



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, March 28, 2023 at 5:00 PM

County Boardroom, Steele County Administration Center

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

Agenda

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

Public Comment

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

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

Correspondence

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

4. Approve March 14, 2023 Board Minutes (pg. 4)
5. Approve March 14, 2023 Board Work Session Minutes (pg. 6)
6. Approve Bills and Journal Entries (pg. 7)

7. Approve Personnel Report (pg. 65)
8. Approve renewal of Consumption & Display Permit for Blooming Prairie County Club (pg. 66)
9. Authorize Chair to sign the Agreement for Residential Recycling Services with Thompson Sanitation (pg. 67)
10. Approve Cooperative Agreement with City of Medford for Maintenance Overlay on CSAH 12 (Central Ave W – 1st St NE – 2nd Ave NE) and Authorize the Chair and Administrator to execute the Agreement (pg. 78)

General

11. Local Option Disaster Abatement for parcel ID 01-001-2101 (pg. 85)
12. Award Contract for CSAH 12 resurfacing project, CSAH 8 to the Dodge Co Line, CP 074-023-002, to Crane Creek Asphalt in an amount of \$1,041,230.16 (pg. 86)
13. Award Contract for CSAH 12 resurfacing project from CSAH 45 to NW 19th Avenue, SAP 074-612-044, to Crane Creek Asphalt in an amount of \$288,069.44 (pg. 87)
14. Adopt Resolution accepting the Steele County Highway Right-of-Way Plat No. 21 (pg. 88)
15. Adopt Steele County Fairgrounds Electrical Safety Project Additional Funding Resolution (pg. 91)
16. Adopt Opioid Settlement Resolution and Authorize the Administrator to execute all necessary documents (pg. 93)

County Board Work Session – Tuesday, March 28th

17. Action Items

Information Items

18. Land Use and Records Policy Committee Minutes – March 21, 2023 (pg. 96)

Presentations:

Commissioner Reports:

Next Meeting Notices:

Annual County/Township Meeting – **Monday, March 27th at 4:00 p.m. at the Community Center**

Internal Central Services – **Tuesday, April 4th at 8 a.m. in the Boardroom**

Property & Maintenance Committee – **Thursday, April 6th at 8 a.m. in the Boardroom**

County Board Work Session – **Tuesday, April 11th at 4:00 p.m. in the Boardroom**

County Board Meeting – **Tuesday, April 11th at 5:00 p.m. in the Boardroom**

Closed Session for the purpose of discussing negotiation strategy for the matter involving the Right of way parcels located at Bixby and SE 18th St in Owatonna; 17-553-0101, 08-023-1300, 08-014-2402, 08-014-2301 pursuant to Minn. Stat. § 13D.05, Subd. 3(c)

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.

Commissioner Abbe reported on his attendance at Rice/Steele 911 Joint Powers Board meeting, MnPrairie meeting, Internal Central Services, Capital Meeting with Senator Jasinski, Public Works meeting and City/County Joint Transportation meeting.

Commissioner Krueger reported on his attendance at MnPrairie meeting, South Countryl Health Alliance meetings, Internal Central Services, Criminal Justice meeting, Highway 49 Open House, Law Enforcement Center meeting and a Work Session.

LISTING OF BILLS
03/14/2023

7 Rivers Recycling LLC	2,797.78
Anderson/James Hurd	2,643.48
Baker Tilly US, LLP	2,100.00
Central Farm Services	6,955.70
Counties Providing Technology	4,467.00
CRK Properties LLC	7,008.04
Four Seasons Centre	4,050.00
Honeywell Inc	15,464.26
Karpel Solutions	17,798.61
Kronos Incorporated	3,296.87
Mohs Contracting Inc	6,527.81
Paape Companies Inc	2,765.65
RDO Equipment Co Inc	2,920.40
RSBS Management Inc	2,256.25
Summit Food Services LLC	2,986.28
Wold Architects and Engineers	14,331.58
91 Payments less than 2,000	<u>39,854.76</u>
Total:	138,224.47

Motion by Commissioner Brady, seconded by Commissioner Gnemi to adjourn to the Call of the Chair at 4:19 p.m. Ayes all.

CHAIRMAN

ATTEST: _____
AUDITOR

PROCEEDINGS OF THE STEELE COUNTY BOARD OF COMMISSIONERS

SPECIAL SESSION

March 14, 2023

STATE OF MINNESOTA)

)ss

COUNTY OF STEELE)

The Steele County Board of Commissioners held a Work Session at 3:00 p.m. on March 14, 2023 with Commissioners Brady, Gnemi, Abbe, Krueger and Glynn present. Also present were Human Resources Director Julie Johnson, County Treasurer Cathy Piepho, Sheriff Lon Thiele, Chief Deputy Scott Hanson, Jail Administrator Anthony Buttera, IT Director Dave Purscell, Facilities and Fleet Director Jake Rysavy, Assistant County Attorney Tazio Lombardo and County Administrator Scott Golberg.

Facilities and Fleet Director Jake Rysavy Introduced Wold Architects and Engineers John McNamara and Jake Wollensak to present the design for the sheriff's addition and renovation located at the Detention Center. The design recommendation includes adding approximately 8,900 sq. ft. to the existing building and renovating approximately 4,500 sq. ft in the existing facility to accommodate the Sheriff's needs. The proposal from Wold is in the amount of \$299,250 for the Sheriff's Office addition and renovation to the Detention Center. This proposal includes design development, contract documents, bidding administration and construction administration. County Treasurer Cathy Piepho presented the Budget Overview and Impact for the Sheriff's addition/renovation. This will need further review and will be brought forward at a future meeting for further discussion and review prior to Board action.

Meeting was adjourned at 3:58 p.m.

CHAIRMAN

ATTEST: _____
AUDITOR

SBENDORF

3/23/23

1:15PM

Steele County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

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

Explode Dist. Formulas Y

Paid on Behalf Of Name
on Audit List?: N

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

Save Report Options?: N

Steele County

Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES



Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name
301	DEPT		Administration			
	4710 Interstate Power Systems Inc					
20	10-301-000-0000-6512		97.50	Replace customer provided batt	0119560501	Bldg Repair & Maintenance N
21	10-301-000-0000-6512		365.00	Perform A Service	0119560501	Bldg Repair & Maintenance N
22	10-301-000-0000-6512		132.60	Transfer switch exercisers	0119560501	Bldg Repair & Maintenance N
23	10-301-000-0000-6512		171.60	Generator labor	0119683201	Bldg Repair & Maintenance N
	4710 Interstate Power Systems Inc		766.70	4 Transactions		
301	DEPT Total:		766.70	Administration	1 Vendors	4 Transactions
302	DEPT		Road & Bridge Maintenance Expense			
	4984 Medford Sand & Gravel LLC					
26	10-302-000-0000-6523		2,576.48	468.45 ton washed sand	22298	Supplies - Road Salt & Sand N
	4984 Medford Sand & Gravel LLC		2,576.48	1 Transactions		
	74061 Rochester Sand & Gravel					
40	10-302-000-0000-6525		4,182.00	27.88 ton cold mix	4900029494	CSAH Supplies - Aggregate/Asphalt N
	74061 Rochester Sand & Gravel		4,182.00	1 Transactions		
	85001 Steele-Waseca Coop Electric					
42	10-302-000-0000-6534		31.21	Maintain street lights, CSAH 1	1094084	Supplies - Signing N
43	10-302-000-0000-6534		9.51	Maintain street lights, CSAH 1	120426	Supplies - Signing N
44	10-302-000-0000-6534		9.51	Maintain street lights, CSAH 1	25721	Supplies - Signing N
45	10-302-000-0000-6534		7.42	Maintain street lights, CSAH 1	25722	Supplies - Signing N
46	10-302-000-0000-6534		42.78	Maintain street lights, CSAH 6	26898	Supplies - Signing N
	85001 Steele-Waseca Coop Electric		100.43	5 Transactions		
302	DEPT Total:		6,858.91	Road & Bridge Maintenance Expense	3 Vendors	7 Transactions
303	DEPT		Construction Expense			
	38462 Jensen/Douglas D					
24	10-303-000-0000-6330		11.81	Erosion Recert lunch expense	Meal reimb	Travel Expenses N
	38462 Jensen/Douglas D		11.81	1 Transactions		
	8063 Koch/Matt					
25	10-303-000-0000-6330		14.96	Erosion Recert lunch expense	Meal reimb	Travel Expenses N
	8063 Koch/Matt		14.96	1 Transactions		

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10 Road & Bridge Fund

Steele County

Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES



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Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099
No. Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name
303 DEPT Total:		26.77	Construction Expense	2 Vendors	2 Transactions
304 DEPT			Equipment Maintenance & Shops		
10150 Carquest Auto Parts					
1 10-304-000-0000-6511		27.29	Thread lock	455019	Maint Shop Supplies & Materials N
2 10-304-000-0000-6513		6.79	3/8 Torq socket set	455067	Tools N
3 10-304-000-0000-6513		39.99	Impact driver tool	455317	Tools N
4 10-304-000-0000-6513		141.99	3/8 Torq wrench	455381	Tools N
5 10-304-000-0000-6520		30.35	Funnels & Dex 111/Mercon	455381	Machinery/Vehicle Parts N
6 10-304-000-0000-6511		35.52	Grease coupler	455384	Maint Shop Supplies & Materials N
10150 Carquest Auto Parts		281.93		6 Transactions	
11215 Central Farm Services					
7 10-304-000-0000-6521		9,631.62	3,202 gallons of diesel fuel	2924446	Supplies-Diesel Fuel N
8 10-304-000-0000-6521		11,238.81	4,001 gallons of unleaded fuel	2924449	Supplies-Diesel Fuel N
9 10-304-000-0000-6521		2,858.40	800 gallon of dyed diesel fuel	2924449	Supplies-Diesel Fuel N
10 10-304-000-0000-6511		629.50	250 gallons of bulk def antifr	700940	Maint Shop Supplies & Materials N
11215 Central Farm Services		24,358.33		4 Transactions	
3963 Clean Plus Inc - CPI Divisions					
11 10-304-000-0000-6511		150.90	Dry wypes & rugged wypes	2303071	Maint Shop Supplies & Materials N
3963 Clean Plus Inc - CPI Divisions		150.90		1 Transactions	
16480 Crysteel Truck Equipment Inc					
12 10-304-000-0000-6520		347.69	Motor kit - unit #2052	LP214785	Machinery/Vehicle Parts N
13 10-304-000-0000-6520		19.69	Shaft adapter coupling-#2025	LP214876	Machinery/Vehicle Parts N
16480 Crysteel Truck Equipment Inc		367.38		2 Transactions	
4329 Express Pressure Washers Inc					
15 10-304-000-0000-6520		178.57	Hose & couplers	1-128735	Machinery/Vehicle Parts N
4329 Express Pressure Washers Inc		178.57		1 Transactions	
5365 Fleet Pride					
16 10-304-000-0000-6252		502.95	Custom labor - unit #2130	RSV038558	Contracted Services N
17 10-304-000-0000-6520		2,490.37	Oil gear, bearings, swash kit	RSV038558	Machinery/Vehicle Parts N
5365 Fleet Pride		2,993.32		2 Transactions	
36550 IFACS					
18 10-304-000-0000-6520		49.92	Carriage bolts - unit #2131	5309831	Machinery/Vehicle Parts N

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10 Road & Bridge Fund

Steele County

Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES



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Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
19	10-304-000-0000-6520	49.82	Floorboard screw - unit #2090	5310002	Machinery/Vehicle Parts	N
36550	IFACS	99.74	2 Transactions			
1308	Miners's Outdoor & Rec					
27	10-304-000-0000-6513	567.00	Chainsaw & chain	200516	Tools	N
28	10-304-000-0000-6520	393.66	Parts for chainsaws-unit #9998	200580	Machinery/Vehicle Parts	N
1308	Miners's Outdoor & Rec	960.66	2 Transactions			
4097	Nuss Truck & Equipment					
33	10-304-000-0000-6520	115.51	Temperature - unit #2130	1221042P	Machinery/Vehicle Parts	N
34	10-304-000-0000-6520	6.94	Wiper snug - unit #2200	2238515P	Machinery/Vehicle Parts	N
35	10-304-000-0000-6520	6.94	Wiper snug - unit #2201	2238515P	Machinery/Vehicle Parts	N
36	10-304-000-0000-6520	127.82	Wiper arm & blade - unit #2216	2239387P	Machinery/Vehicle Parts	N
37	10-304-000-0000-6520	110.38	Wiper arm & blade - unit #2216	2239388P	Machinery/Vehicle Parts	N
38	10-304-000-0000-6520	140.84	Fuel & oil filters -unit #2140	2239772P	Machinery/Vehicle Parts	N
39	10-304-000-0000-6520	127.82	Return wiper arm & blade	CM2239387P	Machinery/Vehicle Parts	N
4097	Nuss Truck & Equipment	380.61	7 Transactions			
86520	Terminal Supply Company					
47	10-304-000-0000-6511	574.50	Hose, disconnect, screws & nut	23415-00	Maint Shop Supplies & Materials	N
86520	Terminal Supply Company	574.50	1 Transactions			
304	DEPT Total:	30,345.94	Equipment Maintenance & Shops	10 Vendors	28 Transactions	
310	DEPT		Capital Construction			
3764	Evergreen Land Services					
14	10-310-000-0000-6517	2,000.00	Updated appraisals	00-12558	Sales Tax Right of Way	Y
3764	Evergreen Land Services	2,000.00	1 Transactions			
8183	Minnesota Secured Title					
29	10-310-000-0000-6517	100.00	Title work 074-648-007	68527340	Sales Tax Right of Way	N
30	10-310-000-0000-6517	100.00	Title work 074-648-007	68527343	Sales Tax Right of Way	N
31	10-310-000-0000-6517	100.00	Title work 074-648-007	68527344	Sales Tax Right of Way	N
32	10-310-000-0000-6517	100.00	Title work 074-648-007	68527345	Sales Tax Right of Way	N
8183	Minnesota Secured Title	400.00	4 Transactions			
77570	Short Elliott Hendrickson Inc					
41	10-310-000-0000-6262	722.83	Prof servcies 074-021-004	443118	Sales Tax Consultants	N

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10 Road & Bridge Fund

Steele County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

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Vendor Name		Rpt	Warrant Description		Invoice #	Account/Formula Description		1099
No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name		
77570	Short Elliott Hendrickson Inc		722.83		1 Transactions			
4364	WSB & Associates Inc							
48	10-310-000-0000-6262		8,757.25	Prof serv 074-648-007	1795300012	Sales Tax Consultants		Y
49	10-310-000-0000-6567		7,048.70	Prof serv 074-021-006	1985000012	CRRSAA Construction Projects		Y
4364	WSB & Associates Inc		15,805.95		2 Transactions			
310	DEPT Total:		18,928.78	Capital Construction	4 Vendors	8 Transactions		
10	Fund Total:		56,927.10	Road & Bridge Fund		49 Transactions		
	Final Total:		56,927.10	20 Vendors	49 Transactions			

Steele County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Recap by Fund	<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>	
	10	56,927.10	Road & Bridge Fund	
	All Funds	56,927.10	Total	Approved by, ...
				
				

SBENDORF
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Steele County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

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Explode Dist. Formulas Y

Paid on Behalf Of Name
on Audit List?: N

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

Save Report Options?: N

SBENDORF

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1 General Revenue Fund

Steele County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Page 2

	Vendor Name	Rpt		Warrant Description	Invoice #	Account/Formula Description	1099
	No. Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name	
3	DEPT			County Wide			
	8429 EVERFI INC						
7	01-003-000-0000-6194		2,575.00	Harassment-inclusion training	66661	Personnel Policy	Y
	8429 EVERFI INC		2,575.00	1 Transactions			
3	DEPT Total:		2,575.00	County Wide	1 Vendors	1 Transactions	
15	DEPT			Guardian Ad Litem			
	51300 Metro Sales Inc						
159	01-015-000-0000-6410		215.93	Printer contract	INV2239421	Office Supplies	N
	51300 Metro Sales Inc		215.93	1 Transactions			
15	DEPT Total:		215.93	Guardian Ad Litem	1 Vendors	1 Transactions	
31	DEPT			County Administrator			
	4879 Shred Right						
71	01-031-000-0000-6801		20.00	Shred serv order 296495-3/9	595641	General Expense	Y
	4879 Shred Right		20.00	1 Transactions			
31	DEPT Total:		20.00	County Administrator	1 Vendors	1 Transactions	
32	DEPT			Human Resources			
	4879 Shred Right						
72	01-032-000-0000-6801		20.00	Shred serv order 296495-3/9	595641	General Expense	Y
	4879 Shred Right		20.00	1 Transactions			
32	DEPT Total:		20.00	Human Resources	1 Vendors	1 Transactions	
41	DEPT			Auditor			
	37025 Innovative Office Solutions LLC						
69	01-041-000-0000-6410		47.85	Toner for receipt printer	4123881	Office Supplies	N
165	01-041-000-0000-6410		80.85	Continuous paper	4133280	Office Supplies	N
	37025 Innovative Office Solutions LLC		128.70	2 Transactions			
41	DEPT Total:		128.70	Auditor	1 Vendors	2 Transactions	
42	DEPT			Treasurer			

Steele County

Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES



	<u>Vendor Name</u>	<u>Rpt</u>		<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Description</u>	<u>1099</u>
	<u>No. Account/Formula</u>	<u>Accr</u>	<u>Amount</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>	
68	37025 Innovative Office Solutions LLC						
	01-042-000-0000-6410		24.13	Hanging folders	4118870	Office Supplies	N
	37025 Innovative Office Solutions LLC		24.13	1 Transactions			
42	DEPT Total:		24.13	Treasurer	1 Vendors	1 Transactions	
44	DEPT			Financial Administrator			
	7996 OpenGov Inc						
31	01-044-000-0000-6480		29,181.00	OpenGov contract pmt - 2023	INV00010233	Non-Capitalized Inventory	Y
	7996 OpenGov Inc		29,181.00	1 Transactions			
44	DEPT Total:		29,181.00	Financial Administrator	1 Vendors	1 Transactions	
61	DEPT			Information Technology			
	18450 Office of MN IT Services						
29	01-061-000-0000-6212		1,100.44	Monthly internet fees	DV23020396	M-Net Expenses	N
	18450 Office of MN IT Services		1,100.44	1 Transactions			
	83500 Steele County Highway Dept						
74	01-061-000-0000-6540		35.90	Fuel	2103	Gas & Oil	N
	83500 Steele County Highway Dept		35.90	1 Transactions			
61	DEPT Total:		1,136.34	Information Technology	2 Vendors	2 Transactions	
62	DEPT			Central Services			
	16282 Crosstown Cartage Inc						
163	01-062-000-0000-6801		324.00	Contracted mail services	03/23/2023	General Expense	N
164	01-062-000-0000-6802		75.00	Additional mail services	03/23/2023	Internal Chargeback	N
	16282 Crosstown Cartage Inc		399.00	2 Transactions			
	572 Kronos Incorporated						
20	01-062-000-0000-6301		3,250.12	HRIS operating cost - February	12046751	Equip/Software Maint	N
	572 Kronos Incorporated		3,250.12	1 Transactions			
62	DEPT Total:		3,649.12	Central Services	2 Vendors	3 Transactions	
91	DEPT			County Attorney			
	14420 Culligan Inc						

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1 General Revenue Fund

Steele County

Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES



Page 4

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
99	01-091-000-0000-6315		Water delivery 2/17	15133397-0228	County Attorney Forfeiture Expenditu	N
14420	Culligan Inc	45.70				
		45.70	1 Transactions			
37025	Innovative Office Solutions LLC					
100	01-091-000-0000-6410	22.82	Name plate - TLombardo	4120186	Office Supplies	N
37025	Innovative Office Solutions LLC	22.82				
			1 Transactions			
70550	Thomson Reuters - West					
112	01-091-000-0000-6410	1,446.98	Westlaw usage - February	847908981	Office Supplies	N
113	01-091-000-0000-6410	85.89	Library charge	847997433	Office Supplies	N
70550	Thomson Reuters - West	1,532.87				
			2 Transactions			
91	DEPT Total:	1,601.39	County Attorney	3 Vendors	4 Transactions	
101	DEPT		County Recorder			
5925	Government Forms and Supplies					
8	01-101-000-0000-6410	270.00	MN document security paper	0339855	Office Supplies	N
9	01-101-000-0000-6410	14.95	Freight charge	0339855	Office Supplies	N
5925	Government Forms and Supplies	284.95				
			2 Transactions			
33175	HP Inc					
10	01-101-000-9305-6480	242.05	Replace monitor for REC	9017216069	Non-Capitalized Inv-Technology Fun	N
33175	HP Inc	242.05				
			1 Transactions			
1237	Pakor Inc					
34	01-101-000-0000-6410	77.93	Passport camera batteries	0683367	Office Supplies	N
1237	Pakor Inc	77.93				
			1 Transactions			
3372	Pictometry International Corp					
35	01-101-000-9306-6600	25,898.14	Aerial imagery pmt - 2 of 3	US433305	Capital Outlay - Compliance Fund	N
3372	Pictometry International Corp	25,898.14				
			1 Transactions			
101	DEPT Total:	26,503.07	County Recorder	4 Vendors	5 Transactions	
105	DEPT		Planning & Zoning			
37025	Innovative Office Solutions LLC					
11	01-105-000-0000-6410	107.86	Paper & staples	4113608	Office Supplies	N

