, Inc.		600.00	1 Transactions			
550	DEPT Total:		5,220.29	Four Seasons	8 Vendors	10 Transactions	
602	DEPT			Co-Op Extension			
8012	Gillis/Amy						
108	01-602-000-0000-6265		165.00	Per Diem mtgs x 3		Per Diems-Brd Members & Exp	N
109	01-602-000-0000-6265		28.08	Mileage - Per Diems	April & June	Per Diems-Brd Members & Exp	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	
8012	Gillis/Amy		193.08	2 Transactions		
36	37025 Innovative Office Solutions LLC					
	01-602-000-0000-6410	32.31	Labels & pencils	4027480	Office Supplies	N
	37025 Innovative Office Solutions LLC	32.31	1 Transactions			
	9001 Jensen/Angela					
111	01-602-000-0000-6265	110.00	Per Diem mtgs x 2		Per Diems-Brd Members & Exp	N
112	01-602-000-0000-6265	5.85	Mileage - Per Diems	June	Per Diems-Brd Members & Exp	N
	9001 Jensen/Angela	115.85	2 Transactions			
	8603 Katzung/Kelly					
113	01-602-000-0000-6265	165.00	Per Diem mtgs x 3		Per Diems-Brd Members & Exp	N
114	01-602-000-0000-6265	16.38	Mileage - Per Diems	April & June	Per Diems-Brd Members & Exp	N
	8603 Katzung/Kelly	181.38	2 Transactions			
	8820 Kubicek/Scott					
115	01-602-000-0000-6265	165.00	Per Diem mtgs x 3		Per Diems-Brd Members & Exp	N
116	01-602-000-0000-6265	23.40	Mileage - Per Diems	April & June	Per Diems-Brd Members & Exp	N
	8820 Kubicek/Scott	188.40	2 Transactions			
	4067 Kyllø/Eric					
117	01-602-000-0000-6265	110.00	Per Diem mtgs x 2		Per Diems-Brd Members & Exp	N
118	01-602-000-0000-6265	19.89	Mileage - Per Diems	June	Per Diems-Brd Members & Exp	N
	4067 Kyllø/Eric	129.89	2 Transactions			
	57370 Nelson/Catherine					
58	01-602-000-0000-6265	165.00	Per Diem mtgs x 3		Per Diems-Brd Members & Exp	N
59	01-602-000-0000-6265	2.34	Mileage - Per Diem mtgs	April & June	Per Diems-Brd Members & Exp	N
	57370 Nelson/Catherine	167.34	2 Transactions			
	72120 Univ Of Mn Regents					
125	01-602-000-0000-6306	19,237.25	Ignaszewski - Oct-Dec 100% MOA	0300030878	Contracted Services	N
126	01-602-000-0000-6306	19,237.25	Viktora - Oct-Dec 100% MOA	0300030878	Contracted Services	N
127	01-602-000-0000-6306	10,625.00	LaCanne - Oct-Dec 50% MOA	0300030878	Contracted Services	N
128	01-602-000-0000-6306	4,809.31	Rugg - Oct-Dec 25% MOA	0300030878	Contracted Services	N
	72120 Univ Of Mn Regents	53,908.81	4 Transactions			

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Vendor Name		Rpt	Warrant Description	Invoice #	Account/Formula Description
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name
602	DEPT Total:		54,917.06	Co-Op Extension	8 Vendors
1	Fund Total:		243,286.90	General Revenue Fund	17 Transactions
					253 Transactions

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Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
631	DEPT		Judicial Ditch 1			
	73300 Rinke-Noonan Attorney at Law					
131	21-631-000-0000-6273	6.68	Ditch atty monthly retainer	350861	Attorney Fees	Y
	73300 Rinke-Noonan Attorney at Law	6.68	1 Transactions			
631	DEPT Total:	6.68	Judicial Ditch 1	1 Vendors	1 Transactions	
633	DEPT		Judicial Ditch 10			
	73300 Rinke-Noonan Attorney at Law					
131	21-633-000-0000-6273	6.68	Ditch atty monthly retainer	350861	Attorney Fees	Y
	73300 Rinke-Noonan Attorney at Law	6.68	1 Transactions			
633	DEPT Total:	6.68	Judicial Ditch 10	1 Vendors	1 Transactions	
634	DEPT		Judicial Ditch 5			
	73300 Rinke-Noonan Attorney at Law					
131	21-634-000-0000-6273	6.68	Ditch atty monthly retainer	350861	Attorney Fees	Y
	73300 Rinke-Noonan Attorney at Law	6.68	1 Transactions			
634	DEPT Total:	6.68	Judicial Ditch 5	1 Vendors	1 Transactions	
635	DEPT		Judicial Ditch 6 & Imp			
	73300 Rinke-Noonan Attorney at Law					
131	21-635-000-0000-6273	6.68	Ditch atty monthly retainer	350861	Attorney Fees	Y
	73300 Rinke-Noonan Attorney at Law	6.68	1 Transactions			
635	DEPT Total:	6.68	Judicial Ditch 6 & Imp	1 Vendors	1 Transactions	
636	DEPT		Judicial Ditch 7			
	73300 Rinke-Noonan Attorney at Law					
131	21-636-000-0000-6273	6.68	Ditch atty monthly retainer	350861	Attorney Fees	Y
	73300 Rinke-Noonan Attorney at Law	6.68	1 Transactions			
636	DEPT Total:	6.68	Judicial Ditch 7	1 Vendors	1 Transactions	
637	DEPT		JD 11 (Ripley Ditch)			
	73300 Rinke-Noonan Attorney at Law					

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Vendor	Name	Rpt		Warrant Description	Invoice #	Account/Formula Descripti	1099
No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name	
131	21-637-000-0000-6273		6.68	Ditch atty monthly retainer	350861	Attorney Fees	Y
73300	Rinke-Noonan Attorney at Law		6.68	1 Transactions			
637	DEPT Total:		6.68	JD 11 (Ripley Ditch)	1 Vendors	1 Transactions	
638	DEPT			Judicial Ditch 12			
73300	Rinke-Noonan Attorney at Law						
131	21-638-000-0000-6273		6.68	Ditch atty monthly retainer	350861	Attorney Fees	Y
73300	Rinke-Noonan Attorney at Law		6.68	1 Transactions			
638	DEPT Total:		6.68	Judicial Ditch 12	1 Vendors	1 Transactions	
639	DEPT			Judicial Ditch 23			
73300	Rinke-Noonan Attorney at Law						
131	21-639-000-0000-6273		6.68	Ditch atty monthly retainer	350861	Attorney Fees	Y
73300	Rinke-Noonan Attorney at Law		6.68	1 Transactions			
639	DEPT Total:		6.68	Judicial Ditch 23	1 Vendors	1 Transactions	
640	DEPT			Judicial Ditch 24			
73300	Rinke-Noonan Attorney at Law						
131	21-640-000-0000-6273		6.68	Ditch atty monthly retainer	350861	Attorney Fees	Y
73300	Rinke-Noonan Attorney at Law		6.68	1 Transactions			
640	DEPT Total:		6.68	Judicial Ditch 24	1 Vendors	1 Transactions	
641	DEPT			County Ditch 1 - Orig			
73300	Rinke-Noonan Attorney at Law						
131	21-641-000-0000-6273		6.68	Ditch atty monthly retainer	350861	Attorney Fees	Y
73300	Rinke-Noonan Attorney at Law		6.68	1 Transactions			
641	DEPT Total:		6.68	County Ditch 1 - Orig	1 Vendors	1 Transactions	
642	DEPT			County Ditch 1 - Church Branch			
73300	Rinke-Noonan Attorney at Law						
131	21-642-000-0000-6273		6.66	Ditch atty monthly retainer	350861	Attorney Fees	Y

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Vendor	Name	Rpt	Amount	Warrant Description	Invoice #	Account/Formula Descripti	1099
No.	Account/Formula	Accr		Service Dates	Paid On Bhf #	On Behalf of Name	
73300	Rinke-Noonan Attorney at Law		6.66	1 Transactions			
642	DEPT Total:		6.66	County Ditch 1 - Church Branch	1 Vendors	1 Transactions	
643	DEPT			County Ditch 2			
73300	Rinke-Noonan Attorney at Law						
131	21-643-000-0000-6273		6.66	Ditch atty monthly retainer	350861	Attorney Fees	Y
73300	Rinke-Noonan Attorney at Law		6.66	1 Transactions			
643	DEPT Total:		6.66	County Ditch 2	1 Vendors	1 Transactions	
644	DEPT			County Ditch 4			
73300	Rinke-Noonan Attorney at Law						
131	21-644-000-0000-6273		6.66	Ditch atty monthly retainer	350861	Attorney Fees	Y
73300	Rinke-Noonan Attorney at Law		6.66	1 Transactions			
644	DEPT Total:		6.66	County Ditch 4	1 Vendors	1 Transactions	
645	DEPT			County Ditch 5			
73300	Rinke-Noonan Attorney at Law						
131	21-645-000-0000-6273		6.66	Ditch atty monthly retainer	350861	Attorney Fees	Y
73300	Rinke-Noonan Attorney at Law		6.66	1 Transactions			
645	DEPT Total:		6.66	County Ditch 5	1 Vendors	1 Transactions	
646	DEPT			County Ditch 19			
73300	Rinke-Noonan Attorney at Law						
131	21-646-000-0000-6273		6.66	Ditch atty monthly retainer	350861	Attorney Fees	Y
73300	Rinke-Noonan Attorney at Law		6.66	1 Transactions			
646	DEPT Total:		6.66	County Ditch 19	1 Vendors	1 Transactions	
647	DEPT			County Ditch 20			
73300	Rinke-Noonan Attorney at Law						
131	21-647-000-0000-6273		6.66	Ditch atty monthly retainer	350861	Attorney Fees	Y
73300	Rinke-Noonan Attorney at Law		6.66	1 Transactions			

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<u>Vendor Name</u>		<u>Rpt</u>	<u>Warrant Description</u>		<u>Invoice #</u>	<u>Account/Formula Descripti</u>	<u>1099</u>
<u>No.</u>	<u>Account/Formula</u>	<u>Accr</u>	<u>Amount</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>	
647	DEPT Total:		6.66	County Ditch 20	1 Vendors	1 Transactions	
648	DEPT			County Ditch 21			
73300	Rinke-Noonan Attorney at Law						
131	21-648-000-0000-6273		6.66	Ditch atty monthly retainer	350861	Attorney Fees	Y
73300	Rinke-Noonan Attorney at Law		6.66	1 Transactions			
648	DEPT Total:		6.66	County Ditch 21	1 Vendors	1 Transactions	
649	DEPT			County Ditch 22			
73300	Rinke-Noonan Attorney at Law						
131	21-649-000-0000-6273		6.66	Ditch atty monthly retainer	350861	Attorney Fees	Y
73300	Rinke-Noonan Attorney at Law		6.66	1 Transactions			
649	DEPT Total:		6.66	County Ditch 22	1 Vendors	1 Transactions	
650	DEPT			County Ditch 23			
73300	Rinke-Noonan Attorney at Law						
131	21-650-000-0000-6273		6.66	Ditch atty monthly retainer	350861	Attorney Fees	Y
73300	Rinke-Noonan Attorney at Law		6.66	1 Transactions			
650	DEPT Total:		6.66	County Ditch 23	1 Vendors	1 Transactions	
651	DEPT			County Ditch 24			
73300	Rinke-Noonan Attorney at Law						
131	21-651-000-0000-6273		6.66	Ditch atty monthly retainer	350861	Attorney Fees	Y
73300	Rinke-Noonan Attorney at Law		6.66	1 Transactions			
651	DEPT Total:		6.66	County Ditch 24	1 Vendors	1 Transactions	
652	DEPT			County Ditch 25			
73300	Rinke-Noonan Attorney at Law						
131	21-652-000-0000-6273		6.66	Ditch atty monthly retainer	350861	Attorney Fees	Y
73300	Rinke-Noonan Attorney at Law		6.66	1 Transactions			
652	DEPT Total:		6.66	County Ditch 25	1 Vendors	1 Transactions	

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Vendor	Name	Rpt		Warrant Description	Invoice #	Account/Formula Descripti	1099
No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name	
653	DEPT			County Ditch 27			
	73300 Rinke-Noonan Attorney at Law						
131	21-653-000-0000-6273		6.66	Ditch atty monthly retainer	350861	Attorney Fees	Y
	73300 Rinke-Noonan Attorney at Law		6.66	1 Transactions			
653	DEPT Total:		6.66	County Ditch 27	1 Vendors	1 Transactions	
654	DEPT			Public Tile Ditch 7			
	73300 Rinke-Noonan Attorney at Law						
131	21-654-000-0000-6273		6.66	Ditch atty monthly retainer	350861	Attorney Fees	Y
	73300 Rinke-Noonan Attorney at Law		6.66	1 Transactions			
654	DEPT Total:		6.66	Public Tile Ditch 7	1 Vendors	1 Transactions	
655	DEPT			Public Tile Ditch 8			
	73300 Rinke-Noonan Attorney at Law						
131	21-655-000-0000-6273		6.66	Ditch atty monthly retainer	350861	Attorney Fees	Y
	73300 Rinke-Noonan Attorney at Law		6.66	1 Transactions			
655	DEPT Total:		6.66	Public Tile Ditch 8	1 Vendors	1 Transactions	
656	DEPT			Public Tile Ditch 9			
	73300 Rinke-Noonan Attorney at Law						
131	21-656-000-0000-6273		6.66	Ditch atty monthly retainer	350861	Attorney Fees	Y
	73300 Rinke-Noonan Attorney at Law		6.66	1 Transactions			
656	DEPT Total:		6.66	Public Tile Ditch 9	1 Vendors	1 Transactions	
657	DEPT			Public Tile Ditch 10			
	73300 Rinke-Noonan Attorney at Law						
131	21-657-000-0000-6273		6.66	Ditch atty monthly retainer	350861	Attorney Fees	Y
	73300 Rinke-Noonan Attorney at Law		6.66	1 Transactions			
657	DEPT Total:		6.66	Public Tile Ditch 10	1 Vendors	1 Transactions	
658	DEPT			Public Tile Ditch 11			
	73300 Rinke-Noonan Attorney at Law						

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Vendor	Name	Rpt		Warrant Description	Invoice #	Account/Formula Descripti	1099
No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name	
131	21-658-000-0000-6273		6.66	Ditch atty monthly retainer	350861	Attorney Fees	Y
73300	Rinke-Noonan Attorney at Law		6.66	1 Transactions			
658	DEPT Total:		6.66	Public Tile Ditch 11	1 Vendors	1 Transactions	
659	DEPT			Public Tile Ditch 17			
73300	Rinke-Noonan Attorney at Law						
131	21-659-000-0000-6273		6.66	Ditch atty monthly retainer	350861	Attorney Fees	Y
73300	Rinke-Noonan Attorney at Law		6.66	1 Transactions			
659	DEPT Total:		6.66	Public Tile Ditch 17	1 Vendors	1 Transactions	
660	DEPT			Public Tile Ditch 18			
73300	Rinke-Noonan Attorney at Law						
131	21-660-000-0000-6273		6.66	Ditch atty monthly retainer	350861	Attorney Fees	Y
73300	Rinke-Noonan Attorney at Law		6.66	1 Transactions			
660	DEPT Total:		6.66	Public Tile Ditch 18	1 Vendors	1 Transactions	
665	DEPT			JD 2 Redetermination			
73300	Rinke-Noonan Attorney at Law						
131	21-665-000-0000-6273		6.66	Ditch atty monthly retainer	350861	Attorney Fees	Y
73300	Rinke-Noonan Attorney at Law		6.66	1 Transactions			
665	DEPT Total:		6.66	JD 2 Redetermination	1 Vendors	1 Transactions	
21	Fund Total:		200.00	County Ditch Fund		30 Transactions	

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38 Capital Outlay Fund

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Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
251	DEPT		Jail			
	10018 CDW Goverment Inc					
132	38-251-000-0000-6600	1,524.72	Signage displays for SCDC	FM26448	Capital Outlay - Detention Center	N
	10018 CDW Goverment Inc	1,524.72	1 Transactions			
	8756 ICS Consulting Inc					
133	38-251-000-0000-6600	1,167.51	Pod separation - DC	9139	Capital Outlay - Detention Center	Y
	8756 ICS Consulting Inc	1,167.51	1 Transactions			
251	DEPT Total:	2,692.23	Jail	2 Vendors	2 Transactions	
550	DEPT		Four Seasons			
	8242 SCR					
221	38-550-000-0000-6600	19,827.50	New compressor leak detection	J011906	Capital Outlay - Four Seasons	N
	8242 SCR	19,827.50	1 Transactions			
550	DEPT Total:	19,827.50	Four Seasons	1 Vendors	1 Transactions	
38	Fund Total:	22,519.73	Capital Outlay Fund		3 Transactions	

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53 Landfill Fund

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Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099
No. Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name
398 DEPT		Landfill			
8424 Cintas					
134 53-398-000-0000-6304		95.41	Rugs	4135963180	Contract Services Y
135 53-398-000-0000-6304		95.41	Rugs	4136661396	Contract Services Y
136 53-398-000-0000-6304		95.41	Rugs	4137388290	Contract Services Y
137 53-398-000-0000-6304		94.90	Rugs	4138200813	Contract Services Y
138 53-398-000-0000-6304		94.90	Rugs	4138781433	Contract Services Y
8424 Cintas		476.03	5 Transactions		
51630 Mike's Repair					
139 53-398-000-0000-6301		41.50	Tire repair	099235	Equip Repairs Y
141 53-398-000-0000-6301		527.89	New tire	099250	Equip Repairs Y
140 53-398-000-0000-6301		56.50	Tire repair	099534	Equip Repairs Y
51630 Mike's Repair		625.89	3 Transactions		
52975 Minnesota Valley Testing Labs					
142 53-398-000-0000-6545		7,383.35	Well testing	1177862	Water Testing N
52975 Minnesota Valley Testing Labs		7,383.35	1 Transactions		
77570 Short Elliott Hendrickson Inc					
143 53-398-000-0000-6304		49.95	Landfill odor control	437614	Contract Services N
77570 Short Elliott Hendrickson Inc		49.95	1 Transactions		
83500 Steele County Highway Dept					
179 53-398-000-0000-6301		98.40	Signs	2066	Equip Repairs N
180 53-398-000-0000-6388		287.63	Labor reimbursement	2066	Labor costs-Highway N
83500 Steele County Highway Dept		386.03	2 Transactions		
3867 Superior Jetting Inc					
144 53-398-000-0000-6300		6,665.00	Leachate line work	222174	Bldg Repairs & Maintenance N
3867 Superior Jetting Inc		6,665.00	1 Transactions		
398 DEPT Total:		15,586.25	Landfill	6 Vendors	13 Transactions
53 Fund Total:		15,586.25	Landfill Fund		13 Transactions
Final Total:		281,592.88	159 Vendors	299 Transactions	

Steele County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Recap by Fund	<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>	
	1	243,286.90	General Revenue Fund	
	21	200.00	County Ditch Fund	
	38	22,519.73	Capital Outlay Fund	
	53	15,586.25	Landfill Fund	
	All Funds	281,592.88	Total	Approved by, ...
				
				

Steele County

JOURNAL ENTRIES



Description 09 SEPT 2022 CASH TO IFS AJE?S

RRN	Audit Date	Aud Seq	Account/Formula	Trans Amt	D/C	Desc 1	Desc 2	RC1	RC2	Basis
1	7/31/22	502	53-000-000-0000-1001 Cash	17.00	D	Record Landfill Misc. Revenues				1
2	7/31/22	502	53-000-000-0000-1001 Cash	17.00	C	Record Landfill Misc. Revenues				1
3	7/31/22	502	01-003-000-0000-6801 General Expense	0.20	D	Remove Cashbook/IFS Difference				1
4	7/31/22	502	01-000-000-0000-1001 Cash	0.20	C	Remove Cashbook/IFS Difference				1
5	8/31/22	502	01-000-000-0000-1001 Cash	16,562.72	D	Correct Investments Journal				1
6	8/31/22	502	01-003-000-0000-5712 Premiums/Discounts on Investments	16,562.72	C	Correct Investments Journal				1
7	8/31/22	502	53-398-000-0000-6540 Machine Fuel	0.58	D	Correct Amended Diesel Tax				1
8	8/31/22	502	53-000-000-0000-1001 Cash	0.58	C	Correct Amended Diesel Tax				1
Debit Total				16,580.50		Credit Total	16,580.50	Net:	0.00	

Steele County
JOURNAL ENTRIES



Description 09 SEPT 2022 CASH TO IFS AJE'S 2

RRN	Audit Date	Aud Seq	Account/Formula	Trans Amt	D/C	Desc 1	Desc 2	RC1	RC2	Basis
1	7/31/22	503	53-000-000-0000-1001 Cash	17.00	D	Record Landfill Misc. Revenues				1
2	7/31/22	503	53-398-000-0000-5831 Misc Revenue	17.00	C	Record Landfill Misc. Revenues				1
Debit Total				17.00		Credit Total	17.00	Net:	0.00	

Description JW - 10 OCT 2022 CASH JOURNALS

RRN	Audit Date	Aud Seq	Account/Formula	Trans Amt	D/C	Desc 1	Desc 2	RC1	RC2	Basis
1	10/31/22	501	01-003-000-0000-6357 Bank Charges	479.32	D	Bank Charges - Magic #1				1
2	10/31/22	501	01-003-000-0000-6357 Bank Charges	19.76	D	Bank Charges - Magic #2				1
3	10/31/22	501	01-003-000-0000-6357 Bank Charges	113.54	D	Bank Charges - Payroll				1
4	10/31/22	501	01-000-000-0000-1001 Cash	612.62	C	Oct 2022 Bank Charges				1
5	10/31/22	501	01-000-000-0000-1001 Cash	62,758.36	D	Oct 2022 Interest				1
6	10/31/22	501	01-003-000-0000-5710 Interest From Investments	49,238.25	C	Oct Interest - Magic #1				1
7	10/31/22	501	01-003-000-0000-5710 Interest From Investments	13,452.75	C	Oct Interest - Magic #2				1
8	10/31/22	501	01-003-000-0000-5710 Interest From Investments	66.78	C	Oct Interest - Payroll				1
9	10/31/22	501	01-003-000-0000-5710 Interest From Investments	0.58	C	Oct Interest - #6228				1
10	10/31/22	501	38-000-000-0000-1001 Cash	105.57	D	Oct 2022 Interest				1
11	10/31/22	501	38-251-000-0000-5710 Interest	105.57	C	Oct Bond Interest				1
12	10/31/22	501	81-000-000-0000-1001 Cash	1,020.02	D	Oct 2022 Interest				1
13	10/31/22	501	81-230-000-0000-5710 Interest	1,020.02	C	Oct Interest - E911				1
14	10/31/22	501	38-061-000-0000-6600 Capital Outlay	11,187.65	D	2022 Network Switch Refresh				1
15	10/31/22	501	38-061-000-0000-6600 Capital Outlay	7,480.00	D	Metro Sales - Extension Copier				1
16	10/31/22	501	38-061-000-0000-6600 Capital Outlay	5,464.00	D	Metro Sales - Attorney Copier				1
17	10/31/22	501	38-000-000-0000-1001 Cash	24,131.65	C	Reclass IT Purchases to 38				1
18	10/31/22	501	01-000-000-0000-1001 Cash	24,131.65	D	Reclass IT Purchases to 38				1
19	10/31/22	501	01-062-000-0000-6480 Non-Capitalized Inventory	11,187.65	C	2022 Network Switch Refresh				1
20	10/31/22	501	01-062-000-0000-6480 Non-Capitalized Inventory	7,480.00	C	Metro Sales - Extension Copier				1

Steele County

JOURNAL ENTRIES



Description JW - 10 OCT 2022 CASH JOURNALS

RRN	Audit Date	Aud Seq	Account/Formula	Trans Amt	D/C	Desc 1	Desc 2	RC1	RC2	Basis
21	10/31/22	501	01-062-000-0000-6480 Non-Capitalized Inventory	5,464.00	C	Metro Sales - Attorney Copier				1
22	10/31/22	501	53-398-000-0000-6480 Non-Capitalized Inventory	2,336.00	D	Landfill Firewall Upgrade				1
23	10/31/22	501	53-000-000-0000-1001 Cash	2,336.00	C	Landfill Firewall Upgrade				1
24	10/31/22	501	01-000-000-0000-1001 Cash	2,336.00	D	Landfill Firewall Upgrade				1
25	10/31/22	501	01-062-000-0000-6801 General Expense	2,336.00	C	Landfill Firewall Upgrade				1
26	10/31/22	501	01-000-000-0000-1001 Cash	203.70	D	To Void Check 175498 (5/13/22)				1
27	10/31/22	501	01-251-000-0000-6304 Contract Serv./Bldg Maint	203.70	C	To Void Check 175498 (5/13/22)				1
28	10/31/22	501	01-000-000-0000-1001 Cash	568.07	D	To Void Check 176607 (9/16/22)				1
29	10/31/22	501	01-252-000-0000-6341 Office Rent	568.07	C	To Void Check 176607 (9/16/22)				1
30	10/31/22	501	01-000-000-0000-1001 Cash	2,333.27	D	To Void Check 176468 (8/26/22)				1
31	10/31/22	501	01-062-000-0000-6480 Non-Capitalized Inventory	2,333.27	C	To Void Check 176468 (8/26/22)				1
32	10/31/22	501	70-000-000-0000-1001 Cash	12,660.00	D	To Void Check 177043 10/14/22				1
33	10/31/22	501	70-000-000-0000-2104 Tax Overpymt/Refund	12,660.00	C	To Void Check 177043 10/14/22				1
34	10/31/22	501	01-000-000-0000-1001 Cash	80.52	D	To Void Check 177052 10/21/22				1
35	10/31/22	501	81-000-000-0000-1001 Cash	377.20	D	To Void Check 177052 10/21/22				1
36	10/31/22	501	01-062-000-0000-6210 Telephone	80.52	C	To Void Check 177052 10/21/22				1
37	10/31/22	501	81-230-000-0000-6210 Telephone	377.20	C	To Void Check 177052 10/21/22				1
38	10/31/22	501	01-000-000-0000-1001 Cash	52.44	D	To Void ACH 92647 (10/14/22)				1
39	10/31/22	501	01-111-000-0000-6331 Mileage Reimbursement	19.31	C	To Void ACH 92647 (10/14/22)				1
40	10/31/22	501	01-111-000-0000-6331 Mileage Reimbursement	33.13	C	To Void ACH 92647 (10/14/22)				1

Steele County

JOURNAL ENTRIES



Description JW - 10 OCT 2022 CASH JOURNALS

RRN	Audit Date	Aud Seq	Account/Formula	Trans Amt	D/C	Desc 1	Desc 2	RC1	RC2	Basis
41	10/31/22	501	01-000-000-0000-1001 Cash	132.50	D	To Void ACH 92625 and 92662				1
42	10/31/22	501	01-481-460-6009-6331 Mileage Reimbursement	66.25	C	To Void ACH 92625 (10/14/22)				1
43	10/31/22	501	01-481-460-6009-6331 Mileage Reimbursement	66.25	C	To Void ACH 92662 (10/21/22)				1
Debit Total				133,839.57		Credit Total	133,839.57	Net:	0.00	

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Steele County

JOURNAL ENTRIES



Page 1

Description: JW - OCT 2022 TAX JOURNALS

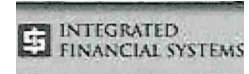
RRN	Audit Date	Aud Seq	Account/Formula	Trans Amt	D/C	Desc 1	Desc 2	RC1	RC2	Basis
1	10/11/22	500	70- 000- 000- 0000- 2101 Unapportioned Current Tax	7,225.00	D	17- 615- 0101 Dup Payment				2
2	10/11/22	500	70- 000- 000- 0000- 2101 Unapportioned Current Tax	12,660.00	D	17- 540- 0128 Dup Payment				2
3	10/11/22	500	70- 000- 000- 0000- 1001 Cash	19,885.00	C	Remove Dup Tax Payments				2
Debit Total				19,885.00		Credit Total	19,885.00	Net:	0.00	

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Steele County

JOURNAL ENTRIES



Page 1

Description JW - 10 TAX JOURNAL

RRN	Audit Date	Aud Seq	Account/Formula	Trans Amt	D/C	Desc 1	Desc 2	RC1	RC2	Basis
	10/11/22	500	70-000-000-0000-2101 Unapportioned Current Tax	7,225.00	C	Reverse AJE Made on MA Basis				2
2	10/11/22	500	70-000-000-0000-2101 Unapportioned Current Tax	12,660.00	C	Reverse AJE Made on MA Basis				2
3	10/11/22	500	70-000-000-0000-1001 Cash	19,885.00	D	Reverse AJE Made on MA Basis				2
4	10/11/22	500	70-000-000-0000-2101 Unapportioned Current Tax	7,225.00	D	17-615-0101 Dup Payment				1
5	10/11/22	500	70-000-000-0000-2101 Unapportioned Current Tax	12,660.00	D	17-540-0128 Dup Payment				1
6	10/11/22	500	70-000-000-0000-1001 Cash	19,885.00	C	Remove Dup Tax Payments				1
7	10/24/22	500	70-000-000-0000-2101 Unapportioned Current Tax	12,183.00	D	Reverse Returned PNP - EL Loro				1
8	10/24/22	500	70-000-000-0000-2151 Unapportioned Pen & Int Current	1,461.96	D	Reverse Returned PNP - EL Loro				1
9	10/24/22	500	70-000-000-0000-1001 Cash	13,644.96	C	Reverse Returned PNP - EL Loro				1
10	10/13/22	500	70-000-000-0000-2101 Unapportioned Current Tax	94.00	D	Reclass MH Taxes to 2131				1
11	10/13/22	500	70-000-000-0000-2131 Unapportioned Current Mobile Homes	94.00	C	Reclass MH Taxes to 2131				1
			Debit Total	53,508.96			Credit Total	53,508.96	Net:	0.00

