



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, JUNE 13, 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

4. Southern Minnesota Initiative Foundation - Thank you letter (pg. 4)
5. Farm America - Thank you letter (pg. 5)
6. Transitional Housing of Steele County - Thank you letter (pg. 6)

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.*

7. Approve May 23, 2023 Board Minutes (pg. 7)
8. Approve May 23, 2023 Board Work Session Minutes (pg. 13)
9. Approve Bills and Journal Entries (pg. 15)
10. Approve Personnel Report (pg. 82)
11. Adopt Resolution accepting Four Seasons Centre donation of two lobby monitors (pg. 83)
12. Accept Proposal for Four Seasons Centre East Arena Exterior Repaint in an amount of \$99,100.00 from Willies Painting (pg. 85)
13. Approve the On-Sale Beer License for Holy Trinity Parish of Litomysl (pg. 96)
14. Award contract for Milled Rumble Strips on Various Highways, SAP 074-070-007 to Subsurface Preparation Technologies, LLC in the amount of \$119,998.32 with 90% Federal funded (pg. 97)
15. Approve Amendment No. 2 to Waste Delivery Contracts 2022 and authorize the Chair to sign the amendments (pg. 98)

Public Hearing: 5:15 p.m. (pg. 103)

To hear comments on the proposed Steele County Local Housing Trust Fund Ordinance

16. Adopt a Local Housing Trust Fund Ordinance (pg. 107)
17. Appropriate 90% of Steele County's Local Homeless Prevention Aid to Local Housing Trust Fund and the remaining 10% into a hotel shelter vouchers fund (pg. 108)

General

18. June Anniversary Report (pg. 109)
19. Appoint Julia Forbes to fill the remainder of the Steele County Attorney's Term (pg. 110)
20. Approve renewal of CUP#217, Klemmensen Pit, with 16 conditions based on Findings of Fact (pg. 112)
21. Approve CUP#434, Willert kit assembly business, with 4 conditions based on Findings of Fact (pg. 125)

County Board Work Session – June 13, 2023

22. Action Items

Information Items

23. Planning Commission Minutes – Monday, June 5, 2023 (pg. 134)

24. Internal Central Services Committee Meeting Minutes – Tuesday, June 6, 2023 (pg. 137)

25. Public Works Committee Meeting Minutes – Thursday, June 8, 2023 (pg. 138)

Presentations:

Owatonna Area Chamber of Commerce & Tourism

Glenda Smith, Director of Conventions & Tourism

Commissioner Reports:

Next Meeting Notices:

Public Safety & Health Committee - **Wednesday, June 14th at 8 a.m. in the Boardroom**

Land Use & Records – **Tuesday, June 20th at 8 a.m. in the Boardroom**

County Board Work Session – **Tuesday, June 27th at 4:00 p.m. in the Boardroom**

County Board Meeting – **Tuesday, June 27th at 5:00 p.m. in the Boardroom**

Adjourn

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

Rec'd 5/22/23



SOUTHERN MINNESOTA
INITIATIVE FOUNDATION

525 Florence Avenue • PO Box 695 • Owatonna, MN 55060-0695
PH 507.455.3215 • FAX 507.455.2098 • smifoundation.org

May 15, 2023

Scott Golberg
Steele County
630 Florence Ave
PO Box 890
Owatonna, MN 55060

Dear Mr. Golberg and County Board,

Thank you for your generous gift of \$6,000 to Southern Minnesota Initiative Foundation (SMIF). Below are some of the things your contribution makes possible:

After noticing many Latino families do not utilize traditional childcare, we provided Friends, Family, and Neighbor (FFN) trainings. We want to infuse this group of caregivers with resources and support, including first aid CPR trainings offered in Spanish, allowing these caregivers to provide high quality care.



Last year was our seventh youth entrepreneur business competition open to entrepreneurs from ages 18-25. We recognize that not all entrepreneurs follow a traditional path of a four-year college degree, so we expanded the criteria for anyone in the age bracket who lives in our 20-county region. Finalists have access to business training for their pitch session, free consulting hours, and a chance to win investment funding.

The small town of Spring Grove has been working hard on revitalized their community. Grants from SMIF provided funding for work on a downtown alley. They painted a mural, added lighting and small café tables and made the space a bright spot in town. "SMIF really helped us turn ideas into action. Small towns aren't limited in their creative potential. It often just comes down to resources," says Courtney Bergery Swanson, CEDA.



Your gifts fund this work and so much more, and we are so grateful. Thank you for helping us keep southern Minnesota a wonderful place to live.

Sincerely,

Tim Penny
President & CEO

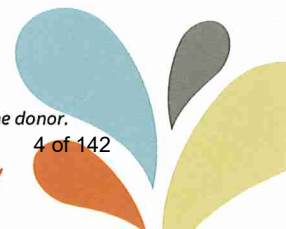
Thank you!!!

cc: Ibrahim Hussein, Board Member

Southern Minnesota Initiative Foundation is a 501(c) (3) organization; your gift is tax deductible. No goods or services were provided to the donor.

Collaborating for Regional Vitality

4 of 142





FARMAMERICA

Rooted and Growing

Expanding Minnesota's Center for Agricultural Interpretation

Executive Director
Jessica Rollins

Board of Directors

Duane Alberts, Chair
Alberts Bros. Dairy

Lisa Gjersvik, Vice Chair
Agricultural Utilization
Research Institute

Roger Toquam, Treasurer
Toquam Family Farm

Lynette Ziegler, Secretary
Ziegler Farms

Judi Baker
Seneca Foods

Jim Checkel
Retired Mayo Clinic

Dan Hoffman
New Vision Consulting

Wanda Patsche
CW Pork, Inc.