SBENDORF

3/23/23 10:48AM

1 General Revenue Fund

Steele County

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No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name
37025	Innovative Office Solutions LLC		107.86	1 Transactions		
4247	RT Vision Inc					
160	01-105-000-0000-6301		7,000.00	Permit software subscription	INV104	Equip/Software Maint N
4247	RT Vision Inc		7,000.00	1 Transactions		
83500	Steele County Highway Dept					
162	01-105-000-0000-6540		131.97	Fuel	2098	Gas & Oil N
83500	Steele County Highway Dept		131.97	1 Transactions		
105	DEPT Total:		7,239.83	Planning & Zoning	3 Vendors	3 Transactions
111	DEPT			Buildings & Grounds		
9075	Access Tonna Lock Service					
2	01-111-041-0000-6300		77.00	Service call & rekey	2634	Bldg Repairs & Maintenance Y
1	01-111-040-0000-6300		499.00	Repair door closure	2657	Bldg Repairs & Maintenance Y
9075	Access Tonna Lock Service		576.00	2 Transactions		
6980	Block Plumbing & Heating Inc					
4	01-111-043-0000-6300		1,188.98	Replace electric water heater	64305	Bldg Repairs & Maintenance N
6980	Block Plumbing & Heating Inc		1,188.98	1 Transactions		
4710	Interstate Power Systems Inc					
15	01-111-042-0000-6300		462.50	Semi-annual generator insp	R001196341.01	Bldg Repairs & Maintenance N
158	01-111-044-0000-6300		3,058.79	Replace alternator & generator	R001196598:01	Bldg Repairs & Maintenance N
4710	Interstate Power Systems Inc		3,521.29	2 Transactions		
7906	Mark's					
21	01-111-044-0000-6300		143.52	Hot cold stem assembly	INV002072461	Bldg Repairs & Maintenance Y
7906	Mark's		143.52	1 Transactions		
9467	Miller/Nikola					
25	01-111-000-0000-6331		15.00	24 miles @ .625		Mileage Reimbursement N
26	01-111-000-0000-6331		32.09	49 miles @ .655		Mileage Reimbursement N
9467	Miller/Nikola		47.09	2 Transactions		
9113	RSBS Management Inc					
51	01-111-041-0000-6380		1,201.27	Snow plowing - Annex	177606	Grounds Maintenance N
64	01-111-044-0000-6380		2,021.12	Snow plowing - DC	177607	Grounds Maintenance N

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No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
52	01-111-042-0000-6380		Snow plowing - CH	177609	Grounds Maintenance	N
49	01-111-043-0000-6380		Snow plowing - Attorney	177610	Grounds Maintenance	N
50	01-111-047-0000-6380		Snow plowing - Gymnastics	177612	Grounds Maintenance-Gymnastics	N
47	01-111-040-0000-6380		Snow plowing - Admin	177614	Grounds Maintenance	N
9113	RSBS Management Inc	6,097.07	6 Transactions			
83500	Steele County Highway Dept					
161	01-111-000-0000-6562	269.37	Fuel	2100	Fuel And Gas	N
83500	Steele County Highway Dept	269.37	1 Transactions			
9183	Van Meter Inc					
63	01-111-041-0000-6300	84.60	Philips lights	S012601152.001	Bldg Repairs & Maintenance	N
9183	Van Meter Inc	84.60	1 Transactions			
111	DEPT Total:	11,927.92	Buildings & Grounds	8 Vendors	16 Transactions	
121	DEPT		Veteran Service			
83500	Steele County Highway Dept					
75	01-121-000-0000-6540	217.14	Fuel	2099	Gas & Oil	N
83500	Steele County Highway Dept	217.14	1 Transactions			
121	DEPT Total:	217.14	Veteran Service	1 Vendors	1 Transactions	
201	DEPT		Sheriff			
3615	Ancom Technical Center Inc					
3	01-201-297-0000-6301	312.50	Alarms check & trip charge	113674	T BI Pr-Equipment Repairs	Y
3615	Ancom Technical Center Inc	312.50	1 Transactions			
11215	Central Farm Services					
5	01-201-297-0000-6421	352.05	75 gallons diesel	24956	T-BI Pr-Maintenance Operating Exp-I	N
6	01-201-296-0000-6421	462.16	81.3 gallons diesel	5508	T#9 Maintenance Operating Exp-Fuel	N
11215	Central Farm Services	814.21	2 Transactions			
4710	Interstate Power Systems Inc					
16	01-201-297-0000-6301	344.00	Generator inspection A	R001195606.01	T BI Pr-Equipment Repairs	N
19	01-201-296-0000-6421	344.00	Generator inspection A	R001195608.01	T#9 Maintenance Operating Exp-Fuel	N
17	01-201-000-0000-6345	330.00	Generator inspection A	R001195609.01	Somerset Tower	N

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4710	Interstate Power Systems Inc		1,018.00	3 Transactions		
56125	NAPA Auto Parts					
28	01-201-000-0000-6801		66.38	Garage supplies	970590	Misc Expense N
56125	NAPA Auto Parts		66.38	1 Transactions		
18450	Office of MN IT Services					
102	01-201-000-0000-6210		171.86	Sheriff telecom - February	W23020532	Telephone N
105	01-201-000-0000-6210		53.38-	FY22 rebate	W23020532	Telephone N
18450	Office of MN IT Services		118.48	2 Transactions		
61520	Owatonna Motor Company					
32	01-201-000-0119-6320		750.00	Replace module remote start	69031	Squad 7401 Maintenance N
61520	Owatonna Motor Company		750.00	1 Transactions		
63510	Owatonna Police Dept					
33	01-201-000-0000-6260	DTG	12,829.81	4th qtr - SCDIU Agent AMartin	02282023	South Central Drug Investigator N
63510	Owatonna Police Dept		12,829.81	1 Transactions		
8967	Steele Waseca Cooperative Electric					
110	01-201-000-0000-6345		117.62	Somerset utilities 2/1 - 3/1/	76720	Somerset Tower N
8967	Steele Waseca Cooperative Electric		117.62	1 Transactions		
85300	Streichers Inc					
166	01-201-000-0000-6408		94.99	Duty shirt - CSchlueter	11620187	Uniforms/Uniform Reimbursement N
85300	Streichers Inc		94.99	1 Transactions		
21215	Strohschein Properties LLC					
56	01-201-000-0000-6346		825.00	Rent - March	03082023	Eds Rent Account Y
57	01-201-000-0000-6346		40.11	Utilities - February	732571	Eds Rent Account Y
21215	Strohschein Properties LLC		865.11	2 Transactions		
201	DEPT Total:		16,987.10	Sheriff	10 Vendors	15 Transactions
208	DEPT			Coroner		
9620	Black Mountain Plastics Corporation					
65	01-208-000-0000-6801		420.00	Body bags for Coroner	2967	General Expense N
9620	Black Mountain Plastics Corporation		420.00	1 Transactions		

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No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
49916	Mayo Clinic					
22	01-208-000-0000-6801		1,800.00	Autopsy - February - EJones	254234	General Expense 6
23	01-208-000-0000-6801		1,800.00	Autopsy - February - EMiller	254234	General Expense 6
49916	Mayo Clinic		3,600.00	2 Transactions		
51200	Michaelson Funeral Homes Inc					
101	01-208-000-0000-6801		200.00	Removal/transport - EMiller	03/10/23	General Expense Y
51200	Michaelson Funeral Homes Inc		200.00	1 Transactions		
4229	Moore Md/Kellyanna J					
27	01-208-000-0000-6801		3,751.69	Coroner services - March	March 2023	General Expense Y
4229	Moore Md/Kellyanna J		3,751.69	1 Transactions		
208	DEPT Total:		7,971.69	Coroner	4 Vendors	5 Transactions
251	DEPT			Jail		
37025	Innovative Office Solutions LLC					
12	01-251-000-0000-6410		258.89	Copy paper, pens, wipes, pads	4116419	Office Supplies N
37025	Innovative Office Solutions LLC		258.89	1 Transactions		
18450	Office of MN IT Services					
30	01-251-000-0000-6211		42.50	Fiber management fee	DV23020396	Radio - Computers - Cameras N
104	01-251-000-0000-6410		91.01	Jail telecom - February	W23020532	Office Supplies N
107	01-251-000-0000-6410		53.36-	FY22 rebate	W23020532	Office Supplies N
18450	Office of MN IT Services		80.15	3 Transactions		
4879	Shred Right					
53	01-251-000-0000-6304		40.00	Document shredding	595257	Contract Serv./Bldg Maint Y
4879	Shred Right		40.00	1 Transactions		
85300	Streichers Inc					
55	01-251-000-0000-6192		23.98	Employee uniforms - Guggisberg	L1620709	Uniform Allowance N
54	01-251-000-0000-6192		168.00	Employee uniforms - Kuriger	L1620796	Uniform Allowance N
85300	Streichers Inc		191.98	2 Transactions		
8247	Summit Food Services LLC					
58	01-251-000-0000-6441		2,921.38	Inmate meals 2/25 - 3/3	INV2000167695	Prisoner Meals N
59	01-251-000-0000-6441		2,883.44	Inmate meals 3/4 - 3/10	INV2000168417	Prisoner Meals N
60	01-251-000-0000-6451		71.38	Paper products	INV2000168417	Operating Supplies N

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8247	Summit Food Services LLC		5,876.20	3 Transactions		
8070	U N X Inc					
62	01-251-000-0000-6560		673.40	Laundry detergents	2023-09211-00	Janitorial Supplies N
8070	U N X Inc		673.40	1 Transactions		
251	DEPT Total:		7,120.62	Jail	6 Vendors	11 Transactions
252	DEPT			Community Corrections		
37025	Innovative Office Solutions LLC					
119	01-252-000-0000-6410		103.46	Paper	4130843	Office Supplies N
37025	Innovative Office Solutions LLC		103.46	1 Transactions		
51300	Metro Sales Inc					
24	01-252-000-0000-6410		160.07	Copier	INV2238622	Office Supplies N
51300	Metro Sales Inc		160.07	1 Transactions		
9451	Shirley K Paradis, RPR, CRR					
124	01-252-000-0000-6410		391.00	Transcripts of hearings -4	03/09/23	Office Supplies Y
9451	Shirley K Paradis, RPR, CRR		391.00	1 Transactions		
4879	Shred Right					
73	01-252-000-0000-6410		40.00	Shredding	595640	Office Supplies Y
4879	Shred Right		40.00	1 Transactions		
83500	Steele County Highway Dept					
127	01-252-000-0000-6540		114.35	Fuel	2105	Gas & Oil N
83500	Steele County Highway Dept		114.35	1 Transactions		
84035	Tri-M Graphics					
61	01-252-000-0000-6410		48.71	Business cards - KDiercks	100692	Office Supplies N
84035	Tri-M Graphics		48.71	1 Transactions		
252	DEPT Total:		857.59	Community Corrections	6 Vendors	6 Transactions
253	DEPT			Law Enforcement Center		
37025	Innovative Office Solutions LLC					
13	01-253-000-0000-6410		584.18	Pencils, usb, paper, pens, etc	4113388	Office Supplies N

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No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
37025	Innovative Office Solutions LLC		584.18	1 Transactions		
4710	Interstate Power Systems Inc					
18	01-253-000-0000-6300	365.00	Generator inspection A	R001196342.01	Bldg Repairs & Maintenance	N
4710	Interstate Power Systems Inc	365.00	1 Transactions			
18450	Office of MN IT Services					
103	01-253-000-0000-6211	78.57	LEC telecom - February	W23020532	Radio And Telephone	N
106	01-253-000-0000-6211	53.36-	FY22 rebate	W23020532	Radio And Telephone	N
18450	Office of MN IT Services	25.21	2 Transactions			
9113	RSBS Management Inc					
36	01-253-000-0000-6304	125.00	Yards pure salt - 2/20/23	177608	Contract Services/Bldg Mtce	N
37	01-253-000-0000-6304	190.00	4X4 w/ V plow - 2/21/23	177608	Contract Services/Bldg Mtce	N
38	01-253-000-0000-6304	70.50	Loader w/ pusher - 2/21/23	177608	Contract Services/Bldg Mtce	N
39	01-253-000-0000-6304	190.00	4X4 w/ V plow - 2/22/23	177608	Contract Services/Bldg Mtce	N
40	01-253-000-0000-6304	141.00	Loader w/ pusher - 2/22/23	177608	Contract Services/Bldg Mtce	N
41	01-253-000-0000-6304	141.00	Loader w/ pusher - 2/23/23	177608	Contract Services/Bldg Mtce	N
42	01-253-000-0000-6304	190.00	4X4 w/ V plow - 2/23/23	177608	Contract Services/Bldg Mtce	N
43	01-253-000-0000-6304	114.00	4X4 w/ V plow - 2/24/23	177608	Contract Services/Bldg Mtce	N
44	01-253-000-0000-6304	125.00	Yards pure salt - 2/24/23	177608	Contract Services/Bldg Mtce	N
45	01-253-000-0000-6304	250.00	Yards pure salt - 2/25/23	177608	Contract Services/Bldg Mtce	N
46	01-253-000-0000-6304	76.83-	Early contract discount	177608	Contract Services/Bldg Mtce	N
9113	RSBS Management Inc	1,459.67	11 Transactions			
4879	Shred Right					
108	01-253-000-0000-6254	49.08	Paper shredding	595642	Garbage Disposal	Y
4879	Shred Right	49.08	1 Transactions			
253	DEPT Total:	2,483.14	Law Enforcement Center	5 Vendors	16 Transactions	
281	DEPT		Emergency Management			
37025	Innovative Office Solutions LLC					
14	01-281-000-0000-6410	809.76	Office chairs - 2 count	4113883	Office Supplies	N
37025	Innovative Office Solutions LLC	809.76	1 Transactions			
281	DEPT Total:	809.76	Emergency Management	1 Vendors	1 Transactions	

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391	DEPT		Environmental Services			
	9013 Cannon River Watershed Jt Powers Board					
157	01-391-292-0000-6820	5,000.00	CRWJPB membership dues	40	Grant Expense	N
	9013 Cannon River Watershed Jt Powers Board	5,000.00	1 Transactions			
391	DEPT Total:	5,000.00	Environmental Services	1 Vendors	1 Transactions	
481	DEPT		Public Health Nursing			
	1650 American Lung Association					
114	01-481-461-6066-6383	3,712.50	Tobacco: contract fees	7	Contract Services	N
	1650 American Lung Association	3,712.50	1 Transactions			
	10084 Cardinal Health 110 LLC					
115	01-481-462-6047-6434	168.03	CIC: Medical supplies	7279858163	Medical Supplies	Y
	10084 Cardinal Health 110 LLC	168.03	1 Transactions			
	8789 Dahle/Teya F					
116	01-481-461-6034-6261	75.00	Reflective consultation - Feb	1442	Conference & Training	Y
117	01-481-461-6059-6261	75.00	Reflective consultation - Feb	1442	Conference & Training	Y
	8789 Dahle/Teya F	150.00	2 Transactions			
	22440 Fernbrook Family Center					
118	01-481-465-6057-6261	150.00	Staff training	88194	Conference & Training	Y
	22440 Fernbrook Family Center	150.00	1 Transactions			
	9390 FISHER/MADELYN					
76	01-481-461-6066-6464	40.00	Tobacco grant student payment	February	General Supplies & Outreach	N
	9390 FISHER/MADELYN	40.00	1 Transactions			
	9391 Garza/Ruby					
77	01-481-461-6066-6464	60.00	Tobacco grant student payment	February	General Supplies & Outreach	N
	9391 Garza/Ruby	60.00	1 Transactions			
	9392 Gentz/Kiara					
78	01-481-461-6066-6464	20.00	Tobacco grant student payment	February	General Supplies & Outreach	N
	9392 Gentz/Kiara	20.00	1 Transactions			
	9539 Hanson/Carter					
79	01-481-461-6066-6464	60.00	Tobacco grant student payment	February	General Supplies & Outreach	N

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No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
9539	Hanson/Carter		60.00	1 Transactions		
37025	Innovative Office Solutions LLC					
120	01-481-465-6057-6410	232.51	Office supplies, paper	4117885	Office Supplies	N
37025	Innovative Office Solutions LLC	232.51	1 Transactions			
9559	Kjersten/Ava					
80	01-481-461-6066-6464	20.00	Tobacco grant student payment	February	General Supplies & Outreach	N
9559	Kjersten/Ava	20.00	1 Transactions			
9393	Kjersten/Hailey					
81	01-481-461-6066-6464	60.00	Tobacco grant student payment	February	General Supplies & Outreach	N
9393	Kjersten/Hailey	60.00	1 Transactions			
9396	List/Adalia					
82	01-481-461-6066-6464	200.00	Tobacco grant student payment	February	General Supplies & Outreach	N
9396	List/Adalia	200.00	1 Transactions			
182	Medline Industries Inc					
121	01-481-462-6047-6434	33.44	Syringes	2258051308	Medical Supplies	N
182	Medline Industries Inc	33.44	1 Transactions			
52975	Minnesota Valley Testing Labs					
123	01-481-463-6049-6322	45.90	Lab water testing charges	1189646	Well Water Service Agreements	N
122	01-481-463-6049-6322	45.90	Lab water testing charges	1189653	Well Water Service Agreements	N
52975	Minnesota Valley Testing Labs	91.80	2 Transactions			
9402	Nguyen/Maxum					
83	01-481-461-6066-6464	40.00	Tobacco grant student payment	February	General Supplies & Outreach	N
9402	Nguyen/Maxum	40.00	1 Transactions			
9562	Packard/Anah					
84	01-481-461-6066-6464	20.00	Tobacco grant student payment	February	General Supplies & Outreach	N
9562	Packard/Anah	20.00	1 Transactions			
9616	Parrott & Smith LLC					
125	01-481-461-6066-6341	265.00	Rent - April	April 2023	Office Rent	N
9616	Parrott & Smith LLC	265.00	1 Transactions			

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No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
85	9404 RICHARDSON/CODA					
	01-481-461-6066-6464		40.00	Tobacco grant student payment	February	General Supplies & Outreach N
	9404 RICHARDSON/CODA		40.00	1 Transactions		
86	9565 Richardson/Karys					
	01-481-461-6066-6464		20.00	Tobacco grant student payment	February	General Supplies & Outreach N
	9565 Richardson/Karys		20.00	1 Transactions		
87	9540 Ristau/Payton					
	01-481-461-6066-6464		200.00	Tobacco grant student payment	February	General Supplies & Outreach N
	9540 Ristau/Payton		200.00	1 Transactions		
88	9405 ROBLE/ISHAAQ ABDI					
	01-481-461-6066-6464		20.00	Tobacco grant student payment	February	General Supplies & Outreach N
	9405 ROBLE/ISHAAQ ABDI		20.00	1 Transactions		
89	9541 Smith/David					
	01-481-461-6066-6464		20.00	Tobacco grant student payment	February	General Supplies & Outreach N
	9541 Smith/David		20.00	1 Transactions		
83500	Steele County Highway Dept					
129	01-481-460-6009-6540	DTF	12.16-	Fuel overpayment	2085	Gas & Oil N
135	01-481-460-6009-6540	DTF	12.69	Fuel - December 2022	2085	Gas & Oil N
132	01-481-461-6025-6540	DTF	1.52-	Fuel overpayment	2085	Gas & Oil N
139	01-481-461-6025-6540	DTF	5.29	Fuel - December 2022	2085	Gas & Oil N
130	01-481-461-6030-6540	DTF	3.04-	Fuel overpayment	2085	Gas & Oil N
137	01-481-461-6030-6540	DTF	0.71	Fuel - December 2022	2085	Gas & Oil N
134	01-481-461-6034-6540	DTF	3.52	Fuel - December 2022	2085	Gas & Oil N
131	01-481-461-6059-6540	DTF	11.40-	Fuel overpayment	2085	Gas & Oil N
138	01-481-461-6059-6540	DTF	12.34	Fuel - December 2022	2085	Gas & Oil N
133	01-481-462-6047-6540	DTF	3.80-	Fuel overpayment	2085	Gas & Oil N
128	01-481-465-6057-6540	DTF	44.06-	Fuel overpayment	2085	Gas & Oil N
136	01-481-465-6057-6540	DTF	0.71	Fuel - December 2022	2085	Gas & Oil N
141	01-481-460-6009-6540		9.49	Fuel - January 2023	2094	Gas & Oil N
142	01-481-460-6012-6540		6.53	Fuel - January 2023	2094	LTC - Gas & Oil N
144	01-481-461-6025-6540		3.86	Fuel - January 2023	2094	Gas & Oil N
143	01-481-461-6059-6540		8.90	Fuel - January 2023	2094	Gas & Oil N
140	01-481-465-6057-6540		0.89	Fuel - January 2023	2094	Gas & Oil N
147	01-481-460-6009-6540		13.47	Fuel - February 2023	2104	Gas & Oil N