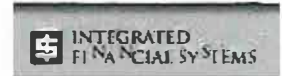
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Steele County

JOURNAL ENTRIES



Page 1

Description JW - 11 TAX JOURNAL

RRN	Audit Date	Aud Seg	Account/Formula	Trans Amt	D/C	Desc 1	Desc 2	RC1	RC2	Basis
1	11/16/22	501	70-000-000-0000-2101 Unapportioned Current Tax	158,030.39	D	Reverse Tax and Book on 11/15				1
2	11/16/22	501	70-000-000-0000-2151 Unapportioned Pen & Int Current	59.06	D	Reverse Tax and Book on 11/15				1
3	11/16/22	501	70-000-000-0000-1001 Cash	158,089.45	C	Reverse Tax and Book on 11/15				1
4	11/15/22	501	70-000-000-0000-1001 Cash	158,089.45	D	Reverse Tax and Book on 11/15				1
5	11/15/22	501	70-000-000-0000-2101 Unapportioned Current Tax	158,030.39	C	Reverse Tax and Book on 11/15				1
6	11/15/22	501	70-000-000-0000-2151 Unapportioned Pen & Int Current	59.06	C	Reverse Tax and Book on 11/15				1
7	11/15/22	501	70-000-000-0000-2101 Unapportioned Current Tax	8.00	D	11-004-1101 2023 Tax Prepaid				1
8	11/15/22	501	70-000-000-0000-2101 Unapportioned Current Tax	12.60	D	17-101-0603 2023 Tax Prepaid				1
9	11/15/22	501	70-000-000-0000-2112 Unapportioned Advanced Real & Pers Prop	8.00	C	11-004-1101 2023 Tax Prepaid				1
10	11/15/22	501	70-000-000-0000-2112 Unapportioned Advanced Real & Pers Prop	12.60	C	17-101-0603 2023 Tax Prepaid				1
Debit Total				316,199.50		Credit Total	316,199.50	Net:	0.00	

Steele County

JOURNAL ENTRIES



Description JW 11 2022 TAX SETTLEMENT UPLOAD

RRN	Audit Date	Aud Seq	Account/Formula	Trans Amt	D/C	Desc 1	Desc 2	RC1	RC2	Basis
1	12/31/22	500	01-000-000-0000-1001 Cash	20,265.95	D	2nd Settle - TFY Real Estate				1
2	12/31/22	500	01-003-000-0000-5003 Delinquent Taxes	18,722.34	C	2nd Settle - TFY Real Estate				1
3	12/31/22	500	01-003-000-0000-5004 Delinquent Tax - Library	165.88	C	2nd Settle - TFY Real Estate				1
4	12/31/22	500	01-391-000-0000-5520 Fees	1,377.73	C	2nd Settle - TFY Real Estate				1
5	12/31/22	500	10-000-000-0000-1001 Cash	2,418.36	D	2nd Settle - TFY Real Estate				1
6	12/31/22	500	10-301-000-0000-5003 Delinquent Tax	2,418.36	C	2nd Settle - TFY Real Estate				1
7	12/31/22	500	35-000-000-0000-1001 Cash	1,562.46	D	2nd Settle - TFY Real Estate				1
8	12/31/22	500	35-800-000-0000-5003 Delinquent Tax	1,562.46	C	2nd Settle - TFY Real Estate				1
9	12/31/22	500	38-000-000-0000-1001 Cash	563.54	D	2nd Settle - TFY Real Estate				1
10	12/31/22	500	38-000-000-0000-5003 Delinquent Tax	563.54	C	2nd Settle - TFY Real Estate				1
11	12/31/22	500	21-000-000-0000-1001 Cash	11.85	D	2nd Settle - TFY Real Estate				1
12	12/31/22	500	21-631-000-0000-5051 Assessments	0.36	C	2nd Settle - TFY Real Estate				1
13	12/31/22	500	21-640-000-0000-5051 Assessments	2.94	C	2nd Settle - TFY Real Estate				1
14	12/31/22	500	21-648-000-0000-5051 Assessments	4.39	C	2nd Settle - TFY Real Estate				1
15	12/31/22	500	21-656-000-0000-5051 Assessments	1.05	C	2nd Settle - TFY Real Estate				1
16	12/31/22	500	21-640-000-0000-5051 Assessments	3.11	C	2nd Settle - TFY Real Estate				1
17	12/31/22	500	70-000-000-0000-2400 SC Tax Allocation	24,822.16	D	2nd Settle - TFY Real Estate				1
18	12/31/22	500	70-000-000-0000-1001 Cash	24,822.16	C	2nd Settle - TFY Real Estate				1
19	12/31/22	500	01-000-000-0000-1001 Cash	6,275.32	D	2nd Settle - TFY Mobile Home				1
20	12/31/22	500	01-003-000-0000-5008 Delinquent Taxes Mh	4,177.86	C	2nd Settle - TFY Mobile Home				1

Steele County

JOURNAL ENTRIES

Descriptor JW 11 2022 TAX SETTLEMENT UPLOAD

RRN	Audit Date	Aud Seq	Account/Formula	Trans Amt	D/C	Desc 1	Desc 2	RC1	RC2	Basis
21	12/31/22	500	01-003-000-0000-5004 Delinquent Tax - Library	38.26	C	2nd Settle - TFY Mobile Home				1
22	12/31/22	500	01-391-000-0000-5520 Fees	2,059.20	C	2nd Settle - TFY Mobile Home				1
23	12/31/22	500	10-000-000-0000-1001 Cash	618.15	D	2nd Settle - TFY Mobile Home				1
24	12/31/22	500	10-301-000-0000-5003 Delinquent Tax	618.15	C	2nd Settle - TFY Mobile Home				1
25	12/31/22	500	35-000-000-0000-1001 Cash	515.59	D	2nd Settle - TFY Mobile Home				1
26	12/31/22	500	35-800-000-0000-5003 Delinquent Tax	515.59	C	2nd Settle - TFY Mobile Home				1
27	12/31/22	500	38-000-000-0000-1001 Cash	74.03	D	2nd Settle - TFY Mobile Home				1
28	12/31/22	500	38-000-000-0000-5003 Delinquent Tax	74.03	C	2nd Settle - TFY Mobile Home				1
29	12/31/22	500	70-000-000-0000-2400 SC Tax Allocation	7,483.09	D	2nd Settle - TFY Mobile Home				1
30	12/31/22	500	70-000-000-0000-1001 Cash	7,483.09	C	2nd Settle - TFY Mobile Home				1
31	12/31/22	500	01-000-000-0000-1001 Cash	43,229.73	D	2nd Settle - Pen, Int, Cost				1
32	12/31/22	500	01-003-000-0000-5019 Penalties & Interest Current Tax Re & Pp	42,595.80	C	2nd Settle - Pen, Int, Cost				1
33	12/31/22	500	01-391-000-0000-5520 Fees	633.93	C	2nd Settle - Pen, Int, Cost				1
34	12/31/22	500	21-000-000-0000-1001 Cash	175.27	D	2nd Settle - Pen, Int, Cost				1
35	12/31/22	500	21-631-000-0000-5051 Assessments	1.68	C	2nd Settle - Pen, Int, Cost				1
36	12/31/22	500	21-665-000-0000-5051 Assessments	8.71	C	2nd Settle - Pen, Int, Cost				1
37	12/31/22	500	21-634-000-0000-5051 Assessments	0.02	C	2nd Settle - Pen, Int, Cost				1
38	12/31/22	500	21-635-000-0000-5051 Assessments	2.21	C	2nd Settle - Pen, Int, Cost				1
39	12/31/22	500	21-633-000-0000-5051 Assessments	0.41	C	2nd Settle - Pen, Int, Cost				1
40	12/31/22	500	21-637-000-0000-5051 Assessments	0.87	C	2nd Settle - Pen, Int, Cost				1

Steele County

JOURNAL ENTRIES



Descriptor JW 11 2022 TAX SETTLEMENT UPLOAD

RRN	Audit Date	Aud Seq	Account/Formula	Trans Amt	D/C	Desc 1	Desc 2	RC1	RC2	Basis
41	12/31/22	500	21-639-000-0000-5051 Assessments	1.29	C	2nd Settle - Pen, Int, Cost				1
42	12/31/22	500	21-640-000-0000-5051 Assessments	11.94	C	2nd Settle - Pen, Int, Cost				1
43	12/31/22	500	21-640-000-0000-5051 Assessments	20.37	C	2nd Settle - Pen, Int, Cost				1
44	12/31/22	500	21-641-000-0000-5051 Assessments	0.14	C	2nd Settle - Pen, Int, Cost				1
45	12/31/22	500	21-643-000-0000-5051 Assessments	0.74	C	2nd Settle - Pen, Int, Cost				1
46	12/31/22	500	21-644-000-0000-5051 Assessments	7.23	C	2nd Settle - Pen, Int, Cost				1
47	12/31/22	500	21-645-000-0000-5051 Assessments	2.73	C	2nd Settle - Pen, Int, Cost				1
48	12/31/22	500	21-647-000-0000-5051 Assessments	0.59	C	2nd Settle - Pen, Int, Cost				1
49	12/31/22	500	21-648-000-0000-5051 Assessments	12.52	C	2nd Settle - Pen, Int, Cost				1
50	12/31/22	500	21-648-000-0000-5051 Assessments	31.49	C	2nd Settle - Pen, Int, Cost				1
51	12/31/22	500	21-649-000-0000-5051 Assessments	9.79	C	2nd Settle - Pen, Int, Cost				1
52	12/31/22	500	21-649-000-0000-5051 Assessments	1.33	C	2nd Settle - Pen, Int, Cost				1
53	12/31/22	500	21-653-000-0000-5051 Assessments	0.95	C	2nd Settle - Pen, Int, Cost				1
54	12/31/22	500	21-654-000-0000-5051 Assessments	7.39	C	2nd Settle - Pen, Int, Cost				1
55	12/31/22	500	21-655-000-0000-5051 Assessments	5.96	C	2nd Settle - Pen, Int, Cost				1
56	12/31/22	500	21-656-000-0000-5051 Assessments	43.16	C	2nd Settle - Pen, Int, Cost				1
57	12/31/22	500	21-657-000-0000-5051 Assessments	1.63	C	2nd Settle - Pen, Int, Cost				1
58	12/31/22	500	21-658-000-0000-5051 Assessments	1.92	C	2nd Settle - Pen, Int, Cost				1
59	12/31/22	500	21-659-000-0000-5051 Assessments	0.20	C	2nd Settle - Pen, Int, Cost				1
60	12/31/22	500	74-000-000-0000-1001 Cash	98.71	D	2nd Settle - Pen, Int, Cost				1

Steele County

JOURNAL ENTRIES



Description JW 11 2022 TAX SETTLEMENT UPLOAD

RRN	Audit Date	Aud Seq	Account/Formula	Trans Amt	D/C	Desc 1	Desc 2	RC1	RC2	Basis
61	12/31/22	500	74-610-000-0000-5020 Clean Water Partnership Act - Penalty	98.71	C	2nd Settle - Pen, Int, Cost				1
62	12/31/22	500	23-000-000-0000-1001 Cash	29.21	D	2nd Settle - Pen, Int, Cost				1
63	12/31/22	500	23-609-000-0000-5589 Fees - Capital - MPFA Loan	11.74	C	2nd Settle - Pen, Int, Cost				1
64	12/31/22	500	23-609-000-0000-5520 Fees - Operations & Maintenance	17.47	C	2nd Settle - Pen, Int, Cost				1
65	12/31/22	500	70-000-000-0000-2400 SC Tax Allocation	43,532.92	D	2nd Settle - Pen, Int, Cost				1
66	12/31/22	500	70-000-000-0000-1001 Cash	43,532.92	C	2nd Settle - Pen, Int, Cost				1
67	12/31/22	500	01-000-000-0000-1001 Cash	9,785,262.10	D	2nd Settle - Real Estate Tax				1
68	12/31/22	500	01-003-000-0000-5001 Current Tax	9,425,017.67	C	2nd Settle - Real Estate Tax				1
69	12/31/22	500	01-003-000-0000-5002 Current Tax Library	83,997.97	C	2nd Settle - Real Estate Tax				1
70	12/31/22	500	01-391-000-0000-5520 Fees	276,246.46	C	2nd Settle - Real Estate Tax				1
71	12/31/22	500	10-000-000-0000-1001 Cash	1,118,176.59	D	2nd Settle - Real Estate Tax				1
72	12/31/22	500	10-301-000-0000-5001 Current Tax	1,118,176.59	C	2nd Settle - Real Estate Tax				1
73	12/31/22	500	35-000-000-0000-1001 Cash	756,075.93	D	2nd Settle - Real Estate Tax				1
74	12/31/22	500	35-800-000-0000-5001 Current Tax	756,075.93	C	2nd Settle - Real Estate Tax				1
75	12/31/22	500	38-000-000-0000-1001 Cash	484,397.23	D	2nd Settle - Real Estate Tax				1
76	12/31/22	500	38-000-000-0000-5001 Current Tax	484,397.23	C	2nd Settle - Real Estate Tax				1
77	12/31/22	500	21-000-000-0000-1001 Cash	117,886.50	D	2nd Settle - Real Estate Tax				1
78	12/31/22	500	21-665-000-0000-5051 Assessments	7,175.73	C	2nd Settle - Real Estate Tax				1
79	12/31/22	500	21-631-000-0000-5051 Assessments	2,376.51	C	2nd Settle - Real Estate Tax				1
80	12/31/22	500	21-634-000-0000-5051 Assessments	858.39	C	2nd Settle - Real Estate Tax				1

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RRN	Audit Date	Aud Seq	Account/Formula	Trans Amt	D/C	Desc 1	Desc 2	RC1	RC2	Basis
81	12/31/22	500	21-633-000-0000-5051 Assessments	700.65	C	2nd Settle - Real Estate Tax				1
82	12/31/22	500	21-637-000-0000-5051 Assessments	1,191.53	C	2nd Settle - Real Estate Tax				1
83	12/31/22	500	21-638-000-0000-5051 Assessments	465.36	C	2nd Settle - Real Estate Tax				1
84	12/31/22	500	21-639-000-0000-5051 Assessments	987.62	C	2nd Settle - Real Estate Tax				1
85	12/31/22	500	21-640-000-0000-5051 Assessments	24,185.53	C	2nd Settle - Real Estate Tax				1
86	12/31/22	500	21-635-000-0000-5051 Assessments	16,107.43	C	2nd Settle - Real Estate Tax				1
87	12/31/22	500	21-642-000-0000-5051 Assessments	350.87	C	2nd Settle - Real Estate Tax				1
88	12/31/22	500	21-641-000-0000-5051 Assessments	3,240.05	C	2nd Settle - Real Estate Tax				1
89	12/31/22	500	21-643-000-0000-5051 Assessments	3,773.32	C	2nd Settle - Real Estate Tax				1
90	12/31/22	500	21-644-000-0000-5051 Assessments	2,480.22	C	2nd Settle - Real Estate Tax				1
91	12/31/22	500	21-645-000-0000-5051 Assessments	15,338.51	C	2nd Settle - Real Estate Tax				1
92	12/31/22	500	21-646-000-0000-5051 Assessments	289.71	C	2nd Settle - Real Estate Tax				1
93	12/31/22	500	21-647-000-0000-5051 Assessments	469.74	C	2nd Settle - Real Estate Tax				1
94	12/31/22	500	21-650-000-0000-5051 Assessments	235.87	C	2nd Settle - Real Estate Tax				1
95	12/31/22	500	21-651-000-0000-5051 Assessments	498.17	C	2nd Settle - Real Estate Tax				1
96	12/31/22	500	21-652-000-0000-5051 Assessments	2,729.92	C	2nd Settle - Real Estate Tax				1
97	12/31/22	500	21-648-000-0000-5051 Assessments	4,613.86	C	2nd Settle - Real Estate Tax				1
98	12/31/22	500	21-653-000-0000-5051 Assessments	1,323.82	C	2nd Settle - Real Estate Tax				1
99	12/31/22	500	21-649-000-0000-5051 Assessments	6,106.25	C	2nd Settle - Real Estate Tax				1
100	12/31/22	500	21-654-000-0000-5051 Assessments	2,162.22	C	2nd Settle - Real Estate Tax				1

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RRN	Audit Date	Aud Seq	Account/Formula	Trans Amt	D/C	Desc 1	Desc 2	RC1	RC2	Basis
101	12/31/22	500	21-655-000-0000-5051 Assessments	1,171.45	C	2nd Settle - Real Estate Tax				1
102	12/31/22	500	21-656-000-0000-5051 Assessments	2,771.46	C	2nd Settle - Real Estate Tax				1
103	12/31/22	500	21-657-000-0000-5051 Assessments	224.12	C	2nd Settle - Real Estate Tax				1
104	12/31/22	500	21-658-000-0000-5051 Assessments	1,646.96	C	2nd Settle - Real Estate Tax				1
105	12/31/22	500	21-659-000-0000-5051 Assessments	886.59	C	2nd Settle - Real Estate Tax				1
106	12/31/22	500	21-660-000-0000-5051 Assessments	181.11	C	2nd Settle - Real Estate Tax				1
107	12/31/22	500	21-648-000-0000-5051 Assessments	551.00	C	2nd Settle - Real Estate Tax				1
108	12/31/22	500	21-653-000-0000-5051 Assessments	1,600.77	C	2nd Settle - Real Estate Tax				1
109	12/31/22	500	21-640-000-0000-5051 Assessments	10,323.73	C	2nd Settle - Real Estate Tax				1
110	12/31/22	500	21-649-000-0000-5051 Assessments	868.03	C	2nd Settle - Real Estate Tax				1
111	12/31/22	500	74-000-000-0000-1001 Cash	6,169.28	D	2nd Settle - Real Estate Tax				1
112	12/31/22	500	74-610-000-0000-5720 Principal Collections	5,844.25	C	2nd Settle - Real Estate Tax				1
113	12/31/22	500	74-610-000-0000-5710 Interest Collections	325.03	C	2nd Settle - Real Estate Tax				1
114	12/31/22	500	23-000-000-0000-1001 Cash	9,794.56	D	2nd Settle - Real Estate Tax				1
115	12/31/22	500	23-609-000-0000-5589 Fees - Capital - MPFA Loan	4,294.56	C	2nd Settle - Real Estate Tax				1
116	12/31/22	500	23-609-000-0000-5520 Fees - Operations & Maintenance	5,500.00	C	2nd Settle - Real Estate Tax				1
117	12/31/22	500	70-000-000-0000-2400 SC Tax Allocation	12,277,762.19	D	2nd Settle - Real Estate Tax				1
118	12/31/22	500	70-000-000-0000-1001 Cash	12,277,762.19	C	2nd Settle - Real Estate Tax				1
119	12/31/22	500	01-000-000-0000-1001 Cash	38,401.59	D	2nd Settle- Mobile Home Tax				1
120	12/31/22	500	01-003-000-0000-5007 Current Tax Mobile Homes	25,374.28	C	2nd Settle- Mobile Home Tax				1

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RRN	Audit Date	Aud Seq	Account/Formula	Trans Amt	D/C	Desc 1	Desc 2	RC1	RC2	Basis
121	12/31/22	500	01-003-000-0000-5002 Current Tax Library	202.96	C	2nd Settle- Mobile Home Tax				1
122	12/31/22	500	01-391-000-0000-5520 Fees	12,824.35	C	2nd Settle- Mobile Home Tax				1
123	12/31/22	500	10-000-000-0000-1001 Cash	3,010.30	D	2nd Settle- Mobile Home Tax				1
124	12/31/22	500	10-301-000-0000-5007 Current Tax Mobile Homes	3,010.30	C	2nd Settle- Mobile Home Tax				1
125	12/31/22	500	35-000-000-0000-1001 Cash	2,035.50	D	2nd Settle- Mobile Home Tax				1
126	12/31/22	500	35-800-000-0000-5007 Current Tax Mobile Homes	2,035.50	C	2nd Settle- Mobile Home Tax				1
127	12/31/22	500	38-000-000-0000-1001 Cash	1,304.10	D	2nd Settle- Mobile Home Tax				1
128	12/31/22	500	38-000-000-0000-5001 Current Tax	1,304.10	C	2nd Settle- Mobile Home Tax				1
129	12/31/22	500	70-000-000-0000-2400 SC Tax Allocation	44,751.49	D	2nd Settle- Mobile Home Tax				1
130	12/31/22	500	70-000-000-0000-1001 Cash	44,751.49	C	2nd Settle- Mobile Home Tax				1
131	12/31/22	500	01-003-000-0000-5001 Current Tax	4,673.25	D	2nd Settle - Refundment Prin.				1
132	12/31/22	500	01-000-000-0000-1001 Cash	4,673.25	C	2nd Settle - Refundment Prin.				1
133	12/31/22	500	10-301-000-0000-5001 Current Tax	568.36	D	2nd Settle - Refundment Prin.				1
134	12/31/22	500	10-000-000-0000-1001 Cash	568.36	C	2nd Settle - Refundment Prin.				1
135	12/31/22	500	35-800-000-0000-5001 Current Tax	379.87	D	2nd Settle - Refundment Prin.				1
136	12/31/22	500	35-000-000-0000-1001 Cash	379.87	C	2nd Settle - Refundment Prin.				1
137	12/31/22	500	38-000-000-0000-5001 Current Tax	148.40	D	2nd Settle - Refundment Prin.				1
138	12/31/22	500	38-000-000-0000-1001 Cash	148.40	C	2nd Settle - Refundment Prin.				1
139	12/31/22	500	70-000-000-0000-1001 Cash	5,769.88	D	2nd Settle - Refundment Prin.				1
140	12/31/22	500	70-000-000-0000-2400 SC Tax Allocation	5,769.88	C	2nd Settle - Refundment Prin.				1

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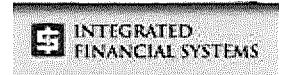
RRN	Audit Date	Aud Seq	Account/Formula	Trans Amt	D/C	Desc 1	Desc 2	RC1	RC2	Basis
141	12/31/22	500	01-003-000-0000-5001 Current Tax	178.88	D	2nd Settle - Refundment Int.				1
142	12/31/22	500	01-000-000-0000-1001 Cash	178.88	C	2nd Settle - Refundment Int.				1
143	12/31/22	500	10-301-000-0000-5001 Current Tax	21.76	D	2nd Settle - Refundment Int.				1
144	12/31/22	500	10-000-000-0000-1001 Cash	21.76	C	2nd Settle - Refundment Int.				1
145	12/31/22	500	35-800-000-0000-5001 Current Tax	14.54	D	2nd Settle - Refundment Int.				1
146	12/31/22	500	35-000-000-0000-1001 Cash	14.54	C	2nd Settle - Refundment Int.				1
147	12/31/22	500	38-000-000-0000-5001 Current Tax	5.68	D	2nd Settle - Refundment Int.				1
148	12/31/22	500	38-000-000-0000-1001 Cash	5.68	C	2nd Settle - Refundment Int.				1
149	12/31/22	500	70-000-000-0000-1001 Cash	220.86	D	2nd Settle - Refundment Int.				1
150	12/31/22	500	70-000-000-0000-2400 SC Tax Allocation	220.86	C	2nd Settle - Refundment Int.				1
151	12/31/22	500	01-003-000-0000-5001 Current Tax	118.98	D	2nd Settle - Abatement				1
152	12/31/22	500	01-000-000-0000-1001 Cash	118.98	C	2nd Settle - Abatement				1
153	12/31/22	500	10-301-000-0000-5001 Current Tax	14.12	D	2nd Settle - Abatement				1
154	12/31/22	500	10-000-000-0000-1001 Cash	14.12	C	2nd Settle - Abatement				1
155	12/31/22	500	35-800-000-0000-5001 Current Tax	9.54	D	2nd Settle - Abatement				1
156	12/31/22	500	35-000-000-0000-1001 Cash	9.54	C	2nd Settle - Abatement				1
157	12/31/22	500	38-000-000-0000-5001 Current Tax	6.11	D	2nd Settle - Abatement				1
158	12/31/22	500	38-000-000-0000-1001 Cash	6.11	C	2nd Settle - Abatement				1
159	12/31/22	500	70-000-000-0000-1001 Cash	148.75	D	2nd Settle - Abatement				1
160	12/31/22	500	70-000-000-0000-2400 SC Tax Allocation	148.75	C	2nd Settle - Abatement				1

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RRN	Audit Date	Aud Seq	Account/Formula	Trans Amt	D/C	Desc 1	Desc 2	RC1	RC2	Basis
161	12/31/22	500	01-000-000-0000-1001 Cash	1,540.68	D	2nd Settle - Green Acres				1
162	12/31/22	500	01-003-000-0000-5001 Current Tax	1,540.68	C	2nd Settle - Green Acres				1
163	12/31/22	500	70-000-000-0000-2400 SC Tax Allocation	1,540.68	D	2nd Settle - Green Acres				1
164	12/31/22	500	70-000-000-0000-1001 Cash	1,540.68	C	2nd Settle - Green Acres				1
165	12/31/22	500	01-003-901-0000-5301 Public Hunting	19,969.14	D	2nd Settle - Public Hunting DT				1
166	12/31/22	500	01-003-901-0000-5301 Public Hunting	316.73	D	2nd Settle - PILT DTG				1
167	12/31/22	500	01-000-000-0000-1001 Cash	20,285.87	C	2nd Settle - PH & PILT DTG				1
168	12/31/22	500	70-000-000-0000-1001 Cash	20,285.87	D	2nd Settle - PH & PILT DTG				1
169	12/31/22	500	70-000-000-0000-2400 SC Tax Allocation	39,037.13	D	2nd Settle - SC - PH & PILT				1
170	12/31/22	500	70-000-000-0000-2164 Unapportioned Public Hunting Grounds	59,323.00	C	2nd Settle - PH and PILT				1
171	12/31/22	500	01-041-000-0000-5100 Licenses	270.00	D	2nd Settle-Liquor Distribution				1
172	12/31/22	500	01-041-000-0000-5100 Licenses	125.00	D	2nd Settle-Beer Distribution				1
173	12/31/22	500	01-000-000-0000-1001 Cash	395.00	C	2nd Settle-Beer & Liquor Distr				1
174	12/31/22	500	70-000-000-0000-1001 Cash	395.00	D	2nd Settle-Beer & Liquor Distr				1
175	12/31/22	500	70-000-000-0000-2400 SC Tax Allocation	2,555.00	D	2nd Settle - SC- Beer and Liquo				1
176	12/31/22	500	70-000-000-0000-2167 Liquor License Distribution	2,700.00	C	2nd Settle-Liquor Distribution				1
177	12/31/22	500	70-000-000-0000-2168 Beer License Distribution	250.00	C	2nd Settle-Beer Distribution				1
Debit Total				24,895,017.91		Credit Total	24,895,017.91	Net:		0.00

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Description MM - AUG 2022 JE C1

RRN	Audit Date	Aud Seq	Account/Formula	Trans Amt	D/C	Desc 1	Desc 2	RC1	RC2	Basis
1	8/31/22	900	72-860-000-0000-2100 Mn State Treasurer-Mortgage Regis Tax	68,290.88	D	State Mortgage Tax - July				1
2	8/31/22	900	72-000-000-0000-1001 Cash	2,048.73	C	State Mortgage Tax - July				1
3	8/31/22	900	72-000-000-0000-1001 Cash	66,242.15	C	State Mortgage Tax - July				1
4	8/31/22	900	01-000-000-0000-1001 Cash	2,048.73	D	State Mortgage Tax - July				1
5	8/31/22	900	01-003-000-0000-5013 Mortgage Registry Tax Revenue	2,048.73	C	State Mortgage Tax - July				1
6	8/31/22	900	72-860-000-0000-2100 Mn State Treasurer-Mortgage Regis Tax	86,583.05	D	State Mortgage Tax - Jun Final				1
7	8/31/22	900	72-000-000-0000-1001 Cash	2,597.49	C	State Mortgage Tax - Jun Final				1
8	8/31/22	900	72-000-000-0000-1001 Cash	83,985.56	C	State Mortgage Tax - Jun Final				1
9	8/31/22	900	01-000-000-0000-1001 Cash	2,597.49	D	State Mortgage Tax - Jun Final				1
10	8/31/22	900	01-003-000-0000-5013 Mortgage Registry Tax Revenue	2,597.49	C	State Mortgage Tax - Jun Final				1
11	8/31/22	900	72-861-000-0000-2100 Mn State Treasurer-State Deed Tax	70,682.21	D	State Mortgage Tax - July				1
12	8/31/22	900	72-000-000-0000-1001 Cash	2,120.47	C	State Mortgage Tax - July				1
13	8/31/22	900	72-000-000-0000-1001 Cash	68,561.74	C	State Mortgage Tax - July				1
14	8/31/22	900	01-000-000-0000-1001 Cash	2,120.47	D	State Mortgage Tax - July				1
15	8/31/22	900	01-003-000-0000-5014 State Deed Tax Revenue	2,120.47	C	State Mortgage Tax - July				1
16	8/31/22	900	72-861-000-0000-2100 Mn State Treasurer-State Deed Tax	35,399.30	D	State Mortgage Tax - Jun Final				1
17	8/31/22	900	72-000-000-0000-1001 Cash	1,061.98	C	State Mortgage Tax - Jun Final				1
18	8/31/22	900	72-000-000-0000-1001 Cash	34,337.32	C	State Mortgage Tax - Jun Final				1
19	8/31/22	900	01-000-000-0000-1001 Cash	1,061.98	D	State Mortgage Tax - Jun Final				1
20	8/31/22	900	01-003-000-0000-5014 State Deed Tax Revenue	1,061.98	C	State Mortgage Tax - Jun Final				1