Jeanne Poppe
Sen. Tina Smith

Erin Rossow
Linder Farm Network

Brad Rugg
Retired, U of MN Extension

Lauren Servick
MN Pork Board

Julie Tesch
Center for Rural Policy &
Development (CRPD)

Bob Zelenka
Retired, MN Grain & Feed

May 19, 2023

Attn: Brenda Blood
630 Florence Ave.
Owatonna, MN 55060

Dear Steele County Commissioners,

On behalf of the Board of Directors, staff, and volunteers, thank you for your donation of \$500.00 to Farmamerica - the Minnesota Agricultural Interpretive Center.

Your donation is inspiring. Your contribution supports our hands-on educational experiences so Farmamerica visitors can explore Minnesota's rich agricultural history and discover their own personal connections to agriculture all around them today. Together, we can help Minnesotans and consumers understand that the agriculture industry is part of the solution to the food, fiber, energy, and environmental challenges we face.

Thank you for demonstrating your belief in Farmamerica with this gift. We are truly grateful for your continued support.

Sincerely,

Jessica Rollins
Executive Director

Thank you! We appreciate your continued support. This spring over 120 students from Steele County attended field trips @ Farmamerica. We can offer this program free of charge because of supporters like you! Thank you! Jessica

P.S. Farmamerica operates as a tax-exempt Not-For-Profit 501(c)(3); Farmamerica did not provide any goods and/or services in whole or partial consideration for this contribution.



Transitional Housing of Steele County
c/o Community Pathways of Steele County
155 Oakdale Street
Owatonna, MN 55060

www.transitionalhousingsc.com
scthousing@qwestoffice.net
(507) 446-9315

May 19, 2023

Steele County Auditor
630 Florence Avenue
PO BOX 890
Owatonna MN 55060

Dear Steele County Auditor,

On behalf of Transitional Housing of Steele County, our staff, our Board of Directors, and the many clients we serve, we thank you for your gift of \$10,000.00.

This gift will help us to keep families in housing this winter, safe and warm. Your gift has helped us in the fight against homelessness, and it has helped us to end the cycle of poverty in Steele County.

This letter is considered your receipt. Please retain it for your records. This letter acknowledges that you have received no goods or services in exchange for this gift. Together, we can end homelessness in Steele County.

Sincerely,

Julie Anderson
Executive Director

Transitional Housing of Steele County is a 501(c)3 non-profit organization. Tax ID number: 41-1946337



United Way
of Steele County

over the five-year life of the agreement and obligates the County to pay the costs for the network connection.

NOW, THEREFORE, BE IT RESOLVED by the County Board of Steele County, Minnesota as follows:

1. That the State of Minnesota Joint Powers Agreements by and between the State of Minnesota acting through its Department of Public Safety, Bureau of Criminal Apprehension, and the County of Steele on behalf of its County Attorney, Community Corrections and Sheriff are hereby approved.

2. That the County Attorney, Julia Forbes, or his or her successor, is designated the Authorized Representative for the County Attorney. The Authorized Representative is also authorized to sign any subsequent amendment or agreement that may be required by the State of Minnesota to maintain the County's connection to the systems and tools offered by the State.

To assist the Authorized Representative with the administration of the agreement, Assistant County Attorney, Tazio Lombardo is appointed as the Authorized Representative's designee.

3. That the Director of Community Corrections, Tim Schammel, or his or her successor, is designated the Authorized Representative for Community Corrections. The Authorized Representative is also authorized to sign any subsequent amendment or agreement that may be required by the State of Minnesota to maintain the County's connection to the systems and tools offered by the State.

To assist the Authorized Representative with the administration of the agreement, Assistant Director, Stephen Rick is appointed as the Authorized Representative's designee.

4. That the Sheriff, Lon Thiele, or his or her successor, is designated the Authorized Representative for Steele County Sheriff's Department. The Authorized Representative is also authorized to sign any subsequent amendment or agreement that may be required by the State of Minnesota to maintain the County's connection to the systems and tools offered by the State.

To assist the Authorized Representative with the administration of the agreement, Chief Deputy Scott Hanson is appointed as the Authorized Representative's designee.

5. That Greg Krueger, the Chair of the County of Steele, and Brenda Blood, the County Board Clerk, are authorized to sign the State of Minnesota Joint Powers Agreements.

- H. Approve the renewal of the County Boat and Water Safety Grant Contract Agreement in an amount of \$2,476.00 and authorize the Chair and the Sheriff to sign
- I. Approve the On-Sale 3.2 Beer & Wine License renewal for Blooming Prairie County Club
- J. Appoint Ed Nelson as the Steele County Snowmobile Trail Administrator
- K. Adopt a **Resolution** to designate County State Aid Highway (CSAH) 2 (from CSAH 43 to the Dodge County line)

**COUNTY STATE AID HIGHWAY DESIGNATION
CSAH 2 (from CSAH 43 to the Dodge County Line)**

WHEREAS, it appears to the County Board of Steele County of the State of Minnesota that the road hereinafter should be designated County State Aid Highway under the provisions of Minnesota Law.

NOW THEREFORE, BE IT RESOLVED, by the County Board of the County of Steele that the road described as follows, to-wit:

Beginning at or near the northwest corner of Section Twenty (20), Township 107 North, Range 19 West, also on a point on County State Aid Highway 43 and on a point on Old County Road 180; thence southeasterly through said Section Twenty (20); thence southeasterly to a point at or near the east line of said Section Twenty (20), also a point on Old Trunk Highway 14; thence southeasterly through Sections 21 and 22 to a point at or near the southeast corner of Section 22; thence easterly along the south line of Sections 23 and 24 to a point at or near the southeast corner of Section 24, also a point on Old

Trunk Highway 14 on the Steele County/Dodge County line, and there terminating.

be, and hereby is established, located and designated a County State Aid Highway of said County, subject to the approval of the Commissioner of Transportation of the State of Minnesota.

BE IT FURTHER RESOLVED, that upon approval of the designation of said road, that same be constructed, improved, and maintained as a County State Aid Highway of the county of Steele, to be numbered and known as a County State Aid Highway 2.