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149	01-481-460-6011-6540		Fuel - February 2023	2104	Gas & Oil	N
148	01-481-460-6012-6540		Fuel - February 2023	2104	LTC - Gas & Oil	N
151	01-481-461-6025-6540		Fuel - February 2023	2104	Gas & Oil	N
146	01-481-461-6030-6540		Fuel - February 2023	2104	Gas & Oil	N
152	01-481-461-6034-6540		Fuel - February 2023	2104	Gas & Oil	N
150	01-481-461-6059-6540		Fuel - February 2023	2104	Gas & Oil	N
145	01-481-465-6057-6540		Fuel - February 2023	2104	Gas & Oil	N
83500	Steele County Highway Dept		25 Transactions			
85147	Stericycle Inc					
155	01-481-460-6009-6322		Hazardous waste	4011642121	Service Agreements	N
154	01-481-462-6047-6322		Hazardous waste	4011642121	Service Agreements	N
156	01-481-464-6061-6322		Hazardous waste	4011642121	Service Agreements	N
85147	Stericycle Inc		3 Transactions			
481	DEPT Total:	5,774.27	Public Health Nursing	24 Vendors	52 Transactions	
502	DEPT		Steele Co Community Ctr			
9113	RSBS Management Inc					
48	01-502-000-0000-6380	277.87	Snow plowing - Comm Ctr	177613	Grounds Maintenance	N
9113	RSBS Management Inc	277.87	1 Transactions			
502	DEPT Total:	277.87	Steele Co Community Ctr	1 Vendors	1 Transactions	
521	DEPT		Park And Recreation			
26699	Four Seasons Centre					
66	01-521-000-0000-6831	990.00	Open ice - March	4554-1	Ice Rental Pymts	N
26699	Four Seasons Centre	990.00	1 Transactions			
58850	Northland Farm Systems					
70	01-521-000-0000-6410	1,602.00	1st half rent-skidloader lease	55690	Operating Supplies/Truck Repairs	N
58850	Northland Farm Systems	1,602.00	1 Transactions			
521	DEPT Total:	2,592.00	Park And Recreation	2 Vendors	2 Transactions	
550	DEPT		Four Seasons			
33550	Hillyard-Hutchinson					
67	01-550-000-0000-6410	1,365.36	Janitorial supplies	605050479	Operating Supplies - Contracts	N

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1 General Revenue Fund

Steele County

Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES



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Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
33550	Hillyard - Hutchinson		1 Transactions			
109	91 Sheriff Of Steele County					
	01-550-000-0000-6410	100.00	Special deputy for Ice Jam	Feb 2023	Operating Supplies - Contracts	N
	91 Sheriff Of Steele County	100.00	1 Transactions			
111	4599 Stoyks Plumbing LLC					
	01-550-000-0000-6410	334.91	Flusher assembly for urinal	4934	Operating Supplies - Contracts	Y
	4599 Stoyks Plumbing LLC	334.91	1 Transactions			
550	DEPT Total:	1,800.27	Four Seasons	3 Vendors	3 Transactions	
602	DEPT		Co-Op Extension			
	7020 Steele County Times					
153	01-602-000-0000-6410	99.00	2 yr subscription		Office Supplies	N
	7020 Steele County Times	99.00	1 Transactions			
	72120 Univ Of Mn Regents					
126	01-602-000-0000-6410	300.00	2023 FairEntry software supscr	0300031360	Office Supplies	N
	72120 Univ Of Mn Regents	300.00	1 Transactions			
602	DEPT Total:	399.00	Co-Op Extension	2 Vendors	2 Transactions	
1	Fund Total:	136,512.88	General Revenue Fund		157 Transactions	

Steele County

Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES



Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description	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					
90	21-631-000-0000-6273	6.68	Ditch atty monthly retainer	354309	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					
90	21-633-000-0000-6273	6.68	Ditch atty monthly retainer	354309	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					
90	21-634-000-0000-6273	6.68	Ditch atty monthly retainer	354309	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					
90	21-635-000-0000-6273	6.68	Ditch atty monthly retainer	354309	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					
90	21-636-000-0000-6273	6.68	Ditch atty monthly retainer	354309	Attorney Fees	Y
73300	Rinke-Noonan Attorney at Law	6.68	1 Transactions			
636	DEPT Total:	6.68	Judicial Ditch 7	1 Vendors	1 Transactions	
637	DEPT		JD 11 (Ripley Ditch)			
73300	Rinke-Noonan Attorney at Law					

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21 County Ditch Fund

Steele County

Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES



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Vendor	Name	Rpt	Amount	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr		Service Dates	Paid On Bhf #	On Behalf of Name	
90	21-637-000-0000-6273		6.68	Ditch atty monthly retainer	354309	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						
90	21-638-000-0000-6273		6.68	Ditch atty monthly retainer	354309	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						
90	21-639-000-0000-6273		6.68	Ditch atty monthly retainer	354309	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						
90	21-640-000-0000-6273		6.68	Ditch atty monthly retainer	354309	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						
90	21-641-000-0000-6273		6.68	Ditch atty monthly retainer	354309	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						
90	21-642-000-0000-6273		6.66	Ditch atty monthly retainer	354309	Attorney Fees	Y

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21 County Ditch Fund

Steele County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

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Vendor	Name	Rpt	Amount	Warrant Description	Invoice #	Account/Formula Description	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						
90	21-643-000-0000-6273		6.66	Ditch atty monthly retainer	354309	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						
90	21-644-000-0000-6273		6.66	Ditch atty monthly retainer	354309	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						
90	21-645-000-0000-6273		6.66	Ditch atty monthly retainer	354309	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						
90	21-646-000-0000-6273		6.66	Ditch atty monthly retainer	354309	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						
90	21-647-000-0000-6273		6.66	Ditch atty monthly retainer	354309	Attorney Fees	Y
73300	Rinke-Noonan Attorney at Law		6.66	1 Transactions			

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21 County Ditch Fund

Steele County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

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	<u>Vendor Name</u>	<u>Rpt</u>		<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Description</u>	<u>1099</u>
	<u>No. Account/Formula</u>	<u>Accr</u>	<u>Amount</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>	
647	DEPT Total:		6.66	County Ditch 20	1 Vendors	1 Transactions	
648	DEPT			County Ditch 21			
	73300 Rinke-Noonan Attorney at Law						
90	21-648-000-0000-6273		6.66	Ditch atty monthly retainer	354309	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						
90	21-649-000-0000-6273		6.66	Ditch atty monthly retainer	354309	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						
90	21-650-000-0000-6273		6.66	Ditch atty monthly retainer	354309	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						
90	21-651-000-0000-6273		6.66	Ditch atty monthly retainer	354309	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						
90	21-652-000-0000-6273		6.66	Ditch atty monthly retainer	354309	Attorney Fees	Y
	73300 Rinke-Noonan Attorney at Law		6.66	1 Transactions			
652	DEPT Total:		6.66	County Ditch 25	1 Vendors	1 Transactions	

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21 County Ditch Fund

Steele County

Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES



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Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
653	DEPT		County Ditch 27			
73300	Rinke-Noonan Attorney at Law					
90	21-653-000-0000-6273	6.66	Ditch atty monthly retainer	354309	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					
90	21-654-000-0000-6273	6.66	Ditch atty monthly retainer	354309	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					
90	21-655-000-0000-6273	6.66	Ditch atty monthly retainer	354309	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					
90	21-656-000-0000-6273	6.66	Ditch atty monthly retainer	354309	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					
90	21-657-000-0000-6273	6.66	Ditch atty monthly retainer	354309	Attorney Fees	Y
73300	Rinke-Noonan Attorney at Law	6.66	1 Transactions			
657	DEPT Total:	6.66	Public Tile Ditch 10	1 Vendors	1 Transactions	
658	DEPT		Public Tile Ditch 11			
73300	Rinke-Noonan Attorney at Law					

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21 County Ditch Fund

Steele County

Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES



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Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
90	21-658-000-0000-6273		Ditch atty monthly retainer	354309	Attorney Fees	Y
73300	Rinke-Noonan Attorney at Law		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					
90	21-659-000-0000-6273	6.66	Ditch atty monthly retainer	354309	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					
90	21-660-000-0000-6273	6.66	Ditch atty monthly retainer	354309	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					
90	21-665-000-0000-6273	6.66	Ditch atty monthly retainer	354309	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

Steele County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

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	Vendor	Name	Rpt		Warrant Description	Invoice #	Account/Formula Description	1099
	No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name	
11	DEPT				District Court Admin.			
	9606	New Line Mechanical						
167		38-011-000-0000-6600		470.00	Faucet for mop sink - HVAC	22207	Capital Outlay - District Court	N
	9606	New Line Mechanical		470.00	1 Transactions			
	585	Olympic Fire Protection Corp						
91		38-011-000-0000-6600		663.79	HVAC project - Courthouse	25440462	Capital Outlay - District Court	N
	585	Olympic Fire Protection Corp		663.79	1 Transactions			
11	DEPT Total:			1,133.79	District Court Admin.	2 Vendors	2 Transactions	
38	Fund Total:			1,133.79	Capital Outlay Fund		2 Transactions	

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 53 Landfill Fund

Steele County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

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Vendor No.	Name	Account/Formula	Rpt	Accr	Amount	Warrant Description	Invoice #	Account/Formula Description	1099
						Service Dates	Paid On Bhf #	On Behalf of Name	
398	DEPT					Landfill			
	52725	Mn Pollution Control Agency							
92		53-398-000-0000-6542			400.00	Stormwater annual permit	1000156082	Testing & Monitoring	N
	52725	Mn Pollution Control Agency			400.00	1 Transactions			
	77570	Short Elliott Hendrickson Inc							
93		53-398-000-0000-6542	AP		3,081.92	Landfill services - 2022	443054	Testing & Monitoring	N
94		53-398-000-0000-6542			16,878.38	Permitting & expansion- Feb 23	443058	Testing & Monitoring	N
	77570	Short Elliott Hendrickson Inc			19,960.30	2 Transactions			
	83500	Steele County Highway Dept							
95		53-398-000-0000-6301			1,911.60	Repairs to hood	2091	Equip Repairs	N
96		53-398-000-0000-6388			242.59	Labor reimbursement	2091	Labor costs-Highway	N
	83500	Steele County Highway Dept			2,154.19	2 Transactions			
	9183	Van Meter Inc							
97		53-398-000-0000-6300			201.67	Supplies for internet install	S012613969.001	Bldg Repairs & Maintenance	N
	9183	Van Meter Inc			201.67	1 Transactions			
	99500	Ziegler,Inc							
98		53-398-000-0000-6301			8,491.01	Repairs to D6N	SI000302914	Equip Repairs	N
	99500	Ziegler,Inc			8,491.01	1 Transactions			
398	DEPT Total:				31,207.17	Landfill	5 Vendors	7 Transactions	
53	Fund Total:				31,207.17	Landfill Fund		7 Transactions	
	Final Total:				169,053.84	132 Vendors	196 Transactions		

Steele County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Recap by Fund	<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>		
	1	136,512.88	General Revenue Fund		
	21	200.00	County Ditch Fund		
	38	1,133.79	Capital Outlay Fund		
	53	31,207.17	Landfill Fund		
	All Funds	169,053.84	Total	Approved by,	
					
					

Steele County

JOURNAL ENTRIES



Description JW - 2022 AUDIT UPLOAD ? BATCH 2

RRN	Audit Date	Aud Seq	Account/Formula	Trans Amt	D/C	Desc 1	Desc 2	RC1	RC2	Basis
1	12/31/22	504	21-631-000-0000-6801 Miscellaneous	70.00	D	Record 2022 Ditch Per Diems				1
2	12/31/22	504	21-665-000-0000-6801 Miscellaneous	280.00	D	Record 2022 Ditch Per Diems				1
3	12/31/22	504	21-635-000-0000-6801 Miscellaneous	210.00	D	Record 2022 Ditch Per Diems				1
4	12/31/22	504	21-640-000-0000-6801 Miscellaneous	210.00	D	Record 2022 Ditch Per Diems				1
5	12/31/22	504	21-646-000-0000-6801 Miscellaneous	140.00	D	Record 2022 Ditch Per Diems				1
6	12/31/22	504	21-647-000-0000-6801 Miscellaneous	280.00	D	Record 2022 Ditch Per Diems				1
7	12/31/22	504	21-000-000-0000-1001 Cash	1,190.00	C	Record 2022 Ditch Per Diems				1
8	12/31/22	504	01-000-000-0000-1001 Cash	1,190.00	D	Record 2022 Ditch Per Diems				1
9	12/31/22	504	01-005-000-0000-6190 Per Diems	1,190.00	C	Record 2022 Ditch Per Diems				1
10	12/31/22	504	01-000-000-0000-1410 Advances To Other Funds	14,976.43	D	2022 Ditch Loan Allocation				1
11	12/31/22	504	01-000-000-0000-1001 Cash	14,976.43	C	2022 Ditch Loan Allocation				1
12	12/31/22	504	21-000-000-0000-1001 Cash	14,976.43	D	2022 Ditch Loan Allocation				1
13	12/31/22	504	21-000-000-0000-2520 Advance From Other Funds	14,976.43	C	2022 Ditch Loan Allocation				1
14	12/31/22	504	01-481-465-6057-6464 General Supplies & Outreach	20.38	D	Health Fair Expense - Mary U				1
15	12/31/22	504	01-481-461-6032-6464 General Supplies & Outreach	20.38	C	Health Fair Expense - Mary U				1
Debit Total				32,353.24		Credit Total	32,353.24	Net:	0.00	

Steele County

JOURNAL ENTRIES



Description JW - JAN 2023 CASH JOURNALS

RRN	Audit Date	Aud Seq	Account/Formula	Trans Amt	D/C	Desc 1	Desc 2	RC1	RC2	Basis
1	1/31/23	501	01-003-000-0000-6357 Bank Charges	469.50	D	Bank Charges - Magic #1				1
2	1/31/23	501	01-003-000-0000-6357 Bank Charges	17.98	D	Bank Charges - Magic #2				1
3	1/31/23	501	01-003-000-0000-6357 Bank Charges	113.54	D	Bank Charges - Payroll				1
4	1/31/23	501	01-000-000-0000-1001 Cash	601.02	C	Jan 2023 Bank Charges				1
5	1/31/23	501	01-000-000-0000-1001 Cash	18,617.17	D	Jan 2023 Interest				1
6	1/31/23	501	01-003-000-0000-5710 Interest From Investments	10,794.52	C	Jan Interest - Magic #1				1
7	1/31/23	501	01-003-000-0000-5710 Interest From Investments	7,723.10	C	Jan Interest - Magic #2				1
8	1/31/23	501	01-003-000-0000-5710 Interest From Investments	98.68	C	Jan Interest - Payroll				1
9	1/31/23	501	01-003-000-0000-5710 Interest From Investments	0.87	C	Jan Interest - 6228				1
10	1/31/23	501	81-000-000-0000-1001 Cash	2,150.03	D	Jan 2023 Interest				1
11	1/31/23	501	81-230-000-0000-5710 Interest	2,150.03	C	Jan Interest - E911				1
12	1/31/23	501	01-105-295-0000-5301 Planning & Zoning Grants	4,179.51	D	074-070-005 VO #2 30040				1
13	1/31/23	501	01-000-000-0000-1001 Cash	4,179.51	C	074-070-005 VO #2 30040				1
14	1/31/23	501	10-000-000-0000-1001 Cash	4,179.51	D	074-070-005 VO #2 30040				1
15	1/31/23	501	10-310-000-0000-5403 Federal Funds	4,179.51	C	074-070-005 VO #2 30040				1
16	1/31/23	501	01-000-000-0000-1001 Cash	1,546.25	D	Reclass 92822 Cost to Fund 38				1
17	1/31/23	501	01-111-042-0000-6600 Capital Outlay	1,546.25	C	Reclass 92822 Cost to Fund 38				1
18	1/31/23	501	38-111-000-0000-6600 Capital Outlay - Buildings and Grounds	1,546.25	D	Reclass 92822 Cost to Fund 38				1
19	1/31/23	501	38-000-000-0000-1001 Cash	1,546.25	C	Reclass 92822 Cost to Fund 38				1
Debit Total				32,819.74		Credit Total	32,819.74	Net:	0.00	

Steele County
JOURNAL ENTRIES



Description MM - 2022 NOV - C7

RRN	Audit Date	Aud Seq	Account/Formula	Trans Amt	D/C	Desc 1	Desc 2	RC1	RC2	Basis
1	11/30/22	907	70-000-000-0000-2163	99,634.37	D	2nd Settle - Prop Tax State MN				1
			Unapportioned Other State Revenue							
2	11/30/22	907	70-000-000-0000-1001	99,634.37	C	2nd Settle - Prop Tax State MN				1
			Cash							
Debit Total				99,634.37		Credit Total	99,634.37	Net:	0.00	

Steele County

JOURNAL ENTRIES



Description MM - 2023 JAN - C4 POSTAGE

RRN	Audit Date	Aud Seq	Account/Formula	Trans Amt	D/C	Desc 1	Desc 2	RC1	RC2	Basis
1	1/31/23	904	01-031-000-0000-6215 Postage	68.34	D	Postage - Admin				1
2	1/31/23	904	01-103-000-0000-6215 Postage	44.40	D	Postage - Assessor				1
3	1/31/23	904	01-041-000-0000-6215 Postage	249.84	D	Postage - Auditor				1
4	1/31/23	904	01-251-000-0000-6215 Postage	31.28	D	Postage - Detention Center				1
5	1/31/23	904	01-602-000-0000-6215 Postage	168.30	D	Postage - Extension				1
6	1/31/23	904	01-111-000-0000-6215 Postage	0.60	D	Postage - Fleet Management				1
7	1/31/23	904	01-550-000-0000-6215 Postage	9.99	D	Postage - Four Seasons				1
8	1/31/23	904	01-032-000-0000-6215 Postage	1.74	D	Postage - Human Resources				1
9	1/31/23	904	01-062-000-0000-6802 Internal Chargeback	32.46	D	Postage - Court Admin				1
10	1/31/23	904	01-062-000-0000-6802 Internal Chargeback	45.66	D	Postage - MRCI				1
11	1/31/23	904	01-105-000-0000-6215 Postage	70.59	D	Postage - Planning and Zoning				1
12	1/31/23	904	01-252-000-0000-6215 Postage	158.27	D	Postage - CCA				1
13	1/31/23	904	01-101-000-0000-6215 Postage	488.33	D	Postage - Recorder				1
14	1/31/23	904	01-042-000-0000-6215 Postage	175.83	D	Postage - Treasurer				1
15	1/31/23	904	01-121-000-0000-6215 Postage	12.18	D	Postage - Veterans				1
16	1/31/23	904	01-481-460-6009-6215 Postage	56.70	D	Postage - QA				1
17	1/31/23	904	01-481-460-6011-6215 Postage	193.94	D	Postage - CTC				1
18	1/31/23	904	01-481-461-6030-6215 Postage	33.93	D	Postage - MCH				1
19	1/31/23	904	01-481-461-6025-6215 Postage	23.70	D	Postage - FAP/HCB/FC				1
20	1/31/23	904	01-481-462-6047-6215 Postage	2.37	D	Postage - CID				1

Steele County

JOURNAL ENTRIES



Description MM - 2023 JAN - C4 POSTAGE

RRN	Audit Date	Aud Seq	Account/Formula	Trans Amt	D/C	Desc 1	Desc 2	RC1	RC2	Basis
21	1/31/23	904	01-481-461-6059-6215 Postage	1.98	D	Postage - SEMN				1
22	1/31/23	904	01-481-464-6061-6215 Postage	7.59	D	Postage - COVID				1
23	1/31/23	904	01-481-461-6040-6215 Postage	14.46	D	Postage - WIC				1
24	1/31/23	904	01-481-460-6012-6215 Postage	34.44	D	Postage - LTC				1
25	1/31/23	904	01-062-000-0000-6215 Postage	1,926.92	C	GF Postage Allocation				1
26	1/31/23	904	10-301-000-0000-6215 Postage	2.88	D	Highway Postage				1
27	1/31/23	904	10-000-000-0000-1001 Cash	2.88	C	Highway Postage				1
28	1/31/23	904	01-000-000-0000-1001 Cash	2.88	D	Highway Postage				1
29	1/31/23	904	01-062-000-0000-5831 Miscellaneous	2.88	C	Highway Postage				1
30	1/31/23	904	53-398-000-0000-6215 Postage	14.91	D	Landfill Postage				1
31	1/31/23	904	53-000-000-0000-1001 Cash	14.91	C	Landfill Postage				1
32	1/31/23	904	01-000-000-0000-1001 Cash	14.91	D	Landfill Postage				1
33	1/31/23	904	01-062-000-0000-5831 Miscellaneous	14.91	C	Landfill Postage				1
Debit Total				1,962.50		Credit Total	1,962.50	Net:	0.00	

Steele County

JOURNAL ENTRIES



Description MM - 2023 JAN - C3 ENTERPRISE

RRN	Audit Date	Aud Seq	Account/Formula	Trans Amt	D/C	Desc 1	Desc 2	RC1	RC2	Basis
1	1/31/23	903	01-111-050-0000-6320 Vehicle Repairs & Maintenance	465.34	D	Enterprise Full Maint Fee Admn				1
2	1/31/23	903	01-251-000-0000-6320 Vehicle Maintenance	427.49	D	Enterprise Full Maint Fee DC				1
3	1/31/23	903	01-111-050-0000-6320 Vehicle Repairs & Maintenance	291.35	D	Enterprise Over Milage				1
4	1/31/23	903	01-000-000-0000-1001 Cash	1,184.18	C	Admin-DC Enterprise Jan 2023				1
5	1/31/23	903	01-111-050-0000-6347 Enterprise Fleet Leasing	7,255.56	D	County Fleet Lease - Jan 23				1
6	1/31/23	903	01-201-000-0000-6347 Enterprise Fleet Leasing	15,031.34	D	Sheriff Fleet Lease - Jan 23				1
7	1/31/23	903	01-000-000-0000-1001 Cash	22,286.90	C	Fleet Lease Payments - Jan 23				1
8	1/31/23	903	01-201-000-0102-6320 Squad 7414 Maintenance	5.00	D	Fleet Vehicle Maintenance				1
9	1/31/23	903	01-201-000-0102-6320 Squad 7414 Maintenance	45.78	D	Oil Change				1
10	1/31/23	903	01-201-000-0103-6320 Squad 7410 Maintenance	5.00	D	Fleet Vehicle Maintenance				1
11	1/31/23	903	01-201-000-0103-6320 Squad 7410 Maintenance	88.57	D	Wipers,Filter, Coolant, Washer				1
12	1/31/23	903	01-201-000-0103-6320 Squad 7410 Maintenance	59.45	D	Oil Change				1
13	1/31/23	903	01-201-000-0104-6320 Squad 7404 Maintenance	5.00	D	Fleet Vehicle Maintenance				1
14	1/31/23	903	01-201-000-0105-6320 Squad 7408 Maintenance	5.00	D	Fleet Vehicle Maintenance				1
15	1/31/23	903	01-201-000-0106-6320 Squad 7424 Maintenance	5.00	D	Fleet Vehicle Maintenance				1
16	1/31/23	903	01-201-000-0106-6320 Squad 7424 Maintenance	351.00	D	Wiring, Diagnostic, FlatRepair				1
17	1/31/23	903	01-201-000-0106-6320 Squad 7424 Maintenance	85.00	D	Light duty tow service				1
18	1/31/23	903	01-201-000-0107-6320 Squad 7407 Maintenance	5.00	D	Fleet Vehicle Maintenance				1
19	1/31/23	903	01-201-000-0108-6320 Squad 7418 Maintenance	5.00	D	Fleet Vehicle Maintenance				1
20	1/31/23	903	01-201-000-0109-6320 Squad 7416 Maintenance	5.00	D	Fleet Vehicle Maintenance				1