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Description MM - AUG 2022 JE C1

RRN	Audit Date	Aud Seq	Account/Formula	Trans Amt	D/C	Desc 1	Desc 2	RC1	RC2	Basis
21	8/31/22	900	72-862-000-0000-2100 Mn State Treasurer-Sales Tax	5,898.00	D	Sales Tax				1
22	8/31/22	900	72-000-000-0000-1001 Cash	5,898.00	C	Sales Tax				1
23	8/31/22	900	53-398-000-0000-6540 Machine Fuel	297.00	D	Usage Diesel Tax				1
24	8/31/22	900	53-000-000-0000-1001 Cash	297.00	C	Usage Diesel Tax				1
25	8/31/22	900	53-398-000-0000-6540 Machine Fuel	93.77	D	Diesel Tax				1
26	8/31/22	900	53-000-000-0000-1001 Cash	93.77	C	Diesel Tax				1
27	8/31/22	900	10-304-000-0000-6522 Diesel Fuel Tax	89.49	D	Diesel Tax				1
28	8/31/22	900	10-000-000-0000-1001 Cash	89.49	C	Diesel Tax				1
29	8/31/22	900	10-304-000-0000-6522 Diesel Fuel Tax	227.00	D	Diesel Tax - Amended July				1
30	8/31/22	900	10-000-000-0000-1001 Cash	227.00	C	Diesel Tax - Amended July				1
31	8/31/22	900	53-000-000-0000-1001 Cash	0.29	D	Diesel Tax - Amended July				1
32	8/31/22	900	53-398-000-0000-6540 Machine Fuel	0.29	C	Diesel Tax - Amended July				1
33	8/31/22	900	10-304-000-0000-6522 Diesel Fuel Tax	381.50	D	Diesel Tax - Amended June				1
34	8/31/22	900	10-000-000-0000-1001 Cash	381.50	C	Diesel Tax - Amended June				1
35	8/31/22	900	53-398-000-0000-6540 Machine Fuel	0.14	D	Diesel Tax - Amended June				1
36	8/31/22	900	53-000-000-0000-1001 Cash	0.14	C	Diesel Tax - Amended June				1
37	8/31/22	900	10-304-000-0000-6522 Diesel Fuel Tax	451.43	D	Diesel Tax - Amended May				1
38	8/31/22	900	10-000-000-0000-1001 Cash	451.43	C	Diesel Tax - Amended May				1
39	8/31/22	900	10-304-000-0000-6521 Supplies-Diesel Fuel	25.00	D	Special Fuel License				1
40	8/31/22	900	10-000-000-0000-1001 Cash	25.00	C	Special Fuel License				1

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Description MM - AUG 2022 JE C1

RRN	Audit Date	Aud Seq	Account/Formula	Trans Amt	D/C	Desc 1	Desc 2	RC1	RC2	Basis
41	8/31/22	900	01-003-000-0000-6961 Visa One Card Program	28,780.00	D	BMO One Card Payment				1
42	8/31/22	900	01-000-000-0000-1001 Cash	28,780.00	C	BMO One Card Payment				1
43	8/31/22	900	53-398-000-0000-6801 General Expense	636.50	D	Landfill CC Fees				1
44	8/31/22	900	53-000-000-0000-1001 Cash	636.50	C	Landfill CC Fees				1
45	8/31/22	900	01-254-000-0000-6801 Misc. Expense	220,042.20	D	Dispatch Op Costs Q3 Steele Co				1
46	8/31/22	900	01-000-000-0000-1001 Cash	220,042.20	C	Dispatch Op Costs Q3 Steele Co				1
47	8/31/22	900	81-000-000-0000-1001 Cash	220,042.20	D	Dispatch Op Costs Q3 Steele Co				1
48	8/31/22	900	81-230-000-0000-5251 Revenue From Other Counties	220,042.20	C	Dispatch Op Costs Q3 Steele Co				1
49	8/31/22	900	23-609-000-0000-6700 Bond And Interest	97.85	D	MPFA Loan Payment				1
50	8/31/22	900	23-609-000-0000-6701 Loan Principal Disb	3,875.15	D	MPFA Loan Payment				1
51	8/31/22	900	23-000-000-0000-1001 Cash	3,973.00	C	MPFA Loan Payment				1
52	8/31/22	900	01-032-000-0000-6260 Background Checks	108.69	D	Backgrnd Check - EM, Hwy, Atty				1
53	8/31/22	900	01-000-000-0000-1001 Cash	108.69	C	Backgrnd Check - EM, Hwy, Atty				1
54	8/31/22	900	01-000-000-0000-1001 Cash	111.79	D	Void Check # 175662				1
55	8/31/22	900	01-032-000-0000-6801 General Expense	111.79	C	Void Check # 175662				1
56	8/31/22	900	01-251-000-0000-6562 Gas & Oil	83.99	D	WEX Enterprise Payment Aug2022				1
57	8/31/22	900	01-000-000-0000-1001 Cash	83.99	C	WEX Enterprise Payment Aug2022				1
58	8/31/22	900	01-111-000-0000-6540 Gas & Oil	54.09	D	WEX NASPO Payment August 2022				1
59	8/31/22	900	01-521-000-0000-6540 Gas & Oil	161.56	D	WEX NASPO Payment August 2022				1
60	8/31/22	900	01-000-000-0000-1001 Cash	215.65	C	WEX NASPO Payment August 2022				1

Steele County

JOURNAL ENTRIES



Description MM - AUG 2022 JE C1

RRN	Audit Date	Aud Seq	Account/Formula	Trans Amt	D/C	Desc 1	Desc 2	RC1	RC2	Basis
61	8/31/22	900	01-003-000-0000-6172 Unemployment Benefit	218.83	D	Unemployment Payment				1
62	8/31/22	900	01-000-000-0000-1001 Cash	218.83	C	Unemployment Payment				1
63	8/31/22	900	81-230-000-0000-6191 Retiree Sick Leave Conversion	5,460.18	D	HCSP - J Austin				1
64	8/31/22	900	81-000-000-0000-1001 Cash	5,460.18	C	HCSP - J Austin				1
Debit Total				755,920.76		Credit Total	755,920.76	Net:	0.00	

Steele County

JOURNAL ENTRIES



Description MM - SEP 2022 C1

RRN	Audit Date	Aud Seq	Account/Formula	Trans Amt	D/C	Desc 1	Desc 2	RC1	RC2	Basis
1	9/30/22	900	72-860-000-0000-2100 Mn State Treasurer-Mortgage Regis Tax	55,228.69	D	State Mortgage Tax - Aug				1
2	9/30/22	900	72-000-000-0000-1001 Cash	1,656.86	C	State Mortgage Tax - Aug				1
3	9/30/22	900	72-000-000-0000-1001 Cash	53,571.83	C	State Mortgage Tax - Aug				1
4	9/30/22	900	01-000-000-0000-1001 Cash	1,656.86	D	State Mortgage Tax - Aug				1
5	9/30/22	900	01-003-000-0000-5013 Mortgage Registry Tax Revenue	1,656.86	C	State Mortgage Tax - Aug				1
6	9/30/22	900	72-861-000-0000-2100 Mn State Treasurer-State Deed Tax	91,349.93	D	State Deed Tax - Aug				1
7	9/30/22	900	72-000-000-0000-1001 Cash	2,740.50	C	State Deed Tax - Aug				1
8	9/30/22	900	72-000-000-0000-1001 Cash	88,609.43	C	State Deed Tax - Aug				1
9	9/30/22	900	01-000-000-0000-1001 Cash	2,740.50	D	State Deed Tax - Aug				1
10	9/30/22	900	01-003-000-0000-5014 State Deed Tax Revenue	2,740.50	C	State Deed Tax - Aug				1
11	9/30/22	900	72-862-000-0000-2100 Mn State Treasurer-Sales Tax	7,542.00	D	Sales Tax				1
12	9/30/22	900	72-000-000-0000-1001 Cash	7,542.00	C	Sales Tax				1
13	9/30/22	900	53-398-000-0000-6540 Machine Fuel	229.00	D	Usage Diesel Tax				1
14	9/30/22	900	53-000-000-0000-1001 Cash	229.00	C	Usage Diesel Tax				1
15	9/30/22	900	53-398-000-0000-6540 Machine Fuel	238.26	D	Diesel Tax				1
16	9/30/22	900	53-000-000-0000-1001 Cash	238.26	C	Diesel Tax				1
17	9/30/22	900	10-304-000-0000-6522 Diesel Fuel Tax	444.89	D	Diesel Tax				1
18	9/30/22	900	10-000-000-0000-1001 Cash	444.89	C	Diesel Tax				1
19	9/30/22	900	01-003-000-0000-6961 Visa One Card Program	29,206.23	D	BMO One Card Payment				1
20	9/30/22	900	01-000-000-0000-1001 Cash	29,206.23	C	BMO One Card Payment				1

Steele County

JOURNAL ENTRIES



Description MM - SEP 2022 C1

RRN	Audit Date	Aud Seq	Account/Formula	Trans Amt	D/C	Desc 1	Desc 2	RC1	RC2	Basis
21	9/30/22	900	53-398-000-0000-6801 General Expense	605.76	D	Landfill CC Fees				1
22	9/30/22	900	53-000-000-0000-1001 Cash	605.76	C	Landfill CC Fees				1
23	9/30/22	900	01-481-465-6057-6540 Gas & Oil	150.95	D	WEX Enterprise Payment Sep2022				1
24	9/30/22	900	01-000-000-0000-1001 Cash	150.95	C	WEX Enterprise Payment Sep2022				1
25	9/30/22	900	01-111-000-0000-6540 Gas & Oil	54.88	D	WEX NASPO Payment Sep 2022				1
26	9/30/22	900	01-111-000-0000-6540 Gas & Oil	326.14	D	WEX NASPO Payment Sep 2022				1
27	9/30/22	900	01-111-000-0000-6540 Gas & Oil	6.93	C	WEX NASPO Payment Sep 2022				1
28	9/30/22	900	01-521-000-0000-6540 Gas & Oil	50.89	D	WEX NASPO Payment Sep 2022				1
29	9/30/22	900	01-521-000-0000-6540 Gas & Oil	41.63	D	WEX NASPO Payment Sep 2022				1
30	9/30/22	900	01-000-000-0000-1001 Cash	466.61	C	WEX NASPO Payment Sep 2022				1
31	9/30/22	900	01-062-000-0000-6215 Postage	5,010.00	D	Wire for Postage Machine				1
32	9/30/22	900	01-000-000-0000-1001 Cash	5,010.00	C	Wire for Postage Machine				1
Debit Total				194,876.61		Credit Total	194,876.61	Net:	0.00	

Steele County

JOURNAL ENTRIES



Description MM - AUG 2022 C2 JE

RRN	Audit Date	Aud Seq	Account/Formula	Trans Amt	D/C	Desc 1	Desc 2	RC1	RC2	Basis
1	8/31/22	902	01-003-000-0000-5710 Interest From Investments	155,727.20	C	Aug Interest From Investments				1
2	8/31/22	902	01-003-000-0000-5710 Interest From Investments	639.94	C	Aug Interest ROI				1
3	8/31/22	902	01-000-000-0000-1001 Cash	143,939.69	D	Aug Investment				1
4	8/31/22	902	01-003-000-0000-6801 General Expense	487.36	C	Aug Investment Adjustment				1
5	8/31/22	902	01-003-000-0000-5712 Premiums/Discounts on Investments	16,562.72	D	Aug Premiums/Discounts Invest				1
6	8/31/22	902	01-003-000-0000-6801 General Expense	3,647.91	C	Aug Interest Adjustment				1
7	8/31/22	902	75-000-000-0000-1001 Cash	29.73	D	Aug Missing Heir Interest				1
8	8/31/22	902	75-870-000-0000-5710 Interest	29.73	C	Aug Missing Heir Interest				1
Debit Total				160,532.14		Credit Total	160,532.14	Net:	0.00	

Steele County

JOURNAL ENTRIES



Description MM - SEP 2022 JE - INVESTMENTS

RRN	Audit Date	Aud Seq	Account/Formula	Trans Amt	D/C	Desc 1	Desc 2	RC1	RC2	Basis
1	9/30/22	902	01-003-000-0000-5710 Interest From Investments	113,814.46	C	Sep Interest From Investments				1
2	9/30/22	902	01-003-000-0000-5710 Interest From Investments	643.04	C	Sep Interest ROI				1
3	9/30/22	902	01-000-000-0000-1001 Cash	264,959.32	D	Sep Investment				1
4	9/30/22	902	01-003-000-0000-6801 General Expense	54.97	D	Sep Investment Adjustment				1
5	9/30/22	902	01-003-000-0000-5712 Premiums/Discounts on Investments	147,429.22	C	Sep Premiums/Discounts Invest				1
6	9/30/22	902	01-003-000-0000-6801 General Expense	3,127.57	C	Sep Interest Adjustment				1
7	9/30/22	902	75-000-000-0000-1001 Cash	137.76	D	Sep Missing Heir Interest				1
8	9/30/22	902	75-870-000-0000-5710 Interest	137.76	C	Sep Missing Heir Interest				1
Debit Total				265,152.05		Credit Total	265,152.05	Net:	0.00	

Steele County

JOURNAL ENTRIES



Description MM - OCT 2022 - C3 JE - POSTAGE

RRN	Audit Date	Aud Seq	Account/Formula	Trans Amt	D/C	Desc 1	Desc 2	RC1	RC2	Basis
1	10/31/22	902	01-031-000-0000-6215 Postage	12.81	D	Postage - Admin				1
2	10/31/22	902	01-103-000-0000-6215 Postage	307.26	D	Postage - Assessor				1
3	10/31/22	902	01-041-000-0000-6215 Postage	144.66	D	Postage - Auditor				1
4	10/31/22	902	01-063-000-0000-6215 Postage	805.33	D	Postage - Auditor Elections				1
5	10/31/22	902	01-251-000-0000-6215 Postage	23.64	D	Postage - Detention Center				1
6	10/31/22	902	01-602-000-0000-6215 Postage	239.33	D	Postage - Extension				1
7	10/31/22	902	01-550-000-0000-6215 Postage	9.15	D	Postage - Four Seasons				1
8	10/31/22	902	01-032-000-0000-6215 Postage	5.13	D	Postage - Human Resources				1
9	10/31/22	902	01-062-000-0000-6802 Internal Chargeback	42.53	D	Postage - Court Admin				1
10	10/31/22	902	01-062-000-0000-6802 Internal Chargeback	57.33	D	Postage - MRCI				1
11	10/31/22	902	01-105-000-0000-6215 Postage	51.73	D	Postage - Planning and Zoning				1
12	10/31/22	902	01-252-000-0000-6215 Postage	164.61	D	Postage - CCA				1
13	10/31/22	902	01-101-000-0000-6215 Postage	575.90	D	Postage - Recorder				1
14	10/31/22	902	01-042-000-0000-6215 Postage	392.56	D	Postage - Treasurer				1
15	10/31/22	902	01-121-000-0000-6215 Postage	36.66	D	Postage - Veterans				1
16	10/31/22	902	01-481-460-6009-6215 Postage	51.00	D	Postage - QA				1
17	10/31/22	902	01-481-460-6011-6215 Postage	323.01	D	Postage - CTC				1
18	10/31/22	902	01-481-461-6030-6215 Postage	37.00	D	Postage - MCH				1
19	10/31/22	902	01-481-461-6025-6215 Postage	11.43	D	Postage - FAP/HCB/FC				1
20	10/31/22	902	01-481-465-6057-6215 Postage	0.57	D	Postage - LPHG/INF				1

Steele County

JOURNAL ENTRIES



Description MM - OCT 2022 - C3 JE - POSTAGE

RRN	Audit Date	Aud Seq	Account/Formula	Trans Amt	D/C	Desc 1	Desc 2	RC1	RC2	Basis
21	10/31/22	902	01-481-464-6061-6215 Postage	9.33	D	Postage - COVID				1
22	10/31/22	902	01-481-461-6040-6215 Postage	8.22	D	Postage - WIC				1
23	10/31/22	902	01-062-000-0000-6215 Postage	3,309.19	C	GF Postage Allocation				1
24	10/31/22	902	10-301-000-0000-6215 Postage	1.14	D	Highway Postage				1
25	10/31/22	902	10-000-000-0000-1001 Cash	1.14	C	Highway Postage				1
26	10/31/22	902	01-000-000-0000-1001 Cash	1.14	D	Highway Postage				1
27	10/31/22	902	01-062-000-0000-5831 Miscellaneous	1.14	C	Highway Postage				1
28	10/31/22	902	53-398-000-0000-6215 Postage	0.57	D	Landfill Postage				1
29	10/31/22	902	53-000-000-0000-1001 Cash	0.57	C	Landfill Postage				1
30	10/31/22	902	01-000-000-0000-1001 Cash	0.57	D	Landfill Postage				1
31	10/31/22	902	01-062-000-0000-5831 Miscellaneous	0.57	C	Landfill Postage				1
32	10/31/22	902	21-640-000-0000-6215 JD 24 Postage	0.57	D	JD24 Postage				1
33	10/31/22	902	21-000-000-0000-1001 Cash	0.57	C	JD24 Postage				1
34	10/31/22	902	01-000-000-0000-1001 Cash	0.57	D	JD24 Postage				1
35	10/31/22	902	01-062-000-0000-5831 Miscellaneous	0.57	C	JD24 Postage				1
Debit Total				3,313.75		Credit Total	3,313.75	Net:	0.00	

Steele County

JOURNAL ENTRIES



Description MM - OCT 2022 - C2 JE - BMO

RRN	Audit Date	Aud Seq	Account/Formula	Trans Amt	D/C	Desc 1	Desc 2	RC1	RC2	Basis
1	10/31/22	901	01-000-000-0000-1001 Cash	2,024.47	D	BMO One Card Allocation Oct	BMO One Card Allocation Oct			1
2	10/31/22	901	01-003-000-0000-6961 Visa One Card Program	29,295.84	C	BMO Charges Oct	BMO Charges Oct			1
3	10/31/22	901	01-003-000-0000-6194 Personnel Policy	39.48	D	Coborn's Incorporated	Employee Appreciation Events			1
4	10/31/22	901	01-005-000-0000-6330 Travel Expenses	422.82	D	Arrowwood Resort And C	Rick G Hotel Receipt			1
5	10/31/22	901	01-005-000-0000-6330 Travel Expenses	281.88	D	Arrowwood Resort And C	Greg K Hotel Receipt			1
6	10/31/22	901	01-032-000-0000-6330 Travel Expenses	543.76	D	1898 Management Llc	Julie Hotel for MCHRMA Conf			1
7	10/31/22	901	01-032-000-0000-6330 Travel Expenses	543.76	D	1898 Management Llc	Gina Hotel for MCHRMA Conf			1
8	10/31/22	901	01-032-000-0000-6801 General Expense	384.00	D	SurveyMonkey.Com, Llc	Renewal of Survey Monkey			1
9	10/31/22	901	01-042-000-0000-6410 Office Supplies	17.50	D	Amazon.Com, Inc.	Received Date Stamp			1
10	10/31/22	901	01-042-000-0000-6410 Office Supplies	64.95	D	Amazon.Com, Inc.	Calculator for front			1
11	10/31/22	901	01-044-000-0000-6330 Travel Expenses	171.25	D	Allegnt Air	UKG Conference Airfare- JF			1
12	10/31/22	901	01-044-000-0000-6330 Travel Expenses	178.98	D	Frontier Airlines Inc	Airfare - UKG Conference			1
13	10/31/22	901	01-044-000-0000-6330 Travel Expenses	260.77	D	Mandalay Corp	Deposit for Kronos Conf Hotel			1
14	10/31/22	901	01-061-000-0000-6241 Membership Dues	224.28	D	Connectwise, Llc	PSA -Ticketing Software			1
15	10/31/22	901	01-061-000-0000-6241 Membership Dues	189.00	D	Kaseya US Llc	IT Document Management			1
16	10/31/22	901	01-061-000-0000-6241 Membership Dues	399.00	D	Brightgauge Software, In	Performance Mgmt SW			1
17	10/31/22	901	01-061-000-0000-6330 Travel Expenses	28.01	D	Treasure Card Company Llc	Fuel - MNCITLA Conf			1
18	10/31/22	901	01-061-000-0000-6330 Travel Expenses	308.26	D	Bj Lodging	Lodging for MNCITLA Conf			1
19	10/31/22	901	01-061-000-0000-6413 Computer Supplies	6.00	D	Totusoft, Inc.	Software License for IT			1
20	10/31/22	901	01-061-000-0000-6413 Computer Supplies	94.99	D	Amazon.Com, Inc.	Replacement mouse for SCIT			1

Steele County

JOURNAL ENTRIES



Description MM - OCT 2022 - C2 JE - BMO

RRN	Audit Date	Aud Seq	Account/Formula	Trans Amt	D/C	Desc 1	Desc 2	RC1	RC2	Basis
21	10/31/22	901	01-062-000-0000-6801 General Expense	24.99	D	Amazon.Com, Inc.	Fiber Patch Cables			1
22	10/31/22	901	01-062-000-0000-6801 General Expense	1,255.27	D	Amazon.Com, Inc.	AWS Backup			1
23	10/31/22	901	01-091-000-0000-6261 Conference & Training	267.00	D	State Of Minnesota	Attorney Registration			1
24	10/31/22	901	01-091-000-0000-6261 Conference & Training	267.00	D	State Of Minnesota	Attorney Registration			1
25	10/31/22	901	01-091-000-0000-6410 Office Supplies	87.33	D	Amazon.Com, Inc.	Office Supplies			1
26	10/31/22	901	01-103-000-0000-6241 Membership Dues	3.75	D	Value Payment Systems Llc	CONVENIENCE FEE -CMA LICENSE			1
27	10/31/22	901	01-103-000-0000-6241 Membership Dues	35.00	D	Minnesota Dor - State Tax	BENJI'S CMA LICENSE			1
28	10/31/22	901	01-103-000-0000-6501 Publications/Manuals	349.00	D	Bridgetower Opco Llc	FINANCE & COMMERCIAL NEWSPAP			1
29	10/31/22	901	01-103-000-0000-6501 Publications/Manuals	16.25	D	Adams Publishing Group LI	SEPTEMBER PEOPLE'S PRESS			1
30	10/31/22	901	01-105-000-0000-6330 Travel Expenses	371.38	D	Sugar Lake Lodge	MACPZA Conference Lodging			1
31	10/31/22	901	01-111-000-0000-6304 Equipment Maintenance & Repairs	210.04	D	Kibble Equipment Llc	Parts for JD Mower Deck			1
32	10/31/22	901	01-111-000-0000-6304 Equipment Maintenance & Repairs	215.60	D	Kibble Equipment Llc	Parts for JD Mower Deck			1
33	10/31/22	901	01-111-000-0000-6304 Equipment Maintenance & Repairs	205.04	D	Kibble Equipment Llc	Sensor - John Deere Unit			1
34	10/31/22	901	01-111-000-0000-6410 Office Supplies	20.80	D	United States Postal Serv	Mail to ACI			1
35	10/31/22	901	01-111-000-0000-6410 Office Supplies	1.40	D	Walmart Inc	High Light Markers for Maint.			1
36	10/31/22	901	01-111-000-0000-6480 Non-Capitalized Inventory	750.00	D	Intuit Payment Solutions,	NCompass! September Fee			1
37	10/31/22	901	01-111-000-0000-6480 Non-Capitalized Inventory	4,873.70	D	Hillyard Inc	Scrubber/Blower/Vacuum			1
38	10/31/22	901	01-111-000-0000-6561 Small Tools	15.99	D	Wen-Col Inc	Antifreeze			1
39	10/31/22	901	01-111-000-0000-6561 Small Tools	177.17	D	Lowes Companies, Inc.	Ladder			1
40	10/31/22	901	01-111-040-0000-6300 Bldg Repairs & Maintenance	64.85	D	Driessen Water, Inc.	salt			1

Description MM - OCT 2022 - C2 JE - BMO

RRN	Audit Date	Aud Seq	Account/Formula	Trans Amt	D/C	Desc 1	Desc 2	RC1	RC2	Basis
41	10/31/22	901	01-111-040-0000-6380 Grounds Maintenance	120.45	D	Conserv Flag Company	Flags - US - POW/MIA			1
42	10/31/22	901	01-111-040-0000-6560 Janitorial Supplies	382.26	D	Hillyard Inc	Scrubber/Blower/Vacuum			1
43	10/31/22	901	01-111-040-0000-6560 Janitorial Supplies	779.14	D	Hillyard Inc	Scrubber/Blower/Vacuum			1
44	10/31/22	901	01-111-041-0000-6300 Bldg Repairs & Maintenance	33.50	D	Culligan/Ultrapure Wat	40# BAG SALT / KS RESIN 9" PE			1
45	10/31/22	901	01-111-041-0000-6300 Bldg Repairs & Maintenance	9.22	D	Arrow Hardware, Inc	Wood Filler			1
46	10/31/22	901	01-111-041-0000-6380 Grounds Maintenance	120.46	D	Conserv Flag Company	Flags - US - POW/MIA			1
47	10/31/22	901	01-111-042-0000-6300 Bldg Repairs & Maintenance	32.19	D	Arrow Hardware, Inc	Toilet parts			1
48	10/31/22	901	01-111-042-0000-6300 Bldg Repairs & Maintenance	47.25	D	Arrow Hardware, Inc	Window Screens Repaired			1
49	10/31/22	901	01-111-042-0000-6300 Bldg Repairs & Maintenance	447.50	D	Custom Communications	On Site Service			1
50	10/31/22	901	01-111-042-0000-6380 Grounds Maintenance	120.46	D	Conserv Flag Company	Flags - US - POW/MIA			1
51	10/31/22	901	01-111-043-0000-6250 Utilities	52.97	D	Owatonna Public Utilit	Owatonna Public Utilities			1
52	10/31/22	901	01-111-043-0000-6250 Utilities	359.33	D	Owatonna Public Utilit	Owatonna Public Utilities			1
53	10/31/22	901	01-111-043-0000-6250 Utilities	109.19	D	Owatonna Public Utilit	Owatonna Public Utilities			1
54	10/31/22	901	01-111-043-0000-6300 Bldg Repairs & Maintenance	6.00	D	Arrow Hardware, Inc	Plunger			1
55	10/31/22	901	01-111-043-0000-6380 Grounds Maintenance	194.93	D	Tgk Automotive Of Owatonn	Repair Tires #16&17			1
56	10/31/22	901	01-111-043-0000-6380 Grounds Maintenance	771.84	D	Kibble Equipment Llc	Glass for unit#16			1
57	10/31/22	901	01-111-043-0000-6380 Grounds Maintenance	79.35	D	Tri-State Bobcat Inc	Walk Behind Mower repair			1
58	10/31/22	901	01-111-044-0000-6300 Bldg Repairs & Maintenance	79.99	D	Amazon.Com, Inc.	Porter cable			1
59	10/31/22	901	01-111-044-0000-6300 Bldg Repairs & Maintenance	583.60	D	Culligan/Ultrapure Wat	40# BAG SALT / KS RESIN 9" PE			1
60	10/31/22	901	01-111-044-0000-6300 Bldg Repairs & Maintenance	41.26	D	Wen-Col Inc	Belts			1

Descriptor MM - OCT 2022 - C2 JE - BMO

RRN	Audit Date	Aud Seq	Account/Formula	Trans Amt	D/C	Desc 1	Desc 2	RC1	RC2	Basis
61	10/31/22	901	01-111-044-0000-6300 Bldg Repairs & Maintenance	117.36	D	Amazon.Com, Inc.	Kolpak			1
62	10/31/22	901	01-111-044-0000-6300 Bldg Repairs & Maintenance	2,356.00	D	Rr Brink Locking Systems	tumbler assemblies			1
63	10/31/22	901	01-111-044-0000-6300 Bldg Repairs & Maintenance	70.80	D	Amazon.Com, Inc.	Float for dishwasher			1
64	10/31/22	901	01-111-044-0000-6300 Bldg Repairs & Maintenance	43.26	D	Lowes Companies, Inc.	Window Flim			1
65	10/31/22	901	01-111-044-0000-6300 Bldg Repairs & Maintenance	15.95	D	Amazon.Com, Inc.	Floor adhesive and edge			1
66	10/31/22	901	01-111-044-0000-6380 Grounds Maintenance	82.07	D	Plunketts Pest Control In	PEST CONTROL PROGRAM			1
67	10/31/22	901	01-111-045-0000-6380 Grounds Maintenance	338.08	D	Trugreen Limited Partners	Ornamental Bed Weed Control			1
68	10/31/22	901	01-111-047-0000-6250 Utilities	30.45	D	Owatonna Public Utilit	Owatonna Public Utilities			1
69	10/31/22	901	01-201-000-0000-6210 Telephone	0.99	D	Apple Inc.	Evidence Data-Storage GB Plan			1
70	10/31/22	901	01-201-000-0000-6215 Postage	12.60	D	United States Postal Serv	Cert Mail - Grubish Check			1
71	10/31/22	901	01-201-000-0000-6241 Membership Dues	40.00	D	National Association Of S	SRO Dues-2022/2023			1
72	10/31/22	901	01-201-000-0000-6261 Conference & Training	2.68	D	Dollar Tree Stores, Inc.	DT Training-Mat towels			1
73	10/31/22	901	01-201-000-0000-6285 Firearms/Ammo Training	250.00	D	Glock Professional Inc	T.Brasc-Armorer's Course			1
74	10/31/22	901	01-201-000-0000-6285 Firearms/Ammo Training	13.95	D	Fleet Farm Group, Llc	1/Gun magazine			1
75	10/31/22	901	01-201-000-0000-6293 Gun Permit Expenses	7.85	D	United States Postal Serv	Cert mail-Void Gun Permit			1
76	10/31/22	901	01-201-000-0000-6293 Gun Permit Expenses	17.95	D	Cloud Cover Media Inc	Lobby Music			1
77	10/31/22	901	01-201-000-0000-6330 Travel Expenses	24.98	D	Old Chicago 0041	7405-1/Meal-Duluth trng			1
78	10/31/22	901	01-201-000-0000-6425 Investigation Expense	159.99	D	Vanguard Usa	Tripod for Investigations			1
79	10/31/22	901	01-201-000-0000-6438 K-9 Expenses	82.67	D	Farmers Feed & Pet Sply	K9 Dogfood 40#			1
80	10/31/22	901	01-201-000-0000-6438 K-9 Expenses	60.00	D	National Police Canine As	K9 Handler Member/Cert			1