- L. Award Professional Services Contract for CSAH 48 Construction Services to WSB not to exceed \$172,422.
- M. Adopt a **Resolution** for Acceptance of Right-of-Way Donation for S.A.P. 074-648-007 and approve Donation Agreement.

**ACCEPTANCE OF RIGHT-OF-WAY DONATION
FOR S.A.P. 074-648-007**

WHEREAS, Minnesota Statute §465.03 allows counties to accept grants and donations of real or personal property for the benefit of its citizens, and **WHEREAS**, said donations must be accepted via resolution of the County Board of Commissioners by a two-thirds majority of its members, and

WHEREAS, the Board of Commissioners finds that it is appropriate to accept the donation of right-of-way offered, and **WHEREAS**, a Donation Agreement, incorporated herein by reference, outlines the terms and conditions of the donation.

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

PARCEL 3 – PID 08-023-1300

All of the following:

That part of the north half Section 23, Township 107 North, Range 20 West, shown as Parcel 3 on STEELE COUNTY HIGHWAY RIGHT OF WAY PLAT NO. 21 as the same is on file and of record in the office of the County Recorder in and for Steele County, Minnesota.

together with other rights as set forth below, forming and being part of said Parcel 3;

Temporary Easement:

A temporary Easement for highway purposes as shown on said plat as to said Parcel 3 by the denoted and shown as Temporary Easement Parcel 3, said easement shall cease on December 31, 2024, or on such an earlier date upon which the County Engineer determines by written letter that it is no longer needed for highway purposes.

PARCEL 5 – PIDs 08-014-2302 and 17-014-3201

All of the following:

That part of the south half Section 14, Township 107 North, Range 20 West, shown as Parcel 5 on STEELE COUNTY HIGHWAY RIGHT OF WAY PLAT NO. 21 as the same is on file and of record in the office of the County Recorder in and for Steele County, Minnesota.

together with other rights as set forth below, forming and being part of said Parcel 5;

Temporary Easement:

A temporary Easement for highway purposes as shown on said plat as to said Parcel 5 by the denoted and shown as Temporary Easement Parcel 5, said easement shall cease on December 31, 2024, or on such an earlier date upon which the County Engineer determines by written letter that it is no longer needed for highway purposes.

together with all hereditaments and appurtenances belonging thereto, subject to mineral rights and utility easements of record, if any.

NOW THEREFORE BE IT FURTHER RESOLVED that the Donation Agreement is hereby approved, and the Board Chair is authorized to sign said Agreement.

N. Approve Right-of-Way purchase that was the subject of a closed meeting to develop a counteroffer for the purchase of right-of-way parcels located at Bixby Rd and 18th St SE in Owatonna; 17- 458-0101, 08-014-2302, and 08-023-1300

O. Approve 2022 Feedlot Officer Annual Report

General Agenda:

County Attorney application review committee will meet on Thursday, May 25, 2023 to review the County Attorney applications received and will bring recommendations forward to the Board.

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

**Resolution Adopting Negotiated Changes To The
2023 – 2025 AFSCME
Courthouse Unit Labor Agreement**

WHEREAS, the current Collective Bargaining Agreement between the American Federation of State, County and Municipal Employees – Courthouse Unit expired effective December 31, 2022; and

WHEREAS, the County has recently negotiated a three (3) year labor agreement with AFSCME; and

WHEREAS, the proposed agreement is reasonable, fiscally prudent and within current budget parameters;

NOW, THEREFORE, BE IT RESOLVED, that the Steele County Board of Commissioners approves the proposed labor agreement effective January 1, 2023 through December 31, 2025 between Steele County and the American Federation of State, County and Municipal Employees AFL-CIO, Council 65, Local 147 – Courthouse Unit.

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

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

**Resolution Adopting
2023 – 2025 AFSCME
Probation Officer Unit Labor Agreement**

WHEREAS, the current Collective Bargaining Agreement between the American Federation of State, County and Municipal Employees – Probation Officer Unit expired effective December 31, 2022; and

WHEREAS, the County has recently negotiated a three (3) year labor agreement with AFSCME; and

WHEREAS, the proposed agreement is reasonable, fiscally prudent and within current budget parameters;

NOW, THEREFORE, BE IT RESOLVED, that the Steele County Board of Commissioners approves the proposed labor agreement effective January 1, 2023 through December 31, 2025 between Steele County and the American Federation of State, County and Municipal Employees AFL-CIO, Council 65, Local 147 – 7: Probation Officer Unit.

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

Motion by Commissioner Gnemi, seconded by Commissioner Abbe to set a Public Hearing date for the Local Housing Trust Fund Ordinance for June 13, 2023 at 5:15 p.m. Ayes all.

Motion by Commissioner Abbe, seconded by Commissioner Gnemi to approve the Fleet Vehicle Policy

and to make effective when the Fleet management System is enacted. Ayes all.

Motion by Commissioner Gnemi, seconded by Commissioner Brady to approve Professional Services Contract with WHKS for preliminary design to replace CR 180 Bridge. Ayes all.

Motion by Commissioner Abbe, seconded by Commissioner Gnemi to accept the Feasibility Report for CSAH 48 main Street from oak Ave to Chambers Ave. Ayes all.

Motion by Commissioner Glynn, seconded by Commissioner Abbe to award contract for the CSAH 48(Bixby Rd.) at 18th St. SE roundabout construction project, SAP 074-648-007 to Heselton Construction in the amount of \$2,647,584.03. Ayes all.