Steele County

JOURNAL ENTRIES



Description MM - 2023 JAN - C3 ENTERPRISE

RRN	Audit Date	Aud Seq	Account/Formula	Trans Amt	D/C	Desc 1	Desc 2	RC1	RC2	Basis
21	1/31/23	903	01-201-000-0110-6320 Squad 7403 Maintenance	5.00	D	Fleet Vehicle Maintenance				1
22	1/31/23	903	01-201-000-0110-6320 Squad 7403 Maintenance	44.43	D	Oil Change				1
23	1/31/23	903	01-201-000-0111-6320 Squad 7422 Maintenace	5.00	D	Fleet Vehicle Maintenance				1
24	1/31/23	903	01-201-000-0112-6320 Squad 7406 Maintenance	5.00	D	Fleet Vehicle Maintenance				1
25	1/31/23	903	01-201-000-0112-6320 Squad 7406 Maintenance	45.78	D	Oil Change				1
26	1/31/23	903	01-201-000-0113-6320 Squad 7411 Maintenance	5.00	D	Fleet Vehicle Maintenance				1
27	1/31/23	903	01-201-000-0113-6320 Squad 7411 Maintenance	44.43	D	Oil Change				1
28	1/31/23	903	01-201-000-0114-6320 Squad 7421 Maintenance	5.00	D	Fleet Vehicle Maintenance				1
29	1/31/23	903	01-201-000-0115-6320 Squad 7405 Maintenance	5.00	D	FVM - 22VH55 - Retired Squad				1
30	1/31/23	903	01-201-000-0116-6320 Squad 116 Maintenance	70.10	D	Fleet Vehicle Maintenance				1
31	1/31/23	903	01-201-000-0117-6320 Squad 7420 Maintenance	5.00	D	Fleet Vehicle Maintenance				1
32	1/31/23	903	01-201-000-0118-6320 Squad 7412 Maintenance	5.00	D	Fleet Vehicle Maintenance				1
33	1/31/23	903	01-201-000-0119-6320 Squad 7401 Maintenance	5.00	D	Fleet Vehicle Maintenance				1
34	1/31/23	903	01-201-000-0119-6320 Squad 7401 Maintenance	89.89	D	Oil Change				1
35	1/31/23	903	01-201-000-0120-6320 Squad 7402 Maintenance	5.00	D	Fleet Vehicle Maintenance				1
36	1/31/23	903	01-201-000-0121-6320 Squad 121 Maintenance	5.00	D	Fleet Vehicle Maintenance				1
37	1/31/23	903	01-201-000-0121-6320 Squad 121 Maintenance	44.43	D	Oil change				1
38	1/31/23	903	01-201-000-0122-6320 Squad 7409 Maintenance	5.00	D	Fleet Vehicle Maintenance				1
39	1/31/23	903	01-201-000-0122-6320 Squad 7409 Maintenance	69.20	D	Oil Change, Coolant, Washer				1
40	1/31/23	903	01-201-000-0123-6320 Squad 7423 Maintenance	70.10	D	Fleet Vehicle Maintenance				1

Steele County
JOURNAL ENTRIES



Description MM - 2023 JAN - C3 ENTERPRISE

RRN	Audit Date	Aud Seq	Account/Formula	Trans Amt	D/C	Desc 1	Desc 2	RC1	RC2	Basis
41	1/31/23	903	01-000-000-0000-1001 Cash	1,208.16	C	Sheriff Enterprise - Jan 2023				1
Debit Total				24,679.24		Credit Total	24,679.24	Net:	0.00	

Steele County

JOURNAL ENTRIES



Description MM - 2023 JAN - C2 VERIZON

RRN	Audit Date	Aud Seq	Account/Formula	Trans Amt	D/C	Desc 1	Desc 2	RC1	RC2	Basis
1	1/31/23	902	01-031-000-0000-6210 Telephone	48.41	D	Phone Charges - Verizon				1
2	1/31/23	902	01-103-000-0000-6210 Telephone	227.05	D	Phone Charges - Verizon				1
3	1/31/23	902	01-091-000-0000-6210 Telephone	121.83	D	Phone Charges - Verizon				1
4	1/31/23	902	01-111-000-0000-6210 Telephone	501.57	D	Phone Charges - Verizon				1
5	1/31/23	902	01-252-000-0000-6210 Telephone	667.74	D	Phone Charges - Verizon				1
6	1/31/23	902	01-251-000-0000-6210 Telephone	178.64	D	Phone Charges - Verizon				1
7	1/31/23	902	01-281-000-0000-6210 Telephone	185.24	D	Phone Charges - Verizon				1
8	1/31/23	902	01-602-000-0000-6210 Telephone	35.01	D	Phone Charges - Verizon				1
9	1/31/23	902	01-032-000-0000-6210 Telephone	91.82	D	Phone Charges - Verizon				1
10	1/31/23	902	01-061-000-0000-6210 Telephone	83.42	D	Phone Charges - Verizon				1
11	1/31/23	902	01-105-000-0000-6210 Telephone	173.64	D	Phone Charges - Verizon				1
12	1/31/23	902	01-042-000-0000-6210 Telephone	40.01	D	Phone Charges - Verizon				1
13	1/31/23	902	01-121-000-0000-6210 Telephone	75.02	D	Phone Charges - Verizon				1
14	1/31/23	902	01-253-000-0000-6210 Telephone	43.41	D	Phone Charges - Verizon				1
15	1/31/23	902	01-481-460-6009-6210 Telephone	43.41	D	Phone Charges - QA				1
16	1/31/23	902	01-481-460-6009-6210 Telephone	43.41	D	Phone Charges - QA				1
17	1/31/23	902	01-481-460-6009-6210 Telephone	43.41	D	Phone Charges - QA				1
18	1/31/23	902	01-481-461-6040-6210 Telephone	43.41	D	Phone Charges - WIC				1
19	1/31/23	902	01-481-460-6011-6210 Telephone	21.70	D	Phone Charges - CTC				1
20	1/31/23	902	01-481-462-6047-6210 Telephone	21.71	D	Phone Charges - CID				1

Steele County

JOURNAL ENTRIES



Description MM - 2023 JAN - C2 VERIZON

RRN	Audit Date	Aud Seq	Account/Formula	Trans Amt	D/C	Desc 1	Desc 2	RC1	RC2	Basis
21	1/31/23	902	01-481-461-6040-6210 Telephone	43.41	D	Phone Charges - WIC				1
22	1/31/23	902	01-481-460-6009-6210 Telephone	43.41	D	Phone Charges - QA				1
23	1/31/23	902	01-481-461-6059-6210 Telephone	21.70	D	Phone Charges - SEMN				1
24	1/31/23	902	01-481-461-6034-6210 Telephone	21.71	D	Phone Charges - TANF				1
25	1/31/23	902	01-481-461-6059-6210 Telephone	43.41	D	Phone Charges - SEMN				1
26	1/31/23	902	01-481-460-6009-6210 Telephone	43.41	D	Phone Charges - QA				1
27	1/31/23	902	01-481-460-6009-6210 Telephone	43.41	D	Phone Charges - QA				1
28	1/31/23	902	01-481-460-6009-6210 Telephone	43.41	D	Phone Charges - QA				1
29	1/31/23	902	01-481-461-6059-6210 Telephone	21.71	D	Phone Charges - SEMN				1
30	1/31/23	902	01-481-461-6040-6210 Telephone	10.85	D	Phone Charges - WIC				1
31	1/31/23	902	01-481-465-6057-6210 Telephone	0.87	D	Phone Charges - LPHG				1
32	1/31/23	902	01-481-461-6030-6210 Telephone	2.17	D	Phone Charges - MCH				1
33	1/31/23	902	01-481-462-6047-6210 Telephone	7.81	D	Phone Charges - CID				1
34	1/31/23	902	01-481-460-6009-6210 Telephone	43.41	D	Phone Charges - QA				1
35	1/31/23	902	01-481-461-6040-6210 Telephone	43.41	D	Phone Charges - WIC				1
36	1/31/23	902	01-481-460-6009-6210 Telephone	48.41	D	Phone Charges - QA				1
37	1/31/23	902	01-481-465-6057-6210 Telephone	43.41	D	Phone Charges - LPHG				1
38	1/31/23	902	01-481-465-6057-6210 Telephone	35.01	D	Phone Charges - MIFI				1
39	1/31/23	902	01-481-460-6009-6210 Telephone	48.41	D	Phone Charges - QA				1
40	1/31/23	902	01-201-000-0000-6211 Radio-Computers-Cameras	840.27	D	Squad Connections - Verizon				1

Steele County

JOURNAL ENTRIES



Description MM - 2023 JAN - C2 VERIZON

RRN	Audit Date	Aud Seq	Account/Formula	Trans Amt	D/C	Desc 1	Desc 2	RC1	RC2	Basis
41	1/31/23	902	01-201-000-0000-6210 Telephone	964.37	D	Phone Charges - Verizon				1
42	1/31/23	902	01-000-000-0000-1001 Cash	5,103.84	C	Verizon Charges January				1
43	1/31/23	902	10-301-000-0000-6210 Telephone	579.14	D	Phone Charges - Verizon				1
44	1/31/23	902	10-000-000-0000-1001 Cash	579.14	C	Phone Charges - Verizon				1
45	1/31/23	902	53-398-000-0000-6210 Telephone	79.33	D	Phone Charges - Verizon				1
46	1/31/23	902	53-000-000-0000-1001 Cash	79.33	C	Phone Charges - Verizon				1
Debit Total				5,762.31		Credit Total	5,762.31	Net:	0.00	

Steele County

JOURNAL ENTRIES



Description MM - 2023 JAN - C1 BMO

RRN	Audit Date	Aud Seq	Account/Formula	Trans Amt	D/C	Desc 1	Desc 2	RC1	RC2	Basis
1	1/31/23	901	01-000-000-0000-1001 Cash	2,559.60	D	BMO One Card Allocation Jan				1
2	1/31/23	901	01-003-000-0000-6961 Visa One Card Program	31,541.68	C	BMO Charges Jan				1
3	1/31/23	901	01-003-000-0000-6194 Personnel Policy	59.86	D	Board meeting expenses				1
4	1/31/23	901	01-003-000-0000-6194 Personnel Policy	237.85	D	Programs for Recognition Party				1
5	1/31/23	901	01-003-000-0000-6194 Personnel Policy	2,138.13	D	Holiday Recog Meals				1
6	1/31/23	901	01-003-000-0000-6194 Personnel Policy	135.84	D	Desserts for Recognition Party				1
7	1/31/23	901	01-003-000-0000-6194 Personnel Policy	15.60	D	Supplies for Recogn Party Game				1
8	1/31/23	901	01-003-000-0000-6194 Personnel Policy	49.85	D	Recognition Party Supplies				1
9	1/31/23	901	01-005-000-0000-6261 Conference & Training	439.77	D	AMC Conference Hotel Rm-Brady				1
10	1/31/23	901	01-005-000-0000-6261 Conference & Training	439.77	D	AMC Conference Hotel Rm-Gnemi				1
11	1/31/23	901	01-005-000-0000-6261 Conference & Training	439.77	D	AMC Conference Hotel Rm-Krueg				1
12	1/31/23	901	01-031-000-0000-6261 Conference & Training	439.77	D	AMC Conference Hotel Rm-Golber				1
13	1/31/23	901	01-032-000-0000-6241 Membership Dues	137.08	D	Gina PELRA Membership Dues				1
14	1/31/23	901	01-032-000-0000-6261 Conference & Training	169.00	D	Gina Supervisor Coaching Labs				1
15	1/31/23	901	01-032-000-0000-6261 Conference & Training	100.00	D	Gina PELRA Winter Conf				1
16	1/31/23	901	01-032-000-0000-6261 Conference & Training	439.77	D	AMC Conference Hotel Rm-Julie				1
17	1/31/23	901	01-032-000-0000-6330 Travel Expenses	18.59	D	Dinner while at AMC Conf				1
18	1/31/23	901	01-032-000-0000-6410 Office Supplies	10.68	D	2023 Planner				1
19	1/31/23	901	01-041-000-0000-6410 Office Supplies	144.98	D	Microcassette Recorder				1
20	1/31/23	901	01-042-000-0000-6261 Conference & Training	275.00	D	MACO Conference - CP				1

Steele County

JOURNAL ENTRIES



Description MM - 2023 JAN - C1 BMO

RRN	Audit Date	Aud Seq	Account/Formula	Trans Amt	D/C	Desc 1	Desc 2	RC1	RC2	Basis
21	1/31/23	901	01-042-000-0000-6261 Conference & Training	275.00	D	MACO Conference - MM				1
22	1/31/23	901	01-042-000-0000-6410 Office Supplies	7.99	D	Scissors				1
23	1/31/23	901	01-044-000-0000-6241 Membership Dues	27.00	D	CPA license renewal				1
24	1/31/23	901	01-061-000-0000-6241 Membership Dues	224.28	D	PSA -Ticketing Software				1
25	1/31/23	901	01-061-000-0000-6241 Membership Dues	189.00	D	IT Document Management				1
26	1/31/23	901	01-061-000-0000-6241 Membership Dues	424.00	D	Performance Mgmt SW				1
27	1/31/23	901	01-061-000-0000-6260 Computer Support	240.00	D	Badge Printer Repair				1
28	1/31/23	901	01-061-000-0000-6413 Computer Supplies	14.25	D	Misc Hardware				1
29	1/31/23	901	01-062-000-0000-6480 Non-Capitalized Inventory	25.10	D	Display Cable for '22 PCs				1
30	1/31/23	901	01-062-000-0000-6801 General Expense	13.95	D	SSL Certificate for Firewall				1
31	1/31/23	901	01-062-000-0000-6801 General Expense	1,415.45	D	Monthly AWS Storage Costs				1
32	1/31/23	901	01-091-000-0000-6410 Office Supplies	11.45	C	credit				1
33	1/31/23	901	01-091-000-0000-6410 Office Supplies	185.43	D	Office Supplies				1
34	1/31/23	901	01-091-000-0000-6410 Office Supplies	11.45	D	pens				1
35	1/31/23	901	01-101-000-0000-6215 Postage	27.90	D	Passport postage				1
36	1/31/23	901	01-101-000-0000-6215 Postage	27.90	D	Passport Postage				1
37	1/31/23	901	01-101-000-0000-6215 Postage	27.90	D	Passport Postage				1
38	1/31/23	901	01-101-000-0000-6215 Postage	27.90	D	Passport Postage				1
39	1/31/23	901	01-101-000-0000-6215 Postage	27.90	D	Passport Postage				1
40	1/31/23	901	01-101-000-0000-6215 Postage	27.90	D	Passport Postage				1

Steele County

JOURNAL ENTRIES



Description MM - 2023 JAN - C1 BMO

RRN	Audit Date	Aud Seq	Account/Formula	Trans Amt	D/C	Desc 1	Desc 2	RC1	RC2	Basis
41	1/31/23	901	01-101-000-0000-6215 Postage	27.90	D	Passport postage.				1
42	1/31/23	901	01-101-000-0000-6215 Postage	27.90	D	Passport Postage				1
43	1/31/23	901	01-101-000-0000-6215 Postage	27.90	D	Passport postage.				1
44	1/31/23	901	01-101-000-9305-6410 Office Supplies - Technology Fund	44.74	D	ink cartridges Epson printers				1
45	1/31/23	901	01-103-000-0000-6241 Membership Dues	25.00	D	SAMA LICENSE FEE - BRIAN				1
46	1/31/23	901	01-103-000-0000-6241 Membership Dues	0.54	D	SAMA LICENSE FEE - BRIAN				1
47	1/31/23	901	01-103-000-0000-6241 Membership Dues	50.00	D	GRANT LICENSE FEE				1
48	1/31/23	901	01-103-000-0000-6241 Membership Dues	1.07	D	GRANT LICENSE FEE				1
49	1/31/23	901	01-103-000-0000-6241 Membership Dues	410.00	D	IAAO MEMBERSHIP - TOM				1
50	1/31/23	901	01-103-000-0000-6501 Publications/Manuals	16.25	D	MONTHLY PEOPLE'S PRESS SUB.				1
51	1/31/23	901	01-111-040-0000-6300 Bldg Repairs & Maintenance	311.20	D	Battery Power Pack				1
52	1/31/23	901	01-111-040-0000-6300 Bldg Repairs & Maintenance	75.00	D	Wash Card for Maintenance				1
53	1/31/23	901	01-111-040-0000-6300 Bldg Repairs & Maintenance	16.00	D	Vac Breaker				1
54	1/31/23	901	01-111-040-0000-6300 Bldg Repairs & Maintenance	393.10	D	Vacuum Parts				1
55	1/31/23	901	01-111-040-0000-6300 Bldg Repairs & Maintenance	16.10	D	LED Pen Light				1
56	1/31/23	901	01-111-040-0000-6300 Bldg Repairs & Maintenance	27.24	D	Screw in tire unit #19110				1
57	1/31/23	901	01-111-040-0000-6300 Bldg Repairs & Maintenance	3.35	D	Parking Session				1
58	1/31/23	901	01-111-040-0000-6300 Bldg Repairs & Maintenance	44.80	D	Desk Calendars				1
59	1/31/23	901	01-111-040-0000-6300 Bldg Repairs & Maintenance	96.00	D	First Supply				1
60	1/31/23	901	01-111-040-0000-6386 Parking Lot Maintenance	2,798.10	D	Tarctor#17 Windshield				1

Steele County

JOURNAL ENTRIES



Description MM - 2023 JAN - C1 BMO

RRN	Audit Date	Aud Seq	Account/Formula	Trans Amt	D/C	Desc 1	Desc 2	RC1	RC2	Basis
61	1/31/23	901	01-111-040-0000-6386 Parking Lot Maintenance	750.00	D	NCompass Fees				1
62	1/31/23	901	01-111-040-0000-6560 Janitorial Supplies	3,045.20	D	Cleaning Supplies				1
63	1/31/23	901	01-111-040-0000-6560 Janitorial Supplies	9.98	D	Cleaning rags				1
64	1/31/23	901	01-111-040-0000-6560 Janitorial Supplies	897.62	D	Cleaning Supplies				1
65	1/31/23	901	01-111-040-0000-6801 General Expense	64.39	D	Potluck Supplies				1
66	1/31/23	901	01-111-041-0000-6560 Janitorial Supplies	15.01	D	Bathroom Cleaner				1
67	1/31/23	901	01-111-041-0000-6560 Janitorial Supplies	134.15	D	Waxed liners				1
68	1/31/23	901	01-111-041-0000-6560 Janitorial Supplies	2,029.18	D	Cleaning Supplies				1
69	1/31/23	901	01-111-042-0000-6560 Janitorial Supplies	401.71	D	Cleaning Supplies				1
70	1/31/23	901	01-111-043-0000-6380 Grounds Maintenance	47.94	D	Lawn Service				1
71	1/31/23	901	01-111-043-0000-6560 Janitorial Supplies	6.42	D	Soap for hands in Garage				1
72	1/31/23	901	01-111-044-0000-6300 Bldg Repairs & Maintenance	583.60	D	40# Bag of salt				1
73	1/31/23	901	01-111-044-0000-6300 Bldg Repairs & Maintenance	101.56	D	Gas leak tester				1
74	1/31/23	901	01-111-044-0000-6380 Grounds Maintenance	29.57	D	Wiper Blade				1
75	1/31/23	901	01-111-044-0000-6380 Grounds Maintenance	201.96	D	Flags				1
76	1/31/23	901	01-111-044-0000-6380 Grounds Maintenance	228.20	D	Paint supplies				1
77	1/31/23	901	01-111-044-0000-6380 Grounds Maintenance	72.30	D	Pest control				1
78	1/31/23	901	01-111-045-0000-6300 Bldg Repairs & Maintenance	105.36	D	Light Bulbs				1
79	1/31/23	901	01-111-045-0000-6300 Bldg Repairs & Maintenance	57.27	D	Light Blubs front entry				1
80	1/31/23	901	01-111-045-0000-6300 Bldg Repairs & Maintenance	114.53	D	Light Bulbs				1