Descriptor MM - OCT 2022 - C2 JE - BMO

RRN	Audit Date	Aud Seq	Account/Formula	Trans Amt	D/C	Desc 1	Desc 2	RC1	RC2	Basis
81	10/31/22	901	01-201-000-0000-6801 Misc Expense	155.48	D	Lowes Companies, Inc.	10/totes for Drug Box items			1
82	10/31/22	901	01-201-000-0107-6320 Squad 7407 Maintenance	4.07	D	Kwik Trip Inc	Washer Fluid for squad			1
83	10/31/22	901	01-201-000-0116-6320 Squad 116 Maintenance	96.49	D	Lowes Companies, Inc.	7/totes for 7405/investigation			1
84	10/31/22	901	01-201-000-0122-6320 Squad 7409 Maintenance	27.87	D	Lowes Companies, Inc.	2/totes for Squad 7409			1
85	10/31/22	901	01-201-000-0123-6320 Squad 7423 Maintenance	60.04	D	Lowes Companies, Inc.	3/totes for squad 7423			1
86	10/31/22	901	01-251-000-0000-6261 Conference & Training	943.95	D	Wix.Com Inc	Storm Training (Hummel)			1
87	10/31/22	901	01-251-000-0000-6261 Conference & Training	110.00	D	Minnesota State Sheriffs	corr. health conf			1
88	10/31/22	901	01-251-000-0000-6406 Program Supplies	17.17	D	Netflix, Inc.	inmate educ. video			1
89	10/31/22	901	01-251-000-0000-6406 Program Supplies	145.59	D	Walmart Inc	program supplies			1
90	10/31/22	901	01-251-000-0000-6410 Office Supplies	41.31	D	Walmart Inc	Frames			1
91	10/31/22	901	01-251-000-0000-6451 Operating Supplies	36.90	D	Amazon.Com, Inc.	Fan			1
92	10/31/22	901	01-251-000-0000-6451 Operating Supplies	11.97	D	Walmart Inc	Laundry Detergent (Intake)			1
93	10/31/22	901	01-251-000-0000-6451 Operating Supplies	79.96	D	Amazon.Com, Inc.	Laundry Detergent (Intake)			1
94	10/31/22	901	01-251-000-0000-6451 Operating Supplies	32.67	D	Amazon.Com, Inc.	Hangers			1
95	10/31/22	901	01-251-000-0000-6451 Operating Supplies	110.62	D	Amazon.Com, Inc.	Locking Storage for Intake			1
96	10/31/22	901	01-251-000-0000-6451 Operating Supplies	23.14	D	Amazon.Com, Inc.	Sgt File System			1
97	10/31/22	901	01-251-000-0000-6801 Misc Expense	12.84	D	Sirius Xm Radio Inc.	Subscription			1
98	10/31/22	901	01-252-000-0000-6410 Office Supplies	13.99	D	Amazon.Com, Inc.	Documentbookholder			1
99	10/31/22	901	01-252-000-0000-6410 Office Supplies	7.48	D	Walmart Inc	duster refills			1
100	10/31/22	901	01-252-000-0000-6410 Office Supplies	43.53	D	Amazon.Com, Inc.	storage case and fidget spinne			1

Description MM - OCT 2022 - C2 JE - BMO

RRN	Audit Date	Aud Seq	Account/Formula	Trans Amt	D/C	Desc 1	Desc 2	RC1	RC2	Basis
101	10/31/22	901	01-252-000-0000-6410 Office Supplies	7.49	D	Amazon.Com, Inc.	bottle opener			1
102	10/31/22	901	01-252-775-0000-6330 Travel Expenses - CCA	122.76	D	Kelly Midwest Ventures Lp	Hotel for BCA Training			1
103	10/31/22	901	01-252-775-0000-6330 Travel Expenses - CCA	216.24	D	St Cloud Mn West Lodging	Carey Guide Training Hotel			1
104	10/31/22	901	01-253-000-0000-6380 Grounds Maintenance	120.46	D	Conserv Flag Company	Flags - US - POW/MIA			1
105	10/31/22	901	01-253-000-0000-6560 Janitorial Supplies	13.95	D	Arrow Hardware, Inc	Keys towel & garage dispenser			1
106	10/31/22	901	01-281-000-0000-6199 Safety Program	77.99	D	Amazon.Com, Inc.	CPR Class Materials			1
107	10/31/22	901	01-281-000-0000-6199 Safety Program	89.90	D	Amazon.Com, Inc.	CPR Class Materials			1
108	10/31/22	901	01-281-000-0000-6251 Other Administrative Costs	49.00	D	Basecamp, Llc	Monthly subscription			1
109	10/31/22	901	01-281-000-0000-6330 Travel Expenses	205.00	C	Breezy Point Internation	Refund for Megan Norbeck			1
110	10/31/22	901	01-281-000-0000-6330 Travel Expenses	615.00	C	Breezy Point Internation	Sean Farley Refund			1
111	10/31/22	901	01-281-000-0000-6410 Office Supplies	9.59	D	Amazon.Com, Inc.	USB-C Adapter			1
112	10/31/22	901	01-281-000-1001-6801 General Expense-Special Fund	12.50	D	Dollar Tree Stores, Inc.	CERT Manuals			1
113	10/31/22	901	01-281-000-1001-6801 General Expense-Special Fund	1,112.70	D	Propac Inc	CERT Program Supply			1
114	10/31/22	901	01-391-000-0000-6261 Conference & Training	103.13	D	Arrowwood Lodge At Bra	Lodging			1
115	10/31/22	901	01-391-000-0000-6261 Conference & Training	103.13	D	Arrowwood Lodge At Bra	Lodging			1
116	10/31/22	901	01-391-000-0000-6330 Travel Expenses	15.00	D	371 Diner Of Baxter Inc	Breakfast			1
117	10/31/22	901	01-391-000-0000-6330 Travel Expenses	23.32	D	Cake Corporation	Lunch			1
118	10/31/22	901	01-391-000-0000-6330 Travel Expenses	20.00	D	Northern Pacific Hospital	Dinner			1
119	10/31/22	901	01-391-000-0000-6330 Travel Expenses	30.00	D	Sage On Laurel Llc	Dinner			1
120	10/31/22	901	01-481-460-6009-6434 Medical Supplies	9.97	D	Amazon.Com, Inc.	QA:Dynarex Prvidone 1 Bx			1

Descriptor MM - OCT 2022 - C2 JE - BMO

RRN	Audit Date	Aud Seq	Account/Formula	Trans Amt	D/C	Desc 1	Desc 2	RC1	RC2	Basis
121	10/31/22	901	01-481-460-6009-6434 Medical Supplies	55.18	D	Amazon.Com, Inc.	QA:Clients Supplies Tray Cathe			1
122	10/31/22	901	01-481-460-6011-6464 General Supplies & Outreach	85.00	D	Iowa State University	CTC: Outreach Calendars 2023			1
123	10/31/22	901	01-481-461-6025-6261 Conference & Training	55.00	D	Safe Kids Worldwide	HCB:CPST-Recert Child Passenge			1
124	10/31/22	901	01-481-461-6040-6464 General Supplies & Outreach	24.96	D	Amazon.Com, Inc.	WIC: Lyson Disinfecting			1
125	10/31/22	901	01-481-461-6059-6464 General Supplies & Outreach	55.59	D	Amazon.Com, Inc.	SEMNFHV: Edu Dem f/Clients			1
126	10/31/22	901	01-481-461-6066-6341 Office Rent	265.00	D	Einhaus Mattison Carver	MDH Youth Tobacco Grant: Rent			1
127	10/31/22	901	01-481-461-6066-6464 General Supplies & Outreach	42.98	D	Hy-Vee, Inc.	Tobacco:Meeting Y Meal SHOC			1
128	10/31/22	901	01-481-461-6066-6464 General Supplies & Outreach	63.78	D	Block, Inc.	MDH Tobacco: Meeting w/youths			1
129	10/31/22	901	01-481-461-6066-6464 General Supplies & Outreach	50.00	D	Target Corporation	MDH Tobacco:Events Gift Cards			1
130	10/31/22	901	01-481-461-6067-6464 General Supplies & Outreach	55.11	D	Amazon.Com, Inc.	Enhance your wellness prizes			1
131	10/31/22	901	01-481-461-6067-6464 General Supplies & Outreach	42.96	D	Amazon.Com, Inc.	Water challenge - prizes			1
132	10/31/22	901	01-481-464-6061-6330 Travel Expenses	410.00	D	Radisson Blu Moa Llc	COVID19:Conference NCICP CH			1
133	10/31/22	901	01-481-464-6061-6464 General Supplies & Outreach	83.91	D	Amazon.Com, Inc.	COVID19: Sharp Containers			1
134	10/31/22	901	01-481-465-6057-6464 General Supplies & Outreach	17.02	D	Amazon.Com, Inc.	LPHG: Avery Labels			1
135	10/31/22	901	01-481-465-6064-6383 Contract Services	17.99	D	Amazon.Com, Inc.	Supplies for wellness retreat			1
136	10/31/22	901	01-481-465-6064-6383 Contract Services	17.52	D	Amazon.Com, Inc.	Supplies for wellness retreat			1
137	10/31/22	901	01-481-465-6064-6383 Contract Services	230.28	D	Amazon.Com, Inc.	Supplies for wellness retreat			1
138	10/31/22	901	01-502-000-0000-6250 Utilities	376.80	D	Owatonna Public Utilitie	Owatonna Public Utilities			1
139	10/31/22	901	01-502-000-0000-6380 Grounds Maintenance	56.14	D	Karls Tv And Appliance In	Stove parts			1
140	10/31/22	901	01-502-000-0000-6380 Grounds Maintenance	102.52	D	Karls Tv And Appliance In	Drip pans for stove			1

Description MM - OCT 2022 - C2 JE - BMO

RRN	Audit Date	Aud Seq	Account/Formula	Trans Amt	D/C	Desc 1	Desc 2	RC1	RC2	Basis
141	10/31/22	901	01-550-000-0000-6314 Zamboni Repairs	354.34	C	O'Reilly Auto Enterprise	Ice Edger Refund			1
142	10/31/22	901	01-550-000-0000-6314 Zamboni Repairs	427.00	D	O'Reilly Auto Enterprise	Ice Edger Incorrect Charge			1
143	10/31/22	901	01-550-000-0000-6314 Zamboni Repairs	330.00	D	O'Reilly Auto Enterprise	Ice Edger Batteries			1
144	10/31/22	901	10-000-000-0000-1001 Cash	1,227.84	C	BMO Charges Oct	BMO Charges Oct			1
145	10/31/22	901	10-301-000-0000-6241 Membership Dues	285.00	D	American Society Of Civil	ASCE Membership-Spoonholz			1
146	10/31/22	901	10-302-000-0000-6261 Conference & Training	390.00	D	Block, Inc.	MN Fall Expo - Maint staff			1
147	10/31/22	901	10-302-000-0000-6801 Osha/Safety Supplies	69.98	D	Fleet Farm Group, Llc	Waterproof boots			1
148	10/31/22	901	10-304-000-0000-6511 Maint Shop Supplies & Materials	23.29	D	Fleet Farm Group, Llc	Cable & clips - Landfill			1
149	10/31/22	901	10-304-000-0000-6511 Maint Shop Supplies & Materials	35.23	D	Fleet Farm Group, Llc	Bolts, quicklinks & weatherstr			1
150	10/31/22	901	10-304-000-0000-6513 Tools	34.99	D	Fleet Farm Group, Llc	Recharging Coolant			1
151	10/31/22	901	10-304-000-0000-6520 Machinery/Vehicle Parts	5.79	D	Fleet Farm Group, Llc	Kwik Weld			1
152	10/31/22	901	10-304-000-0000-6520 Machinery/Vehicle Parts	12.98	D	Lowes Companies, Inc.	Batteries			1
153	10/31/22	901	10-304-000-0000-6520 Machinery/Vehicle Parts	5.79	D	Fleet Farm Group, Llc	Kwik Weld			1
154	10/31/22	901	10-304-000-0000-6520 Machinery/Vehicle Parts	4.79	D	Fleet Farm Group, Llc	White epoxy weld, unit#2090			1
155	10/31/22	901	10-304-000-0000-6520 Machinery/Vehicle Parts	360.00	D	United Farmers Cooperativ	Mower blade assembly			1
156	10/31/22	901	38-000-000-0000-1001 Cash	212.90	C	BMO Charges Oct	BMO Charges Oct			1
157	10/31/22	901	38-251-000-0000-6600 Capital Outlay - Detention Center	19.99	D	Amazon.Com, Inc.	Mouse for Sgt Office VMS			1
158	10/31/22	901	38-251-000-0000-6600 Capital Outlay - Detention Center	24.99	D	Amazon.Com, Inc.	Mount for SCDC Sergeants			1
159	10/31/22	901	38-251-000-0000-6600 Capital Outlay - Detention Center	107.94	D	Amazon.Com, Inc.	Privacy screens for center pod			1
160	10/31/22	901	38-251-000-0000-6600 Capital Outlay - Detention Center	59.98	D	B&h Foto & Electronics Co	Computer Mounts for Intake			1

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Steele County

JOURNAL ENTRIES



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Description MM - OCT 2022 - C2 JE - BMO

RRN	Audit Date	Aud Seq	Account/Formula	Trans Amt	D/C	Desc 1	Desc 2	RC1	RC2	Basis
161	10/31/22	901	81-000-000-0000-1001 Cash	583.73	C	BMO Charges Oct	BMO Charges Oct			1
162	10/31/22	901	81-230-000-0000-6261 Conference & Training	555.00	D	Block, Inc.	Dispatcher Training			1
163	10/31/22	901	81-230-000-0000-6301 Equip Maint	18.70	D	Van Meter Inc	Kitchen GFI Elect Outlet			1
164	10/31/22	901	81-230-000-0000-6410 Office Supplies	10.03	D	Amazon.Com, Inc.	Batteries			1
Debit Total				32,494.65		Credit Total	32,494.65	Net:	0.00	

Steele County

JOURNAL ENTRIES



Description MM - OCT 2022 - C1 JE - VERIZON

RRN	Audit Date	Aud Seq	Account/Formula	Trans Amt	D/C	Desc 1	Desc 2	RC1	RC2	Basis
1	10/31/22	900	01-031-000-0000-6210 Telephone	71.04	D	Phone Charges - Verizon				1
2	10/31/22	900	01-103-000-0000-6210 Telephone	226.75	D	Phone Charges - Verizon				1
3	10/31/22	900	01-091-000-0000-6210 Telephone	121.71	D	Phone Charges - Verizon				1
4	10/31/22	900	01-111-000-0000-6210 Telephone	381.35	D	Phone Charges - Verizon				1
5	10/31/22	900	01-252-000-0000-6210 Telephone	666.90	D	Phone Charges - Verizon				1
6	10/31/22	900	01-251-000-0000-6210 Telephone	178.40	D	Phone Charges - Verizon				1
7	10/31/22	900	01-281-000-0000-6210 Telephone	185.06	D	Phone Charges - Verizon				1
8	10/31/22	900	01-602-000-0000-6210 Telephone	35.01	D	Phone Charges - Verizon				1
9	10/31/22	900	01-032-000-0000-6210 Telephone	95.53	D	Phone Charges - Verizon				1
10	10/31/22	900	01-061-000-0000-6210 Telephone	123.37	D	Phone Charges - Verizon				1
11	10/31/22	900	01-105-000-0000-6210 Telephone	173.40	D	Phone Charges - Verizon				1
12	10/31/22	900	01-042-000-0000-6210 Telephone	40.01	D	Phone Charges - Verizon				1
13	10/31/22	900	01-121-000-0000-6210 Telephone	35.01	D	Phone Charges - Verizon				1
14	10/31/22	900	01-253-000-0000-6210 Telephone	43.35	D	Phone Charges - Verizon				1
15	10/31/22	900	01-481-460-6009-6210 Telephone	43.35	D	Phone Charges - QA				1
16	10/31/22	900	01-481-460-6009-6210 Telephone	43.35	D	Phone Charges - QA				1
17	10/31/22	900	01-481-460-6009-6210 Telephone	43.35	D	Phone Charges - QA				1
18	10/31/22	900	01-481-461-6040-6210 Telephone	43.35	D	Phone Charges - WIC				1
19	10/31/22	900	01-481-460-6011-6210 Telephone	21.67	D	Phone Charges - CTC				1
20	10/31/22	900	01-481-462-6047-6210 Telephone	21.68	D	Phone Charges - CID				1

Steele County

JOURNAL ENTRIES



Description MM - OCT 2022 - C1 JE - VERIZON

RRN	Audit Date	Aud Seq	Account/Formula	Trans Amt	D/C	Desc 1	Desc 2	RC1	RC2	Basis
21	10/31/22	900	01-481-461-6040-6210 Telephone	43.35	D	Phone Charges - WIC				1
22	10/31/22	900	01-481-460-6009-6210 Telephone	43.35	D	Phone Charges - QA				1
23	10/31/22	900	01-481-461-6059-6210 Telephone	21.68	D	Phone Charges - SEMN				1
24	10/31/22	900	01-481-461-6034-6210 Telephone	21.67	D	Phone Charges - TANF				1
25	10/31/22	900	01-481-461-6059-6210 Telephone	21.67	D	Phone Charges - SEMN				1
26	10/31/22	900	01-481-461-6040-6210 Telephone	21.68	D	Phone Charges - WIC				1
27	10/31/22	900	01-481-460-6009-6210 Telephone	43.35	D	Phone Charges - QA				1
28	10/31/22	900	01-481-460-6009-6210 Telephone	43.35	D	Phone Charges - QA				1
29	10/31/22	900	01-481-460-6009-6210 Telephone	43.35	D	Phone Charges - QA				1
30	10/31/22	900	01-481-461-6059-6210 Telephone	21.67	D	Phone Charges - SEMN				1
31	10/31/22	900	01-481-461-6040-6210 Telephone	10.84	D	Phone Charges - WIC				1
32	10/31/22	900	01-481-465-6057-6210 Telephone	0.87	D	Phone Charges - LPHG				1
33	10/31/22	900	01-481-461-6030-6210 Telephone	2.17	D	Phone Charges - MCH				1
34	10/31/22	900	01-481-462-6047-6210 Telephone	7.80	D	Phone Charges - CID				1
35	10/31/22	900	01-481-460-6009-6210 Telephone	43.35	D	Phone Charges - QA				1
36	10/31/22	900	01-481-461-6040-6210 Telephone	43.60	D	Phone Charges - WIC				1
37	10/31/22	900	01-481-460-6009-6210 Telephone	48.35	D	Phone Charges - QA				1
38	10/31/22	900	01-481-465-6057-6210 Telephone	43.35	D	Phone Charges - LPHG				1
39	10/31/22	900	01-481-465-6057-6210 Telephone	35.01	D	Phone Charges - MIFI				1
40	10/31/22	900	01-481-460-6009-6210 Telephone	48.36	D	Phone Charges - QA				1

Steele County

JOURNAL ENTRIES



Description MM - OCT 2022 - C1 JE - VERIZON

RRN	Audit Date	Aud Seq	Account/Formula	Trans Amt	D/C	Desc 1	Desc 2	RC1	RC2	Basis
41	10/31/22	900	01-201-000-0000-6211 Radio-Computers-Cameras	800.22	D	Squad Connections - Verizon				1
42	10/31/22	900	01-201-000-0000-6210 Telephone	1,050.64	D	Phone Charges - Verizon				1
43	10/31/22	900	01-000-000-0000-1001 Cash	5,053.32	C	Verizon Charges October				1
44	10/31/22	900	10-301-000-0000-6210 Telephone	646.02	D	Phone Charges - Verizon				1
45	10/31/22	900	10-000-000-0000-1001 Cash	646.02	C	Phone Charges - Verizon				1
46	10/31/22	900	53-398-000-0000-6210 Telephone	79.27	D	Phone Charges - Verizon				1
47	10/31/22	900	53-000-000-0000-1001 Cash	79.27	C	Phone Charges - Verizon				1
Debit Total				5,778.61		Credit Total	5,778.61	Net:	0.00	

Steele County

JOURNAL ENTRIES



Description MM - OCT 2022 - JE CASH

RRN	Audit Date	Aud Seq	Account/Formula	Trans Amt	D/C	Desc 1	Desc 2	RC1	RC2	Basis
1	10/31/22	904	72-860-000-0000-2100 Mn State Treasurer-Mortgage Regis Tax	43,382.54	D	State Mortgage Tax				1
2	10/31/22	904	72-000-000-0000-1001 Cash	1,301.48	C	State Mortgage Tax				1
3	10/31/22	904	72-000-000-0000-1001 Cash	42,081.06	C	State Mortgage Tax				1
4	10/31/22	904	01-000-000-0000-1001 Cash	1,301.48	D	State Mortgage Tax				1
5	10/31/22	904	01-003-000-0000-5013 Mortgage Registry Tax Revenue	1,301.48	C	State Mortgage Tax				1
6	10/31/22	904	72-861-000-0000-2100 Mn State Treasurer-State Deed Tax	70,937.05	D	State Deed Tax				1
7	10/31/22	904	72-000-000-0000-1001 Cash	2,128.11	C	State Deed Tax				1
8	10/31/22	904	72-000-000-0000-1001 Cash	68,808.94	C	State Deed Tax				1
9	10/31/22	904	01-000-000-0000-1001 Cash	2,128.11	D	State Deed Tax				1
10	10/31/22	904	01-003-000-0000-5014 State Deed Tax Revenue	2,128.11	C	State Deed Tax				1
11	10/31/22	904	72-862-000-0000-2100 Mn State Treasurer-Sales Tax	6,796.00	D	Sales Tax				1
12	10/31/22	904	72-000-000-0000-1001 Cash	6,796.00	C	Sales Tax				1
13	10/31/22	904	53-398-000-0000-6540 Machine Fuel	288.00	D	Usage Diesel Tax				1
14	10/31/22	904	53-000-000-0000-1001 Cash	288.00	C	Usage Diesel Tax				1
15	10/31/22	904	53-398-000-0000-6540 Machine Fuel	119.13	D	Diesel Tax				1
16	10/31/22	904	53-000-000-0000-1001 Cash	119.13	C	Diesel Tax				1
17	10/31/22	904	10-304-000-0000-6522 Diesel Fuel Tax	462.84	D	Diesel Tax				1
18	10/31/22	904	10-000-000-0000-1001 Cash	462.84	C	Diesel Tax				1
19	10/31/22	904	01-003-000-0000-6961 Visa One Card Program	29,295.84	D	BMO One Card Payment				1
20	10/31/22	904	01-000-000-0000-1001 Cash	29,295.84	C	BMO One Card Payment				1

Steele County

JOURNAL ENTRIES



Description MM - OCT 2022 - JE CASH

RRN	Audit Date	Aud Seq	Account/Formula	Trans Amt	D/C	Desc 1	Desc 2	RC1	RC2	Basis
21	10/31/22	904	53-398-000-0000-6801 General Expense	624.42	D	Landfill CC Fees				1
22	10/31/22	904	53-000-000-0000-1001 Cash	624.42	C	Landfill CC Fees				1
23	10/31/22	904	01-041-000-0000-6540 Gas & Oil	16.28	D	WEX Enterprise Payment Oct2022				1
24	10/31/22	904	01-281-000-0000-6540 Gas & Oil	22.20	D	WEX Enterprise Payment Oct2022				1
25	10/31/22	904	01-111-000-0000-6540 Gas & Oil	9.86	D	WEX Enterprise Payment Oct2022				1
26	10/31/22	904	01-251-000-0000-6562 Gas & Oil	47.35	D	WEX Enterprise Payment Oct2022				1
27	10/31/22	904	01-251-000-0000-6562 Gas & Oil	31.05	D	WEX Enterprise Payment Oct2022				1
28	10/31/22	904	01-481-465-6057-6540 Gas & Oil	32.84	D	WEX Enterprise Payment Oct2022				1
29	10/31/22	904	01-105-000-0000-6540 Gas & Oil	42.21	D	WEX Enterprise Payment Oct2022				1
30	10/31/22	904	01-000-000-0000-1001 Cash	201.79	C	WEX Enterprise Payment Oct2022				1
31	10/31/22	904	01-111-000-0000-6540 Gas & Oil	395.31	D	WEX NASPO Payment Oct 2022				1
32	10/31/22	904	01-000-000-0000-1001 Cash	395.31	C	WEX NASPO Payment Oct 2022				1
33	10/31/22	904	70-000-000-0000-2460 School District 2168	87,000.00	D	1st Ad 2nd Settlement ISD 2168				1
34	10/31/22	904	70-000-000-0000-1001 Cash	87,000.00	C	1st Ad 2nd Settlement ISD 2168				1
35	10/31/22	904	70-000-000-0000-2163 Unapportioned Other State Revenue	835,000.00	D	2nd Settle - Prop Tax State MN				1
36	10/31/22	904	70-000-000-0000-1001 Cash	835,000.00	C	2nd Settle - Prop Tax State MN				1
37	10/31/22	904	01-032-000-0000-6260 Background Checks	244.35	D	Record Background Checks				1
38	10/31/22	904	01-000-000-0000-1001 Cash	244.35	C	Record Background Checks				1
39	10/31/22	904	01-000-000-0000-1001 Cash	28,472.14	D	Opioids Settlement				1
40	10/31/22	904	01-003-000-0000-5848 Prescription Opioid Settlement	28,472.14	C	Opioids Settlement				1

Steele County
JOURNAL ENTRIES



Description MM - OCT 2022 - JE CASH

RRN	Audit Date	Aud Seq	Account/Formula	Trans Amt	D/C	Desc 1	Desc 2	RC1	RC2	Basis
Debit Total				1,106,649.00		Credit Total	1,106,649.00	Net:	0.00	

Steele County

JOURNAL ENTRIES



Description MM - OCT 2022 - JE ENTERPRISE

RRN	Audit Date	Aud Seq	Account/Formula	Trans Amt	D/C	Desc 1	Desc 2	RC1	RC2	Basis
1	10/31/22	903	01-111-000-0000-6320 Fleet Vehicle Maintenance	448.66	D	Enterprise Full Maint Fee				1
2	10/31/22	903	01-251-000-0000-6320 Vehicle Maintenance	427.49	D	Enterprise Full Maint Fee				1
3	10/31/22	903	01-000-000-0000-1001 Cash	876.15	C	Admin-DC Enterprise Oct 2022				1
4	10/31/22	903	38-111-000-0000-6600 Capital Outlay - Buildings and Grounds	18,427.18	D	Fleet Lease Payments - Oct 22				1
5	10/31/22	903	38-000-000-0000-1001 Cash	18,427.18	C	Fleet Lease Payments - Oct 22				1
6	10/31/22	903	01-201-000-0102-6320 Squad 7414 Maintenance	5.00	D	Fleet Vehicle Maintenance				1
7	10/31/22	903	01-201-000-0102-6320 Squad 7414 Maintenance	44.09	D	Oil Change				1
8	10/31/22	903	01-201-000-0103-6320 Squad 7410 Maintenance	5.00	D	Fleet Vehicle Maintenance				1
9	10/31/22	903	01-201-000-0104-6320 Squad 7404 Maintenance	5.00	D	Fleet Vehicle Maintenance				1
10	10/31/22	903	01-201-000-0104-6320 Squad 7404 Maintenance	109.95	D	Alignment				1
11	10/31/22	903	01-201-000-0105-6320 Squad 7408 Maintenance	5.00	D	Fleet Vehicle Maintenance				1
12	10/31/22	903	01-201-000-0105-6320 Squad 7408 Maintenance	90.32	D	Oil Change & Air Filter				1
13	10/31/22	903	01-201-000-0105-6320 Squad 7408 Maintenance	44.76	D	Balance, Wash Fluid, Disposal				1
14	10/31/22	903	01-201-000-0106-6320 Squad 7424 Maintenance	5.00	D	Fleet Vehicle Maintenance				1
15	10/31/22	903	01-201-000-0107-6320 Squad 7407 Maintenance	5.00	D	Fleet Vehicle Maintenance				1
16	10/31/22	903	01-201-000-0107-6320 Squad 7407 Maintenance	261.00	D	Electrical Connector				1
17	10/31/22	903	01-201-000-0107-6320 Squad 7407 Maintenance	148.45	D	Tow, Tire Rotation, RepairFlat				1
18	10/31/22	903	01-201-000-0107-6320 Squad 7407 Maintenance	42.45	D	Oil Change				1
19	10/31/22	903	01-201-000-0108-6320 Squad 7418 Maintenance	5.00	D	Fleet Vehicle Maintenance				1
20	10/31/22	903	01-201-000-0109-6320 Squad 7416 Maintenance	5.00	D	Fleet Vehicle Maintenance				1