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

**RESOLUTION APPROVING STEELE COUNTY LANDFILL
CERTIFICATE OF NEED REQUEST**

WHEREAS, the Steele County Landfill needs additional Certificate of Need (CON) from the Minnesota Pollution Control Agency sufficient for the landfill to accept Municipal Solid Waste (MSW) through the end of 2025, and

WHEREAS, Steele County has prepared a Certificate of Need Request in accordance with Minnesota Statutes §115A and Minnesota Rules Chapter 9215, and

WHEREAS, in the Certificate of Need Request, Steele County is requesting the following Projected Tonnages and Land Disposal Capacities:

Waste Type	Units	2023	2024	2025	Total
MSW	Tons	31,648	31,648	31,648	94,944
Industrial	Tons	6,930	6,930	6,930	20,791
Construction & Demolition	Tons	4,833	4,833	4,833	14,499
Total Tonnages	Tons	43,411	43,411	43,411	130,234

Waste Type	Units	2023	2024	2025	Total
MSW	Cubic Yards	46,033	46,033	46,033	138,100
Industrial	Cubic Yards	10,061	10,061	10,061	30,242
Construction & Demolition	Cubic Yards	7,030	7,030	7,030	21,089
Total Capacity	Cubic Yards	63,144	63,144	63,144	189,432

NOW THEREFORE BE IT RESOLVED, the Steele County Board of Commissioners hereby approves the Certificate of Need Request.

BE IT FURTHER RESOLVED, the Chairman is hereby authorized and directed to sign the Certificate of Need Request for and on behalf of Steele County.

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

Commissioner Reports:

Commissioner Brady reported on his attendance at Public Safety and Health Committee meeting, Soil and Water Conservation District, Public Works Committee meeting, South Central Human Relations, and Joint City/County/OPU/School District meeting.

Commissioner Glynn reported on his attendance at Public Safety and Health Committee meetings, Community Health Board, Property and Maintenance Committee meetings, Fair Board and Work Session.

Commissioner Gnemi reported on his attendance at Drug Court meetings, Steele County Historical Society, Land Use and Records Committee meeting, South Central Human Relations, and the Work Session.

Commissioner Abbe reported on his attendance at Public Works Committee meeting, MNPrairie Board meeting, Joint City/County/OPU/School District meeting and the Work Session.

Commissioner Krueger reported on his attendance at South County Health Alliance Utilization Management meeting, Land Use and Records MNPrairie Finance meeting, MNPrairie Board meeting, and Southeast Minnesota Trails meeting.

Motion by Commissioner Gnemi , seconded by Commissioner Brady to go into closed session at 5:28 p.m. for the purpose of labor negotiations strategy, per MN statute 179A.01, section 13D.03. Ayes all.

Motion by Commissioner Brady, seconded by Commissioner Abbe to come out of Closed Session at 5:50 p.m. Ayes all.

Motion by Commissioner Brady, seconded by Commissioner Glynn to approve (contingent upon enactment of state law that changes the recognition of Juneteenth as a state holiday to be effective on or before June 19, 2023) of:

- a. Recognizing Juneteenth as a Steele County holiday from public business on June 19, 2023;
- b. Authorizing execution of a non-precedented setting Memorandum of Understanding for 2023 with all 7 of the bargaining units in Steele County to align with the statutory change above, recognizing Juneteenth as a paid employee holiday in 2023, contingent upon agreement by the bargaining unit;
- c. Recognizing June 19, 2023 as a paid holiday for eligible, regular non-represented Steele County employees

LISTING OF BILLS

May 23, 2023

7 Rivers Recycling LLC	4,207.00
Canadian Pacific Railway Company	95,546.21
Central Farm Services	10,228.17
Counties Providing Technology	4,517.00
Duraco Inc	81,052.00
Government Capital Securities Corp	5,200.00
I & S Group Inc	2,657.50
Jones Haugh & Smith Inc	6,367.50
Kappy's Collision Center	2,142.00
Kronos Incorporated	3,293.39
Le Seuer County Sheriff's Office	3,220.00
Mn Pollution Control Agency	22,733.20
Mohs Contracting Inc	39,745.75
Moore Md/KellyannaJ	3,751.69
Revize LLC	2,200.00
Rice-Steele 911 Center	4,999.80
Service Master Clean	2,426.86
Short Elliott Hendrickson Inc	2,319.39
Steele County Highway Dept	5,719.50
Summit Food Services LLC	7,686.85
Sunde Land Surveying LLC	6,400.00
Thomson Reuters - West	2,667.04
Waste Management Of Wi-Mn	57,975.00
WSB & Associates Inc	35,227.00
Ziegler,Inc	3,344.36
96 Payments less than 2000	<u>34,276.63</u>
Final Total:	\$449,903.84

Motion by Commissioner Abbe seconded by Commissioner Glynn , to adjourn to the Call of the Chair at 5:51 p.m. Ayes all.

CHAIRMAN

ATTEST: _____
AUDITOR

PROCEEDINGS OF THE STEELE COUNTY BOARD OF COMMISSIONERS

SPECIAL SESSION

May 23, 2023

STATE OF MINNESOTA)

)ss

COUNTY OF STEELE)

The Steele County Board of Commissioners held a Work Session at 4:00 p.m. on May 23, 2023, with Commissioners Abbe, Krueger, Brady, Glynn, and Gnemi present. Also present were County Engineer Greg Ilkka, Assistant County Engineer Paul Sponholz, Assistant County Attorney II Tazio Lombardo, Human Resource Director Julie Johnson, Treasurer/Finance Director Cathy Piepho, IT Director Dave Purscell, County Administrator Scott Golberg, and Executive Assistant Rebecca Kubicek.

County Engineer Greg Ilkka reviewed three available options to replace CR 180 Bridge before offering to hire Professional Services Contract with WHKS for a preliminary design to replace CR 180 Bridge. The County Engineer recommended not to wait for the bypass to be completed to determine bridge replacement due to the failing bridge structure. Both the overpass and underpass recommendations would allow for state funding. The underpass would require the county to own the railroad bridge. This item will be brought to the Board for action.