Steele County

JOURNAL ENTRIES



Description MM - 2023 JAN - C1 BMO

RRN	Audit Date	Aud Seq	Account/Formula	Trans Amt	D/C	Desc 1	Desc 2	RC1	RC2	Basis
81	1/31/23	901	01-201-000-0000-6215 Postage	15.90	D	Redemption check - certified mai				1
82	1/31/23	901	01-201-000-0000-6241 Membership Dues	50.00	D	FBI LEEDA member dues				1
83	1/31/23	901	01-201-000-0000-6261 Conference & Training	250.00	C	Glock Trng refund				1
84	1/31/23	901	01-201-000-0000-6293 Gun Permit Expenses	7.85	D	Void Permit to Carry				1
85	1/31/23	901	01-201-000-0000-6293 Gun Permit Expenses	17.95	D	Lobby Music				1
86	1/31/23	901	01-201-000-0000-6293 Gun Permit Expenses	71.38	D	2/Red Ink cartridge				1
87	1/31/23	901	01-201-000-0000-6293 Gun Permit Expenses	319.88	D	Prints & Ribbon				1
88	1/31/23	901	01-201-000-0000-6330 Travel Expenses	463.55	D	3/Night MSA Conf. 2022				1
89	1/31/23	901	01-201-000-0000-6410 Office Supplies	11.99	D	Stapler for Programs				1
90	1/31/23	901	01-201-000-0000-6438 K-9 Expenses	76.99	D	K9 Food				1
91	1/31/23	901	01-201-000-0000-6562 Gas & Oil Squads	23.11	D	Fuel / MSA conf 2022				1
92	1/31/23	901	01-201-000-0000-6562 Gas & Oil Squads	48.20	D	Fuel / MSA conf 2022				1
93	1/31/23	901	01-201-000-0000-6801 Misc Expense	10.66	D	3 pk/phone screen protectors				1
94	1/31/23	901	01-201-000-0000-6801 Misc Expense	307.90	D	2/Scanner-Metal Detectors				1
95	1/31/23	901	01-201-000-0122-6320 Squad 7409 Maintenance	41.53	D	1/Charger & 1/Holder				1
96	1/31/23	901	01-251-000-0000-6406 Program Supplies	17.17	D	inmate educ. video				1
97	1/31/23	901	01-251-000-0000-6406 Program Supplies	166.21	D	Program supplies				1
98	1/31/23	901	01-251-000-0000-6451 Operating Supplies	132.00	D	Workstation Webcams				1
99	1/31/23	901	01-251-000-0000-6451 Operating Supplies	138.58	D	Workstation Hardware				1
100	1/31/23	901	01-251-000-0000-6801 Misc Expense	12.84	D	Master Radio Subscription				1

Steele County

JOURNAL ENTRIES



Description MM - 2023 JAN - C1 BMO

RRN	Audit Date	Aud Seq	Account/Formula	Trans Amt	D/C	Desc 1	Desc 2	RC1	RC2	Basis
101	1/31/23	901	01-252-000-0000-6330 Travel Expenses	3.35	D	Parking Rochester Courthouse				1
102	1/31/23	901	01-252-000-0000-6406 Program Supplies	12.86	D	Pop and Plates for Coggradpart				1
103	1/31/23	901	01-252-000-0000-6406 Program Supplies	53.84	D	Cog grad pizza party				1
104	1/31/23	901	01-252-000-0000-6410 Office Supplies	12.98	D	iphone case				1
105	1/31/23	901	01-252-000-0000-6410 Office Supplies	70.00	D	2 boxes of copy paper				1
106	1/31/23	901	01-252-775-0000-6261 Conference & Training - CCA Subsidy	185.00	D	Co-Occurring Disorders Symposi				1
107	1/31/23	901	01-252-775-0000-6261 Conference & Training - CCA Subsidy	185.00	D	Co-Occurring Disorders Symposi				1
108	1/31/23	901	01-252-775-0000-6330 Travel Expenses - CCA	432.48	D	foundationskillsfortrainers				1
109	1/31/23	901	01-252-775-0000-6330 Travel Expenses - CCA	15.04	D	Foundationskillstrainingmeal				1
110	1/31/23	901	01-252-775-0000-6330 Travel Expenses - CCA	15.75	D	Foundationskillstrainingmeal				1
111	1/31/23	901	01-252-775-0000-6330 Travel Expenses - CCA	20.88	D	Foundationskillstrainingmeal				1
112	1/31/23	901	01-252-775-0000-6330 Travel Expenses - CCA	13.66	D	FoundationSkillsTrainingmeal				1
113	1/31/23	901	01-252-775-0000-6330 Travel Expenses - CCA	14.83	D	Foundationskillstrainingmeal				1
114	1/31/23	901	01-252-775-0000-6330 Travel Expenses - CCA	16.91	D	Foundationskillstrainingmeal				1
115	1/31/23	901	01-252-775-0000-6330 Travel Expenses - CCA	108.12	D	EBP Trainer Appreciation				1
116	1/31/23	901	01-253-000-0000-6410 Office Supplies	240.00	D	4 rolls of stamps				1
117	1/31/23	901	01-253-000-0000-6410 Office Supplies	10.99	D	5/Magnifier Lens				1
118	1/31/23	901	01-281-000-0000-6199 Safety Program	32.05	D	Safety supplies				1
119	1/31/23	901	01-281-000-0000-6251 Other Administrative Costs	49.00	D	Monhtly Subscription				1
120	1/31/23	901	01-281-000-0000-6806 Skywarn System	74.32	D	Shelter Kits				1

Steele County

JOURNAL ENTRIES



Description MM - 2023 JAN - C1 BMO

RRN	Audit Date	Aud Seq	Account/Formula	Trans Amt	D/C	Desc 1	Desc 2	RC1	RC2	Basis
121	1/31/23	901	01-281-000-0000-6806 Skywarn System	30.92	D	Shelter Kits				1
122	1/31/23	901	01-281-000-0000-6806 Skywarn System	28.92	D	Shelter Kits				1
123	1/31/23	901	01-281-000-1001-6801 General Expense-Special Fund	426.10	D	CERT Shelter Exercise 5 hrs				1
124	1/31/23	901	01-481-460-6009-6410 Office Supplies	28.78	D	QA: Laptop Stand				1
125	1/31/23	901	01-481-460-6009-6410 Office Supplies	12.99	D	QA Wipes/Calendar/LPHG:Stamp				1
126	1/31/23	901	01-481-460-6009-6464 General Supplies & Outreach	35.98	D	QA: Folding Stools				1
127	1/31/23	901	01-481-460-6009-6465 Patient Supplies & Services	3.94	D	QA: Duck Tape				1
128	1/31/23	901	01-481-460-6009-6465 Patient Supplies & Services	24.98	D	QA: Client Supplies				1
129	1/31/23	901	01-481-460-6009-6465 Patient Supplies & Services	110.25	D	QA: Patient Supplies				1
130	1/31/23	901	01-481-460-6009-6465 Patient Supplies & Services	9.88	D	QA Wipes/Calendar/LPHG:Stamp				1
131	1/31/23	901	01-481-460-6009-6465 Patient Supplies & Services	26.48	D	QA: Client Supplies				1
132	1/31/23	901	01-481-461-6025-6410 Office Supplies	12.99	D	HCB: Office Supplies/Calendar				1
133	1/31/23	901	01-481-461-6066-6341 Office Rent	265.00	D	MDH: Rent				1
134	1/31/23	901	01-481-461-6067-6464 General Supplies & Outreach	351.93	D	Wear Pink Donations 1/2				1
135	1/31/23	901	01-481-461-6067-6464 General Supplies & Outreach	29.95	D	Wear Pink Donations 2/2				1
136	1/31/23	901	01-481-461-6067-6464 General Supplies & Outreach	33.84	D	Candy Canes for Steele Fit				1
137	1/31/23	901	01-481-462-6047-6806 COVID Testing - Employees	13.55	D	CID: Returning Immunizations				1
138	1/31/23	901	01-481-465-6057-6410 Office Supplies	15.32	D	LPHG: Office Supplies				1
139	1/31/23	901	01-481-465-6057-6410 Office Supplies	32.99	D	Headset for PHN				1
140	1/31/23	901	01-481-465-6057-6410 Office Supplies	8.49	D	QA Wipes/Calendar/LPHG:Stamp				1

Steele County

JOURNAL ENTRIES



Description MM - 2023 JAN - C1 BMO

RRN	Audit Date	Aud Seq	Account/Formula	Trans Amt	D/C	Desc 1	Desc 2	RC1	RC2	Basis
141	1/31/23	901	01-481-465-6057-6410 Office Supplies	39.00	D	LPHG: Office Supplies				1
142	1/31/23	901	01-521-000-0000-6261 Conference & Training	19.00	D	Electrical License Fee				1
143	1/31/23	901	01-550-000-0000-6314 Zamboni Repairs	9.22	D	LP Zamboni Parts				1
144	1/31/23	901	01-550-000-0000-6314 Zamboni Repairs	13.95	D	LP Zamboni Parts				1
145	1/31/23	901	01-550-000-0000-6410 Operating Supplies - Contracts	78.04	D	Misc. Shop Supplies				1
146	1/31/23	901	01-550-000-0000-6410 Operating Supplies - Contracts	7.59	D	Shop Supplies				1
147	1/31/23	901	01-550-000-0000-6410 Operating Supplies - Contracts	1,788.02	D	Memorial Bench				1
148	1/31/23	901	01-550-000-0000-6410 Operating Supplies - Contracts	53.26	D	Misc. Shop Supplies				1
149	1/31/23	901	01-550-000-0000-6410 Operating Supplies - Contracts	8.29	D	First Aid kit Supplies				1
150	1/31/23	901	01-550-000-0000-6410 Operating Supplies - Contracts	3.38	D	First Aid kit Supplies				1
151	1/31/23	901	10-000-000-0000-1001 Cash	1,794.51	C	BMO Charges Jan				1
152	1/31/23	901	10-301-000-0000-6410 Office Supplies	9.28	D	Coat hook for Ilkka's office				1
153	1/31/23	901	10-302-000-0000-6525 CSAH Supplies - Aggregate/Asphalt	129.99	D	6" hitch mount				1
154	1/31/23	901	10-302-000-0000-6525 CSAH Supplies - Aggregate/Asphalt	14.99	D	6" hitch mount				1
155	1/31/23	901	10-302-000-0000-6801 Osha/Safety Supplies	216.34	D	Lodging - Robinson				1
156	1/31/23	901	10-302-000-0000-6801 Osha/Safety Supplies	216.34	D	Lodging - Witter				1
157	1/31/23	901	10-302-000-0000-6801 Osha/Safety Supplies	216.34	D	Lodging - Jensen				1
158	1/31/23	901	10-302-000-0000-6801 Osha/Safety Supplies	216.34	D	Lodging - Kasper				1
159	1/31/23	901	10-302-000-0000-6801 Osha/Safety Supplies	216.34	D	Lodging - Born				1
160	1/31/23	901	10-304-000-0000-6511 Maint Shop Supplies & Materials	134.95	D	Snowbroom, propane & marker				1

Steele County

JOURNAL ENTRIES



Description MM - 2023 JAN - C1 BMO

RRN	Audit Date	Aud Seq	Account/Formula	Trans Amt	D/C	Desc 1	Desc 2	RC1	RC2	Basis
161	1/31/23	901	10-304-000-0000-6511 Maint Shop Supplies & Materials	59.91	D	Fiberglass marker & bolt				1
162	1/31/23	901	10-304-000-0000-6511 Maint Shop Supplies & Materials	261.50	D	Spare tire kit unit #101				1
163	1/31/23	901	10-304-000-0000-6520 Machinery/Vehicle Parts	32.21	D	Blizzard Wizard decals				1
164	1/31/23	901	10-304-000-0000-6520 Machinery/Vehicle Parts	69.98	D	Firehawk LED bulbs				1
165	1/31/23	901	23-000-000-0000-1001 Cash	26.83	C	BMO Charges Jan				1
166	1/31/23	901	23-609-000-0000-6806 Miscellaneous	26.83	D	Storage Container				1
167	1/31/23	901	38-000-000-0000-1001 Cash	578.28	C	BMO Charges Jan				1
168	1/31/23	901	38-251-000-0000-6600 Capital Outlay - Detention Center	578.28	D	TV Mounts for SCDC Pods				1
169	1/31/23	901	81-000-000-0000-1001 Cash	159.98	C	BMO Charges Jan				1
170	1/31/23	901	81-230-000-0000-6410 Office Supplies	19.98	D	Post-it Notes				1
171	1/31/23	901	81-230-000-0000-6410 Office Supplies	140.00	D	Copy Paper				1
Debit Total				34,362.73		Credit Total	34,362.73	Net:	0.00	

Steele County
JOURNAL ENTRIES



Description MM - 2022 NOV JE C8

RRN	Audit Date	Aud Seq	Account/Formula	Trans Amt	D/C	Desc 1	Desc 2	RC1	RC2	Basis
1	11/30/22	908	01-000-000-0000-1001 Cash	420.34	D	VEBA Refund				1
2	11/30/22	908	01-003-000-0000-6354 Misc Insurance Acct	420.34	C	VEBA Refund				1
Debit Total				420.34		Credit Total	420.34	Net:	0.00	

Steele County

JOURNAL ENTRIES



Description MM- JAN 2023 C6

RRN	Audit Date	Aud Seq	Account/Formula	Trans Amt	D/C	Desc 1	Desc 2	RC1	RC2	Basis
1	1/31/23	906	72-860-000-0000-2100 Mn State Treasurer - Mortgage Regis Tax	55,800.80	D	State Mortgage Tax				1
2	1/31/23	906	72-000-000-0000-1001 Cash	1,674.02	C	State Mortgage Tax				1
3	1/31/23	906	72-000-000-0000-1001 Cash	54,126.78	C	State Mortgage Tax				1
4	1/31/23	906	01-000-000-0000-1001 Cash	1,674.02	D	State Mortgage Tax				1
5	1/31/23	906	01-003-000-0000-5013 Mortgage Registry Tax Revenue	1,674.02	C	State Mortgage Tax				1
6	1/31/23	906	72-861-000-0000-2100 Mn State Treasurer - State Deed Tax	49,266.89	D	State Deed Tax				1
7	1/31/23	906	72-000-000-0000-1001 Cash	1,478.01	C	State Deed Tax				1
8	1/31/23	906	72-000-000-0000-1001 Cash	47,788.88	C	State Deed Tax				1
9	1/31/23	906	01-000-000-0000-1001 Cash	1,478.01	D	State Deed Tax				1
10	1/31/23	906	01-003-000-0000-5014 State Deed Tax Revenue	1,478.01	C	State Deed Tax				1
11	1/31/23	906	72-862-000-0000-2100 Mn State Treasurer - Sales Tax	2,664.00	D	Sales Tax				1
12	1/31/23	906	72-000-000-0000-1001 Cash	2,664.00	C	Sales Tax				1
13	1/31/23	906	53-398-000-0000-6540 Machine Fuel	276.00	D	Usage Diesel Tax				1
14	1/31/23	906	53-000-000-0000-1001 Cash	276.00	C	Usage Diesel Tax				1
15	1/31/23	906	53-398-000-0000-6540 Machine Fuel	81.51	D	Diesel Tax				1
16	1/31/23	906	53-000-000-0000-1001 Cash	81.51	C	Diesel Tax				1
17	1/31/23	906	10-304-000-0000-6522 Diesel Fuel Tax	2,173.70	D	Diesel Tax				1
18	1/31/23	906	10-000-000-0000-1001 Cash	2,173.70	C	Diesel Tax				1
19	1/31/23	906	01-003-000-0000-6961 Visa One Card Program	31,541.68	D	BMO One Card Payment				1
20	1/31/23	906	01-000-000-0000-1001 Cash	31,541.68	C	BMO One Card Payment				1

Steele County

JOURNAL ENTRIES



Description MM- JAN 2023 C6

RRN	Audit Date	Aud Seq	Account/Formula	Trans Amt	D/C	Desc 1	Desc 2	RC1	RC2	Basis
21	1/31/23	906	53-398-000-0000-6801 General Expense	280.59	D	Landfill CC Fees				1
22	1/31/23	906	53-000-000-0000-1001 Cash	280.59	C	Landfill CC Fees				1
23	1/31/23	906	01-091-000-0000-6540 Gas & Oil	39.64	D	WEX Enterprise Payment Jan2023				1
24	1/31/23	906	01-251-000-0000-6562 Gas & Oil	19.09	D	WEX Enterprise Payment Jan2023				1
25	1/31/23	906	01-000-000-0000-1001 Cash	58.73	C	WEX Enterprise Payment Jan2023				1
26	1/31/23	906	01-521-000-0000-6540 Gas & Oil	88.16	D	WEX NASPO Payment Jan 2023				1
27	1/31/23	906	01-111-000-0000-6540 Gas & Oil	222.45	D	WEX NASPO Payment Jan 2023				1
28	1/31/23	906	01-000-000-0000-1001 Cash	310.61	C	WEX NASPO Payment Jan 2023				1
29	1/31/23	906	70-000-000-0000-2163 Unapportioned Other State Revenue	8,588.43	D	State of MN - 3rd Settlement				1
30	1/31/23	906	70-000-000-0000-1001 Cash	8,588.43	C	State of MN - 3rd Settlement				1
31	1/31/23	906	70-000-000-0000-2460 School District 2168	8,730.00	D	ISD # 2168 - 3rd Settlement				1
32	1/31/23	906	70-000-000-0000-1001 Cash	8,730.00	C	ISD # 2168 - 3rd Settlement				1
33	1/31/23	906	01-032-000-0000-6260 Background Checks	26.40	D	Background Checks				1
34	1/31/23	906	01-000-000-0000-1001 Cash	26.40	C	Background Checks				1
35	1/31/23	906	70-000-000-0000-2417 City Of Owatonna	33,331.97	D	City Owatonna - 3rd Settlement				1
36	1/31/23	906	70-000-000-0000-1001 Cash	33,331.97	C	City Owatonna - 3rd Settlement				1
37	1/31/23	906	01-003-000-0000-6171 Workers Comp	230,710.00	D	MCIT 2023 WC Renewal				1
38	1/31/23	906	01-003-000-0000-6893 Unallocated Insurance	330,216.00	D	MCIT 2023 PC Renewal				1
39	1/31/23	906	01-000-000-0000-1001 Cash	560,926.00	C	MCIT 2023 WC & PC Renewal				1
40	1/31/23	906	53-398-000-0000-6171 Workers Comp	8,798.00	D	Landfill 2023 WC Allocation				1

Steele County

JOURNAL ENTRIES



Description MM- JAN 2023 C6

RRN	Audit Date	Aud Seq	Account/Formula	Trans Amt	D/C	Desc 1	Desc 2	RC1	RC2	Basis
41	1/31/23	906	53-000-000-0000-1001 Cash	8,798.00	C	Landfill 2023 WC Allocation				1
42	1/31/23	906	01-000-000-0000-1001 Cash	8,798.00	D	Landfill 2023 WC Allocation				1
43	1/31/23	906	01-003-000-0000-6171 Workers Comp	8,798.00	C	Landfill 2023 WC Allocation				1
44	1/31/23	906	53-398-000-0000-6350 Property & Liability Insurance	9,527.00	D	Landfill 2023 PL Allocation				1
45	1/31/23	906	53-000-000-0000-1001 Cash	9,527.00	C	Landfill 2023 PL Allocation				1
46	1/31/23	906	01-000-000-0000-1001 Cash	9,527.00	D	Landfill 2023 PL Allocation				1
47	1/31/23	906	01-003-000-0000-6893 Unallocated Insurance	9,527.00	C	Landfill 2023 PL Allocation				1
48	1/31/23	906	53-398-000-0000-6301 Equip Repairs	2,500.00	D	Landfill 2023 CPU & Microsoft				1
49	1/31/23	906	53-000-000-0000-1001 Cash	2,500.00	C	Landfill 2023 CPU & Microsoft				1
50	1/31/23	906	01-000-000-0000-1001 Cash	2,500.00	D	Landfill 2023 CPU & Microsoft				1
51	1/31/23	906	01-062-000-0000-5831 Miscellaneous	2,500.00	C	Landfill 2023 CPU & Microsoft				1
52	1/31/23	906	10-301-000-0000-6171 Workers Comp	1,555.00	D	Highway 2023 WC Allocation				1
53	1/31/23	906	10-302-000-0000-6171 Workers Comp	30,242.00	D	Highway 2023 WC Allocation				1
54	1/31/23	906	10-303-000-0000-6171 Workers Comp	7,468.00	D	Highway 2023 WC Allocation				1
55	1/31/23	906	10-304-000-0000-6171 Workers Comp	3,867.00	D	Highway 2023 WC Allocation				1
56	1/31/23	906	10-000-000-0000-1001 Cash	43,132.00	C	Highway 2023 WC Allocation				1
57	1/31/23	906	01-000-000-0000-1001 Cash	43,132.00	D	Highway 2023 WC Allocation				1
58	1/31/23	906	01-003-000-0000-6171 Workers Comp	43,132.00	C	Highway 2023 WC Allocation				1
59	1/31/23	906	10-301-000-0000-6350 Property & Liability Insurance	79,376.00	D	Highway 2023 PL Allocation				1
60	1/31/23	906	10-000-000-0000-1001 Cash	79,376.00	C	Highway 2023 PL Allocation				1