Description MM - OCT 2022 - JE ENTERPRISE

RRN	Audit Date	Aud Seq	Account/Formula	Trans Amt	D/C	Desc 1	Desc 2	RC1	RC2	Basis
21	10/31/22	903	01-201-000-0110-6320 Squad 7403 Maintenance	5.00	D	Fleet Vehicle Maintenance				1
22	10/31/22	903	01-201-000-0110-6320 Squad 7403 Maintenance	44.43	D	Oil Change				1
23	10/31/22	903	01-201-000-0111-6320 Squad 7422 Maintenace	5.00	D	Fleet Vehicle Maintenance				1
24	10/31/22	903	01-201-000-0112-6320 Squad 7406 Maintenance	5.00	D	Fleet Vehicle Maintenance				1
25	10/31/22	903	01-201-000-0112-6320 Squad 7406 Maintenance	85.76	D	Oil Change & Air Filter				1
26	10/31/22	903	01-201-000-0113-6320 Squad 7411 Maintenance	5.00	D	Fleet Vehicle Maintenance				1
27	10/31/22	903	01-201-000-0114-6320 Squad 7421 Maintenance	5.00	D	Fleet Vehicle Maintenance				1
28	10/31/22	903	01-201-000-0114-6320 Squad 7421 Maintenance	513.42	D	Spark Plug & Diagnostics				1
29	10/31/22	903	01-201-000-0114-6320 Squad 7421 Maintenance	480.26	D	Wiring, Coil Boots & Signals				1
30	10/31/22	903	01-201-000-0114-6320 Squad 7421 Maintenance	75.88	D	OilChange, Plenum Gasket, Bulb				1
31	10/31/22	903	01-201-000-0115-6320 Squad 7405 Maintenance	5.00	D	FVMaint - Retired 22VH55				1
32	10/31/22	903	01-201-000-0116-6320 Squad 116 Maintenance	70.10	D	FVMaint New - 25HGVK				1
33	10/31/22	903	01-201-000-0117-6320 Squad 7420 Maintenance	5.00	D	Fleet Vehicle Maintenance				1
34	10/31/22	903	01-201-000-0117-6320 Squad 7420 Maintenance	141.34	D	Oil Change & Bulb				1
35	10/31/22	903	01-201-000-0118-6320 Squad 7412 Maintenance	5.00	D	Fleet Vehicle Maintenance				1
36	10/31/22	903	01-201-000-0119-6320 Squad 7401 Maintenance	5.00	D	Fleet Vehicle Maintenance				1
37	10/31/22	903	01-201-000-0119-6320 Squad 7401 Maintenance	89.89	D	Oil Change				1
38	10/31/22	903	01-201-000-0120-6320 Squad 7402 Maintenance	5.00	D	Fleet Vehicle Maintenance				1
39	10/31/22	903	01-201-000-0121-6320 Squad 121 Maintenance	5.00	D	FVMaint 7403 - 22VH6K				1
40	10/31/22	903	01-201-000-0122-6320 Squad 7409 Maintenance	5.00	D	Fleet Vehicle Maintenance				1

Steele County
JOURNAL ENTRIES



Description MM - OCT 2022 - JE ENTERPRISE

RRN	Audit Date	Aud Seq	Account/Formula	Trans Amt	D/C	Desc 1	Desc 2	RC1	RC2	Basis
41	10/31/22	903	01-201-000-0123-6320 Squad 7423 Maintenance	89.95	D	Alignment				1
42	10/31/22	903	01-201-000-0123-6320 Squad 7423 Maintenance	70.10	D	FVMaint New - 25HGW5				1
43	10/31/22	903	01-000-000-0000-1001 Cash	2,502.15	C	Sheriff Enterprise - Oct 22				1
Debit Total				21,805.48		Credit Total	21,805.48	Net:	0.00	

Steele County

JOURNAL ENTRIES



Description MM - NOV 2022 JE C3

RRN	Audit Date	Aud Seq	Account/Formula	Trans Amt	D/C	Desc 1	Desc 2	RC1	RC2	Basis
1	11/30/22	903	01-031-000-0000-6210 Telephone	41.04	D	Phone Charges - Verizon				1
2	11/30/22	903	01-103-000-0000-6210 Telephone	226.75	D	Phone Charges - Verizon				1
3	11/30/22	903	01-091-000-0000-6210 Telephone	121.71	D	Phone Charges - Verizon				1
4	11/30/22	903	01-111-000-0000-6210 Telephone	381.35	D	Phone Charges - Verizon				1
5	11/30/22	903	01-252-000-0000-6210 Telephone	666.90	D	Phone Charges - Verizon				1
6	11/30/22	903	01-251-000-0000-6210 Telephone	178.40	D	Phone Charges - Verizon				1
7	11/30/22	903	01-281-000-0000-6210 Telephone	185.06	D	Phone Charges - Verizon				1
8	11/30/22	903	01-602-000-0000-6210 Telephone	35.01	D	Phone Charges - Verizon				1
9	11/30/22	903	01-032-000-0000-6210 Telephone	91.70	D	Phone Charges - Verizon				1
10	11/30/22	903	01-061-000-0000-6210 Telephone	83.36	D	Phone Charges - Verizon				1
11	11/30/22	903	01-105-000-0000-6210 Telephone	173.40	D	Phone Charges - Verizon				1
12	11/30/22	903	01-042-000-0000-6210 Telephone	40.01	D	Phone Charges - Verizon				1
13	11/30/22	903	01-121-000-0000-6210 Telephone	35.01	D	Phone Charges - Verizon				1
14	11/30/22	903	01-253-000-0000-6210 Telephone	43.35	D	Phone Charges - Verizon				1
15	11/30/22	903	01-481-460-6009-6210 Telephone	43.35	D	Phone Charges - QA				1
16	11/30/22	903	01-481-460-6009-6210 Telephone	43.35	D	Phone Charges - QA				1
17	11/30/22	903	01-481-460-6009-6210 Telephone	43.35	D	Phone Charges - QA				1
18	11/30/22	903	01-481-461-6040-6210 Telephone	43.35	D	Phone Charges - WIC				1
19	11/30/22	903	01-481-460-6011-6210 Telephone	21.67	D	Phone Charges - CTC				1
20	11/30/22	903	01-481-462-6047-6210 Telephone	21.68	D	Phone Charges - CID				1

Steele County

JOURNAL ENTRIES



Description MM - NOV 2022 JE C3

RRN	Audit Date	Aud Seq	Account/Formula	Trans Amt	D/C	Desc 1	Desc 2	RC1	RC2	Basis
21	11/30/22	903	01-481-461-6040-6210 Telephone	43.35	D	Phone Charges - WIC				1
22	11/30/22	903	01-481-460-6009-6210 Telephone	43.35	D	Phone Charges - QA				1
23	11/30/22	903	01-481-461-6059-6210 Telephone	21.68	D	Phone Charges - SEMN				1
24	11/30/22	903	01-481-461-6034-6210 Telephone	21.67	D	Phone Charges - TANF				1
25	11/30/22	903	01-481-461-6059-6210 Telephone	21.67	D	Phone Charges - SEMN				1
26	11/30/22	903	01-481-461-6040-6210 Telephone	21.68	D	Phone Charges - WIC				1
27	11/30/22	903	01-481-460-6009-6210 Telephone	43.35	D	Phone Charges - QA				1
28	11/30/22	903	01-481-460-6009-6210 Telephone	43.35	D	Phone Charges - QA				1
29	11/30/22	903	01-481-460-6009-6210 Telephone	43.35	D	Phone Charges - QA				1
30	11/30/22	903	01-481-461-6059-6210 Telephone	21.67	D	Phone Charges - SEMN				1
31	11/30/22	903	01-481-461-6040-6210 Telephone	10.84	D	Phone Charges - WIC				1
32	11/30/22	903	01-481-465-6057-6210 Telephone	0.87	D	Phone Charges - LPHG				1
33	11/30/22	903	01-481-461-6030-6210 Telephone	2.17	D	Phone Charges - MCH				1
34	11/30/22	903	01-481-462-6047-6210 Telephone	7.80	D	Phone Charges - CID				1
35	11/30/22	903	01-481-460-6009-6210 Telephone	43.35	D	Phone Charges - QA				1
36	11/30/22	903	01-481-461-6040-6210 Telephone	43.35	D	Phone Charges - WIC				1
37	11/30/22	903	01-481-460-6009-6210 Telephone	48.35	D	Phone Charges - QA				1
38	11/30/22	903	01-481-465-6057-6210 Telephone	43.35	D	Phone Charges - LPHG				1
39	11/30/22	903	01-481-465-6057-6210 Telephone	35.01	D	Phone Charges - MIFI				1
40	11/30/22	903	01-481-460-6009-6210 Telephone	48.36	D	Phone Charges - QA				1

Steele County

JOURNAL ENTRIES



Description MM - NOV 2022 JE C3

RRN	Audit Date	Aud Seq	Account/Formula	Trans Amt	D/C	Desc 1	Desc 2	RC1	RC2	Basis
41	11/30/22	903	01-201-000-0000-6211 Radio-Computers-Cameras	840.23	D	Squad Connections - Verizon				1
42	11/30/22	903	01-201-000-0000-6210 Telephone	1,050.64	D	Phone Charges - Verizon				1
43	11/30/22	903	01-000-000-0000-1001 Cash	5,019.24	C	Verizon Charges November				1
44	11/30/22	903	10-301-000-0000-6210 Telephone	578.54	D	Phone Charges - Verizon				1
45	11/30/22	903	10-000-000-0000-1001 Cash	578.54	C	Phone Charges - Verizon				1
46	11/30/22	903	53-398-000-0000-6210 Telephone	79.27	D	Phone Charges - Verizon				1
47	11/30/22	903	53-000-000-0000-1001 Cash	79.27	C	Phone Charges - Verizon				1
Debit Total				5,677.05		Credit Total	5,677.05	Net:	0.00	

Steele County

JOURNAL ENTRIES



Description MM - NOV 2022 JE C2

RRN	Audit Date	Aud Seq	Account/Formula	Trans Amt	D/C	Desc 1	Desc 2	RC1	RC2	Basis
1	11/30/22	902	01-031-000-0000-6215 Postage	15.42	D	Postage - Admin				1
2	11/30/22	902	01-104-000-0000-6215 Postage	2.85	D	Postage - GIS				1
3	11/30/22	902	01-103-000-0000-6215 Postage	62.37	D	Postage - Assessor				1
4	11/30/22	902	01-041-000-0000-6215 Postage	191.79	D	Postage - Auditor				1
5	11/30/22	902	01-063-000-0000-6215 Postage	55.32	D	Postage - Auditor Elections				1
6	11/30/22	902	01-251-000-0000-6215 Postage	26.82	D	Postage - Detention Center				1
7	11/30/22	902	01-602-000-0000-6215 Postage	121.26	D	Postage - Extension				1
8	11/30/22	902	01-391-000-0000-6215 Postage	0.57	D	Postage - Environmental Serv				1
9	11/30/22	902	01-550-000-0000-6215 Postage	3.99	D	Postage - Four Seasons				1
10	11/30/22	902	01-032-000-0000-6215 Postage	13.11	D	Postage - Human Resources				1
11	11/30/22	902	01-062-000-0000-6802 Internal Chargeback	57.06	D	Postage - Court Admin				1
12	11/30/22	902	01-062-000-0000-6802 Internal Chargeback	43.89	D	Postage - MRCI				1
13	11/30/22	902	01-105-000-0000-6215 Postage	125.40	D	Postage - Planning and Zoning				1
14	11/30/22	902	01-252-000-0000-6215 Postage	133.65	D	Postage - CCA				1
15	11/30/22	902	01-101-000-0000-6215 Postage	639.34	D	Postage - Recorder				1
16	11/30/22	902	01-042-000-0000-6215 Postage	89.13	D	Postage - Treasurer				1
17	11/30/22	902	01-121-000-0000-6215 Postage	28.11	D	Postage - Veterans				1
18	11/30/22	902	01-481-460-6009-6215 Postage	55.98	D	Postage - QA				1
19	11/30/22	902	01-481-460-6011-6215 Postage	257.76	D	Postage - CTC				1
20	11/30/22	902	01-481-461-6030-6215 Postage	47.73	D	Postage - MCH				1

Steele County

JOURNAL ENTRIES



Description MM - NOV 2022 JE C2

RRN	Audit Date	Aud Seq	Account/Formula	Trans Amt	D/C	Desc 1	Desc 2	RC1	RC2	Basis
21	11/30/22	902	01-481-461-6025-6215 Postage	44.73	D	Postage - FAP/HCB/FC				1
22	11/30/22	902	01-481-462-6047-6215 Postage	2.28	D	Postage - CID				1
23	11/30/22	902	01-481-461-6059-6215 Postage	13.21	D	Postage - SEMN				1
24	11/30/22	902	01-481-464-6061-6215 Postage	8.58	D	Postage - COVID				1
25	11/30/22	902	01-481-461-6040-6215 Postage	7.44	D	Postage - WIC				1
26	11/30/22	902	01-481-461-6067-6464 General Supplies & Outreach	10.40	D	Postage - Wellness				1
27	11/30/22	902	01-062-000-0000-6215 Postage	2,058.19	C	GF Postage Allocation				1
28	11/30/22	902	10-301-000-0000-6215 Postage	21.39	D	Highway Postage				1
29	11/30/22	902	10-000-000-0000-1001 Cash	21.39	C	Highway Postage				1
30	11/30/22	902	01-000-000-0000-1001 Cash	21.39	D	Highway Postage				1
31	11/30/22	902	01-062-000-0000-5831 Miscellaneous	21.39	C	Highway Postage				1
32	11/30/22	902	53-398-000-0000-6215 Postage	21.33	D	Landfill Postage				1
33	11/30/22	902	53-000-000-0000-1001 Cash	21.33	C	Landfill Postage				1
34	11/30/22	902	01-000-000-0000-1001 Cash	21.33	D	Landfill Postage				1
35	11/30/22	902	01-062-000-0000-5831 Miscellaneous	21.33	C	Landfill Postage				1
Debit Total				2,143.63		Credit Total	2,143.63	Net:	0.00	

Description MM - NOV 2022 JE C1

RRN	Audit Date	Aud Seq	Account/Formula	Trans Amt	D/C	Desc 1	Desc 2	RC1	RC2	Basis
1	11/30/22	901	01-000-000-0000-1001 Cash	3,945.34	D	BMO One Card Allocation Nov	BMO One Card Allocation Nov			1
2	11/30/22	901	01-003-000-0000-6961 Visa One Card Program	46,099.69	C	BMO Charges Nov	BMO Charges Nov			1
3	11/30/22	901	01-003-000-0000-6194 Personnel Policy	158.94	D	Amazon.Com, Inc.	Frames for Recognition Event			1
4	11/30/22	901	01-003-000-0000-6194 Personnel Policy	11.83	D	Hy-Vee, Inc.	Employee Appreciation Event			1
5	11/30/22	901	01-032-000-0000-6215 Postage	60.00	D	United States Postal Serv	Stamps			1
6	11/30/22	901	01-032-000-0000-6261 Conference & Training	30.00	D	Fullsteam Operations Llc	Bobbie SHRM Meeting			1
7	11/30/22	901	01-032-000-0000-6330 Travel Expenses	9.06	C	1898 Management Llc	Julie Credit for Rutgers Stay			1
8	11/30/22	901	01-032-000-0000-6330 Travel Expenses	9.06	C	1898 Management Llc	Credit for hotel stay			1
9	11/30/22	901	01-032-000-0000-6330 Travel Expenses	31.90	D	Kwik Trip Inc	Gas receipt for rental car			1
10	11/30/22	901	01-042-000-0000-6241 Membership Dues	100.00	D	National Association Of C	NACCTFO Membership			1
11	11/30/22	901	01-042-000-0000-6330 Travel Expenses	408.63	D	Regency Midwest Vent Lp	MNGFOA 3 nites CLP			1
12	11/30/22	901	01-044-000-0000-6330 Travel Expenses	408.63	D	Regency Midwest Vent Lp	MNGFOA lodging - JW 3 nights			1
13	11/30/22	901	01-044-000-0000-6330 Travel Expenses	8.58	D	Three Gen Inc	Cathy, Jon, Erin - MN GFOA			1
14	11/30/22	901	01-044-000-0000-6330 Travel Expenses	9.65	D	Culvers Of Owatonna	Cathy, Jon, Erin - MN GFOA			1
15	11/30/22	901	01-061-000-0000-6241 Membership Dues	224.28	D	Connectwise, Llc	PSA -Ticketing Software			1
16	11/30/22	901	01-061-000-0000-6241 Membership Dues	189.00	D	Kaseya US Llc	IT Document Management			1
17	11/30/22	901	01-061-000-0000-6241 Membership Dues	424.00	D	Brightgauge Software, In	Performance Mgmt SW			1
18	11/30/22	901	01-061-000-0000-6410 Office Supplies	15.23	D	Amazon.Com, Inc.	Stapler and ER Phone (CCA)			1
19	11/30/22	901	01-061-000-0000-6410 Office Supplies	21.99	D	Amazon.Com, Inc.	Office Supplies - Pens			1
20	11/30/22	901	01-061-000-0000-6410 Office Supplies	9.97	D	Amazon.Com, Inc.	Zip ties			1

Steele County

JOURNAL ENTRIES



Description MM - NOV 2022 JE C1

RRN	Audit Date	Aud Seq	Account/Formula	Trans Amt	D/C	Desc 1	Desc 2	RC1	RC2	Basis
21	11/30/22	901	01-061-000-0000-6413 Computer Supplies	15.02	D	Kasson Hardware Inc.	Audio Cable			1
22	11/30/22	901	01-091-000-0000-6410 Office Supplies	44.72	D	Wal-Mart Stores, Inc.	Office Supplies			1
23	11/30/22	901	01-091-000-0000-6410 Office Supplies	89.96	D	Costco Wholesale Corporat	Office Supplies			1
24	11/30/22	901	01-091-000-0000-6410 Office Supplies	4.99	D	Amazon.Com, Inc.	Office Supplies			1
25	11/30/22	901	01-091-000-0000-6410 Office Supplies	50.18	D	Amazon.Com, Inc.	Office Supplies			1
26	11/30/22	901	01-091-000-0000-6801 County Attorney Misc	14.25	D	Vilas County Clerk Of Cou	court copies			1
27	11/30/22	901	01-101-000-9305-6410 Office Supplies - Technology Fund	193.78	D	Taylor Corp.	Yellow Envelopes			1
28	11/30/22	901	01-101-000-9305-6480 Non-Capitalized Inv- Technology Fund	60.00	D	Property Records Industry	PRIA Annual Due			1
29	11/30/22	901	01-103-000-0000-6330 Travel Expenses	216.24	D	St.Cloud Hotel Group Llc	TOM'S VCS USER GROUP HOTEL			1
30	11/30/22	901	01-103-000-0000-6330 Travel Expenses	216.24	D	St.Cloud Hotel Group Llc	BENJI'S VCS USER GROUP HOTEL			1
31	11/30/22	901	01-103-000-0000-6330 Travel Expenses	249.34	D	Duluth Hotels Ventures, L	FALL CONFERENCE HOTEL STAY			1
32	11/30/22	901	01-103-000-0000-6501 Publications/Manuals	16.25	D	Adams Publishing Group LI	MONTHLY PEOPLE'S PRESS SUB.			1
33	11/30/22	901	01-105-000-0000-6540 Gas & Oil	42.58	D	Edwards Oil Inc	Fuel			1
34	11/30/22	901	01-105-000-0000-6540 Gas & Oil	23.92	D	Casey's General Stores In	Fuel			1
35	11/30/22	901	01-111-000-0000-6300 Bldg Repairs & Maintenance	317.19	D	Kibble Equipment Llc	Spindle / 72" High Lift Blade			1
36	11/30/22	901	01-111-000-0000-6304 Equipment Maintenance & Repairs	39.04	D	Tgk Automotive Of Owatonn	John Deere Tire Repair			1
37	11/30/22	901	01-111-000-0000-6320 Fleet Vehicle Maintenance	512.29	D	A & K Company Llc	Tire repair 402			1
38	11/30/22	901	01-111-000-0000-6320 Fleet Vehicle Maintenance	5.95	D	Bpb, Llc	Battery Replacement #901			1
39	11/30/22	901	01-111-000-0000-6480 Non-Capitalized Inventory	750.00	D	Intuit Payment Solutions,	NCompass! - October			1
40	11/30/22	901	01-111-000-0000-6561 Small Tools	59.02	D	Arrow Hardware, Inc	Pliers, screwdriver tape tools			1

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RRN	Audit Date	Aud Seq	Account/Formula	Trans Amt	D/C	Desc 1	Desc 2	RC1	RC2	Basis
41	11/30/22	901	01-111-040-0000-6300 Bldg Repairs & Maintenance	1,037.10	D	Custom Communications	Alarm Monitoring			1
42	11/30/22	901	01-111-040-0000-6300 Bldg Repairs & Maintenance	37.98	D	Amazon.Com, Inc.	Green Light Bulbs for Vets day			1
43	11/30/22	901	01-111-040-0000-6300 Bldg Repairs & Maintenance	89.82	D	Lowes Companies, Inc.	Green lights for Vets Day			1
44	11/30/22	901	01-111-040-0000-6300 Bldg Repairs & Maintenance	1,389.06	D	Schwab Volhaber Lubratt I	Boiler Parts			1
45	11/30/22	901	01-111-040-0000-6300 Bldg Repairs & Maintenance	2.91	D	Michael D Belina Db a Ifac	Screws			1
46	11/30/22	901	01-111-040-0000-6300 Bldg Repairs & Maintenance	48.85	D	Block, Inc.	Recycled Bulbs - Admin			1
47	11/30/22	901	01-111-040-0000-6300 Bldg Repairs & Maintenance	14.99	D	Ebay Commerce Inc	Mop Wringers			1
48	11/30/22	901	01-111-040-0000-6380 Grounds Maintenance	757.68	D	Trugreen Limited Partners	Lawn Service			1
49	11/30/22	901	01-111-040-0000-6480 Non-Capitalized Inventory	365.89	D	Staple Smile Makers Ecomm	ESS-Ignition			1
50	11/30/22	901	01-111-040-0000-6560 Janitorial Supplies	1,566.00	D	Hillyard Inc	Hand towels			1
51	11/30/22	901	01-111-040-0000-6560 Janitorial Supplies	459.33	D	Hillyard Inc	Cleaners and Wiipes			1
52	11/30/22	901	01-111-040-0000-6560 Janitorial Supplies	543.20	D	Hillyard Inc	Bathroom sanitary items			1
53	11/30/22	901	01-111-041-0000-6300 Bldg Repairs & Maintenance	593.61	D	Custom Communications	Alarm Monitoring			1
54	11/30/22	901	01-111-041-0000-6300 Bldg Repairs & Maintenance	3.21	D	Arrow Hardware, Inc	3 way switch			1
55	11/30/22	901	01-111-041-0000-6300 Bldg Repairs & Maintenance	33.50	D	Culligan/Ultrapure Wat	Filters Service			1
56	11/30/22	901	01-111-041-0000-6380 Grounds Maintenance	140.26	D	Trugreen Limited Partners	Lawn Service			1
57	11/30/22	901	01-111-042-0000-6250 Utilities	69.63	D	Owatonna Public Utilit	Utilities			1
58	11/30/22	901	01-111-042-0000-6250 Utilities	108.77	D	Owatonna Public Utilit	Utilities			1
59	11/30/22	901	01-111-042-0000-6300 Bldg Repairs & Maintenance	1,140.27	D	Custom Communications	Alarm Monitoring			1
60	11/30/22	901	01-111-042-0000-6300 Bldg Repairs & Maintenance	44.25	D	Block, Inc.	Recycle Ballast & Bulbs			1

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61	11/30/22	901	01-111-042-0000-6300 Bldg Repairs & Maintenance	42.51	D	Arrow Hardware, Inc	Screen for window			1
62	11/30/22	901	01-111-042-0000-6300 Bldg Repairs & Maintenance	220.00	D	Custom Communications	On Site Service			1
63	11/30/22	901	01-111-042-0000-6300 Bldg Repairs & Maintenance	63.40	D	Arrow Hardware, Inc	Window Screens Repaired			1
64	11/30/22	901	01-111-042-0000-6300 Bldg Repairs & Maintenance	114.53	D	Van Meter Inc	Light Bulb's			1
65	11/30/22	901	01-111-042-0000-6380 Grounds Maintenance	105.48	D	Trugreen Limited Partners	Lawn Service			1
66	11/30/22	901	01-111-043-0000-6250 Utilities	358.90	D	Owatonna Public Utilitie	Utilities			1
67	11/30/22	901	01-111-043-0000-6300 Bldg Repairs & Maintenance	323.43	D	Custom Communications	Alarm Monitoring			1
68	11/30/22	901	01-111-043-0000-6380 Grounds Maintenance	47.94	D	Trugreen Limited Partners	Lawn Service			1
69	11/30/22	901	01-111-043-0000-6380 Grounds Maintenance	44.88	D	Gb Auto Service Inc	John deer new back tires			1
70	11/30/22	901	01-111-044-0000-6300 Bldg Repairs & Maintenance	2,830.83	D	Custom Communications	Alarm Monitoring			1
71	11/30/22	901	01-111-044-0000-6300 Bldg Repairs & Maintenance	15.38	D	Amazon.Com, Inc.	Cleaning Buckets			1
72	11/30/22	901	01-111-044-0000-6300 Bldg Repairs & Maintenance	47.55	D	Amazon.Com, Inc.	Sealants and Buckets			1
73	11/30/22	901	01-111-044-0000-6300 Bldg Repairs & Maintenance	381.57	D	Invoice Cloud, Inc.	Filters Service			1
74	11/30/22	901	01-111-044-0000-6300 Bldg Repairs & Maintenance	62.52	D	Digi-Key Corporation	Relays			1
75	11/30/22	901	01-111-044-0000-6300 Bldg Repairs & Maintenance	53.56	D	Fleet Farm Group, Llc	Lube Velcro			1
76	11/30/22	901	01-111-044-0000-6380 Grounds Maintenance	860.00	D	Trugreen Limited Partners	Lawn Service			1
77	11/30/22	901	01-111-044-0000-6380 Grounds Maintenance	82.07	D	Plunketts Pest Control In	Pest control			1
78	11/30/22	901	01-111-044-0000-6480 Non-Capitalized Inventory	38.99	D	Amazon.Com, Inc.	black board bulletin board			1
79	11/30/22	901	01-111-045-0000-6300 Bldg Repairs & Maintenance	171.00	D	Custom Communications	Alarm Monitoring			1
80	11/30/22	901	01-111-045-0000-6300 Bldg Repairs & Maintenance	105.36	D	Van Meter Inc	Replacement light bulbs			1

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81	11/30/22	901	01-111-047-0000-6250 Utilities	323.43	D	Custom Communications	Alarm Monitoring			1
82	11/30/22	901	01-111-047-0000-6250 Utilities	30.45	D	Owatonna Public Utilit	Utilities			1
83	11/30/22	901	01-111-047-0000-6380 Grounds Maintenance-Gymnastics	57.53	D	Trugreen Limited Partners	Lawn Service			1
84	11/30/22	901	01-111-047-0000-6380 Grounds Maintenance-Gymnastics	52.74	D	Trugreen Limited Partners	Lawn Service			1
85	11/30/22	901	01-111-048-0000-6560 Janitorial Supplies	48.87	D	Lowes Companies, Inc.	Filters and Lube			1
86	11/30/22	901	01-201-000-0000-6210 Telephone	0.99	D	Apple Inc.	Evidence Data-Storage GB Plan			1
87	11/30/22	901	01-201-000-0000-6215 Postage	13.90	D	United States Postal Serv	Redemption check-certified mai			1
88	11/30/22	901	01-201-000-0000-6261 Conference & Training	75.00	D	State Of Minnesota	DMT - Recert			1
89	11/30/22	901	01-201-000-0000-6261 Conference & Training	75.00	D	State Of Minnesota	For 7422 - DMT Recert			1
90	11/30/22	901	01-201-000-0000-6261 Conference & Training	495.00	D	National Association Of S	Registration for SRO trng			1
91	11/30/22	901	01-201-000-0000-6261 Conference & Training	75.00	D	State Of Minnesota	DMT Training			1
92	11/30/22	901	01-201-000-0000-6261 Conference & Training	695.00	D	Fbi-Leeda Inc	Iowa FBI LEEDA Conference			1
93	11/30/22	901	01-201-000-0000-6285 Firearms/Ammo Training	865.25	D	Midwest Industries Inc	4/Sling adpt,6/Swivel,3/Mount			1
94	11/30/22	901	01-201-000-0000-6285 Firearms/Ammo Training	7.47	D	Lowes Companies, Inc.	2/Staples			1
95	11/30/22	901	01-201-000-0000-6285 Firearms/Ammo Training	35.60	D	Bpb, Llc	2/6 PK Batteries			1
96	11/30/22	901	01-201-000-0000-6285 Firearms/Ammo Training	248.21	D	Redback One, Llc	4/Combat Slings			1
97	11/30/22	901	01-201-000-0000-6285 Firearms/Ammo Training	59.14	D	Amazon.Com, Inc.	Firearms			1
98	11/30/22	901	01-201-000-0000-6285 Firearms/Ammo Training	48.31	D	Amazon.Com, Inc.	Firearms			1
99	11/30/22	901	01-201-000-0000-6285 Firearms/Ammo Training	134.21	D	Midway Usa	1/Club Shot Timer			1
100	11/30/22	901	01-201-000-0000-6285 Firearms/Ammo Training	181.98	D	Obsolete Llc	2/Ear pads & 2/Headbands			1