Fleet Vehicle Policy was reviewed. Passing this policy would allow the policy information to be built into the Agile Fleet system. There was discussion regarding the two-tier mileage reimbursement rate and the benefits for employees to use the Steele County fleet vehicles. The policy allows for employees to use their personal vehicle at half the reimbursement rate unless qualifications are met to use their personal vehicle at which they would receive full reimbursement rate.

Local Housing Trust Fund Ordinance draft was reviewed. Tara Reich, Adult & Disabilities Services Manager and Karina Schmitz, Housing Resource Specialist, from MN Prairie County Alliance attended. The ordinance suggests the County would be the fiscal agent/trustee of the fund. The advisory committee would choose the priorities and set the budget, the Board of Commissioners would approve the requests, and MN Prairie would administer the day-to-day fund activities. If MN Prairie becomes the administrator of the funds, the funds for each county will be held at the county and the allocation would be kept separate from other counties. Steele County Human Relations and SEMCAC offer a similar service. MN Prairie meets with these other agencies 3 to 4 times a week in an effort to avoid duplication

in services through different agencies. After discussions, the item is being brought forward to the Board meeting to set a public hearing date and time.

Updates were given by the Administrator, Scott Golberg regarding the topics of the joint meeting with the City of Owatonna, the school district and OPU. Hard surfaces/roads at the fairgrounds was discussed along with the possibility of closing some of the accesses through the fairgrounds that are private roads.

Meeting was adjourned at 4:48 p.m.

CHAIRMAN

ATTEST:_____

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

Explode Dist. Formulas Y

Paid on Behalf Of Name
on Audit List?: N

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

Save Report Options?: N

SBENDORF

6/7/23 9:33AM

10 Road & Bridge 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	Service Dates	Paid On Bhf #	On Behalf of Name	
301	DEPT		Administration			
17	19855 DLT Solutions LLC		Autocad subscription renewal	5170160A	Equip/Software Maint	N
	19855 DLT Solutions LLC	3,845.70	1 Transactions			
31	52300 Mn Counties Insurance Trust		Ins-John Deere lawn tractor #4	8575	Property & Liability Insurance	N
	10-301-000-0000-6350	197.50	Ins-John Deere lawn tractor #5	8575	Property & Liability Insurance	N
32	10-301-000-0000-6350	197.50	Ins-John Deere lawn tractor #6	8575	Property & Liability Insurance	N
33	10-301-000-0000-6350	197.50	Ins-John Deere lawn tractor #7	8575	Property & Liability Insurance	N
34	10-301-000-0000-6350	197.50	Ins - melter rental Unit #2116	8618	Property & Liability Insurance	N
35	10-301-000-0000-6350	84.00	Insurance - Durapatcher Unit23	8618	Property & Liability Insurance	N
36	10-301-000-0000-6350	84.00	6 Transactions			
	52300 Mn Counties Insurance Trust	958.00				
301	DEPT Total:	4,803.70	Administration	2 Vendors	7 Transactions	
302	DEPT		Road & Bridge Maintenance Expense			
1	3738 Arrow Ace Hardware		Hex nuts & screws	271756/2	Supplies - Signing	N
2	10-302-000-0000-6534	99.46	Backpack sprayer	271768/2	Weed Spray & Vegetation Supplies	N
	3738 Arrow Ace Hardware	139.99	2 Transactions			
	3738 Arrow Ace Hardware	239.45				
19	22531 Erosion Control Inc		Polynet, seed & staples CSAH 6	052323	Weed Spray & Vegetation Supplies	N
	10-302-000-0000-6553	300.65	1 Transactions			
	22531 Erosion Control Inc	300.65				
25	36550 IFACS		1/2x4 screw-bolt & anchor	5314508	Supplies - Signing	N
	10-302-000-0000-6534	110.44	1 Transactions			
	36550 IFACS	110.44				
39	9660 Northland Trenching Equipment LLC		Laser & Tripod	62491B	CSAH Supplies - Aggregate/Asphalt	N
	10-302-000-0000-6525	4,230.45	1 Transactions			
	9660 Northland Trenching Equipment LLC	4,230.45				
42	9163 Sign Solutions		Sign inventory	406060	Supplies - Signing	N
	10-302-000-0000-6534	1,354.75	Sign inventory	406060	Supplies - Signing	N
43	10-302-000-0000-6534	47.11	12" alum stringer	406193	Supplies - Signing	N
44	10-302-000-0000-6534	1,555.80				

SBENDORF

6/7/23 9:33AM

10 Road & Bridge Fund

Steele County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Page 3

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name
9163	Sign Solutions		2,957.66	3 Transactions		
8038	South Central College					
45	10-302-000-0000-6261		669.56	County portion - MSHA training	00179074	Conference & Training N
46	10-302-000-0000-6261		730.44	City portion of MSHA training	00179074	Conference & Training N
47	10-302-000-0000-6261		2,500.00	Trench box training	00179177	Conference & Training N
8038	South Central College		3,900.00	3 Transactions		
75496	Steele County Auditor					
48	10-302-000-0000-6564		15.94	Ditch sp assessment-Ditch 20	9-008-5001	Intergovernmental Expense N
75496	Steele County Auditor		15.94	1 Transactions		
9684	Westwind Graphics LLC					
51	10-302-000-0000-6525		728.00	Road stencils	10585c	CSAH Supplies - Aggregate/Asphalt Y
9684	Westwind Graphics LLC		728.00	1 Transactions		
302	DEPT Total:		12,482.59	Road & Bridge Maintenance Expense	8 Vendors	13 Transactions
304	DEPT			Equipment Maintenance & Shops		
3738	Arrow Ace Hardware					
3	10-304-000-0000-6511		23.94	Coiled key ring	271806/2	Maint Shop Supplies & Materials N
3738	Arrow Ace Hardware		23.94	1 Transactions		
10150	Carquest Auto Parts					
4	10-304-000-0000-6520		134.88	(6) oil filters	459931	Machinery/Vehicle Parts N
5	10-304-000-0000-6520		10.99	Toggle switch & fuse holder	460107	Machinery/Vehicle Parts N
6	10-304-000-0000-6520		5.69	Battery cleaner	460526	Machinery/Vehicle Parts N
7	10-304-000-0000-6520		147.59	Battery & fuses	460828	Machinery/Vehicle Parts N
8	10-304-000-0000-6520		350.08	Starter & air tool oil	461221	Machinery/Vehicle Parts N
9	10-304-000-0000-6520		18.55	Starter button & toggle switch	461254	Machinery/Vehicle Parts N
10	10-304-000-0000-6520		338.70	Warranty return on starter	461276	Machinery/Vehicle Parts N
11	10-304-000-0000-6520		18.78	Oil filter	461410	Machinery/Vehicle Parts N
10150	Carquest Auto Parts		347.86	8 Transactions		
11215	Central Farm Services					
13	10-304-000-0000-6521		10,330.83	3,998 gallons of diesel fuel	2930505	Supplies-Diesel Fuel N
12	10-304-000-0000-6540		10,184.00	4,000 gallons of unleaded fuel	2930505	Fuel & Lubricants N
11215	Central Farm Services		20,514.83	2 Transactions		