Steele County

JOURNAL ENTRIES



Description MM- JAN 2023 C6

RRN	Audit Date	Aud Seq	Account/Formula	Trans Amt	D/C	Desc 1	Desc 2	RC1	RC2	Basis
61	1/31/23	906	01-000-000-0000-1001 Cash	79,376.00	D	Highway 2023 PL Allocation				1
62	1/31/23	906	01-003-000-0000-6893 Unallocated Insurance	79,376.00	C	Highway 2023 PL Allocation				1
63	1/31/23	906	01-481-464-6061-6383 Contract Services	18.76	D	Optum Invoice #P23010200004381				1
64	1/31/23	906	01-000-000-0000-1001 Cash	18.76	C	Optum Invoice #P23010200004381				1
65	1/31/23	906	10-301-000-0000-6341 Office Rent	18,000.00	D	Highway 2023 Office Rent				1
66	1/31/23	906	10-000-000-0000-1001 Cash	18,000.00	C	Highway 2023 Office Rent				1
67	1/31/23	906	01-000-000-0000-1001 Cash	18,000.00	D	Highway 2023 Office Rent				1
68	1/31/23	906	01-111-000-0000-5810 Rental Revenue	18,000.00	C	Highway 2023 Office Rent				1
69	1/31/23	906	10-301-000-0000-6381 Cpu Usage & Network Support	17,300.00	D	2023 CPU Usage & Network Suprt				1
70	1/31/23	906	10-000-000-0000-1001 Cash	17,300.00	C	2023 CPU Usage & Network Suprt				1
71	1/31/23	906	01-000-000-0000-1001 Cash	17,300.00	D	2023 CPU Usage & Network Suprt				1
72	1/31/23	906	01-062-000-0000-5831 Miscellaneous	17,300.00	C	2023 CPU Usage & Network Suprt				1
73	1/31/23	906	01-201-000-0000-6172 Unemployment Benefit	69.31	D	4th Quarter 2022 Unemployment				1
74	1/31/23	906	01-000-000-0000-1001 Cash	69.31	C	4th Quarter 2022 Unemployment				1
75	1/31/23	906	01-111-043-0000-6250 Utilities	254.82	D	OPU Payment Invoice # 718547				1
76	1/31/23	906	01-000-000-0000-1001 Cash	254.82	C	OPU Payment Invoice # 718547				1
77	1/31/23	906	01-111-043-0000-6250 Utilities	213.04	D	OPU Payment Invoice # 705296				1
78	1/31/23	906	01-000-000-0000-1001 Cash	213.04	C	OPU Payment Invoice # 705296				1
79	1/31/23	906	01-111-043-0000-6250 Utilities	742.53	D	OPU Payment Invoice # 718546				1
80	1/31/23	906	01-000-000-0000-1001 Cash	742.53	C	OPU Payment Invoice # 718546				1

Steele County

JOURNAL ENTRIES



Description MM- JAN 2023 C6

RRN	Audit Date	Aud Seq	Account/Formula	Trans Amt	D/C	Desc 1	Desc 2	RC1	RC2	Basis
81	1/31/23	906	01-502-000-0000-6250 Utilities	720.18	D	OPU Payment Invoice # 718550				1
82	1/31/23	906	01-000-000-0000-1001 Cash	720.18	C	OPU Payment Invoice # 718550				1
83	1/31/23	906	10-304-000-0000-6514 Utility Services	156.44	D	OPU Payment Invoice # 718553				1
84	1/31/23	906	10-000-000-0000-1001 Cash	156.44	C	OPU Payment Invoice # 718553				1
85	1/31/23	906	01-111-047-0000-6250 Utilities	94.45	D	OPU Payment Invoice # 716285				1
86	1/31/23	906	01-000-000-0000-1001 Cash	94.45	C	OPU Payment Invoice # 716285				1
87	1/31/23	906	01-111-041-0000-6250 Utilities	2,633.44	D	OPU Payment Invoice # 718556				1
88	1/31/23	906	01-000-000-0000-1001 Cash	2,633.44	C	OPU Payment Invoice # 718556				1
89	1/31/23	906	01-111-042-0000-6250 Utilities	5,956.20	D	OPU Payment Invoice # 718555				1
90	1/31/23	906	01-000-000-0000-1001 Cash	5,956.20	C	OPU Payment Invoice # 718555				1
91	1/31/23	906	01-111-040-0000-6250 Utilities	5,939.83	D	OPU Payment Invoice # 718557				1
92	1/31/23	906	01-000-000-0000-1001 Cash	5,939.83	C	OPU Payment Invoice # 718557				1
93	1/31/23	906	01-111-044-0000-6250 Utilities	15,818.15	D	OPU Payment Invoice # 718563				1
94	1/31/23	906	01-000-000-0000-1001 Cash	15,818.15	C	OPU Payment Invoice # 718563				1
95	1/31/23	906	10-304-000-0000-6514 Utility Services	5,213.31	D	OPU Payment Invoice # 718562				1
96	1/31/23	906	10-000-000-0000-1001 Cash	5,213.31	C	OPU Payment Invoice # 718562				1
97	1/31/23	906	81-230-000-0000-6172 Unemployment Benefit	2,949.08	D	4th Quarter 2022 Unemployment				1
98	1/31/23	906	81-000-000-0000-1001 Cash	2,949.08	C	4th Quarter 2022 Unemployment				1
99	1/31/23	906	53-000-000-0000-1001 Cash	2,117.83	D	Void Check # 177464				1
100	1/31/23	906	53-398-000-0000-6304 Contract Services	2,117.83	C	Void Check # 177464				1

Steele County

JOURNAL ENTRIES



Description MM- JAN 2023 C6

RRN	Audit Date	Aud Seq	Account/Formula	Trans Amt	D/C	Desc 1	Desc 2	RC1	RC2	Basis
101	1/31/23	906	01-000-000-0000-1001 Cash	3,349.40	D	Void Check # 177737				1
102	1/31/23	906	01-602-000-0000-6210 Telephone	3,349.40	C	Void Check # 177737				1
103	1/31/23	906	38-111-000-0000-6600 Capital Outlay - Buildings and Grounds	776,164.90	D	Purchase of 2655 Alexander St				1
104	1/31/23	906	38-000-000-0000-1001 Cash	776,164.90	C	Purchase of 2655 Alexander St				1
105	1/31/23	906	70-000-000-0000-2105 Unapportioned Delinquent Tax	2,675.05	D	RE TFY 17-127-0113 (22)				1
106	1/31/23	906	70-000-000-0000-2113 Unapportioned Penalties & Int Delinquent	251.57	D	RE TFY PEN 17-127-0113 (22)				1
107	1/31/23	906	70-000-000-0000-2105 Unapportioned Delinquent Tax	1,809.53	C	RE TFY 17-127-0113 (21)				1
108	1/31/23	906	70-000-000-0000-2113 Unapportioned Penalties & Int Delinquent	366.50	C	RE TFY PEN 17-127-0113 (21)				1
109	1/31/23	906	70-000-000-0000-2105 Unapportioned Delinquent Tax	569.25	C	RE TFY 17-127-0113 (20)				1
110	1/31/23	906	70-000-000-0000-2113 Unapportioned Penalties & Int Delinquent	175.93	C	RE TFY PEN 17-127-0113 (20)				1
111	1/31/23	906	70-000-000-0000-1001 Cash	5.41	C	RE TFY FEE 17-127-0113 (20)				1
112	1/31/23	906	01-041-000-0000-5520 Fees	5.41	C	RE TFY FEE 17-127-0113 (20)				1
113	1/31/23	906	01-000-000-0000-1001 Cash	5.41	D	RE TFY FEE 17-127-0113 (20)				1
Debit Total				1,939,819.04		Credit Total	1,939,819.04	Net:	0.00	

Steele County

JOURNAL ENTRIES



Description MM - 2023 JAN - C5

RRN	Audit Date	Aud Seq	Account/Formula	Trans Amt	D/C	Desc 1	Desc 2	RC1	RC2	Basis
1	1/31/23	905	01-003-000-0000-5710 Interest From Investments	91,825.29	C	Jan Interest From Investments				1
2	1/31/23	905	01-003-000-0000-5710 Interest From Investments	656.47	C	Jan Interest ROI				1
3	1/31/23	905	01-000-000-0000-1001 Cash	95,617.38	D	Jan Investment				1
4	1/31/23	905	01-003-000-0000-6801 General Expense	3,031.23	C	Jan Interest Adjustment				1
5	1/31/23	905	01-003-000-0000-6801 General Expense	104.39	C	Jan Investment Adjustment				1
6	1/31/23	905	75-000-000-0000-1001 Cash	536.05	D	Jan 2023 Missing Heir Interest				1
7	1/31/23	905	75-870-000-0000-5710 Interest	536.05	C	Jan 2023 Missing Heir Interest				1
Debit Total				96,153.43		Credit Total	96,153.43	Net:	0.00	

PERSONNEL REPORT
March 28, 2023 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>
Paris Ingebritson	Correctional Officer/Detention Center	B24/1	03/27/23

Resignations/Retirements/Terminations:

<i>Name</i>	<i>Position</i>	<i>Department</i>	<i>End Date</i>
Megan Underdahl (terminated)	Juvenile Probation Officer I	Comm. Corrections	03/16/23
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>
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STAFFING STATUS (Information Only – No Action Required)

Open Positions - Approved to Fill:

<i>Position</i>	<i>Department</i>	<i>Notes</i>
Correctional Officers (4)	Det. Center/Sheriff's Office	Backgrounding 2 candidates
Road Deputy (2)	Sheriff's Office	Backgrounding 2 candidates
RN/PHN	Public Health & Det. Center	Recruiting
County Auditor	Auditor's Office	Restructuring in process
Landfill Operator	Landfill/Highway	Offer Pending

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: Renewal of Consumption & Display Permit

Department: Auditor's Office

Committee Meeting Date: March 21, 2023

Board Meeting Date: March 28, 2023

Consent Agenda: ☒ Yes ☐ No

Resolution: ☐ Yes ☒ No

Policy Committee Recommendation:

Approve the Renewal of Consumption & Display Permit for Blooming Prairie Country Club

Recommendation:

Approve the Renewal of Consumption & Display Permit for Blooming Prairie Country Club

Background (*Including Budget Impact*):

This is an annual request for the Renewal of Consumption & Display Permit for the Blooming Prairie Country Club. The State requires the County to approve before they will issue the permit.

Attachments:



Steele County Agenda Item

Subject: Residential Recycling Contract

Department: Planning & Zoning

Committee Meeting Date: March 21, 2023

Board Meeting Date: March 28, 2023

Consent Agenda: ☐ Yes ☒ No

Resolution: ☐ Yes ☒ No

Staff Recommendation:

Authorize Chair to sign the Agreement for Residential Recycling Services with Thompson Sanitation

Policy Committee Recommendation:

Authorize Chair to sign the Agreement for Residential Recycling Services with Thompson Sanitation

Background (*Including Budget Impact*):

At the February 14th meeting the Board of Commissioners awarded the residential recycling contract beginning in Nov 2023 to Thompson Sanitation. The wording of the agreement has now been finalized with Thompson Sanitation and is ready to be signed by the board chair.

Attachments:

Residential Recycling Services Agreement

**STEELE COUNTY AGREEMENT
FOR RESIDENTIAL RECYCLING SERVICES WITH
THOMPSON SANITATION INC.**

THIS AGREEMENT (“Agreement”) made this ____ day of _____, 2023, by and between COUNTY OF STEELE, a political subdivision of the State of Minnesota, Steele County Administration Center, P. O. Box 890, Owatonna, MN 55060 (the “County”), and Thompson Sanitation Inc., a Minnesota Corporation, (Thompson Sanitation Inc.).

RECITALS

- A. The County wishes to enter an agreement with Thompson Sanitation Inc. to provide recycling collection services, which will supersede any and all other agreements between the parties, whether written or oral.
- B. Thompson Sanitation Inc. is qualified and interested in providing such services for the County.

NOW THEREFORE, in consideration of the mutual covenants, agreements, and payments set forth in this Agreement, the parties agree as follows:

1. TERM.

The term of the Agreement will be a period of five (5) years from November 1, 2023 through October 31, 2028. This Agreement may be extended upon the written mutual consent of the parties for an additional two-year term under the terms and conditions as herein stated.

2. TERMINATION.

Either party may terminate this Agreement for a material breach of the Agreement by the other party after giving written notice of the breach and allowing breaching party thirty (30) days from its receipt of the notice to correct the alleged breach.

It is understood and agreed that for the purposes of this Agreement:

- 1. Thompson Sanitation Inc. shall not be in default when its inability to perform any or all of the Agreement is a result of conditions beyond the control of Thompson Sanitation Inc. including but not limited to civil disorders, acts of God, inclement weather, strikes, riots, imposition of laws or governmental orders, fires, acts of war or terrorism, and the inability to obtain equipment, provided, however, Thompson Sanitation Inc. shall promptly notify the County of the conditions resulting in nonperformance and make all reasonable efforts to resume performance of the Agreement.
- 2. The County shall be allowed to terminate this contract, with a thirty (30) day written notice, when its inability to perform any or all of the Agreement is a result of conditions beyond the control of the County including but not limited to state legislation and state funding reductions.

All notices shall be sent via certified mail to the following parties:

County

Steele County Planning & Zoning Director
630 Florence Avenue – PO Box 890
Owatonna, MN 55060
Email: Dale.Oolman@SteeleCountyMN.gov

Thompson Sanitation Inc.

Frank Thompson
Thompson Sanitation Inc.
108 N. Independence Ave.
Clarks Grove, MN 56016
Email: frankline@thompsons sanitation.com

3. DUTIES OF THOMPSON SANITATION INC.

Thompson Sanitation Inc. agrees:

- a) to collect residential recyclable materials as set in the RFP including Papers and Carboard, Plastics labeled #1, #2, and #5, Metal, Aluminum and Tin cans, and Glass bottles and jars. Other materials may be mutually agreed upon in writing by the County and Thompson Sanitation Inc.
- b) to provide curbside pickup of recyclable materials for approximately 12,400 residential households (single family and multi-family) and churches, in the communities of Owatonna, Blooming Prairie, Medford, Ellendale, and the Lazy U Trailer Park. The collections shall be every other week on the same day of the week, unless a Holiday falls on the scheduled collection day, then the parties shall agree to an alternate day.

Curbside Recycling Containers

Thompson Sanitation Inc. agrees to, at Thompson Sanitation Inc.'s expense, purchase, deliver, service, repair, and maintain sufficient Curbside Recycling Cart (size to be mutually agreed to between Thompson Sanitation Inc. and County) inventory during the term of this agreement to meet supply and demand needs for the County's recycling program. Thompson Sanitation Inc. understands that the carts that are purchased for the County program will become the property of the County at the end of the agreement. The carts shall be uniform and consistent in color and design, as per the County's selection.

Multi-family buildings of more than four units will be provided with the size and number of containers that are appropriate.

Residents and churches may request one additional container at no additional cost by calling Thompson Sanitation Inc. and making their request.

An instruction label shall be included with the container and indicate the correct usage of the container and the limitations as to weight and materials. Thompson Sanitation Inc. will be responsible for proposing the manner and content of the information, with County approval required.

- c) to provide collection of recyclables at the permanent drop off sites in Blooming Prairie, Ellendale, Meriden, Hope, Medford, Owatonna and the Steele County Landfill.

Thompson Sanitation Inc. will provide at least one single-stream recycling trailer or roll-off box (with a lid) or several recycling dumpsters at each drop-off site for the collection of single-stream/commingled recyclable materials. Thompson Sanitation Inc. may reject in whole or in part Recyclable Materials not meeting the specifications and may negotiate charges, including costs of transportation and disposal with the County. Title to and liability for Hazardous Material shall remain with County at all times. The containers must be approved by the County before placement. The recycling containers located at the County drop-off sites shall be emptied on a regularly scheduled basis, at least once per week. The Collection schedule and recycling containers' capacity shall provide for regular removal of the recyclable materials such that there is adequate storage capacity available in the recycling containers to avoid overflowing containers. Thompson Sanitation Inc. shall convey to the County the schedule (i.e. the day(s) of the week) for servicing the drop-off sites;

- d) to provide a staffed permanent drop off center in Owatonna for the collection of residential and small business listed recyclables at no charge, Monday through Friday from 10:00 a.m. – 4:00 p.m., and from 8:00 a.m. – Noon on Saturdays. Small Business recyclables for drop off shall be limited to four (4) cubic yards. The site shall be maintained with a hard surface to accommodate vehicle traffic to the satisfaction of the County. The drop off center in Owatonna will also accept used oil and oil filters from residential customers (for a fee, if necessary);
- e) to provide for snow, mixed solid waste removal, including electronics and fluorescent lights, at all drop off sites and the drop off center at its own cost but would not include “Excluded Materials”, as defined below in section 4a. Thompson Sanitation Inc. may dispose of larger residual items (i.e. furniture, mattresses, etc.) left at drop-off sites to the Steele County landfill at no cost. Thompson Sanitation Inc. shall be responsible to transport such items to the landfill;
- f) to replace and update signs on the drop off center and drop off site containers;
- g) to provide and attend a local phone number for residents to contact for recycling information, including a 24-hour answering service or voice mail system;
- h) that changes in the frequency of collection service, schedule, number, capacity and/or type of equipment, must be mutually agreed to;
- i) that no person shall, on the grounds of race, color, religion, age, sex, disability, marital status, public assistance status, creed, national origin, sexual orientation, or political affiliation be excluded from employment rights, in participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program, service, or activity under the provision of any and all applicable federal and state laws against discrimination including the Civil Rights Act of 1964;
- j) to provide a Certificate of Insurance naming Steele County as an additional insured, on general liability and automobile liability coverage. Premium coverage limits for the general liability and automobile liability shall be \$500,000.00 per claim and \$1,500,000.00 for any number of claims arising out of a single occurrence, in compliance with Minnesota Statute Section 466.04, subd. 1(1) & (7). Coverage shall be not less than

\$1,000,000 per claim and \$3,000,000 for any number of claims arising out of a single occurrence for any claim arising out of the release or threatened release of a hazardous substance, pursuant to Minn. Stat. 466.04, subd. 1(8). The coverage amounts required under this agreement may be met in any combination of Commercial General Liability, excess, umbrella or other available coverage, at the discretion of Thompson Sanitation, Inc. In the event Minnesota Statute Section 466.04 is amended to impose different maximum liability limits during the term of the Agreement, Thompson Sanitation Inc. shall, upon written notice from the County, adjust its premium coverage limits to comply with the maximum liability limits set forth in Minnesota Statute Section 466.04;

- k) that nothing contained therein shall be constructed as creating or establishing the relationship of co-partners or joint venture/enterprise between the County and Thompson Sanitation Inc. for any purpose or in any manner whatsoever. Thompson Sanitation Inc. is to be and shall remain as an independent contractor with respect to all services performed. Further, Thompson Sanitation Inc. shall be responsible for its own taxes, unemployment insurance, and benefits of its employees and/or agents;
- m) that a Performance bond in an amount equal to \$300,000 will be provided to the County for the term of this agreement;
- n) to hold the County harmless from all damages and claims to the extent caused by the negligence of Thompson Sanitation Inc. or its agents or employees while engaged in the performance of this Agreement, and shall defend and indemnify the County against all claims and liens for work tools, machinery, materials, insurance premiums, equipment or supplies and against loss by reason of the failure of Thompson Sanitation Inc. to fully perform all obligations of this Agreement on its part or as a result of Thompson Sanitation Inc.'s negligent acts or omissions provided that Thompson Sanitation Inc.'s obligations do not apply to occurrences involving Excluded Materials;
- o) to be responsible for obtaining all permits and licenses which are or may be required by the Minnesota Pollution Control Agency (MPCA) or other unit of state, federal, or local government, and to comply with all applicable local, state, federal, ordinances, rules, regulations and laws. A copy of all permits and licenses must be filed with the County;
- p) to supply the County with records regarding collection and processing of all recyclables collected. All materials are to be accounted for by weight and classification and submitted with monthly invoices;
- q) to keep all equipment in a condition that is clean, sanitary, and mechanically sound;
- r) to assist the County in educating the public by paying ½ the cost of "ReCollect" Software utilized to inform the public of recycling routes and information.

4. DUTIES OF THE COUNTY.

The County agrees:

- a) that the materials to be collected under this Agreement shall be only "Recyclables." Recyclables specifically exclude, and County agrees not to deposit or permit the deposit

for collection of, any waste tires, radioactive, volatile, corrosive, flammable, explosive, biomedical, infectious, biohazardous, regulated medical or hazardous waste, toxic substance or material, as defined by, characterized or listed under applicable federal, state, or local laws or regulations, or Special Waste not approved in writing by Thompson Sanitation Inc. (collectively, “Excluded Materials”). Title to and liability for Excluded Material shall remain with County at all times. In the event Thompson Sanitation Inc. knowingly collects Excluded Materials with actual knowledge of the nature of the Excluded Materials, Thompson Sanitation Inc. shall work cooperatively with the County to arrange for its safe and lawful disposal. Title to Recyclables provided by County to Thompson Sanitation Inc. is transferred to Thompson Sanitation Inc. upon Thompson Sanitation Inc.’s receipt or collection unless otherwise provided in this Agreement or applicable law.

- b) to grant Thompson Sanitation Inc. an exclusive franchise to collect and transport all curbside residential household recyclable materials and collection from drop-off sites placed for collection within the County for the term of this agreement.
- c) to pay Thompson Sanitation Inc. beginning November 1, 2023 upon submission of an invoice to the County the amount of Sixty Seven Thousand, Seven Hundred Thirty Seven Dollars and Ninety Eight Cents (\$67,737.98) per month, to collect, process, and market recyclable materials plus Six Thousand Five Hundred Dollars (\$6,500.00) per month for the staffing and operation of the Owatonna Recycling Center for a total of **Seventy Four Thousand Two Hundred Thirty Seven Dollars and Ninety Eight Cents (\$74,237.98)** per month. Any balance not paid timely pursuant to this section is subject to a late charge, County acknowledges that any late charge charged by Thomson Sanitation Inc. is not to be considered as interest on debt, is not a penalty, and is a reasonable charge for late payment.
- d) that compensation will be adjusted annually to increase by 2%:
\$75,722.74 per month beginning November 1, 2024
\$77,237.19 per month beginning November 1, 2025
\$78,781.94 per month beginning November 1, 2026
\$80,357.58 per month beginning November 1, 2027
- e) that an additional fee shall be paid to Thompson Sanitation Inc. if the cost of fuel increases to an amount equal to or above \$5.50 per gallon based on the following percentages.