Steele County

JOURNAL ENTRIES



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101	11/30/22	901	01-201-000-0000-6285 Firearms/Ammo Training	268.42	D	Cabela's Wholesale, Llc	1/Rangefinder			1
102	11/30/22	901	01-201-000-0000-6285 Firearms/Ammo Training	751.58	D	Safariland	2/Head sets-hearing protection			1
103	11/30/22	901	01-201-000-0000-6287 SWAT Training	754.22	D	Brian Elliot	2/Rifle			1
104	11/30/22	901	01-201-000-0000-6287 SWAT Training	64.40	D	Cat5 Commerce, Llc	1/Polarized Eye Protection			1
105	11/30/22	901	01-201-000-0000-6287 SWAT Training	35.99	D	Wix.Com Inc	1/Belt Tourniquet			1
106	11/30/22	901	01-201-000-0000-6287 SWAT Training	529.30	D	Uf Pro	1/Jacket & 1/Cap			1
107	11/30/22	901	01-201-000-0000-6287 SWAT Training	951.40	D	Uf Pro	Pants, Jacket & knee pads			1
108	11/30/22	901	01-201-000-0000-6287 SWAT Training	646.24	D	Csuk, Inc.	2/Radio Adaptors			1
109	11/30/22	901	01-201-000-0000-6287 SWAT Training	394.60	D	Us Patriot Llc	1/Assault Pants			1
110	11/30/22	901	01-201-000-0000-6287 SWAT Training	657.00	D	Tnvc Inc	3/Helmet Strobe Lights			1
111	11/30/22	901	01-201-000-0000-6287 SWAT Training	698.50	D	Uf Pro	2/Jackets			1
112	11/30/22	901	01-201-000-0000-6287 SWAT Training	364.25	D	Sp Modlite Systems	2/Light Heads			1
113	11/30/22	901	01-201-000-0000-6293 Gun Permit Expenses	7.85	D	United States Postal Serv	Void Permit-Cert Mail			1
114	11/30/22	901	01-201-000-0000-6293 Gun Permit Expenses	17.95	D	Cloud Cover Media Inc	Lobby Music			1
115	11/30/22	901	01-201-000-0000-6293 Gun Permit Expenses	7.85	D	United States Postal Serv	Mail Void-Permit to Carry			1
116	11/30/22	901	01-201-000-0000-6330 Travel Expenses	13.31	D	Casey's General Stores In	1/Meal-SRO training			1
117	11/30/22	901	01-201-000-0000-6330 Travel Expenses	10.72	D	Kwik Trip Inc	1/Meal-SRO training			1
118	11/30/22	901	01-201-000-0000-6330 Travel Expenses	508.86	D	Orchestrate Management As	4/Nights - SRO training			1
119	11/30/22	901	01-201-000-0000-6330 Travel Expenses	15.26	D	Casey's General Stores In	1/Meal-SRO training			1
120	11/30/22	901	01-201-000-0000-6330 Travel Expenses	28.00	D	Texas Roadhouse, Inc.	1/Meal-SRO training			1

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RRN	Audit Date	Aud Seq	Account/Formula	Trans Amt	D/C	Desc 1	Desc 2	RC1	RC2	Basis
121	11/30/22	901	01-201-000-0000-6330 Travel Expenses	22.22	D	Texas Roadhouse, Inc.	1/Meal-SRO training			1
122	11/30/22	901	01-201-000-0000-6330 Travel Expenses	12.89	D	Charlotte's Belgian Waffl	1/Meal-SRO training			1
123	11/30/22	901	01-201-000-0000-6330 Travel Expenses	11.43	D	McDonald's Corporation	1/Meal-SRO training			1
124	11/30/22	901	01-201-000-0000-6330 Travel Expenses	14.10	D	Independent Purchasing Co	1/Meal-SRO training			1
125	11/30/22	901	01-201-000-0000-6330 Travel Expenses	15.14	D	Mexifresh li Inc	1/Meal-SRO training			1
126	11/30/22	901	01-201-000-0000-6330 Travel Expenses	24.56	D	Texas Roadhouse, Inc.	1/Meal-SRO training			1
127	11/30/22	901	01-201-000-0000-6330 Travel Expenses	17.21	D	Slb Of Iowa, L.C.	1/Meal-SRO training			1
128	11/30/22	901	01-201-000-0000-6410 Office Supplies	20.91	D	Fleet Farm Group, Llc	1/Stapler & staples			1
129	11/30/22	901	01-201-000-0000-6425 Investigation Expense	159.99	D	Covert Scouting Cameras L	Annual Subscription/Cameras			1
130	11/30/22	901	01-201-000-0000-6562 Gas & Oil Squads	50.11	D	Casey's General Stores In	Fuel - SRO Training - IA			1
131	11/30/22	901	01-201-000-0000-6801 Misc Expense	93.08	D	Amazon.Com, Inc.	4/100 pks Zip Ties			1
132	11/30/22	901	01-201-000-0000-6801 Misc Expense	84.98	D	Streicher'S, Inc.	1/safety glasses & 1/ear muff			1
133	11/30/22	901	01-201-000-0119-6320 Squad 7401 Maintenance	31.88	D	Bob Anhorn's Service Inc	2/batteries & connector			1
134	11/30/22	901	01-201-296-0000-6421 T#9 Maintenance Operating Exp-Fuel	44.00	D	Amazon.Com, Inc.	4/pack Smoke Alarms			1
135	11/30/22	901	01-204-000-0000-6320 Repairs & Maintenance	231.56	D	Cabela's Wholesale, Llc	Winterize Boat-Water Patrol			1
136	11/30/22	901	01-251-000-0000-6211 Radio - Computers - Cameras	123.18	D	Amazon.Com, Inc.	Replacement Shoulder Mics			1
137	11/30/22	901	01-251-000-0000-6261 Conference & Training	208.95	D	Wix.Com Inc	Report Writing Training			1
138	11/30/22	901	01-251-000-0000-6261 Conference & Training	500.00	D	Minnesota State Sheriffs	Background Inv. Training x2			1
139	11/30/22	901	01-251-000-0000-6330 Travel Expenses	10.66	D	Duluth Burger Company LI	TRAVEL EXP-MEAL			1
140	11/30/22	901	01-251-000-0000-6330 Travel Expenses	15.31	D	Duluth Burger Company LI	TRAINING- MEAL			1

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141	11/30/22	901	01-251-000-0000-6330 Travel Expenses	20.03	D	Independent Purchasing Co	TRAVEL EXP-MEAL			1
142	11/30/22	901	01-251-000-0000-6406 Program Supplies	90.20	D	Visionline Inc	educ. supplies			1
143	11/30/22	901	01-251-000-0000-6406 Program Supplies	17.17	D	Netflix, Inc.	inmate educ. video			1
144	11/30/22	901	01-251-000-0000-6410 Office Supplies	80.82	D	Wal-Mart Stores, Inc.	Frames			1
145	11/30/22	901	01-251-000-0000-6418 Lock-Up Supplies	16.06	D	Amazon.Com, Inc.	Shower Curtain			1
146	11/30/22	901	01-251-000-0000-6432 Medical Payments	3.00	D	Walgreen Co	Inmate Prescription			1
147	11/30/22	901	01-251-000-0000-6451 Operating Supplies	33.72	D	Amazon.Com, Inc.	Dawn Dish Soap			1
148	11/30/22	901	01-251-000-0000-6451 Operating Supplies	65.38	D	Amazon.Com, Inc.	Germ-X and Storage Bags			1
149	11/30/22	901	01-251-000-0000-6451 Operating Supplies	51.50	D	Amazon.Com, Inc.	Clorox Wipes			1
150	11/30/22	901	01-251-000-0000-6451 Operating Supplies	34.51	D	Amazon.Com, Inc.	Wall hangers			1
151	11/30/22	901	01-251-000-0000-6451 Operating Supplies	16.06	D	Amazon.Com, Inc.	Shower Curtain			1
152	11/30/22	901	01-251-000-0000-6562 Gas & Oil	38.30	D	Holiday Companies	TRAINING OUT OF TOWN - FUEL			1
153	11/30/22	901	01-251-000-0000-6801 Misc Expense	12.84	D	Sirius Xm Radio Inc.	Subscription			1
154	11/30/22	901	01-252-000-0000-6210 Telephone	39.50	D	Amazon.Com, Inc.	Stapler and ER Phone (CCA)			1
155	11/30/22	901	01-252-000-0000-6215 Postage	8.69	D	United States Postal Serv	Mailing Fingerprint Card			1
156	11/30/22	901	01-252-000-0000-6261 Conference & Training	135.62	D	Ezcater, Inc	Advisory Board Meal			1
157	11/30/22	901	01-252-000-0000-6410 Office Supplies	6.90	D	Wal-Mart Stores, Inc.	Kleenexes			1
158	11/30/22	901	01-252-000-0000-6410 Office Supplies	70.00	D	Amazon.Com, Inc.	copy paper 2 boxes			1
159	11/30/22	901	01-252-000-0000-6851 Juvenile/Adult Incentives	39.05	D	Casey's General Stores In	Mountain Dew and Pizza			1
160	11/30/22	901	01-252-000-0000-6851 Juvenile/Adult Incentives	10.00	D	Jmar Llc	Adult Incentive -t4c			1

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161	11/30/22	901	01-252-775-0000-6261 Conference & Training - CCA Subsidy	7.14	D	Kwik Trip Inc	Advisoryboardwater			1
162	11/30/22	901	01-252-775-0000-6330 Travel Expenses - CCA	344.52	D	Breezy Point Internation	MACCAC hotel for tim&steve			1
163	11/30/22	901	01-252-775-0000-6330 Travel Expenses - CCA	39.44	D	Gm St. Cloud Ventures, LI	Meals for Amber and Nicole BCA			1
164	11/30/22	901	01-252-775-0000-6330 Travel Expenses - CCA	122.76	D	Kelly Midwest Ventures Lp	Hotel for BCA Training			1
165	11/30/22	901	01-253-000-0000-6261 Conference & Training	37.00	D	Casey's General Stores In	Fuel / BCA training			1
166	11/30/22	901	01-253-000-0000-6300 Bldg Repairs & Maintenance	33.91	D	Van Meter Inc	Flag Pole			1
167	11/30/22	901	01-253-000-0000-6300 Bldg Repairs & Maintenance	27.90	D	Arrow Hardware, Inc	Sealant			1
168	11/30/22	901	01-253-000-0000-6300 Bldg Repairs & Maintenance	49.96	D	Block, Inc.	Recycled Bulbs & Ballasts			1
169	11/30/22	901	01-253-000-0000-6330 Travel Expenses	245.52	D	Kelly Midwest Ventures Lp	2/nights-Kate/BCA Conference			1
170	11/30/22	901	01-253-000-0000-6330 Travel Expenses	245.52	D	Kelly Midwest Ventures Lp	2/nights Adriana/BCA Conf.			1
171	11/30/22	901	01-253-000-0000-6330 Travel Expenses	28.06	D	Hop Dogs Llc	2/Meals - BCA Conference			1
172	11/30/22	901	01-253-000-0000-6410 Office Supplies	29.58	D	Amazon.Com, Inc.	2/Earbuds			1
173	11/30/22	901	01-281-000-0000-6199 Safety Program	8.00	C	Fullsteam Operations Llc	Refund for Training EpiPens			1
174	11/30/22	901	01-281-000-0000-6199 Safety Program	309.55	D	Techline Trauma	StoptheBleedKits			1
175	11/30/22	901	01-281-000-0000-6199 Safety Program	485.90	D	Paypal	CPR Class Certifications			1
176	11/30/22	901	01-281-000-0000-6199 Safety Program	150.00	D	Paypal	CPR Class Supplies pocketmasks			1
177	11/30/22	901	01-281-000-0000-6199 Safety Program	40.02	D	Amazon.Com, Inc.	First Aid Kitsuppliesburnspray			1
178	11/30/22	901	01-281-000-0000-6199 Safety Program	40.02	D	Amazon.Com, Inc.	First Aid Kitsuppliesburnspray			1
179	11/30/22	901	01-281-000-0000-6199 Safety Program	70.67	D	Amazon.Com, Inc.	First Aid Kit supplies			1
180	11/30/22	901	01-281-000-0000-6199 Safety Program	596.52	D	Amazon.Com, Inc.	First Aid Kit supplies			1

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RRN	Audit Date	Aud Seq	Account/Formula	Trans Amt	D/C	Desc 1	Desc 2	RC1	RC2	Basis
181	11/30/22	901	01-281-000-0000-6199 Safety Program	7.59	D	Amazon.Com, Inc.	First Aid Kit supplies			1
182	11/30/22	901	01-281-000-0000-6199 Safety Program	136.50	D	Amazon.Com, Inc.	CPR Class Supplies pocketmasks			1
183	11/30/22	901	01-281-000-0000-6199 Safety Program	366.40	D	Amazon.Com, Inc.	First Aid Kit supplies			1
184	11/30/22	901	01-281-000-0000-6251 Other Administrative Costs	49.00	D	Basecamp, Llc	monthly subscription			1
185	11/30/22	901	01-281-000-0000-6806 Skywarn System	751.55	D	Amazon.Com, Inc.	Shelter Kit Grant			1
186	11/30/22	901	01-481-000-0000-6801 General Expense	91.45	D	Amazon.Com, Inc.	Strength Finder books			1
187	11/30/22	901	01-481-460-6009-6261 Conference & Training	150.00	D	Minnesota Homecare Associ	LPHG: 2022 Annual Live Stream			1
188	11/30/22	901	01-481-460-6009-6434 Medical Supplies	20.76	D	Amazon.Com, Inc.	QA: Gauze Med Supplies			1
189	11/30/22	901	01-481-460-6009-6434 Medical Supplies	20.75	D	Amazon.Com, Inc.	QA: Gauze Med Supplies			1
190	11/30/22	901	01-481-460-6009-6434 Medical Supplies	183.68	D	Amazon.Com, Inc.	QA: Safety Needle-Gauze			1
191	11/30/22	901	01-481-460-6009-6464 General Supplies & Outreach	17.99	D	Amazon.Com, Inc.	QA: Folding Stool folding			1
192	11/30/22	901	01-481-460-6009-6464 General Supplies & Outreach	17.99	D	Amazon.Com, Inc.	QA: Folding Stool folding			1
193	11/30/22	901	01-481-460-6009-6465 Patient Supplies & Services	123.48	D	Target Corporation	QA: Plastics Totes			1
194	11/30/22	901	01-481-460-6009-6465 Patient Supplies & Services	68.89	D	Amazon.Com, Inc.	QA:Audio Monitor -Lyson Wipes			1
195	11/30/22	901	01-481-460-6009-6465 Patient Supplies & Services	79.98	D	Amazon.Com, Inc.	QA:ClientsSupplies Backpack Wh			1
196	11/30/22	901	01-481-461-6028-6464 General Supplies & Outreach	74.95	D	Target Corporation	FC: Gift Cards			1
197	11/30/22	901	01-481-461-6066-6341 Office Rent	265.00	D	Einhaus Mattison Carver	Tobacco: Youth Rent			1
198	11/30/22	901	01-481-461-6066-6464 General Supplies & Outreach	167.06	D	Target Corporation	Tobacco Youth: Misc Supplies			1
199	11/30/22	901	01-481-461-6066-6464 General Supplies & Outreach	16.55	D	Block, Inc.	Tobacco: Yolo Meeting Food			1
200	11/30/22	901	01-481-461-6066-6464 General Supplies & Outreach	27.63	D	Coborn's Incorporated	Tobacco:Meeting Youths Meal			1

Steele County

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RRN	Audit Date	Aud Seq	Account/Formula	Trans Amt	D/C	Desc 1	Desc 2	RC1	RC2	Basis
201	11/30/22	901	01-481-461-6066-6464 General Supplies & Outreach	40.47	D	Casey's General Stores In	Tobacco:Meeting Youths Food			1
202	11/30/22	901	01-481-461-6066-6464 General Supplies & Outreach	110.88	D	Wal-Mart Stores, Inc.	Tobacco: training SHOC Meals			1
203	11/30/22	901	01-481-461-6067-6464 General Supplies & Outreach	297.80	D	Amazon.Com, Inc.	Q4 Book Club Order			1
204	11/30/22	901	01-481-461-6067-6464 General Supplies & Outreach	129.99	D	Amazon.Com, Inc.	Sleep Incentives - Hatch			1
205	11/30/22	901	01-481-461-6067-6464 General Supplies & Outreach	66.80	D	Amazon.Com, Inc.	Sleep Incentives - Salt Lamps			1
206	11/30/22	901	01-481-464-6061-6464 General Supplies & Outreach	27.94	D	Amazon.Com, Inc.	Covid19: Sharps Disposal			1
207	11/30/22	901	01-481-464-6061-6464 General Supplies & Outreach	49.13	D	Amazon.Com, Inc.	Covid19:Luch Box-Paper Towels			1
208	11/30/22	901	01-481-465-6057-6330 Travel Expenses	408.63	D	Regency Midwest Vent Lp	MNGFOA Conference			1
209	11/30/22	901	01-481-465-6057-6330 Travel Expenses	7.72	D	Culvers Of Owatonna	Cathy, Jon, Erin - MN GFOA			1
210	11/30/22	901	01-481-465-6057-6464 General Supplies & Outreach	19.13	D	Amazon.Com, Inc.	Power Strip for PHN			1
211	11/30/22	901	01-481-465-6064-6261 Conferences & Training	85.90	D	Block, Inc.	Wellness retreat day			1
212	11/30/22	901	01-481-465-6064-6261 Conferences & Training	99.90	D	Amazon.Com, Inc.	Wellness retreat day			1
213	11/30/22	901	01-481-465-6064-6261 Conferences & Training	43.98	D	Amazon.Com, Inc.	Wellness retreat day			1
214	11/30/22	901	01-481-465-6064-6261 Conferences & Training	6.99	D	Amazon.Com, Inc.	Wellness retreat day			1
215	11/30/22	901	01-481-465-6064-6261 Conferences & Training	99.90	D	Amazon.Com, Inc.	Wellness retreat day			1
216	11/30/22	901	01-481-465-6064-6261 Conferences & Training	13.96	D	Amazon.Com, Inc.	Wellness retreat day			1
217	11/30/22	901	01-481-465-6064-6261 Conferences & Training	99.90	D	Amazon.Com, Inc.	Wellness retreat day			1
218	11/30/22	901	01-481-465-6064-6261 Conferences & Training	727.48	D	Amazon.Com, Inc.	Wellness retreat day			1
219	11/30/22	901	01-481-465-6064-6261 Conferences & Training	259.48	D	Turtle Creek Nursery Inc	Covid19-Mums Retreat			1
220	11/30/22	901	01-481-465-6064-6261 Conferences & Training	19.98	D	Amazon.Com, Inc.	Wellness retreat day			1

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RRN	Audit Date	Aud Seq	Account/Formula	Trans Amt	D/C	Desc 1	Desc 2	RC1	RC2	Basis
221	11/30/22	901	01-481-465-6064-6261 Conferences & Training	329.67	D	Amazon.Com, Inc.	Wellness retreat day			1
222	11/30/22	901	01-481-465-6064-6261 Conferences & Training	99.90	D	Amazon.Com, Inc.	Wellness retreat day			1
223	11/30/22	901	01-481-465-6064-6261 Conferences & Training	357.76	D	Amazon.Com, Inc.	Wellness retreat day			1
224	11/30/22	901	01-481-465-6064-6261 Conferences & Training	99.90	D	Amazon.Com, Inc.	Wellness retreat day			1
225	11/30/22	901	01-502-000-0000-6250 Utilities	250.30	D	Owatonna Public Utilit	Utilities			1
226	11/30/22	901	01-502-000-0000-6380 Grounds Maintenance	65.93	D	Trugreen Limited Partners	Lawn Service			1
227	11/30/22	901	01-502-000-0000-6380 Grounds Maintenance	16.73	D	Arrow Hardware, Inc	Cleaners			1
228	11/30/22	901	01-550-000-0000-6410 Operating Supplies - Contracts	59.98	D	Lowes Companies, Inc.	Garage Door Opener Extension			1
229	11/30/22	901	01-550-000-0000-6410 Operating Supplies - Contracts	60.00	D	Paypal	AED Pads			1
230	11/30/22	901	01-550-000-0000-6410 Operating Supplies - Contracts	209.00	D	Lowes Companies, Inc.	Garage Door Opener			1
231	11/30/22	901	01-550-000-0000-6410 Operating Supplies - Contracts	15.16	D	Hy-Vee, Inc.	Misc. Shop Supplies			1
232	11/30/22	901	01-550-000-0000-6410 Operating Supplies - Contracts	194.97	D	Amazon.Com, Inc.	Drinking Fountain Filters			1
233	11/30/22	901	01-550-000-0000-6410 Operating Supplies - Contracts	83.93	D	Fleet Farm Group, Llc	Ice Rink Install Supplies			1
234	11/30/22	901	10-000-000-0000-1001 Cash	3,512.53	C	BMO Charges Nov	BMO Charges Nov			1
235	11/30/22	901	10-301-000-0000-6410 Office Supplies	15.99	D	Amazon.Com, Inc.	2 Thermometers - Marta & Steve			1
236	11/30/22	901	10-301-000-0000-6410 Office Supplies	59.98	D	Amazon.Com, Inc.	Weather radios for highway			1
237	11/30/22	901	10-302-000-0000-6801 Osha/Safety Supplies	53.73	D	Fleet Farm Group, Llc	Hi visibility rain suit			1
238	11/30/22	901	10-302-000-0000-6801 Osha/Safety Supplies	75.96	D	Amazon.Com, Inc.	Hard hats			1
239	11/30/22	901	10-302-000-0000-6801 Osha/Safety Supplies	169.20	D	Amazon.Com, Inc.	OSHA ladder			1
240	11/30/22	901	10-303-000-0000-6261 Conference & Training	360.00	D	Regents Of Univ Of Minn	Recert - Jensen, Koch, Tschopp			1

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RRN	Audit Date	Aud Seq	Account/Formula	Trans Amt	D/C	Desc 1	Desc 2	RC1	RC2	Basis
241	11/30/22	901	10-303-000-0000-6261 Conference & Training	500.00	D	Minnesota State Colleges	Tschopp Inspector Recert			1
242	11/30/22	901	10-303-000-0000-6261 Conference & Training	500.00	D	Minnesota State Colleges	Inspector training-Koch			1
243	11/30/22	901	10-303-000-0000-6330 Travel Expenses	217.57	D	Regency Midwest Vent Lp	Lodging - Ilkka			1
244	11/30/22	901	10-303-000-0000-6510 Engineering & Surveying Supplies	79.99	D	Cabela's Wholesale, Llc	Hip waders - Koch			1
245	11/30/22	901	10-303-000-0000-6510 Engineering & Surveying Supplies	5.98	D	Fleet Farm Group, Llc	Vinegar for lab			1
246	11/30/22	901	10-304-000-0000-6511 Maint Shop Supplies & Materials	0.39	D	Fleet Farm Group, Llc	Bulk hardware			1
247	11/30/22	901	10-304-000-0000-6511 Maint Shop Supplies & Materials	35.88	D	Fleet Farm Group, Llc	RV Antifreeze (12)			1
248	11/30/22	901	10-304-000-0000-6511 Maint Shop Supplies & Materials	57.22	D	Lowes Companies, Inc.	Valves & hardware			1
249	11/30/22	901	10-304-000-0000-6511 Maint Shop Supplies & Materials	47.98	D	Wen-Col Inc	Belts			1
250	11/30/22	901	10-304-000-0000-6520 Machinery/Vehicle Parts	266.88	D	J&s Repair, Inc	1/2" blade, unit#2181			1
251	11/30/22	901	10-304-000-0000-6520 Machinery/Vehicle Parts	6.98	D	Lowes Companies, Inc.	Grommit, unit#2212			1
252	11/30/22	901	10-304-000-0000-6520 Machinery/Vehicle Parts	972.07	D	United Farmers Cooperativ	Parts, unit#2212&2211			1
253	11/30/22	901	10-304-000-0000-6540 Fuel & Lubricants	25.17	D	Kwik Trip Inc	Fuel for generator, unit#2193			1
254	11/30/22	901	10-304-000-0000-6540 Fuel & Lubricants	61.56	D	Kwik Trip Inc	Fuel, unit#9998			1
255	11/30/22	901	81-000-000-0000-1001 Cash	432.81	C	BMO Charges Nov	BMO Charges Nov			1
256	11/30/22	901	81-230-000-0000-6215 Postage	129.60	D	United States Postal Serv	Stamps			1
257	11/30/22	901	81-230-000-0000-6410 Office Supplies	8.99	D	Amazon.Com, Inc.	Tape refill rolls			1
258	11/30/22	901	81-230-000-0000-6410 Office Supplies	119.98	D	Amazon.Com, Inc.	Air Purifier Filters			1
259	11/30/22	901	81-230-000-0000-6410 Office Supplies	46.30	D	Amazon.Com, Inc.	Humidifier Filters			1
260	11/30/22	901	81-230-000-0000-6410 Office Supplies	127.94	D	Amazon.Com, Inc.	Humidifier Filters			1

Steele County
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RRN	Audit Date	Aud Seq	Account/Formula	Trans Amt	D/C	Desc 1	Desc 2	RC1	RC2	Basis
			Debit Total	50,071.15		Credit Total	50,071.15	Net:	0.00	

PERSONNEL REPORT
December 27, 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>
Benjamin Wilson (transfer)	Assessment Tech I/Assessor's Office	B23/7	12/05/22
Sheilan Hamasoor	Asst. Cty. Attorney I/Attorney's Office	C43/5	12/29/22

Resignations/Retirements/Terminations:

<i>Name</i>	<i>Position</i>	<i>Department</i>	<i>End Date</i>
Aaron Guzman	Road Deputy	Sheriff's Office	12/29/22
Laura Ihrke (retirement)	County Auditor	Auditor's Office	12/30/22
Sasha Henning	Sr. Asst. Cty. Attorney	Attorney's Office	04/28/23

Open Positions-Pending Board Approval:

<i>Position</i>	<i>Department</i>	<i>Notes</i>
Road Deputy	Sheriff's Office	Backfill Guzman
Assistant County Attorney	Attorney's Office	Backfill Henning

STAFFING STATUS (Information Only – No Action Required)

Open Positions - Approved to Fill:

<i>Position</i>	<i>Department</i>	<i>Notes</i>
Correctional Officers (4)	Det. Center/Sheriff's Office	Backgrounding 2; Recruiting 2
Corporal	Det. Center/Sheriff's Office	Offer Pending
Landfill Operator	Admin/PW	Offer Pending
Health Educator	Public Health	Recruiting
Road Deputy (2)	Sheriff's Office	Recruiting
Health Services Asst/LPN (.5 FTE)	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: Body Art Establishment License

Department: Auditor's Office

Committee Meeting Date: December 20, 2022

Board Meeting Date: December 27, 2022

Consent Agenda: ☒ Yes ☐ No

Resolution: ☐ Yes ☒ No

Policy Committee Recommendation:

Recommendation:

Approve Renewal of Body Art Establishment license for Seven Tattoo Parlor and Thee Dragon's Lair.

Background (*Including Budget Impact*):

This is an annual renewal for a Body Art Establishment License. An application and annual fee of \$300.00 has been submitted.

Attachments:



Steele County Agenda Item

Subject: Petty Cash and Cash Change Funds

Department: Treasurer's Office/Finance

Committee Meeting Date:

Board Meeting Date: December 27, 2022

Consent Agenda: ☐ Yes ☒ No

Resolution: ☒ Yes ☐ No

Policy Committee Recommendation:

Recommendation:

Adopt resolution to appropriate petty cash and cash change fund to listed departments

Background (*Including Budget Impact*):

The attached resolution is to appropriate cash for petty cash and change funds to the respective departments listed.

Attachments:

Resolution – Petty Cash/Cash Change Funds

RESOLUTION

Petty Cash/Cash Change Funds

BE IT RESOLVED, that the following amounts be appropriated for Petty Cash/Change Funds to the following listed departments as custodians of these funds in Steele County for 2023:

Department	Petty Cash	Change Fund
Treasurer	\$ -	\$ 500
Recorder	-	200
LEC - Records Dept	-	200
Sheriff's Advance	200	-
Sheriff's Civil	50	-
Planning & Zoning	-	100
Four Seasons	-	100
Public Health	-	25
Road & Bridge	-	50
Landfill	-	500
Totals	<u>\$ 250</u>	<u>\$ 1,675</u>

Chairman

Attest: _____
Auditor

CERTIFICATION

I hereby certify that the above is a true and correct copy of a Resolution duly passed, adopted and approved by the County Board of said County on the 27th day of December, 2022.

Steele County Auditor



Steele County Agenda Item

Subject: Resolution - Approve Final Payment for Contract No. 222202; CP 074-022-002

Department: Highway

Committee Meeting Date: N/A

Board Meeting Date: December 27, 2022

Consent Agenda: ☒ Yes ☐ No

Resolution: ☒ Yes ☐ No

Policy Committee Recommendation:

N/A

Recommendation:

Resolution – Approve Final Payment for Contract No. 222202: CP 074-022-002 to Crane Creek Asphalt in the amount of \$81,193.74.