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Vendor	Name	Rpt		Warrant Description	Invoice #	Account/Formula Descripti	1099
No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name	
14	16480 Crysteel Truck Equipment Inc						
	10-304-000-0000-6520		275.00	Drive shaft - Unit 2171	LP215666	Machinery/Vehicle Parts	N
	16480 Crysteel Truck Equipment Inc		275.00	1 Transactions			
15	8882 D & M Construction LLC						
	10-304-000-0000-6520		27.24	Forklift propane unit#2186	13303	Machinery/Vehicle Parts	Y
16	10-304-000-0000-6520		16.07	20# Propane tank fill	13402	Machinery/Vehicle Parts	Y
	8882 D & M Construction LLC		43.31	2 Transactions			
18	3618 Duraco Inc						
	10-304-000-0000-6600		19,926.00	Remainder of Durapatcher bill	32127	Capital Outlay	N
	3618 Duraco Inc		19,926.00	1 Transactions			
20	9681 Farm-Rite Equipment of Willmar Inc						
	10-304-000-0000-6600		10,623.00	2023 Diamond mowers disc	E03332	Capital Outlay	N
21	10-304-000-0000-6600		9,086.00	2023 Diamond mowers disc	E03341	Capital Outlay	N
	9681 Farm-Rite Equipment of Willmar Inc		19,709.00	2 Transactions			
22	23800 Fastenal Company						
	10-304-000-0000-6511		14.57	Antifog lens cleaning towlette	MNOWA241405	Maint Shop Supplies & Materials	N
	23800 Fastenal Company		14.57	1 Transactions			
23	8459 Freerksen Oil LLC						
	10-304-000-0000-6540		402.00	60 ct-Moly EP synthetic grease	1941	Fuel & Lubricants	Y
	8459 Freerksen Oil LLC		402.00	1 Transactions			
26	36550 IFACS						
	10-304-000-0000-6511		54.66	Connectors & ring	5314545	Maint Shop Supplies & Materials	N
	36550 IFACS		54.66	1 Transactions			
27	49625 Matejcek Implement Co						
	10-304-000-0000-6520		135.75	Electrical cable & knob	IB31208	Machinery/Vehicle Parts	N
	49625 Matejcek Implement Co		135.75	1 Transactions			
28	50510 McNeilus Steel Inc						
	10-304-000-0000-6520		30.60	7/8" x 12 corner round bar	01963648	Machinery/Vehicle Parts	N
	50510 McNeilus Steel Inc		30.60	1 Transactions			
	51630 Mike's Repair						

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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	
30	10-304-000-0000-6252		Tire mount - Unit 2184	101270	Contracted Services	Y
29	10-304-000-0000-6520		(2) tires, stems & scrap tires	101270	Machinery/Vehicle Parts	Y
51630	Mike's Repair		2 Transactions			
56125	NAPA Auto Parts					
37	10-304-000-0000-6520	13.04	Cap & valve kit - Unit 2171	978722	Machinery/Vehicle Parts	N
38	10-304-000-0000-6520	38.74	Mud flaps - Unit 2201	979760	Machinery/Vehicle Parts	N
56125	NAPA Auto Parts	51.78	2 Transactions			
4097	Nuss Truck & Equipment					
40	10-304-000-0000-6520	35.69	Switch	PSO0066991	Machinery/Vehicle Parts	N
41	10-304-000-0000-6520	180.33	Switch panel	PSO0080331	Machinery/Vehicle Parts	N
4097	Nuss Truck & Equipment	216.02	2 Transactions			
85167	Stewart Sanitation					
49	10-304-000-0000-6514	114.61	May garbage services	000787128	Utility Services	N
85167	Stewart Sanitation	114.61	1 Transactions			
86520	Terminal Supply Company					
50	10-304-000-0000-6511	200.82	Unshielded communication cable	41499-00	Maint Shop Supplies & Materials	N
86520	Terminal Supply Company	200.82	1 Transactions			
304	DEPT Total:	62,741.75	Equipment Maintenance & Shops	17 Vendors	30 Transactions	
310	DEPT		Capital Construction			
3832	I & S Group Inc					
24	10-310-000-0000-6262	9,200.00	Prof services 074-649-001	93000	Sales Tax Consultants	Y
3832	I & S Group Inc	9,200.00	1 Transactions			
310	DEPT Total:	9,200.00	Capital Construction	1 Vendors	1 Transactions	
10	Fund Total:	89,228.04	Road & Bridge Fund		51 Transactions	
	Final Total:	89,228.04	28 Vendors	51 Transactions		

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Recap by Fund	<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>	
	10	89,228.04	Road & Bridge Fund	
	All Funds	89,228.04	Total	Approved by, ...
				