Fuel Costs:	Increase:
\$5.50 - \$5.74	2%
\$5.75 - \$5.99	2.5%
\$6.00 – \$6.24	3%
\$6.25 – \$6.49	3.5%
\$6.50 – \$6.74	4%
\$6.75 – \$6.99	4.5%

The index for determining monthly diesel fuel prices will be the MN Department of Energy Average Retail Fuel Prices.

In the event this contract is renewed pursuant to Paragraph 1, the monthly compensation will be subject to an annual increase of two percent (2%) of the then existing monthly compensation.

5. COLLECTION HOURS AND DAYS

All recycling collections to begin no sooner than 7:00 a.m. and shall be complete by 6:00 p.m. The County requires scheduled collection days to be Monday through Friday and pre-selected Saturdays during holiday weeks. Thompson Sanitation Inc. may request County authorization of exceptions to these time restrictions (e.g., Severe Weather) and County shall not unreasonably withhold approval. Thompson Sanitation Inc. must request such exception from the County's Designated Contact Person or designee via telephone or email, prior to the requested collection event and specify the date, time and reason for the exception.

6. CURBSIDE COLLECTION SCHEDULE DEADLINE & LIQUIDATED DAMAGES

If Thompson Sanitation Inc. determines that the collection of recyclable materials will not be completed by 6:00 p.m. on the scheduled collection day, Thompson Sanitation Inc. shall notify the County by 4:00 p.m. that same day and request an extension of the collection hours. Thompson Sanitation Inc. shall inform the County of the areas not completed, the reason for non-completion, and the expected time of completion.

6.10 Residential Missed Pick ups

If a residential collection is deemed a miss pick up. It must be collected by 5:00 PM the next business day after proper notification. If this does not happen. Steele County can impose a \$100 charge per individual occurrence.

- a. A recycling collection can be deemed a missed pick-up if the customer can provide proof, they were actually missed by the collection truck.
- b. recycling collection cannot be deemed a missed pick up for a cart that materials were left behind and properly tagged.
- c. Proper notification would mean that Thompson Sanitation Office is notified the same day of the alleged missed pick up.

Thompson Sanitation will provide education tags for all residents requiring a return trip to complete a collection. Whether the collection was deemed a missed pick up or a late set out.

6.20 District-wide Collection Not Completed

The penalty shall be two thousand dollars (\$2,000) per incident of failure to completed collection on the scheduled collection day when the County did not, or does not retroactively, approve an extension of collection hours. A district is defined as a specific geographic area established for the purpose of having curbside collection.

6.30 Exceptions

If County staff approves a delay prior to 4:00 p.m. on the scheduled collection day, the successful proposer shall be deemed not liable for damages where the successful proposer's inability to perform recycling collection service is the result of conditions beyond its control such as acts of God or severe weather, civil disorder, significant road construction, changes in statutes, regulations and ordinances and other acts beyond the control of the successful proposer. When the County and the successful proposer have

mutually agreed that the successful proposer may safely return to the County, the successful proposer shall have five (5) days (excluding Saturdays, Sundays, and holidays) to provide such service. In the event of a continuing failure beyond said period, the successful proposer shall not be entitled to payment for any residential dwelling unit not serviced. In the event that the County has approved a delay beyond the five (5) days the successful proposer will not be assessed penalties as specified above.

6.40 Exceptions

If County staff approves a delay for any reason prior to 4:00 p.m. on the scheduled collection day, Thompson Sanitation Inc. shall be deemed not liable for damages. Thompson Sanitation Inc. shall also be deemed not liable for damages where Thompson Sanitation Inc.'s inability to perform recycling collection service is the result of conditions beyond its control such as acts of God or severe weather, civil disorder, significant road construction, changes in statutes, regulations and ordinances and other acts beyond the control of Thompson, Sanitation Inc. When the County and Thompson Sanitation Inc. have mutually agreed that Thompson Sanitation Inc. may safely return to the County, Thompson Sanitation Inc. shall have five (5) days (excluding Saturdays, Sundays, and holidays) to provide such service. In the event of a continuing failure caused by Thompson Sanitation Inc. beyond said period that is not a result of force majeure, a penalty may be assessed in accordance with the above amounts. In the event that the County has approved a delay beyond the five (5) days Thompson Sanitation Inc. will not be assessed penalties as specified above.

7. PROCEDURE FOR HANDLING NON-TARGETED MATERIALS

If Thompson Sanitation Inc. determines that a resident has set out Non-Targeted Materials, the driver shall use the following procedure:

1. Thompson Sanitation Inc. shall leave the Non-Targeted Materials in the resident's Curbside Recycling Cart and leave an "education tag" indicating acceptable materials and the proper method of preparation.
2. The driver shall record the address and Thompson Sanitation Inc. shall report the address to the County in the monthly report.

The County shall approve of the "education tag" content.

8. WEIGHING OF LOADS

THOMPSON SANITATION INC. will keep accurate records consisting of a weight slip with the date, time, route number or municipality name/drop-off location, driver's name, vehicle number, tare weight, gross weight and net weight for each loaded vehicle that has collected recyclable material from residential households and recycling drop-off sites in the County. Collection vehicles will be weighed after completion of a route or at the end of the day, whichever occurs first. A copy of each weight ticket shall be kept on file and made available for inspection upon request by the County.

9. CUSTOMER COMPLAINTS

Thompson Sanitation Inc. shall provide and attend a telephone with answering/voice mail capabilities to receive missed collection complaints and drop-off site complaints between the hours of 7:00 a.m. and 5:00 p.m. on weekdays, except holidays.

Thompson Sanitation Inc. shall keep a log of all complaints, including the nature of the complaints; the names, addresses, and contact numbers of the complainants; the date and time received; Thompson Sanitation Inc.'s response; and the date and time of response. This information shall be provided to the County in a monthly report.

Complaints on service will be taken and collected by Thompson Sanitation Inc. The County will notify Thompson Sanitation Inc. of all complaints it receives. Thompson Sanitation Inc. is responsible for corrective actions and shall respond to all complaints courteously and within 24 hours. Penalties set forth in Section 6 shall not apply to any complaints or missed pickups that Thompson Sanitation Inc. corrects within one (1) business day from its receipt of the complaint.

10. MONTHLY AND ANNUAL REPORTS

Thompson Sanitation Inc. will submit to the County monthly reports and annual reports.

Thompson Sanitation Inc. shall include the following information **monthly**:

- Total quantities (in tons) of recyclable materials collected from curbside and drop-off sites, by material type (and by municipality, if feasible).
- Log of all complaints, including the nature of the complaints; the names, addresses, and contact numbers of the complainants; the date and time received; Thompson Sanitation Inc.'s response; and the date and time of response.
- Log of all resident addresses where "education tags" were left because of Non-Targeted Materials set out for recycling.
- Record of average set-out rates, by municipality.

Thompson Sanitation Inc. shall include the following information **annually**:

- Annual quantities (in tons) of recyclable materials collected from curbside and drop-off sites, by material type (and by municipality, if feasible).
- Average Participation Rates (for one month) and Set-Out Rates, by municipality, and an explanation of how those rates were calculated.

Monthly reports shall be due to the County by the 15th day of each month. Annual reports shall be due by January 31. Thompson Sanitation Inc. shall include in its annual report recommendations for continuous improvement in the County's recycling program (e.g., public education, rural recycling drop-off sites, etc.).

11. ASSIGNMENT.

Thompson Sanitation Inc. shall not enter into any subcontract for performance of any service contemplated under this Agreement nor assign any interest in the Agreement without prior written approval of the County and subject to such conditions and provisions as the County may deem necessary. Thompson Sanitation Inc. shall be responsible for the performance of all approved subcontractors or assignees.

12. BINDING EFFECT

The provisions of this Agreement shall be binding upon the successors and approved assigns of the parties hereto.

13. AMENDMENTS.

This Agreement may be amended, modified, or revoked in full or in part, but only by a written instrument which specifically refers to this Agreement, modification, and revocation thereof, as the case may be, and only if such written instrument has been signed and duly authorized by representatives of Thompson Sanitation Inc. and the County.

14. EFFECTIVE LAW.

This Agreement is entered into pursuant to, and shall be controlled by the laws of the State of Minnesota.

IN WITNESS WHEREOF, the County and Thompson Sanitation Inc. have caused this Agreement to be executed as of the date first above written.

STEELE COUNTY, MINNESOTA

THOMPSON SANITATION INC.

Chair
Steele County Board of Commissioners

Frank Thompson
Thompson Sanitation Inc.

Date

Date



Steele County Agenda Item

Subject: Approve Cooperative Agreement with City of Medford for Maintenance Overlay on CSAH 12 (Central Ave W – 1st St NE – 2nd Ave NE).

Department: Highway

Committee Meeting Date: March 9, 2023

Board Meeting Date: March 28, 2023

Consent Agenda: ☒ Yes ☐ No

Resolution: ☐ Yes ☒ No

Policy Committee Recommendation:

Move to Board for Approval

Recommendation:

Approve entering into a Cooperative Agreement with the City of Medford for a maintenance overlay on CSAH 12 (Central Ave W- 1st St NE – 2nd Ave NE) and authorize the Chair and Administrator to execute the Agreement.

Background (*Including Budget Impact*):

As part of our 2023 Highway Maintenance Overlay program, CSAH 12 (Central Ave W – 1st St NE – 2nd Ave NE) from CSAH 45 east to NW 19th Ave will receive a bituminous overlay.

In accordance with the 2017 Cost Participation framework approved by the County Board, the City will participate in 25% of the cost of the overlay.

The attached Cooperative Agreement lays out each parties' responsibilities with respect to the project.

The Medford City Council acted on the Agreement at their February 27th meeting and requested that we include language to participate in the cost of sidewalk adjacent to CSAH 12 which is included as paragraph F.

Attachments:

Cooperative Agreement

**COOPERATIVE AGREEMENT
BETWEEN
STEELE COUNTY AND THE CITY OF MEDFORD
FOR
RESURFACING
ON CSAH 12 (CENTRAL AVE, 1ST ST. NE, AND 2ND AVE NE)**

THIS AGREEMENT, made and entered into by, and between, and among the City of Medford, a municipal corporation, organized under the laws of the State of Minnesota (City), hereinafter referred to as "City", and the County of Steele, Minnesota, a political subdivision under the laws of the State of Minnesota (County), hereinafter referred to as "County", collectively referred to herein as "party" or "parties":

WITNESSETH:

WHEREAS, the County has previously approved a Cost Participation Framework, dated September 12, 2017, and

WHEREAS, the framework provides that Steele County pays 75% and the City of Medford pays 25% of State-Aid eligible costs on construction of County roads within the City of Medford, and

WHEREAS, the County has identified CSAH 12 (Central Ave, 1st St. NE, and 2nd Ave NE) as a resurfacing project, and

WHEREAS, the total construction cost of the project is estimated at \$264,872 as detailed in Exhibit A attached to this Agreement and herein made a part of it, and

WHEREAS, it is the desire of both parties to enter into a written agreement regarding the resurfacing of CSAH 12 (Central Ave, 1st St. NE, and 2nd Ave NE).

NOW THEREFORE, pursuant to Minnesota Statutes 471.59 and in consideration of the mutual covenants and promises hereinafter contained, it is agreed by and between the City and the County as follows:

- A. That this agreement shall apply only to the resurfacing of CSAH 12 (Central Ave, 1st St. NE, and 2nd Ave NE) within the City of Medford.
- B. Prosecution of work will be performed on the following basis. The County will:
 - 1) Prepare plans and specifications, acquire State-Aid approval of same, and solicit sealed bids for completion of the work.
 - 2) Act as the contracting agency for the project in accordance with the competitive bidding requirements of Minnesota Statutes 471.345 and 375.21.

- 3) Provide the necessary surveying and construction inspection engineering services for the project.
- 4) Obtain all permits and approvals required from other governmental agencies.
- 5) Supervise the construction of all aspects of the project. Said supervision shall include keeping adequate records to document the quality of work and the substantiation of all pay quantities.
- 6) Maintain the project open to inspection by the City or their duly authorized representatives.
- 7) Address public concerns with the project.
- 8) Be responsible for and liable for costs it incurs in performing its obligations under this Agreement.
- 9) To the greatest extent practicable, the work will be scheduled so as not to interfere with Straight River Days.

C. The City will:

- 1) Assist the County in addressing concerns of the public relating to the County traffic signal maintenance, repair, and improvement project.
- 2) The City shall be responsible for and liable for all costs it incurs in performing its obligations under this Agreement.

D. The County agrees to do all things necessary for the work of said project except as set forth in this agreement. Said project is to be performed, consistent with current City and County State Aid Highway Standards.

E. The method of financing the project shall be the prerogative of Steele County and the City of Medford. Funding of the project is subject to the following provisions:

1) PROJECT CONSTRUCTION COSTS:

As detailed in Exhibit A, Steele County and the City of Medford will split the construction cost 75% and 25%, respectively. The County's estimated share is \$198,654, and the City's estimated share is \$66,218. The County and City will split the actual costs accordingly at the completion of the project.

2) PROJECT DEVELOPMENT, CONSTRUCTION OBSERVATION, INSPECTION, AND ADMINISTRATION COSTS:

Project development, construction observation, inspection and administration costs are State-Aid eligible. To simplify the calculation of these costs, the City of Medford will reimburse the County 8% of its share of actual construction costs for project development, construction observation, inspection, and administration, currently estimated at \$5,297.

3) REIMBURSEMENTS:

Upon completion and final acceptance of the project, and receipt of a detailed listing of the final actual project costs, the City of Medford will reimburse Steele County in five (5) equal annual installments with the first payment due in 2023.

- F. The County and the City agree that a sidewalk will be constructed adjacent to CSAH 12 that would be eligible for state-aid reimbursement. However, the costs for construction are not presently budgeted for the current project. The County and the City agree that, in the City's sole discretion, the City may design and construct a sidewalk within the right-of-way of CSAH 12 or adjacent thereto. So long as said sidewalk project is approved by the Minnesota Department of Transportation as a state-aid project prior to the sidewalk project being bid, the County shall participate in the sidewalk project by contributing 75% of the total construction costs of the sidewalk project, and 75% of the County's proportional share of engineering, design, development, construction, construction observation, inspection, and administration. This provision shall survive the conclusion of this Cooperative Agreement and the CSAH project defined in this agreement.
- G. To the fullest extent permitted by law, City shall defend, indemnify, and hold harmless the County, their officers, employees, and agents from and against any and all costs, losses, and damages (including but not limited to all fees and charges of engineers, architects, attorneys, and other professions, and all court or arbitration or other dispute resolutions costs) caused solely by the negligent acts or omissions of the City or its officers, employees, or agents in the performance of this Agreement.

To the fullest extent permitted by law, County shall defend, indemnify, and hold harmless the City, their officers, employees, and agents from and against any and all costs, losses, and damages (including but not limited to all fees and charges of engineers, architects, attorneys, and other professions, and all court or arbitration or other dispute resolutions costs) caused solely by the negligent acts or omissions of the County or its employees or agents in the performance of this Agreement.

To the fullest extent permitted by law, each party's total liability to the other party or any non-parties caused by the negligence of a party and in part by another party or parties or any other negligent non-party, shall not exceed the percentage share of a party's negligence bears to the total negligence of all parties or other non-party.

It is hereby understood and agreed that for the purpose of the Parties' performance hereunder, neither Party's employees shall be deemed employees of the other Party for any purpose and any and all claims made by third parties as a consequence of any act or

omission on the part of a Party's employee(s) while engaged in the performance of any of the provisions of services hereunder shall in no way be the obligation or responsibility of the other Party.

- H. Each party shall be responsible for damages to or loss of its own equipment. Each party waives the right to sue any other party for any damages to or loss of its equipment, even if the damages or losses were caused wholly or partially by the negligence of any other party or its officers, employees, or volunteers.
- I. Pursuant to Minnesota Statute 16C.05, Subd. 5, each party agrees that the other party and the State Auditor, or any of their duly authorized representatives at any time during normal business hours and as often as they may reasonably deem necessary, shall have access to and the right to examine, audit, excerpt, and transcribe any books, documents, papers, records, etc., which are pertinent to the accounting practices and procedures of such party and involve transactions relating to this Agreement.

Each party agrees to maintain these records for a period of six years from the date of termination of this Agreement.

- J. During the performance of this Agreement, each party agrees to the following:

No person shall, on the grounds of race, color, religion, age, sex, disability, marital status, public assistance status, criminal record, creed or national origin be excluded from full employment right 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.

- K. Each party to this agreement reserves the right to withdraw from and cancel this agreement within 30 days from the opening of bids for the project in the event either or both parties consider any or all bids unsatisfactory; the withdrawal from or cancellation of the agreement to be accomplished by either or both parties within 30 days of opening of bids by serving a written notice thereof upon the other, unless this right is waived by both parties in writing.
- L. Each party agrees that any modification of this agreement will be in writing and will be signed by the parties hereto.

IN TESTIMONY WHEREOF, The parties hereto have caused these presents to be executed.

City of Medford, Minnesota

Steele County, Minnesota

Danny Thomas, Mayor, City of Medford

Greg Krueger, Steele County Board Chair

Date: _____

Date: _____

Attest:

Elizabeth Jackson, City Clerk

Scott Golberg, County Administrator

Date: _____

Date: _____

EXHIBIT A

SAP 074-612-644 CSAH 12 (CSAH 45 to NW 19th Ave)

Engineer's Estimate

Number	Description	Unit	Contract Quantity	Estimated Price	Estimated amount
2021.501	MOBILIZATION	LS	1	\$5,000.00	\$5,000.00
2021.601	RAILROAD PROTECTIVE SERVICES	LS	1	\$10,000.00	\$10,000.00
2104.503	REMOVE CURB AND GUTTER	L F	32	\$10.00	\$320.00
2104.518	REMOVE CONCRETE WALK	S F	96	\$5.00	\$480.00
2104.618	REMOVE AND REPLACE BITUMINOUS PAVEMENT	S F	36	\$35.00	\$1,260.00
2106.507	EXCAVATION - SUBGRADE	C Y	25	\$12.00	\$300.00
2106.607	EXCAVATION SPECIAL (P)	C Y	129	\$75.00	\$9,675.00
2211.509	AGGREGATE BASE CLASS 5 MOD	TON	25	\$55.00	\$1,375.00
2232.504	MILL BITUMINOUS SURFACE (3.5") (P)	S Y	9,432	\$2.50	\$23,580.00
2360.509	TYPE SP 12.5 WEARING COURSE MIXTURE (2,B)	TON	2,224	\$90.00	\$200,160.00
2504.602	ADJUST VALVE BOX-WATER	EACH	1	\$350.00	\$350.00
2506.502	ADJUST FRAME AND RING CASTING	EACH	1	\$500.00	\$500.00
2506.503	RECONSTRUCT DRAINAGE STRUCTURE	L F	1	\$1,500.00	\$1,500.00
2521.602	DRILL AND GROUT REINF BAR (EPOXY COATED)	EACH	12	\$18.00	\$216.00
2521.618	CONCRETE WALK	S F	96	\$15.00	\$1,440.00
2531.603	CONCRETE CURB AND GUTTER	L F	32	\$68.00	\$2,176.00
2531.618	TRUNCATED DOMES	S F	16	\$70.00	\$1,120.00
2563.601	TRAFFIC CONTROL	LS	1	\$2,500.00	\$2,500.00
2575.602	SITE RESTORATION	EACH	2	\$750.00	\$1,500.00
2580.503	INTERIM PAVEMENT MARKING	L F	380	\$0.55	\$209.00
2582.503	4" SOLID LINE PAINT	L F	6,708	\$0.10	\$670.80
2582.503	24" SOLID LINE PAINT	L F	48	\$3.50	\$168.00
2582.518	PAVEMENT MESSAGE PAINT	S F	62	\$6.00	\$372.00
					\$264,871.80

City of Medford
County\$66,217.95
\$198,653.85



Steele County Agenda Item

Subject: Property Tax Abatement – PID 01-001-2101

Department: Assessor's Office

Committee Meeting Date: March 21, 2023

Board Meeting Date: March 28, 2023

Consent Agenda: ☐ Yes ☐ No

Resolution: ☐ Yes ☒ No

Policy Committee Recommendation: Committee recommends approval of the Local-Option Disaster abatement for PID 01-001-2101

Recommendation:

County Staff recommends approval of the abatement

Background (*Including Budget Impact*):

As a result of fire on February 21, 2022, the residential structure located at 11375 SE 89th Ave, Blooming Prairie was completely destroyed and uninhabitable for 10 months in 2022 and 4 months in 2023. Tax amount requested for abatement approval includes \$1,036.56 for pay year 2022 and \$432.16 for payable year 2023 as a credit.

Attachments:

N/A



Steele County Agenda Item

Subject: Contract Award – CSAH 12 Resurfacing CP 074-023-002

Department: Highway

Committee Meeting Date: N/A

Board Meeting Date: March 28, 2023

Consent Agenda: ☐ Yes ☒ No

Resolution: ☐ Yes ☒ No

Policy Committee Recommendation:

N/A

Recommendation:

Award a contract for the CSAH 12 resurfacing project from CSAH 8 to the Dodge Co Line, CP 074-023-002, to Crane Creek Asphalt in the amount of \$1,041,230.16.