Background (*Including Budget Impact*):

This project provided bituminous overlays on CR 177, CR 190, CSAH 22, CSAH 34 and CSAH 48 in 2022. The final contract amount was \$1,622,924.77

Attachments:

Resolution – Certificate of Final Acceptance

Contract No.: 222202
Final Pay Request No.: 4

**Steele County Highway Department
Certificate of Final Contract Acceptance
County Board Acknowledgement**

Contract Number: 222202
Contractor: Crane Creek Asphalt
Date Certified: November 15, 2022
Final Pay Request Number: 4

Whereas; Contract No. 222202 has in all things been completed, and the County Board being fully advised in the premises, now then be resolved; that we do hereby accept said completed project for and in behalf of the Steele County Highway Department and authorize final payment as specified herein.

I, _____, County Auditor within and for said county do hereby certify that the foregoing resolution is a true and correct copy of the resolution on file in my office.

State of Minnesota
County of Steele

Dated this ____ day of _____, 20__

At _____

Signed by _____
County Auditor
(SEAL)



Steele County Agenda Item

Subject: Resolution - Approve Final Payment for Contract No. 221242; SAP 074-612-042 and SAP 074-618-030

Department: Highway

Committee Meeting Date: N/A

Board Meeting Date: December 27, 2022

Consent Agenda: ☒ Yes ☐ No

Resolution: ☒ Yes ☐ No

Policy Committee Recommendation:

N/A

Recommendation:

Resolution – Approve Final Payment for Contract No. 221242: SAP 074-612-042 and SAP 074-618-030 to Crane Creek Asphalt in the amount of \$41,822.26.

Background (*Including Budget Impact*):

This project reclaimed the pavements on CSAH 12 from NW 19th Ave to CSAH 8 and on CSAH 18 from CSAH 33 to CSAH 17 in 2022. The final contract amount was \$4,182,226.02.

Attachments:

Resolution – Certificate of Final Acceptance

Contract No.: 221242
Final Pay Request No.: 5

**Steele County Highway Department
Certificate of Final Contract Acceptance
County Board Acknowledgement**

Contract Number: 221242
Contractor: Crane Creek Asphalt
Date Certified: November 11, 2022
Final Pay Request Number: 5

Whereas; Contract No. 221242 has in all things been completed, and the County Board being fully advised in the premises, now then be resolved; that we do hereby accept said completed project for and in behalf of the Steele County Highway Department and authorize final payment as specified herein.

I, _____, County Auditor within and for said county do hereby certify that the foregoing resolution is a true and correct copy of the resolution on file in my office.

State of Minnesota
County of Steele

Dated this ____ day of _____, 20__

At _____

Signed by _____
County Auditor
(SEAL)



Steele County Agenda Item

Subject: Contract with Soil & Water for Ditch Inspector Duties

Department: Auditor's Office

Committee Meeting Date: December 20, 2022

Board Meeting Date: December 27, 2022

Consent Agenda: ☒ Yes ☐ No

Resolution: ☐ Yes ☒ No

Policy Committee Recommendation:

Approve the Contract for Ditch Inspector Services for 2023 with the Soil & Water Conservation District

Recommendation:

Approve the Contract for Ditch Inspector Services for 2023 with the Soil & Water Conservation District

Background (*Including Budget Impact*):

The county has had a contract with the Soil & Water Conservation District for Ditch Inspector duties for the last couple years and would like to continue this agreement for another year. They are responsible for answering calls from landowners, inspecting the ditch systems and making necessary repairs.

The Ditch Inspectors are requesting an increase for 2023 from \$42/hour to \$47/hour. They have not had an increase since we started contracting with them in 2019.

Attachments:

Agreement

STEELE COUNTY CONTRACTED SERVICES - DITCH INSPECTOR

The County of Steele, acting as Drainage Authority, 630 Florence Ave Owatonna, MN hereinafter referred to as the Drainage Authority, and Steele County Soil and Water Conservation District, hereinafter referred to as the “Ditch Inspector”, enter into the Agreement for the period January 1, 2023 until December 31, 2023.

I. Scope of Services

The Drainage Authority agrees to appoint a drainage inspector, pursuant to Minnesota Statutes 103E.065, and the Ditch Inspector agrees to furnish services described as follows:

- Receive and respond to issues or problems regarding the county’s 30 agricultural drainage systems including 10 Judicial, 13 County, and 7 Public Tile Ditches.
- Take calls; answer questions and provide advice to landowners.
- Visit sites and inspect ditches to determine or confirm issues.
- Coordinate other vendors to perform work if needed.
- Interpret maps, engineering data, and statutes to determine work guidance, project specifications and financial responsibilities.
- Work with the Soil and Water Conservation District, Army Corp of Engineers, state departments and County officials regarding issues when appropriate.
- Coordinate vendors to resolve ditch issues within the policies and spending thresholds as established by the Drainage Authority.
- Monitor vendor performance and authorize payment accordingly.
- Facilitate meetings with landowners to resolve ditch maintenance issues affecting larger projects.
- Work closely with landowners when a ditch problem affects multiple landowners.
- Make County Board presentations concerning work that has been completed, status of on-going projects and future work plans.
- Report directly to the Auditor.

The Ditch Inspector agrees to maintain books, records, documents, and other evidence, which sufficiently reflect services, provided through this Agreement. These books, records and documents, and other information relevant to the Agreement, shall be subject at all reasonable times to inspection, review or audit on site by personnel of the County, personnel authorized by the County, and either the Legislative Auditor or the State Auditor as appropriate. In addition, all data collected, created, received, maintained or disseminated by the Ditch Inspector pursuant to this agreement is governed by the Minnesota Government Data Practices Act, pursuant to Minn. Stat. §13.05, Subd. 11. The Ditch Inspector agrees to maintain records under this Agreement. The Ditch Inspector shall have the authority to spend up to \$10,000 per ditch per year on any ditch project. For projects greater than \$10,000, the Ditch Inspector will obtain approval from the Drainage Authority prior to work commencing. The Drainage Authority shall remain the decision maker for all ditch policy and the Ditch Inspector shall serve to carry out the ditch related duties identified in this agreement.

The Drainage Authority may duplicate, use and disclose in any manner consistent with the provisions of the Data Privacy Clause in this Agreement, and have others do so, all data delivered under this Agreement.

The Drainage Authority may evaluate the performance of the Ditch Inspector in regard to the provisions of this Agreement at any time. The Drainage Authority reserves the right to authorize independent evaluations under this paragraph.

II. Payment

The Ditch Inspector agrees to perform the described services at the rate of \$47 per hour for a total amount not to exceed \$25,000.00 annually for the term of this Agreement. Also included in this rate are all transportation costs necessary to carry out the responsibilities of this contract. Fractional amounts shall be billed in fifteen-minute increments. Payment is contingent on submission of the following information: dates of service, amount of time worked on each date, and the description of activities by specific county ditch. Other reasonable reimbursable expenses excluding mileage, shall be billed in the same manner.

The Ditch Inspector shall submit an invoice for services purchased on a form acceptable to the Drainage Authority on a quarterly basis. Bills will be submitted within sixty (60) days of the last day of each quarter. Except as provided below, the Drainage Authority shall make payment to the Ditch Inspector within thirty (30) days of the date on which the invoice is received. The Drainage Authority has the absolute right to refuse to make payment on invoices received or postmarked more than ninety (90) days after the last date the invoiced services were performed.

III. Indemnity and Insurance

The Ditch Inspector agrees to defend and indemnify the Drainage Authority, its officials, employees and agents from any and all liability, loss or damage they may suffer as a result of claims, demands, judgments or costs, including reasonable attorney's fees, arising out of or related to Ditch Inspector's performance of this Agreement. Ditch Inspector agrees to provide certification of liability insurance meeting, at minimum, the liability caps provided by Minn. Stat. §466.04 and workers compensation insurance.

IV. Independent Ditch Inspector Status

Ditch Inspector is an independent Ditch Inspector and nothing herein contained shall be construed to create the relationship of employer and employee between Drainage Authority and Ditch Inspector. Ditch Inspector shall at all times be free to exercise initiative, judgment and discretion as to how best to perform or provide services. Ditch Inspector acknowledges and agrees that Ditch Inspector is not entitled to receive any of the benefits received by Drainage Authority's employees and is not eligible for Worker's or Unemployment Benefits. Ditch Inspector also acknowledges and agrees that no withholdings or deduction for state or federal income taxes, FICA, FUTA, or otherwise, will be made from the payments due Ditch Inspector and that it is the Ditch Inspector's sole obligation to comply with the applicable provisions of all federal and state tax laws.

VI. Modification of Agreement

Any alterations, variations, modifications, or waivers of provisions of this Agreement shall only be valid when they have been reduced to writing, signed by authorized representatives of the Drainage Authority and the Ditch Inspector, and attached to the original of this Agreement.

VII. Default

1. Unless the Ditch Inspector's default is excused under the provisions of this Agreement, the Ditch Inspector, after receipt of notice by the Drainage Authority of any circumstances warranting cancellation of this Agreement, shall have ten (10) days (or such longer period as the Drainage Authority may authorize in writing) after receipt of notice from the Drainage Authority to cure the specified failure.

2. If the Ditch Inspector fails to remedy the specified condition after notice within the prescribed period of time, then the Drainage Authority may upon written notice immediately cancel the whole or any part of this Agreement.
3. Waiver of any default shall not be deemed to be a waiver of any subsequent default. Waiver or breach of any provision of this Agreement shall not be construed to be modification of the terms of authorized representative of the Drainage Authority and attached to the original Agreement.
4. The rights and remedies of the Drainage Authority provided in this clause shall not be exclusive and are in addition to any other rights and remedies provided by law or under this Agreement.

VIII. Cancellation and Finalization

1. This Agreement or portion thereof may be cancelled by either party at any time, with or without cause, upon thirty (30) days written notice, delivered by mail or in person.
2. After receipt of a notice of cancellation, and except as otherwise directed, the Ditch Inspector shall:
 - a) Discontinue provision of Purchased Services under this Agreement on the date, and to the extent specified, in the notice of cancellation.
 - b) Cancel all orders to the extent that they relate to the performance of Purchased Services cancelled by the notice of cancellation.
 - c) Complete performance of such Purchased Services as shall not have been cancelled by the notice of cancellation.
 - d) Submit a revenue and expense statement for the performance of Purchased Services prior to the effective date of cancellation within thirty (30) days of said date.
 - e) Maintain all records relating to performance of the cancelled portion of the Agreement as may be required by the Drainage Authority.

IX. Merger

It is understood and agreed that the entire Agreement between the parties is contained herein and that this Agreement supersedes all oral agreements and negotiations between the parties relating to the subject matter hereof, as well as any previous agreements presently in effect between the Ditch Inspector and the County relating to the subject matter hereof. All items referred to in this Agreement are incorporated or attached and are deemed to be part of this Agreement.

IN WITNESS WHEREOF, the Drainage Authority and the Ditch Inspector have executed this Agreement, this ____ day of _____ 2022.

STEELE COUNTY

DITCH INSPECTOR

BY _____
Chair, Steele County Board of Commissioners

BY _____

Title: _____

DATE _____

DATE _____

BY _____
Scott Golberg, Steele County Administrator

BY _____
Eric Gulbransen, Steele SWCD Manager

DATE _____

DATE _____



Steele County Agenda Item

Subject: 2023 Fee Schedule

Department: Administrator's Office

Committee Meeting Date: December 20, 2022

Board Meeting Date: December 27, 2022

Consent Agenda: ☐ Yes ☒ No

Resolution: ☐ Yes ☒ No

Policy Committee Recommendation:

Committee recommends bring to the Board.

Recommendation:

Administrator recommends approval of the proposed 2023 fee schedule

Background(Including Budget Impact):

Department Heads prepare an updated fee schedule each year for Board approval. This process allows for appropriate adjustments to fees and to consolidate the fees into one document for transparency.

Attachments:

Proposed fee schedule

2023- Steele County Fee Schedule DRAFT

Public Hearing 12/27/2022 at 5:15 p.m. Steele County Admin. Center, 630 Florence Ave in Owatonna, Boardroom

General

Type	Fee Description	2022 Approved Fees	2023 Recommended - Draft
	Copy Costs - Unless cost noted elsewhere or put Minn. Stat.		
	≤100 pages	\$.25 per side/page	\$.25 per side/page
	Most other types of copies	Actual Cost	Actual Cost

Auditor's Office

Type	Fee Description	2022 Approved Fees	2023 Recommended - Draft
Licenses			
	Auctioneer License*	\$20	\$20
	Dangerous Dog	\$100/year	\$100/year
	Dangerous Dog Appeals Hearing Fee	\$100	\$100
	Dangerous Dog Registration Fee (Renewal)	\$100	\$100
	Liquor Licenses		
	3.2 Liquor License (Off-Sale)	\$20	\$20
	3.2 Liquor License (On-Sale)	\$50	\$50
	Liquor License	\$2,500	\$2,500
	Sunday Liquor License	\$200	\$200
	Wine License	\$200	\$200
	Precious Metals	\$50	\$50
	Tobacco License	\$200	\$200
Maps/Plat Books			
	E-911 Map	\$3	\$3
	Plat Book (Old)	\$7	\$7
	Plat Book (New)	\$20	\$20
	Delinquent Tax Publishing Fee	\$20	\$20
	Plat Fee	\$300	\$300
	Special Assessment/Tax Search	\$10	\$10
	Voter Certificate	\$3	\$3

Community Corrections

Type	Fee Description	2022 Approved Fees	2023 Recommended - Draft
Adult Supervision Fees			
	Adult Felony Supervision Fee	\$400	\$400
	Adult Gross Misdemeanor Supervision Fee	\$300	\$300
	Adult Misdemeanor Supervision Fee	\$200	\$200
	Supervised Release: up to 12 months	\$200	\$200
	Supervised Release: 1 year+	\$400	\$400
	Pre-trial Drug Testing Fee	\$5/test	\$5/test
	Drug Testing Fee	\$75	\$75
	Courtesy Testing Fee	\$10/test	\$10/test
	Lab Positive Confirmation	\$25/per drug	\$35/per drug
Program/Screening Fees			
	Cognitive Skills Class "T4C"	\$50	\$50
	Driving w/Care	\$20	\$20
	Domestic Violence Inventory	\$25	\$25
	Domestic Violence Education Program	\$320	\$320
	Substance Abuse Subtle Screening Inventory	\$25	\$25
	Adult Diversion	\$200	\$200
	Juvenile Diversion Fees	\$50	\$50
SCRAM Fees*			
	Remote Breath Device	\$10/day	\$10/day
	SCRAM - Direct Connect/Base Station	\$10/day	\$10/day
	SCRAM - House Arrest/Ethernet Base Station	\$11/day	\$11/day

*For all non-REAM clients, first two weeks must be paid up front.

Detention Center			
Type	Fee Description	2022 Approved Fees	2023 Recommended - Draft
Detainee Fees			
	Copy Service Fee	\$1 per request	\$1 per request
	Copy Fee	\$0.25 per page	\$0.25 per page
	Booking Fee	\$20	\$20
	Finger Printing (up to two cards)*	\$20	\$20
	Intake Fee	\$10	\$10
	Medical Co-Pay	\$10	\$10
	UA Fee	\$10	\$10
	UA Fee (Lab Verified)	\$45	\$45
	Work Release	\$25	\$25
	Work Release (Out of County)	\$60	\$60
Extension Office			
Type	Fee Description	2022 Approved Fees	2023 Recommended - Draft
Community Center			
	Room Rental	\$125/day	\$125/day
	Refundable Damage Deposit	\$400	\$400
Community Garden		\$30/plot	\$30/plot
Four Seasons Centre			
Type	Fee Description	2022 Approved Fees	2023 Recommended - Draft
Complex Rental			
	East Rink	\$1075 First Day \$975 Second Day	\$1,100 First Day \$1,000 Second Day
	West Rink	\$975 First Day \$875 Second Day	\$1,000 First Day \$975 Second Day
	Entire Complex	Contact Manager	Contact Manager
	Admission Charged Event	\$1,750/day	\$1,750/day
Ice Rental			
	Ice (regular season)	\$175/hour	\$180/hour
	Ice (Summer)	\$150/hour	\$160/hour
Geographic Information System (GIS)			
Type	Fee Description	2022 Approved Fees	2023 Recommended - Draft
Mapping Services			
	Professional Service Fee	\$50/hour (one hour minimum)	\$50/hour (one hour minimum)
Land Records Mapping			
	Parcel Splits/Reconfigurations	\$75	\$75
Printed Media			
	8.5" x 11"	\$5	\$5
	Parcel info w/image 8.5" x 11"	\$5	\$5
	11" x 17"	\$6	\$6
	Plotter ≤ 24" x 36"	\$15	\$15
	Plotter > 24" x 36"	\$25	\$25
Highway			
Type	Fee Description	2022 Approved Fees	2023 Recommended - Draft
Utility Permit			
	Registration Fee	\$30/utility owner	\$30/utility owner
	Registration Bond	\$10,000/utility owner	\$10,000/utility owner
	Annual Construction	\$90/year	\$90/year
	Utility	\$30/project	\$30/project
Work in R.O.W. Permit			
	Tile Crossing /Drainage	\$100/location	\$100/location
	Residential Driveway or Field Entrance	\$100/access	\$100/access
	Commercial Access or Street	\$250/access	\$250/access
	Culverts, Bands, & Aprons	Actual Cost	Actual Cost
	Culvert Handling Fee	\$.50/lineal foot	\$.50/lineal foot
	Special Farm Product Permit - 6 axle*	\$300 Per Minn. Stat. §169.865	\$300 Per Minn. Stat. §169.865
	Special Farm Product Permit - 7 axle*	\$500 Per Minn. Stat. §169.865	\$500 Per Minn. Stat. §169.865

Highway, cont...			
Type	Fee Description	2022 Approved Fees	2023 Recommended - Draft
Transportation Permit			
	House Moving	\$60/load	\$60/load
	Oversize/Overweight	\$30/load	\$30/load
	Oversize (Annual)	\$150 per vehicle	\$150 per vehicle
Intersection Modification Permit			
	Temporary Modification Permit	\$30/radius	\$30/radius
	Temporary Modification Security	\$100,000/project	\$100,000/project
Swing Away Mailbox Posts			
	Post Assembly (Materials Only)	\$120/Assembly	\$120/Assembly
	Post Assembly (Installed)	\$185/Installed	\$185/Installed
E911 Rural Address Signs			
	New Address & Installation	\$107/Installation	\$160/Installation
	Replacement	\$78/installation	\$109/Installation
	Repair (Sign & Hardware)	\$32/sign	\$40/Sign
	Repair (Post)	\$11/post	\$15/Post
	Repair (Installation)	\$35/installation	\$54/Installation
Rural Business Signs			
	New Installation	\$400/installation	\$400/Installation
	Replacement/Repair of Sign Assembly	\$200/assembly	\$200/Assembly
Field Tile Signs			
	New Installation	\$78/installation	\$109/installation
	Sign & Hardware	\$32/sign	\$40/Sign
	Post	\$11/post	\$15/Post

Landfill			
Type	Fee Description	2022 Approved Fees	2023 Recommended - Draft
Mixed Solid Waste			
	Gate Rate	\$74/ton gate rate	\$74/ton gate rate
	Contracted Rate	\$45/ton	\$45/ton
	Cars	\$17 ea.	\$17 ea.
	Pickups	\$27 ea.	\$27 ea.
Demolition/Debris			
	Large Trucks	\$29/ton	\$29/ton
	Pickup (each)	\$20 ea.	\$20 ea.
	Concrete (clean and separated)	\$6 ton/yd	\$6 ton/yd
Special Wastes			
	Appliances/Air Conditioners (each)	\$13 ea.	\$13 ea.
	TV's, Computer Monitors (each)	\$20 ea.	\$20 ea.
	Misc. Electronics (VCR's, DVD's, CPU's, etc.)	\$5 ea.	\$5 ea.
	Tires (each)	\$400/ton	\$400/ton
	Motorcycle	\$4 ea.	\$4 ea.
	Car	\$5 ea.	\$5 ea.
	Truck	\$15 ea.	\$15 ea.
	Tractor	\$30 ea.	\$30 ea.
	Tracks (Tractor/Skid loader)	\$100 ea.	\$100 ea.
	Asbestos	\$100 ton	\$100 ton
		\$50 ea.	\$50 / Pickup
		\$10 bag	\$10 bag
	Industrial Waste	\$74/ton	\$74/ton
	Petroleum Contaminated Soil	\$10/ton	\$10/ton
	Mattresses & Box Springs	\$500/ton	\$500/ton
		\$25/each	\$25 ea. / recycled
			\$50 ea. / Non-Recycled

Planning & Zoning			
Type	Fee Description	2022 Approved Fees	2023 Recommended - Draft
Building Permits:			
	Project Valuation		
	\$1 to \$2,000	\$69.25	\$69.25
		\$69.25 for first \$2,000 + \$14.00 for each add.	\$69.25 for first \$2,000 + \$14.00 for each add.
	\$2001 to \$25,000	\$1,000	\$1,000
		\$391.25 for first \$25,000 + 10.10 for each add.	\$391.25 for first \$25,000 + 10.10 for each add.
	\$25,001 to \$50,000	\$1,000	\$1,000
		\$643.75 for first \$50,000 + \$7 for each additional \$1,000	\$643.75 for first \$50,000 + \$7 for each additional \$1,000
	\$50,001 to \$100,000	\$1,000	\$1,000
		\$993.75 for first \$100,000 + \$5.60 for each add.	\$993.75 for first \$100,000 + \$5.60 for each add.
	\$100,001 to \$500,000	\$1,000	\$1,000
		\$3233.75 for first \$500,000 + \$4.75 for each add.	\$3233.75 for first \$500,000 + \$4.75 for each add.
	\$500,001 to \$1,000,000	\$1,000	\$1,000
		\$5,608.75 for first \$1,000,000 + \$3.15 for each add.	\$5,608.75 for first \$1,000,000 + \$3.15 for each add.
	\$1,000,001 and up	\$1,000	\$1,000
Building Permits:			
	Demolition Permit	\$69/ea.	\$69/ea.
	Gas/Mechanical	\$69/ea.	\$69/ea.
	Plumbing Permit	\$69/ea.	\$69/ea.
	Re-roof (Residential Only)	\$69/ea.	\$69/ea.
	Re-siding (Residential Only)	\$69/ea.	\$69/ea.
	Replacement windows (Residential Only)	\$69/ea.	\$69/ea.
	Retaining Wall over 4 ft. in height	\$69/ea.	\$69/ea.
	Manufactured Home Placement	\$350/ea.	\$350/ea.
	Prefab Home	\$400/ea. + foundation permit	\$400/ea. + foundation permit
	Inspections outside of business hours (2 hr. min charge)	\$47/ea.	\$47/hr.
	Re-inspections fees as allowed by code	\$47/ea.	\$47/ea.
	Inspections for which no fee is specifically indicated	\$47/ea.	\$47/ea.
	Additional plan review required by changes, additions or revisions to plans	\$47/ea.	\$47/ea.
	Use of outside consultants for plan checking, inspections, or both	Actual Cost	Actual Cost
	After the fact permit investigation fee	Double Permit Fee	Double Permit Fee
	Plan Review Fee	65% of permit fee	65% of permit fee
	State Surcharge	0.0005 x valuation or \$1.00 on fixed fees	0.0005 x valuation or \$1.00 on fixed fees
Agricultural:			
	Agricultural Construction Permit (≤\$50,000)	\$75/ea.	\$75/ea.
	Agricultural Construction Permit (>\$50,000)	\$150/ea.	\$150/ea.
Septic Construction Permits:			
	Type I, II & III Systems(≤2500 gpd)	\$300/ea.	\$300/ea.
	Type IV and Type V Systems (≤2500 gpd)	\$500/ea.	\$500/ea.
	Any Systems Greater than 2500 gpd	\$800/ea. + \$200 per additional hook-up	\$800/ea. + \$200 per additional hook-up
Septic Operating Permits		\$50/ea.	\$50/ea.
Feedlot Permits:			
	New or Expanded Feedlot	\$1.00/animal unit	\$1.00/animal unit
	Registration Fee <300 AU	\$50/feedlot	\$50/feedlot
	Registration Fee ≥300 AU	\$150/feedlot	\$150/feedlot

Planning & Zoning, cont...			
Type	Fee Description	2022 Approved Fees	2023 Recommended - Draft
Land Use Permits:			
	Conditional Use Permit Application	\$400/ea.	\$400/ea.
	Variance Application	\$300/ea.	\$300/ea.
	Administrative Appeal	\$300/ea.	\$300/ea.
	Rezoning Application	\$500/ea.	\$500/ea.
	Platting	\$500/ea. + \$50/lot over 10	\$500/ea. + \$50/lot over 10
	Special Meeting	Double Application Fee	Double Application Fee
	(Planning Commission or Board of Adjustment)		
	Shoreland Alteration/Construction Permit	\$100	\$100
	EAW/EIS	Costs Associated with Preparation	Costs Associated with Preparation
Solid Waste			
	Hauling Licenses	\$25/business/year	\$25/business/year
Public Health			
Type	Fee Description	2022 Approved Fees	2023 Recommended - Draft
Visits, Education & other Fees			
	Public Health Nurse Visit	\$165	\$180.00
	Public Health Nurse Office Visit	\$75	\$75.00
	School Nurse & Other nursing contracts	\$90/hour	\$90/hour
	Physical Therapy Visit	\$125	\$125.00
	Home Health Aide	\$15/15 minutes	\$16.25/15 minutes
	Homemaker	\$10.75/15 minutes	\$10.75/15 minutes
	Case Management	\$135/hour	\$135/hour
	Interpreter Fee	\$50/hour	\$50/hour
	Car Seat Education	\$120	\$120.00
Screening and Tests Fees			
	Blood Lead Screening	\$70	\$74.00
	Cholesterol Screening	\$25	\$25.00
	Diabetic Screening	\$11	\$11.00
	PCA Assessment	\$400	\$400.00
	Post-Partum Depression Screening	\$55	\$55.00
	Pregnancy Test	\$65	\$65.00
	Tuberculin Skin Test	\$45	\$45.00
Vaccinations / Immunizations			
	Immunization - Donation per treatment	\$10	\$10.00
	Flu Vaccination	\$45	\$52.00
	Flublok Quadriavalent		\$93.00
	Flu Vaccination High Dose	\$78	\$93.00
	Flu Vaccination Administration - WIC eligible, non-MNVFC eligible	\$10	\$24.00
	Tdap Immunization (Private)	\$55	\$60.00
	Td Immunization (Private)	\$54	\$60.00
Vaccinations / Immunizations			
	Hepatitis B Immunization (Private)	\$54	\$54.00
	Hepatitis B Heplisav		\$110.00
	Hepatitis A Immunization (Private)	\$59	\$59.00
	Worksite Education	\$120 for 1st hour + \$50 for each addl 30 minutes	\$120 for 1st hour + \$50 for each addl 30 minutes
Supplies Used in Care*:		Fees for Medical Assistance & Medicare Services established by DHS & CMS	Fees for Medical Assistance & Medicare Services established by DHS & CMS
Body Art Licenses			
	Establishment	\$300/year	\$400/year
	Multi-Event Temporary Permit	\$100/year	\$100/year
	Single Event Temporary Permit	\$50	\$50.00
	Body Art Mobile Establishment	\$100/year	\$100/year

Public Health, cont...			
Type	Fee Description	2022 Approved Fees	2023 Recommended - Draft
Water Testing Fees (Inc. courier cost)			
	Coliform Bacteria & Nitrate+Nitrite	\$55	\$60.00
	Coliform Bacteria (Present or Absent)	\$50	\$55.00
	Nitrate+Nitrite Nitrogen	\$50	\$55.00
	Sulfate	\$50	\$55.00
	Fluoride	\$50	\$55.00
	Manganese	\$50	\$55.00
	Arsenic	\$50	\$55.00
	Lead	\$50	\$55.00
	Hardness	\$65	\$70.00
	Iron	\$55	\$60.00
	Iron Bacteria	\$80	\$85.00
	Ecoli		\$55.00

Recorder's Office			
Type	Fee Description	2022 Approved Fees	2023 Recommended - Draft
General Fees			
	Copies	\$1/page	\$1/page
	Emailing Documents	\$1/fee + \$1/page	\$1/fee + \$1/page
	Emailing Tract Indexes	\$5/tract index	\$5/tract index
	Emailing a plat	\$5/plat	\$5/plat
	Research Fee	\$50.00/hour	\$50.00/hour
	Laredo Fee (Online searching per month)	\$70 to \$520/fee based on plan selection	\$70 to \$520/fee based on plan selection
Vital Statistics			
	Birth Certificate (Certified)*	\$26.00	\$26.00
	Birth Certificate (Certified) - Additional Copies*	\$19.00	\$19.00
Marriage			
	Marriage License - Reduced Fee*	\$40.00	\$40.00
	Marriage License - Regular Fee*	\$115.00	\$115.00
	Marriage Certificate License (Certified Copy)	\$9.00	\$9.00
	Marriage Ceremony Only	\$75.00	\$75.00
	Marriage Certificate - Amend		\$20.00
Passports			
	Passport Application Fee*	Contact Recorder's Office	Contact Recorder's Office
	Passport Photos	\$20	\$20
Ordination			
	Ordination Credentials	\$20.00	\$20.00
Notary			
	Filing of Notary Commission	\$20.00	\$20.00
Recording Fees			
	Document Recording Fee	\$46.00	\$46.00
	Mortgage Registration Tax (Per Thousand)	\$2.30	\$2.30
	Deed Tax (Per thousand)	\$3.30	\$3.30

Sheriff's Office			
Type	Fee Description	2022 Approved Fees	2023 Recommended - Draft
Gun Permit Fees			
	Permit to Purchase	No Charge	No Charge
	Permit to Carry		
	New Permit	\$100	\$100
	Renewal - 0 to 90 Days Prior to Expiration	\$75.00	\$75.00
	Renewal - 1 to 30 Days Past Expiration	\$85.00	\$85.00
	Veteran/Military - Documentation of service needed	\$25.00	\$25.00
	Card Replacement	\$10.00	\$10.00
	Data Change	\$10.00	\$10.00

Sheriff's Office, cont...			
Type	Fee Description	2022 Approved Fees	2023 Recommended - Draft
Records Department			
	Copy Charges		
	1-4 Pages	No Charge	No Charge
	5-9 Pages	\$1.25	\$1.25
	10-99 Pages	.25 Per Page	.25 Per Page
	Disks	\$5.00 Each	\$5.00 Each
	Flash Drives	\$12.00 Each	\$12.00 Each
Civil Processing Fees			
	Paper Services - Flat Rate per Individual Served /		
	Per Case	\$85	\$85
	Foreclosure/Sheriff Sales	\$100	\$100
	Fail to Notify/Postpone/Cancel	\$75	\$75
	Intent to Redeem	\$100	\$100
	Redemptions	\$250	\$250
	Deputy Standby Fee	\$100 Hour	\$100 Hour
	Forfeiture/Tow Storage Fees	\$10.00 Daily	\$10.00 Daily
	Special Deputy		
	Security for Events (4 Hour Minimum)	\$25.00 Hour (\$100 Minimum)	\$25.00 Hour (\$100 Minimum)

Treasurer's Office			
Type	Fee Description	2022 Approved Fees	2023 Recommended - Draft
General Fees			
	Copy of Tax Statement	\$1	\$1
	Escrow Tax Statements	\$3/parcel	\$3/parcel
	Tax Research	\$40/hour	\$40/hour
	Tax Lien Recording and Release		\$30

* indicates a fee where the cost is mandated by Statute or by another entity

Approved Fee Schedule on December XXXXX, 2022

RESOLUTION

SETTING THE 2023 COMMISSIONER SALARY & PER DIEM

BE IT RESOLVED that the salary for the position of Steele County Commissioner be set at \$ 24,232 per year for 2023.