				

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

Explode Dist. Formulas Y

Paid on Behalf Of Name
on Audit List?: N

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

Save Report Options?: N

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	<u>Vendor Name</u>	<u>Rpt</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Descripti</u>	<u>1099</u>
	<u>No. Account/Formula</u>	<u>Accr</u>	<u>Amount</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>
3	DEPT		County Wide			
	68500 Postmaster - Owatonna					
65	01-003-000-0000-6801		1,882.00	PO Box 890 yearly fee	20230630	General Expense N
	68500 Postmaster - Owatonna		1,882.00	1 Transactions		
3	DEPT Total:		1,882.00	County Wide	1 Vendors	1 Transactions
5	DEPT		Board Of Commissioners			
	6032 APG Media of Southern Minnesota LLC					
204	01-005-000-0000-6242		6.00	Synopsis - 04/25/2023	Ad 132023	Publishing N
	6032 APG Media of Southern Minnesota LLC		6.00	1 Transactions		
	8241 Gnemi/Rick A					
201	01-005-000-0000-6331		201.47	Mileage 4/3 - 6/7/23	20230607	Mileage Reimbursement N
	8241 Gnemi/Rick A		201.47	1 Transactions		
5	DEPT Total:		207.47	Board Of Commissioners	2 Vendors	2 Transactions
41	DEPT		Auditor			
	8589 Baker Tilly US, LLP					
92	01-041-000-0000-6279		500.00	Progress bill - 2022 single	BT2449472	Audit Costs Y
93	01-041-000-0000-6279		15,500.00	Progress bill - 2022 financial	BT2449472	Audit Costs Y
94	01-041-000-0000-6279		800.00	Admin fee - 2022 audit	BT2449472	Audit Costs Y
	8589 Baker Tilly US, LLP		16,800.00	3 Transactions		
41	DEPT Total:		16,800.00	Auditor	1 Vendors	3 Transactions
42	DEPT		Treasurer			
	8948 Townsquare Media Faribault					
71	01-042-000-0000-6242		154.00	1st half taxes KRFO-AM radio	3970567-1	Publishing Y
72	01-042-000-0000-6242		121.00	1st half taxes KRFO-FM radio	3970567-1	Publishing Y
73	01-042-000-0000-6242		44.00	1st half taxes - audio	3970567-1	Publishing Y
	8948 Townsquare Media Faribault		319.00	3 Transactions		
42	DEPT Total:		319.00	Treasurer	1 Vendors	3 Transactions
62	DEPT		Central Services			

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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
16282	Crosstown Cartage Inc					
48	01-062-000-0000-6801		324.00	Contracted mail services	05/26/2023	General Expense N
49	01-062-000-0000-6802		160.00	Additional mail services	05/26/2023	Internal Chargeback N
16282	Crosstown Cartage Inc		484.00	2 Transactions		
5655	High Point Networks					
9	01-062-000-0000-6301		13,860.00	3 yr renewal - SCAC firewalls	225813	Equip/Software Maint N
5655	High Point Networks		13,860.00	1 Transactions		
4419	Matrix Communications Inc					
106	01-062-000-0000-6210		753.46	Monthly phone system mainten	M007015	Telephone N
4419	Matrix Communications Inc		753.46	1 Transactions		
62	DEPT Total:		15,097.46	Central Services	3 Vendors	4 Transactions
63	DEPT			Auditor Elections		
8919	ArchKey Technologies					
28	01-063-530-0000-6801		6,775.00	Security camera & access contr	S0000235455	Hava Expense Y
8919	ArchKey Technologies		6,775.00	1 Transactions		
63	DEPT Total:		6,775.00	Auditor Elections	1 Vendors	1 Transactions
91	DEPT			County Attorney		
2204	Bureau Of Criminal Apprehension					
96	01-091-000-0000-6410		100.00	CJDN access fee - May & June	742567	Office Supplies N
2204	Bureau Of Criminal Apprehension		100.00	1 Transactions		
37025	Innovative Office Solutions LLC					
102	01-091-000-0000-6410		59.57	Post it notes, copy paper	4207710	Office Supplies N
37025	Innovative Office Solutions LLC		59.57	1 Transactions		
9363	PITNEY BOWES GLOBAL FINANACIAL SVC					
111	01-091-000-0000-6410		163.53	Postage meter lease 4/1-6/30	3106101470	Office Supplies N
9363	PITNEY BOWES GLOBAL FINANACIAL SVC		163.53	1 Transactions		
1179	Sheriff Of Olmsted Co					
110	01-091-000-0000-6343		100.00	Ward forfeiture summons svc	23001366	Service Fees N

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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
1179 Sheriff Of Olmsted Co		100.00	1 Transactions		
4879 Shred Right					
112 01-091-000-0000-6410		40.00	Shredding 05/05/2023	600322	Office Supplies Y
4879 Shred Right		40.00	1 Transactions		
91 DEPT Total:		463.10	County Attorney	5 Vendors	5 Transactions
101 DEPT			County Recorder		
18305 Dell Marketing LP					
8 01-101-000-9305-6480		4,703.40	Batteries for server room UPS	10674526718	Non-Capitalized Inv-Technology Fun N
18305 Dell Marketing LP		4,703.40	1 Transactions		
1237 Pakor Inc					
16 01-101-000-0000-6410		568.09	Passport media	0692909	Office Supplies N
1237 Pakor Inc		568.09	1 Transactions		
101 DEPT Total:		5,271.49	County Recorder	2 Vendors	2 Transactions
102 DEPT			Surveyor		
39600 Jones Haugh & Smith Inc					
103 01-102-000-0000-6801		3,795.00	Plat meetings, recover corners	44163	General Expense N
39600 Jones Haugh & Smith Inc		3,795.00	1 Transactions		
102 DEPT Total:		3,795.00	Surveyor	1 Vendors	1 Transactions
103 DEPT			Assessor		
8176 Anderson/Brian					
29 01-103-000-0000-6330		216.24	Lodging - summer seminars		Travel Expenses N
30 01-103-000-0000-6330		44.00	Meals - MAAO summer seminars		Travel Expenses N
8176 Anderson/Brian		260.24	2 Transactions		
9677 Bahl/Grant					
31 01-103-000-0000-6330		216.24	Lodging - summer seminars		Travel Expenses N
32 01-103-000-0000-6330		37.65	Meals - summer seminars		Travel Expenses N
9677 Bahl/Grant		253.89	2 Transactions		
9114 Hager/Benjamin					