Background (*Including Budget Impact*):

The project will resurface CSAH 12 from CSAH 8 to the Dodge County Line. Both CSAH 12 Overlay projects are programmed as part of the Countywide Maintenance Overlays with a budget of \$1,565,000, including Sales Tax, State-Aid Maintenance funds, Municipal State-Aid funds, and City of Medford funds. This project uses Sales Tax and State-Aid Maintenance funds.

The contract was advertised for bids, which were opened on Thursday, March 16, 2023. One bid was received.

Bidder	Total	% Over/Under Estimate
Engineer's Estimate	\$1,149,847.33	-
Crane Creek Asphalt	\$1,041,230.16	9.45% UNDER

Crane Creek Asphalt is a responsible contractor capable of performing the work.

Attachments:

N/A



Steele County Agenda Item

Subject: Contract Award – CSAH 12 Resurfacing SAP 074-612-044

Department: Highway

Committee Meeting Date: N/A

Board Meeting Date: March 28, 2023

Consent Agenda: ☐ Yes ☒ No

Resolution: ☐ Yes ☒ No

Policy Committee Recommendation:

N/A

Recommendation:

Award a contract for the CSAH 12 resurfacing project from CSAH 45 to NW 19th Avenue, SAP 074-612-044, to Crane Creek Asphalt in the amount of \$288,069.44.

Background (*Including Budget Impact*):

The project will mill and resurface CSAH 12 from CSAH 45 to NW 19th Avenue in the City of Medford. The project will also upgrade sidewalk pedestrian ramps to current Americans with Disability Act standards. Both CSAH 12 Overlay projects are programmed as part of the Countywide Maintenance Overlays with a budget of \$1,565,000, including Sales Tax, State-Aid Maintenance funds, Municipal State-Aid funds, and City of Medford funds. This project uses only Municipal State-Aid funds and City of Medford funds. Per agreement the cost share will be 75% County and 25% City, and the City will make five equal annual payments.

The contract was advertised for bids, which were opened on Thursday, March 16, 2023. One bid was received.

Bidder	Total	% Over/Under Estimate
Engineer's Estimate	\$264,871.80	-
Crane Creek Asphalt	\$288,069.44	8.76% OVER

Crane Creek Asphalt is a responsible contractor capable of performing the work.

Attachments:

N/A



Steele County Agenda Item

Subject: Resolution - Approve and Accept Steele County Highway Right-of-Way Plat No. 21

Department: Highway

Committee Meeting Date: N/A

Board Meeting Date: March 28, 2023

Consent Agenda: ☐ Yes ☒ No

Resolution: ☒ Yes ☐ No

Policy Committee Recommendation:

N/A

Recommendation:

Adopt resolution to approve and accept Steele County Highway Right-of-Way Plat No. 21.

Background (*Including Budget Impact*):

Right-of-way being acquired for the reconstruction of CSAH 48 at 18th Street NW is platted. The plat is known as Steele County Highway Right-of-Way Plat No. 21. As part of the process the County Board must approve and accept the plats.

Attachments:

Resolution - Steele County Highway Right-of-Way Plat No. 21

Resolution – Approve and Accept Steele County Highway Right-of-Way Plat No. 21

WHEREAS, Steele County Highway Right-of-Way Plat No. 21 has been prepared for the construction of a roundabout at County State-Aid Highway 48 at 18th Street SE, and

WHEREAS, the Steele County Highway Engineer has certified that the highway location and right-of-way is correctly located on the plats, and

WHEREAS, the Steele County Surveyor has checked and approved the plats.

NOW, THEREFORE BE IT RESOLVED, the Steele County Highway Right-of-Way Plat No. 21 is hereby approved and accepted.

STEELE COUNTY
BOARD OF COMMISSIONERS

Greg Krueger, Chair

CERTIFICATION

STATE OF MINNESOTA
COUNTY OF STEELE

I hereby certify that the foregoing Resolution is a true and correct copy of the Resolution presented to and adopted by the Steele County Board at a duly authorized meeting thereof held on the 28th day of March 2023, as shown by the minutes of said meeting in my possession.

Steele County Auditor

STEELE COUNTY HIGHWAY RIGHT OF WAY PLAT NO. 21

IN THE SE1/4 OF THE SW1/4 AND THE SW1/4 OF THE SE1/4 OF SECTION 14, T.107 N., R.20 W.
IN THE NW1/4 OF THE NE1/4 AND THE NE1/4 OF THE NW1/4 OF SECTION 23, T.107 N., R.20 W.

THE STEELE COUNTY BOARD OF COMMISSIONERS IS HEREBY DESIGNATING THE DEFINITE LOCATION OF COUNTY STATE AID HIGHWAY NO. 48 FROM 0.1 MILE NORTH AND 0.1 MILE SOUTH OF 18TH STREET SE IN THE CITY OF OWATONNA

as shown on this plat prepared by the Steele County Highway Department is hereby certified as the official plat of that portion of C.S.A.H. No. 48 within the designated portion of Sections 14 & 23, T.107 N., R.20 W., pursuant to Minnesota Statutes, Section 160.085, Section 160.14 subd. 1.

It is further ordered that it is necessary to acquire all trees, shrubs, grass and herbage within the right of way of said County State Aid Highway, and to keep and have exclusive control of the same.

Certified: Per County Board Resolution approved and accepted on the ____ day of _____, 20____

by Laura Ihrike, County Auditor, Steele County, Minnesota

I hereby certify that this plat was surveyed and prepared by me or under my direct supervision and that I am a duly Licensed Land Surveyor under the Laws of the State of Minnesota; that all measurements are correctly shown on this plat; that all monuments have been, or will be correctly placed within one year as shown on this plat; that this plat meets the requirements of Minnesota Statutes, Section 160.085, Section 160.14 subd. 1; that the parcel ownerships are correctly described and delineated on the plat; and that the proposed right of way boundary lines are correctly designated on the plat.

Certified by Kyle K. Klosen License No. 44606 Date _____

COUNTY HIGHWAY ENGINEER, Steele County, Minnesota

I hereby certify that the highway location and right of way is correctly designated on this plat.

Gregory M. Iikka License No. 49768 Date _____

COUNTY SURVEYOR, Steele County, Minnesota

I hereby certify that I have reviewed and approved this plat.

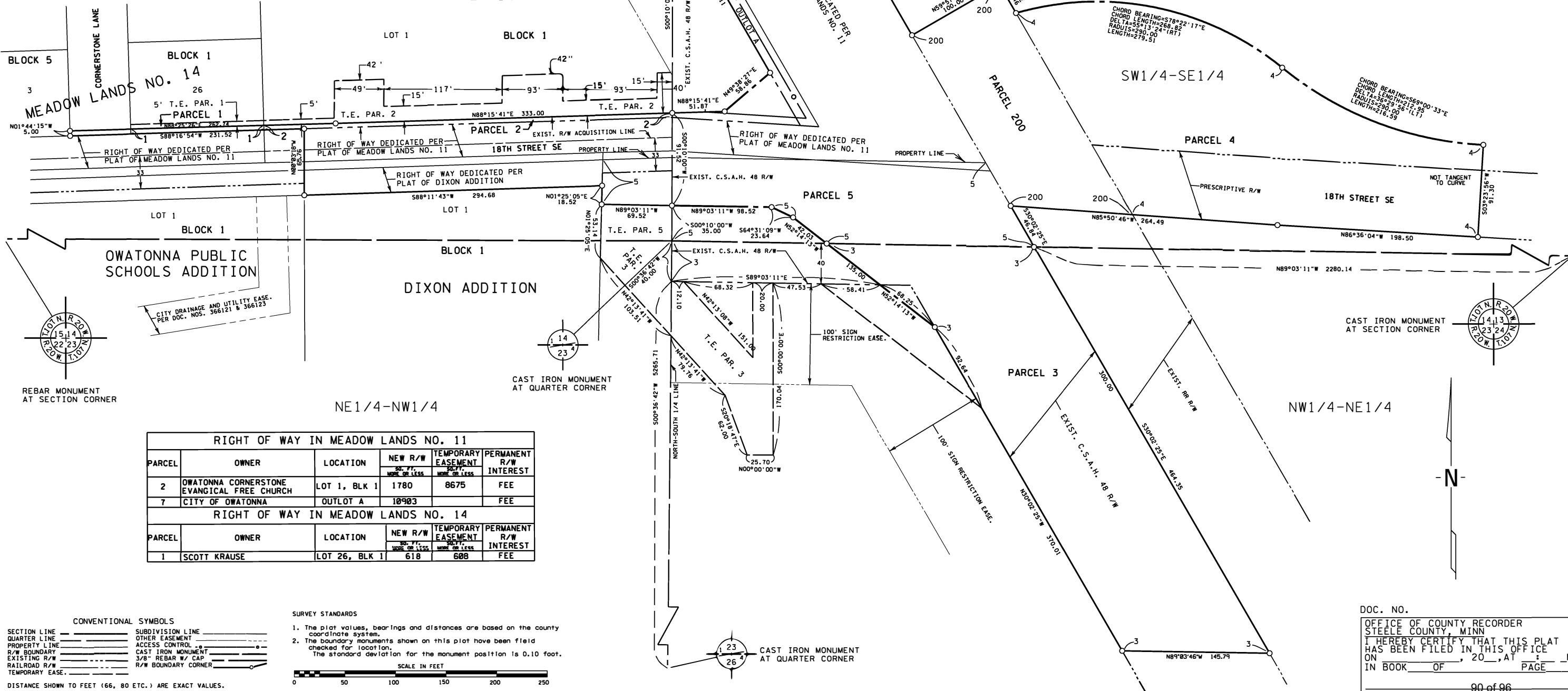
Scott A. Tuchtenhagen License No. _____ Date _____

RIGHT OF WAY IN SECTION 14					
PARCEL	OWNER	LOCATION	NEW R/W	TEMPORARY EASEMENT	PERMANENT R/W INTEREST
			ACRES MORE OR LESS	ACRES MORE OR LESS	
4	PICHNER FAMILY FARMS, LLC	SW1/4-SE1/4	1.44	-----	FEE
5	DOROTHY RYPKA & JEROME A. RYPKA TESTAMENTARY TRUST	SE1/4-SW1/4	0.60	0.06	FEE
200	CANADIAN PACIFIC RAILROAD	SW1/4-SE1/4	0.53	0.05	EASEMENT

RIGHT OF WAY IN SECTION 23					
PARCEL	OWNER	LOCATION	NEW R/W	TEMPORARY EASEMENT	PERMANENT R/W INTEREST
			ACRES MORE OR LESS	ACRES MORE OR LESS	
3	DOROTHY RYPKA & JEROME A. RYPKA TESTAMENTARY TRUST	NE1/4-NW1/4	1.39	0.41	FEE

SE1/4-SW1/4

MEADOW LANDS NO. 11



RIGHT OF WAY IN MEADOW LANDS NO. 11					
PARCEL	OWNER	LOCATION	NEW R/W	TEMPORARY EASEMENT	PERMANENT R/W INTEREST
			ACRES MORE OR LESS	ACRES MORE OR LESS	
2	OWATONNA CORNERSTONE EVANGICAL FREE CHURCH	LOT 1, BLK 1	1780	8675	FEE
7	CITY OF OWATONNA	OUTLOT A	10903	-----	FEE

RIGHT OF WAY IN MEADOW LANDS NO. 14					
PARCEL	OWNER	LOCATION	NEW R/W	TEMPORARY EASEMENT	PERMANENT R/W INTEREST
			ACRES MORE OR LESS	ACRES MORE OR LESS	
1	SCOTT KRAUSE	LOT 26, BLK 1	618	608	FEE

CONVENTIONAL SYMBOLS

SECTION LINE	SUBDIVISION LINE
QUARTER LINE	OTHER EASEMENT
PROPERTY LINE	ACCESS CONTROL
R/W BOUNDARY	CAST IRON MONUMENT
EXISTING R/W	3/8\" REBAR W/ CAP
RAILROAD R/W	R/W BOUNDARY CORNER
TEMPORARY EASE.	

DISTANCE SHOWN TO FEET (66, 80 ETC.) ARE EXACT VALUES.

SURVEY STANDARDS

- The plat values, bearings and distances are based on the county coordinate system.
- The boundary monuments shown on this plat have been field checked for location.

The standard deviation for the monument position is 0.10 foot.

SCALE IN FEET

0 50 100 150 200 250

DOC. NO.

OFFICE OF COUNTY RECORDER
STEELE COUNTY, MINN

I HEREBY CERTIFY THAT THIS PLAT
HAS BEEN FILED IN THIS OFFICE
ON _____, 20____, AT _____ M
IN BOOK _____ OF _____ PAGE _____

90 of 96
COUNTY RECORDER



Steele County Agenda Item

Subject: Steele County Fairgrounds Electrical Safety Project Additional Funding
Resolution

Department: Administrator's Office

Committee Meeting Date:

Board Meeting Date: March 28, 2023

Consent Agenda: ☐ Yes ☐ No

Resolution: ☐ Yes ☐ No

Committee Recommendation:

.

Recommendation:

Adopt Resolution setting aside an additional \$150K for the SCFF Electrical Safety Project for a total of \$900K and Authorize the Chair to sign.

Background(Including Budget Impact):

Steele County Fairgrounds Electrical Safety Project will put electrical wiring underground to meet 326B.35 Safety Standards and 525.5 overhead conductor clearances.

The preliminary engineering plans have been submitted by ISG for the secondary electrical conversion along with the plans for the primary electrical conversion for underground electrical.

The current estimated project cost submitted to the state is \$1.789MM. The original funding sources are as follows: \$750K from the state through a DEED Grant, \$750K from Steele County General Funds, \$180K from the Ag. This leaves a gaurenteed funding shortage of appx. \$150K.

MMB has requested an additional Resolution confirming Steele County has set aside the funds needed for the SCFF Elec. Safety Project in the amount of \$150K.

Attachments:

- Resolution

LOCAL GOVERNMENT RESOLUTION
Special Appropriation General Obligation Bond Grant

BE IT RESOLVED that Steele County act as the legal sponsor for project contained in this Application to be submitted on March 28, 2023 and that the Administrator, Scott Golberg and Finance Director, Catherine Piepho are hereby authorized to apply to the Department of Employment and Economic Development for funding of this project on behalf of Steele County.

BE IT FURTHER RESOLVED that Steele County has the legal authority to apply for financial assistance, and the institutional, managerial, and financial capability to ensure adequate construction, operation, maintenance, and replacement of the proposed project for its design life.

BE IT FURTHER RESOLVED that Steele County has not violated any Federal, State, or local laws pertaining to fraud, bribery, kickbacks, collusion, conflict of interest or other unlawful or corrupt practice.

BE IT FURTHER RESOLVED that upon approval of its application by the state, Steele County, may enter into an agreement with the State of Minnesota for the above-referenced project, and that it will comply with all applicable laws and regulations as stated in all contract agreements.

BE IT RESOLVED that the county of Steele has committed an additional \$150,000 to be combined with the \$750,000 approved on February 28, 2023 for a total of \$900,000 committed from the 2023 CIP account held by Steele County General Reserves as funds for the Steele County Fairgrounds Electrical Safety Project.

NOW, THEREFORE BE IT RESOLVED that Steele County Administrator, Scott Golberg and Steele County Finance Director, Catherine Piepho, or their successors in office, are hereby authorized to sign and execute such agreements, and amendments thereto, as are necessary to implement the project(s) on behalf of the applicant.

Steele County
Board of Commissioners

Greg Krueger, Chair

Certification

I CERTIFY THAT the above resolution was adopted by the Board of Commissioners of Steele County on _____ (Date).

Witness

Title

Date



Steele County Agenda Item

Subject: Adopt Opioid Settlement Resolution and Authorize the Administrator to execute all necessary documents

Department: Administrator's Office

Committee Meeting Date: n/a

Board Meeting Date: March 14, 2023

Committee Recommendation:

Staff Recommendation:

Staff recommends the County Board pass the Opioid Resolution Authorizing Steele County Administrator to Execute All Necessary Documents to Ensure Steele County Participation in the Multistate Settlements Relating to Opioid Supply Chain Participants, and in the Minnesota Opioids State-Subdivision Memorandum of Agreement so the county can complete the federal settlement documents before April 18th, 2023.

Background (*Including Budget Impact*):

The opioid epidemic continues to be a crisis of public safety and public health in Minnesota. The effect of the COVID-19 epidemic on addiction and mental health in Minnesota underscores the continuing importance of the Attorney General's years-long efforts to combat the opioid crisis and hold opioid and other companies accountable.

Data from the Minnesota Department of Health shows that from 2020 to 2021, opioid-involved overdose deaths increased by 35%, to an all-time high of 924 deaths in 2021. Fentanyl, a highly potent synthetic opioid, was involved in the majority of the deaths.

New settlements with five major manufacturers and pharmacies may bring more than \$235 million to Minnesota over 15 years for opioid epidemic treatment and prevention; also require document disclosure, industry changes to ensure crisis never happens again.

To maximize the money coming to Minnesota, all cities with populations over 10,000 are being asked to sign on to these settlements by April 18, 2023.

This is the first of three steps all Counties will need to complete before April 18th, 2023. pass a new resolution, sign the National Agreement, and sign the amended MOA

State-subdivision agreement basics:

- Settlement dollars will continue to be split 75% to local governments and 25% to the State. Payments will be made directly to local governments.
- In continuation with the previous settlements, up to 7% of the local government share will be reserved for private attorneys' fees. Unused funds will be returned to local governments for redistribution.
- Settlement funds can be used for a very broad set of activities that is based on allowable uses delineated in the settlement.

Each county will be asked to approve the national settlement agreements and the Minnesota Memorandum of Agreement via DocuSign.

The MOA is written to apply to all future opioid settlements - hopefully we will not need to sign future versions of the MOA. We may need to pass future resolutions to opt-in to future settlements.

Attachments:

Resolution

Steele County Resolution

Opioid Settlement Memorandum of Agreement

Resolution Authorizing Steele County Administrator to Execute All Necessary Documents to Ensure Steele County Participation in the Multistate Settlements Relating to Opioid Supply Chain Participants, and in the Minnesota Opioids State-Subdivision Memorandum of Agreement.

WHEREAS, the State of Minnesota and numerous Minnesota cities and counties are engaged in nationwide civil litigation against opioid supply chain participants related to the opioid crisis; and

WHEREAS, the Minnesota Attorney General has signed on to multistate settlement agreements with several opioid supply chain participants, but those settlement agreements are still subject to sign-on by local governments and final agreement by the companies and approval by the courts; and

WHEREAS, there is a deadline of April, 18 2023, for a sufficient threshold of Minnesota cities and counties to sign on to the above-referenced multistate settlement agreements, and failure to timely sign on may diminish the amount of funds received by not only that city or county but by all Minnesota cities and counties from the settlement funds; and

WHEREAS, representatives of Minnesota's local governments, the Office of the Attorney General, and the State of Minnesota have reached agreement on the intrastate allocation of these settlement funds between the State, and the counties and cities, as well as the permissible uses of these funds, which will be memorialized in the Minnesota Opioids State-Subdivision Memorandum of Agreement, as amended (the "State-Subdivision Agreement"); and

WHEREAS, the State-Subdivision Agreement creates an opportunity for local governments and the State to work collaboratively on a unified vision to deliver a robust abatement and remediation plan to address the opioid crisis in Minnesota;

NOW, THEREFORE, BE IT RESOLVED, Steele County supports and agrees to the State-Subdivision Agreement; and

BE IT FURTHER RESOLVED, Steele County supports and opts into all future multistate settlement agreements with opioid supply chain participants; and

BE IT FURTHER RESOLVED, Steele County authorizes the Steele County Administrator to execute all necessary documents to ensure Steele County's participation in the multistate settlement agreements, including the Participation Agreement and accompanying Release, and in the State-Subdivision Agreement.

STEELE COUNTY BOARD OF COMMISSIONERS

Greg Krueger, Chair

CERTIFICATION

I hereby certify that the above is a true and correct copy of a Resolution duly passed, adopted and approved by the County Board of said County on the _____ day of _____, 2023.

Attest
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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, March 21, 2023, at 8:00 a.m. – Steele County Boardroom

Attendees: Commissioner Gnemi, Commissioner Krueger, Planning & Zoning Director Dale Oolman, Appraiser Brian Anderson, and Chief Deputy Auditor Brenda Blood.

Consent:

Committee recommends approving renewal of Consumption & Display Permit for Blooming Prairie County Club.

Committee recommends authorizing the Chair to sign the Agreement for residential Recycling Services with Thompson Sanitation.

General:

Property Tax Abatement – Local Option Disaster for parcel ID 01-001-2101

Department Head Reports:

Assessor: Met with the press last week, all went well. Ag. land went up 48%. Valuation notices will be going out in the next few weeks. Prepping for local boards of Appeals and Equalization. Open Book will be April 12th at the Steele County Administration Center.

Auditor: Tax statements are at the outsourcer. Working on perfecting the QR code and its positioning on the tax statement. The new outsourcer for these documents is Forum. As of January 2023, delinquent report had 263 parcels and of that 13 were confessions. As of March 20th there are 129 parcels remaining unpaid with 6 parcels that are in the tax forfeiture process. Township election was Tuesday, March 14th. There were 161 reported voters.

Planning & Zoning: Online permit software is now up and running. Using it internally before going out to the public. Permitting online will be optional.