BE IT RESOLVED that the per diem rate shall be set at \$ 80.00 per day. The following meetings, committees, boards, or commissions are deemed to be eligible for per diem payment:

Association of Minnesota Counties (AMC)
Area Agency on Aging
Bixby Subordinated District Service
Cannon River 1W1P Policy Committee
Cannon River Watershed Joint Powers Board
Children's Mental Health Collaborative
Community Corrections Advisory Board
Counties Providing Technology
Criminal Justice Committee
Cultural Diversity Network
Dodge/Steele Community Health Board
Drainage Ditch Meetings and Inspections
Economic Development Authority
Extension Committee
Fair Board Liaison
Hope Drainage
Intergovernmental Committee
Intergovernmental Joint Agency Task Force
Joint Transportation Committee (City/County)
Law Enforcement Center Committee
Law Library Board
MN Counties Intergovernmental Trust
MNPrairie All Commissioner Meeting
MNPrairie County Alliance Meetings
Multi-County Solid Waste Committee

National Association of Counties (NACo)
Parks & Recreation Commission Liaison
Planning Commission Liaison
Recorder's Compliance Fund Committee
Regional Radio Board
Regional Railroad Authority
Resource Conservation & Development
Rice-Steele 911 Dispatch Joint Powers Board
SE Minnesota Association of Regional Trails
SE MN Community Action Agency (SEMCAAC)
SE MN Emergency Communications Board
SE MN Emergency Medical Services
SE MN Recyclers Exchange (SEMREX)
SMART Transit Advisory Board
Soil & Water Conservation District Liaison
Southern Minnesota Tourism
Southern MN Association of Regional Trails
Steele County Historical Society Liaison
Steele County Water Planning Committee
Steele County Weed Management Association
Steele-Waseca Drug Court
U.S. Highway 14 Partnership
Watershed Meetings
Workforce Development Board

In addition, any other official committee, board, or commission appointed by the County Board of Commissioners through the course of the year shall be eligible for per diem payment.

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 27th day of December 2022.

Steele County Auditor



Steele County Agenda Item

Subject: Ditch Interest Rate

Department: Auditor's Office

Committee Meeting Date:

Board Meeting Date: December 27, 2022

Consent Agenda: ☐ Yes ☒ No

Resolution: ☐ Yes ☒ No

Policy Committee Recommendation:

Recommendation:

Set the ditch interest for 2023 at 3%

Background (*Including Budget Impact*):

Annually the County Board sets the interest rate to be charged on ditch liens.
In consultation with the County Treasurer, we recommend the rate be set at 3% for 2023.

Attachments:



Steele County Agenda Item

Subject: Alexander Street Property Purchase

Department: Administrator's Office

Committee Meeting Date: December 27, 2022

Board Meeting Date: December 27, 2022

Consent Agenda: ☐ Yes ☒ No

Resolution: ☐ Yes ☒ No

Recommendation:

Authorize Administrator to finalize the purchase of the property sale in January under these terms:

1. Purchase property for \$859,900
2. Assignment of the current lease until the lease ends 1/31/2024

Background (*Including Budget Impact*):

During our capital projects master planning the county identified the property at 2655 Alexander Street, Owatonna as a potential cost-effective option to serve the identified needs for a facilities shop, Sheriff's evidence storage, and emergency management trailer storage. The estimate cost for new construction is \$1.6 million.

The Board authorized Administrator to enter into a purchase agreement that became effective November 8th and contained an approximate 60-day buyer discovery period that ends in early January.

After negotiating with the owner, it was determined to be in the county's best interest from a cash outlay perspective to purchase the property now for \$859,900 and assume the current lease until it expires. The net cash outlay for property purchase under these terms would be approximately **\$779,400**: \$859,900 (purchase price) - \$110,500 (lease payments for 13 months)

When adding the additional costs for property tax, insurance, and renovations, the total cost for the property purchase is as follows:

$\$779,400 \text{ (net cash outlay)} + \$30,000 \text{ (property tax, insurance)} + \$194,691 \text{ (property renovations)} = \mathbf{\$1,004,091}$

It should be noted that this property also has future expansion potential with soil corrections already completed.

Attachments:

Wold letter



Steele County Agenda Item

Subject: Funds Transfer

Department: Treasurer's Office/Finance

Committee Meeting Date:

Board Meeting Date: December 27, 2022

Consent Agenda: ☐ Yes ☐ No

Resolution: ☐ Yes ☒ No

Policy Committee Recommendation:

Recommendation:

Approve funds transfer of \$1 million from highway fund to the capital fund

Background (*Including Budget Impact*):

During the budgeting process for the 2021 budget, there was a discussion about transferring approximately \$1.0 million from the highway fund to cover capital projects in other County areas. It was discovered that it had been a common practice for many years back that the highway department did not account for the county program aid revenues in their budget. This practice is one of the reasons for the large fund balance in the highway fund. The Administrator, Finance Director, and Highway Engineer concluded to transfer some of the over levied funds to finance the integrator project at the Detention Center when the project was completed, subject to Board approval. The County's outside auditors were consulted and they confirmed that this transfer would comply with the special revenue funds requirements. The integrator project is now complete and staff recommend transferring \$1.0 million from the highway fund to the general fund.



Steele County Agenda Item

Subject: SCDIU Position

Department: Sheriff's Office

Committee Meeting Date: December 1, 2022

Board Meeting Date: December 13, 2022

Consent Agenda: ☐ Yes ☐ No

Resolution: ☐ Yes ☐ No

Policy Committee Recommendation:

Enter the recommendation from the Committee to the Board of Commissioners. This must be filled out for all Board Meeting agenda items. If the item did not go to a committee list as "N/A" or a reason why.

Recommendation:

Include staff recommendation (or list as "Discussion Only" or "Information Only").

Background (*Including Budget Impact*):

The SCDIU is configured of 4 counties and the cities within the counties. The Steele County Sheriff's Office (SCSO) is paying approximately \$60,000 a year to fund an agent from OPD to assist with county drug issues.

The SCSO would place an FTE on the SCDIU, using the \$60,000 and the remainder of costs associated with employment.

The position would be filled by an experienced deputy.

Attachments:

SCDIU Incidents and statistics will be included for the meeting.

Steele County
Position Requisition Form (PRF)

Section 1: Current Position Information

Date Prepared: 11-23-22

Is this a new position? Yes

Title: <u>SCDIU Investigator</u>	Division: <u>SCSO</u>
Former Incumbent: _____	Department: _____
Former Incumbent's Wage: _____	DBM Rating: _____ Step: _____ Full-time/Part-time: <u>FT</u>
Incumbent's Last Working Day: _____	

Section 2: Proposed Position Information

Title: <u>SCDIU Investigator</u>	Division: <u>SCSO</u>
Department: _____	Date of Need: _____
Regular/Seasonal/Temporary: <u>Regular</u> <i>If seasonal or temporary, list state/end dates: _____</i>	

Section 3: Position Type

☐ Supervisory	☐ Non-Supervisory	Full-time/Part-time: ^{Full-Time} Hours per week: <u>40</u>
--------------------------------------	--	---

Section 4: Funding Source (Chart of Accounts)

Fund Code: _____	Department: _____	Program Code: _____	Account: _____	% Percentage: _____
Fund Code: _____	Department: _____	Program Code: _____	Account: _____	% Percentage: _____
Target Salary: _____		Estimated Budget Impact: _____		
Budgeted position: _____		Reallocation: _____		

Section 5: Revenue Source

Grant (Amount/Percent): _____	Reimbursement (Amount/Percent): _____	Levy (Amount/Percent): _____
-------------------------------	---------------------------------------	------------------------------

Section 6: Justification for Position

1. Can the position be filled by a temporary/part-time employee? Yes ☐ No ☒
2. Can the job function be restructured in such a way as to:
- Make the functioning of the department more effective (which may require re-evaluating positions and responsibilities)? Yes ☐ No ☒
 - Contracting with/purchasing services from another agency/government? Yes ☐ No ☒
 - Contracting with a consultant/contractor/vendor? Yes ☐ No ☒
3. Is the position legally mandated and a decision not to fill the position would result in penalties to the County: *If yes, please specify.*
no
4. Does this position require specialized skills/training/licenses that current staff do not possess? *If yes, please specify.*
Yes, SCDIU Task Force Training
5. How is this position critical to achieving departmental goals which are aligned to the strategic initiatives of the County? *Please specify.*
Assistance with lowering drug problems in the county.
6. Provide additional information to justify fulfilling this position (additional cost savings, programmatic initiatives/needs, supports mandated services, etc.)
The SCSO is already paying \$60,000 to OPD to fund an officer on SCDIU. The SCSO would redirect the \$60,000 to the SCSO and our employee.
7. What options were considered for redistribution of job functions to create efficiencies and salary savings for the County?
The SCSO hasn't had an agent on the SCDIU since 2011. The SCSO would short the road coverage if we took a deputy from it to cover SCDIU.

8. If the position were not filled, indicate the organizational impact and recommended action to address the mission critical duties.

The SCSO should have a SCSO employee representing the SCDIU.

9. Will this position require additional resources? (computing equipment, furniture, special accommodations, etc.)

NO, all training and vehicles will be paid for out of the SCDIU budget.

<u>APPROVAL SIGNATURES</u>

Department Head: Sheriff Lon Thiele Date: 11-23-2022

Division Director: _____ Date: _____
(If Applicable)

Human Resources Director: _____ Date: _____

County Administrator Signature: _____ Date: _____

<u>HR USE ONLY</u>

___ Non-Exempt (OT Eligible) ___ Exempt (OT Ineligible)

Bargaining Unit : _____ DBM Rating: _____

Salary amount budgeted for position: _____



Steele County Agenda Item

Subject: Rescind Coroner Services Agreement

Department: Administrator's Office

Committee Meeting Date: December 20, 2022

Board Meeting Date: December 27, 2022

Consent Agenda: ☐ Yes ☒ No

Resolution: ☐ Yes ☒ No

Policy Committee Recommendation:

Recommendation:

Rescind the motion to approve the Coroner Services Agreement from December 13th Board meeting

Background (*Including Budget Impact*):

The Coroner requested a change in the fee schedule before approval.

Attachments:



Steele County Agenda Item

Subject: Coroner Services Agreement

Department: Administrator's Office

Committee Meeting Date: December 20, 2022

Board Meeting Date: December 27, 2022

Consent Agenda: ☐ Yes ☒ No

Resolution: ☐ Yes ☒ No

Policy Committee Recommendation:

Recommendation:

Set the monthly stipend for the County Coroner as listed in Attachment 2 (Fee Schedule) from a 2% increase per year to a 3% increase per year.

Background (*Including Budget Impact*):

The coroner requested a change in the fee schedule before approval. She is requesting a 3% increase per year vs a 2% increase. For the past four years she has received at 3% and is requesting a continuation of the previous arrangement which is a straight 3% cost of living increase each year. She feels this continues to be reasonable and customary, especially with the current state of the economy and inflation.

Attachments:

Document detailing cost comparison from other counties

CORONER SERVICES AGREEMENT

THIS AGREEMENT is entered into by and between the County of Steele, State of Minnesota ("County"), and Dr. Kellyanna J. Moore, Owatonna, MN ("Coroner").

1. Services to be provided by Coroner

Coroner shall perform the duties of coroner as outlined in Attachment I to this Agreement. Coroner may provide some of the services through Assistant Coroners or Death Investigators appointed by the Coroner. Dr. Moore shall appoint her Assistants or Death Investigators as provided by Minnesota Statute 390.05. All autopsy services required by the Coroner shall be performed at the discretion of the Coroner or her proxy. These will be ordered through Southern Minnesota Regional Medical Examiner's Office in Rochester, MN or Metropolitan Regional Medical Examiner's Office in Minneapolis - St. Paul.

2. Appointment of Coroner

Steele County will take the necessary steps to appoint Kellyanna J. Moore, M.D. as the Coroner of Steele County. At the termination of this Agreement, Steele County will take the necessary steps to remove Dr. Moore's appointment, effective the date of termination of the Agreement.

3. Payment for Services by County

As payment for the Services furnished by Coroner, Steele County shall pay Dr. Moore the amount set forth on Attachment 2 (Fee Schedule). This fee shall be paid in twelve (12) equal monthly payments at the end of each month. All payments under this Agreement shall be made by electronic funds transfer to Kellyanna J. Moore.

In the event the parties agree to renew this Agreement for subsequent terms, the annual fee will be renegotiated.

4. Independent Contractor

Nothing contained in this Agreement is intended or should be construed as creating the relationship of co- partners or joint ventures between the County and Dr. Moore. No tenure or any rights or benefits, unemployment insurance, workers' compensation, medical care, sick leave, vacation leave, severance pay, pension benefits, or other benefits available to County employees shall accrue to Dr. Moore or any Assistant Coroners or Death Investigators.

5. Data Practices

All data collected, created, received, maintained or disseminated by the Coroner or others providing services under this Agreement is governed by the Minnesota Government Data Practices Act, Minnesota Statutes Chapter 13, as amended, the Minnesota Rules implementing such act now in force or as adopted, as well as federal regulations on data privacy and any statutes relating to the duties and responsibilities of the Coroner.

6. Records, Availability and Retention

Pursuant to Minnesota Statute 16C.05, Subd. 5, the County, the State Auditor, or any of their duly authorized representatives during normal business hours and as reasonably necessary, shall have access to and the right to examine, books, documents, papers, records, etc., relating to Coroner's duties and relevant to this agreement. As provided by statute, relevant supporting documents shall be retained by Dr. Moore for a minimum of six (6) years.

7. Term and Termination

- a) This Agreement shall be in effect from January 1, 2023 through December 31, 2026.
- b) This Agreement may be terminated for cause by County consistent with the requirements set forth in Minn. Stat. Section 390.005,
- c) Coroner may, without cause, terminate her role as Coroner at her discretion, with notice of 90 days (three months).

8. Subcontracting

Dr. Moore may subcontract parts of the services to be performed under this agreement as may be necessary. The County, acting through the County Attorney and at its expense, shall have the right to request that coroner or medical examiner services be provided through another entity providing coroner or medical examiner services, if it is deemed to be in the public interest to do so consistent with the requirements of Minn. Stat. Section 390.04.

All invoices requesting payment from the county shall be submitted to the Auditor's within 10 days of receipt and all authorized personnel services shall be submitted quarterly (at minimum) for payment to the Auditor's office.

9. Nondiscrimination

During the performance of this Agreement, Coroner agrees to the following: Except where required or permitted by law, no person shall, on the grounds of race, color, religion, age, sex, disability, marital status, public assistance status, creed, or national origin be excluded from full employment rights in, participation in, be denied the benefits of or be otherwise

subjected to discrimination under any and all applicable federal and state laws against discrimination.

10. Notices

All notices required or permitted to be given by the terms of this Agreement shall be sent to the parties below,

COUNTY:	Mr. Scott Golberg	CORONER:	Kellyanna Moore
	Steele County Administrator		Email: <u>Moore.Kellyanna@mayo.edu</u>
	630 Florence Avenue		Phone:507-676-2831
	Owatonna, Mn 55060		Messages: 507-451-8232 (911 Dispatch)
	Email: <u>sgolberg@co.steele.mn.us</u>		
	Phone: 507-444-7431		

IN WITNESS WHEREOF, the parties have executed this Agreement on the dates set forth below,

STEELE COUNTY

By:_____	By:_____
Title: Steele County Administrator	Title: Coroner
Date:_____	Date:_____

Attachment 1

Coroner Duties

Definition:

The Coroner is an Official of the County with a professional medical background who is responsible for conducting investigations to determine the cause and mode of death for those deaths that occur in Steele County. The Coroner shall report to the County Administrator. The Coroner will meet the qualifications required in Chapter 390 of the Minnesota Statutes.

The Coroner works closely with law enforcement, medical and other state or federal agencies having jurisdiction in the investigation of deaths.

Nature of Duties

The Coroner

- Performs the duties and assumes the responsibilities of the Office as provided for in Minnesota Statutes Chapter 390 as amended, and the applicable portions of Chapters 13, 145, 256, 525, 626, and any other applicable state or federal laws, rules, regulations, accepted forensic medical practice, and community standards
- Provide reports and expert testimony as required by the Judicial system. This shall include ensuring that the Medical Examiners, Death Investigations or any other personnel providing services for the County pursuant to this agreement will provide testimony or other assistance as requested by the County Attorney on criminal cases
- Administers the Office of Coroner
- Appoints and supervises Assistant Coroner and Death Investigators as provided by law
- Creates and maintains records of Coroner's cases as required
- Facilitates transportation of the body to the medical examiner's office, when needed
- Consults with and furnishes reports to governmental agencies, attorneys, police; sheriff; county attorney, investigators, insurance companies, and family members where necessary and appropriate, if requested, the Coroner shall make an annual report on the activities of the Coroner Office in person to the County Board once each year.

Attachment 2

Fee Schedule

Fee Schedule for Coroner

The charge for the services described in Attachment 1 will be:

- 1) \$45,020.28 per year in 2023 (\$3,751.69/month)
- 2) \$46,370.88 per year in 2024 (\$3,864.24/month)
- 3) \$47,762.04 per year in 2025 (\$3,980.17/month)
- 4) \$49,194.96 per year in 2026 (\$4,099.58/month)



Steele County Agenda Item

Subject: Citizen Committee Appointments

Department: County Board

Committee Meeting Date: December 13, 2022

Board Meeting Date: December 13, 2022

Consent Agenda: ☐ Yes ☒ No

Resolution: ☐ Yes ☒ No

Policy Committee Recommendation:

n/a

Recommendation:

Board to reappoint those members who's term expires in 2022 and to appoint new members to replace Brian Schmidt & Steve Jaster who have served 3 terms.

Background:

There are seven (7) members on the Citizen Advisory Committees for reappointment and two (2) members for appointment to a first term in which their terms expire on 12/31/2025.

Planning Commission:

- Re-appoint Greg Lammers for 3rd term.
- Appoint Myron Pool for 1st term to replace Brian Schmidt
- Appoint Keith Dinse for 1st term to replace Steve Jaster

Board of Adjustments:

- Re-appoint Greg Lammers for 2nd term
- Re-appoint Steve Jaster for 2nd Term

Bixby Sewer District Committee

- Re-appoint Tom Kramer.

Extension Committee:

- Re-appoint Angie Jensen for 2nd Term
- Re-appoint Eric Kylo for 3rd term

Park & Recreation Committee:

- Re-appoint Jennifer Wayne for 3rd term

Attachments:

2023 Citizen Advisory Committee Appointment Listing attached.

Citizen Advisory Committees Appointments for 2022

Board Approval 12/28/2021

Extension Committee \$55 3 year term-maximum of 3 terms				
Name	District	Term Ends	Term #	12/31/2021
Kelly Katzung	4	12/31/2024	2	
Angie Jensen	3	12/31/2022	1	
Eric Kylo	1	12/31/2022	2	
Cathy Nelson	1	12/31/2024	1	
Scott Kubicek	2	12/31/2024	2	
Amy Gillis	1	12/31/2023	3	<i>Final Term</i>

Planning Commission \$55 3 year term-maximum of 3 terms				
Name	District	Term Ends	Term #	12/31/2021
Mike Ingvalson*	2	12/31/2024	3	<i>Final Term</i>
Greg Lammers*	1	12/31/2022	2	
Brian Schmidt*	2	12/31/2022	3	<i>Final Term</i>
Gary Spatenka*	5	12/31/2023	2	
Steve Jaster*	1	12/31/2022	3	<i>Final Term</i>
Curt Esplan	2	12/31/2024	3	
Lee Queen	4	12/31/2024	2	

Board of Adjustment \$55 3 year term-maximum of 3 terms				
Name	District	Term Ends	Term #	12/31/2021
Brian Schmidt*	1	12/31/2023	2	
Greg Lammers*	2	12/31/2022	1	
Scott Ulrich	3	12/31/2024	2	
Steve Jaster*	1	12/31/2022	1	
Tim Nelson*	1	12/31/2023	3	<i>Final Term</i>

Bixby Sewer District Committee 0 3 year term- no limit				
Name	District	Term Ends	Term #	12/31/2021
Dan Johnson		12/31/2023		
Tom Kramer		12/31/2022		
Alice Spinler		12/31/2024		

Park & Recreation Board Committee \$55 3 year term-maximum of 3 terms				
Name	District	Term Ends	Term #	12/31/2021
Eric Stanton	4	12/31/2024	2	
Jennifer Wayne	2	12/31/2022	2	
Jeff Kropp	3	12/31/2024	2	
Grace Bartlett	1	12/31/2024	2	
Mark Spurgeon	1	12/31/2024	3	

Committee will be 5 members vs 7 members
No longer district represented
Revisit Committee in 2024

Citizen Advisory Committees - DRAFT Appointments for 2023

Board Request for Approval 12/13/2022

Extension Committee \$55 3 year term-maximum of 3 terms				
Name	District	Term Ends	Term #	12/31/2022
Kelly Katzung	4	12/31/2024	2	
Angie Jensen	3	12/31/2025	2	<i>Accepted 2nd Term</i>
Eric Kylo	1	12/31/2025	3	<i>Accepted 3rd Term</i>
Cathy Nelson	1	12/31/2024	1	
Scott Kubicek	2	12/31/2024	2	
Amy Gillis	1	12/31/2023	3	

Planning Commission \$55 3 year term-maximum of 3 terms				
Name	District	Term Ends	Term #	12/31/2021
Mike Ingvalson*	2	12/31/2024	3	
Greg Lammers*	1	12/31/2022	3	<i>Accepted 3rd Term</i>
Myron Pool*	2	12/31/2025	1	<i>Offer 1st Term</i>
Gary Spatenka*	5	12/31/2023	2	
Keith Dinse*	1	12/31/2025	1	<i>Offer 1st Term</i>
Curt Esplan	2	12/31/2024	3	
Lee Queen	4	12/31/2024	2	

Board of Adjustment \$55 3 year term-maximum of 3 terms				
Name	District	Term Ends	Term #	12/31/2021
Brian Schmidt*	1	12/31/2023	2	
Greg Lammers*	2	12/31/2025	2	<i>Accepted 2nd Term</i>
Scott Ulrich	3	12/31/2024	2	
Steve Jaster*	1	12/31/2025	2	<i>Accepted 2nd Term</i>
Tim Nelson*	1	12/31/2023	3	

Bixby Sewer District Committee 0 3 year term- no limit				
Name	District	Term Ends	Term #	12/31/2021
Dan Johnson		12/31/2023		
Tom Kramer		12/31/2025		<i>Accepted - Renew term</i>
Alice Spinler		12/31/2024		

Park & Recreation Board Committee \$55 3 year term-maximum of 3 terms				
Name	District	Term Ends	Term #	12/31/2021
Eric Stanton	4	12/31/2024	2	
Jennifer Wayne	2	12/31/2025	3	<i>Accepted 3rd Term</i>
Jeff Kropp	3	12/31/2024	2	
Grace Bartlett	1	12/31/2024	2	
Mark Spurgeon	1	12/31/2024	3	

Final Term

Committee will be 5 members vs 7 members, n
longer district Rep, revisit in 2024



Steele County Agenda Item

Subject: Property Tax Abatement – Marshall, Eric

Department: Assessor's Office

Committee Meeting Date: December 20, 2022

Board Meeting Date: December 27, 2022

Consent Agenda: ☐ Yes ☐ No

Resolution: ☐ Yes ☒ No

Policy Committee Recommendation:

Committee recommends approval of the Local-Option Disaster abatement.

Recommendation:

County Staff recommends approval of the abatement

Background (*Including Budget Impact*):

As a result of a lightning strike and subsequent fire on September 20, 2021, the 1950 1.5 story residential structure located at 522 School St East Owatonna was more than 50% destroyed by fire and uninhabitable for 3 month in 2021 and 3 months in 2022. Tax amount requested for approval includes \$359.25 for pay year 2021 and \$520.33 for payable year 2022.

Attachments:

N/A



Steele County Agenda Item

Subject: Property Tax Abatement – Gonzalez, Joseph & Patricia

Department: Assessor's Office

Committee Meeting Date: December 20, 2022

Board Meeting Date: December 27, 2022

Consent Agenda: ☐ Yes ☐ No

Resolution: ☐ Yes ☒ No

Policy Committee Recommendation:

. Committee recommends approval of the Local-Option Disaster abatement.

Recommendation:

County Staff recommends approval of the abatement

Background (*Including Budget Impact*):

As a result of an electrical fire in the utility room in the lower level on November 23, 2021, the 1975 split entry residential structure located at 420 Adams Ave Owatonna was more than 50% destroyed by fire and uninhabitable for 1 month in 2021 and 9 months in 2022. Tax amount requested for approval includes \$130.08 for pay year 2021 and \$1,094.25 for payable year 2022.

Attachments:

N/A



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

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

Tuesday, December 20, 2022, at 8:00 a.m. – Steele County Boardroom

Attendees: Commissioner Brady, Commissioner Gnemi, Planning & Zoning Director Dale Oolman, County Assessor Tom Reineke, County Recorder Rick Kvien, Treasurer Cathy Piepho, Auditor Laura Ihrke, Chief Deputy Auditor Brenda Blood, and Administrator Scott Golberg.

Consent:

1. Committee recommends approving the Annual Ditch Inspector Contract 2023 with an increase from \$42.00 per hour to \$47.00 but not to exceed \$25K for the year.
2. Committee recommends approving the annual renewal of Body Art Establishment Licenses for Seven Tattoo Parlor and Thee Dragon's Lair.

General:

3. Committee reviewed the 2023 Fee schedule set for the public hearing set for December 27th.
4. Committee recommends approving the Citizen Committee appointments for 2023.
5. Committee recommends approval of the request to rescind the Coroner Services Agreement and the request to increase the monthly stipend amount from 2% per year to a 3% increase per year as received in the previous contract.
\$45,020.28 yearly vs \$43,920 in 2023
\$46,370.88 yearly vs \$44,760 in 2024
\$47,762.04 yearly vs \$45,600 in 2025
\$49,194.96 yearly vs \$46,500 in 2026
6. Committee recommends approval of the Local-Option Disaster abatement for Marshall.
7. Committee recommends approval of the Local-Option Disaster abatement for Gonzalez.

Information:

SCORE funding - we have met the requirements and Steele County will received 1st half disbursement if funding for 2023.

Department Head Reports

Assessor: The write up regarding the TNT from last week in the news. The assessors are reviewing the 50 permits requesting construction for 2023. There are still a few calls coming in regarding the increase in taxes.

Recorder: Trying to get a Plat on record before the end of the year and splits completed by the end of the week.

Auditor: Getting things completed as much as possible before she retires. March election coming up. Completed all election tasks from the 2022 election. They are unable to dispose of the 2020 election information due to pending lawsuits.

Planning & Zoning: RFP open for recycling services. Three different companies have contacted Dale. Request closes on January 3rd.

Treasurer: Budget is finalized, and the majority of taxes are collected, they are following up on other items.

Administration: Main project is planning for the Auditor department. Brenda will be the interim Auditor. The Administrator continues to meet with Laura before her retirement and has already met with the Auditor's staff and the Treasurer's office. Continues to work on a final plan for the Commissioners to review.

*Thank you for your
42 Years
of dedicated service.*

You will be missed!