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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	
34	01-103-000-0000-6330		Lodging - summer seminars		Travel Expenses	N
35	01-103-000-0000-6330		Meals - summer seminars		Travel Expenses	N
9114	Hager/Benjamin	253.85	2 Transactions			
51300	Metro Sales Inc					
36	01-103-000-0000-6301	551.29	Ricoh/MP color copier contract	INV2290677	Equip/Software Maint	N
51300	Metro Sales Inc	551.29	1 Transactions			
103	DEPT Total:	1,319.27	Assessor	4 Vendors	7 Transactions	
105	DEPT		Planning & Zoning			
6032	APG Media of Southern Minnesota LLC					
143	01-105-000-0000-6242	9.00	Weed spraying notice	13008-0523	Publishing	N
142	01-105-000-0000-6242	2.67	Public notice-BOA & PC mtgs	16085-0523	Publishing	N
6032	APG Media of Southern Minnesota LLC	11.67	2 Transactions			
13000	City Of Blooming Prairie					
147	01-105-000-0000-6805	1,031.31	Bldg permit reimburse - May		Bl Pr Reimb-Bldg Permit	N
13000	City Of Blooming Prairie	1,031.31	1 Transactions			
1051	Dinse/Keith					
148	01-105-000-0000-6265	130.00	Per Diem - Planning Commission		Per Diem-Board Member	N
149	01-105-000-0000-6331	19.65	Mileage - Planning Commission		Mileage Reimbursement	N
1051	Dinse/Keith	149.65	2 Transactions			
8128	Esplan/Curt					
150	01-105-000-0000-6265	130.00	Per Diem - Planning Commission		Per Diem-Board Member	N
151	01-105-000-0000-6331	52.40	Mileage - Planning Commission		Mileage Reimbursement	N
8128	Esplan/Curt	182.40	2 Transactions			
8127	Ingvalson/Mike					
154	01-105-000-0000-6265	130.00	Per Diem - Planning Commission		Per Diem-Board Member	N
155	01-105-000-0000-6331	49.78	Mileage - Planning Commission		Mileage Reimbursement	N
8127	Ingvalson/Mike	179.78	2 Transactions			
38360	Jaster/Steve					
152	01-105-000-0000-6265	130.00	Per Diem - Board of Adjustment		Per Diem-Board Member	N
153	01-105-000-0000-6331	24.89	Mileage - Board of Adjustment		Mileage Reimbursement	N

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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
38360 Jaster/Steve		154.89	2 Transactions		
8301 Lammers/Greg					
156 01-105-000-0000-6265		130.00	Per Diem - Planning Commission	Per Diem - Board Member	N
158 01-105-000-0000-6265		65.00	Per Diem - Board of Adjustment	Per Diem - Board Member	N
157 01-105-000-0000-6331		11.79	Mileage - Planning Commission	Mileage Reimbursement	N
159 01-105-000-0000-6331		5.90	Mileage - Board of Adjustment	Mileage Reimbursement	N
8301 Lammers/Greg		212.69	4 Transactions		
7935 Nelson/Tim					
160 01-105-000-0000-6265		130.00	Per Diem - Board of Adjustment	Per Diem - Board Member	N
161 01-105-000-0000-6331		34.06	Mileage - Board of Adjustment	Mileage Reimbursement	N
7935 Nelson/Tim		164.06	2 Transactions		
9692 Pool/Myron					
164 01-105-000-0000-6265		130.00	Per Diem - Planning Commission	Per Diem - Board Member	N
165 01-105-000-0000-6331		31.44	Mileage - Planning Commission	Mileage Reimbursement	N
9692 Pool/Myron		161.44	2 Transactions		
8748 Queen/Lee					
171 01-105-000-0000-6265		130.00	Per Diem - Planning Commission	Per Diem - Board Member	N
8748 Queen/Lee		130.00	1 Transactions		
5999 Schmidt/Brian					
166 01-105-000-0000-6265		130.00	Per Diem - Board of Adjustment	Per Diem - Board Member	N
167 01-105-000-0000-6331		27.51	Mileage - Board of Adjustment	Mileage Reimbursement	N
5999 Schmidt/Brian		157.51	2 Transactions		
8482 Spatenka/Gary					
169 01-105-000-0000-6265		130.00	Per Diem - Planning Commission	Per Diem - Board Member	N
170 01-105-000-0000-6331		15.72	Mileage - Planning Commission	Mileage Reimbursement	N
8482 Spatenka/Gary		145.72	2 Transactions		
83500 Steele County Highway Dept					
18 01-105-000-0000-6540		168.67	Fuel	2127 Gas & Oil	N
83500 Steele County Highway Dept		168.67	1 Transactions		
3138 Ulrich/Scott					
172 01-105-000-0000-6265		130.00	Per Diem - Board of Adjustment	Per Diem - Board Member	N

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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		
3138	Ulrich/Scott		130.00	1 Transactions				
105	DEPT Total:		2,979.79	Planning & Zoning	14 Vendors	26 Transactions		
111	DEPT			Buildings & Grounds				
14420	Culligan Inc							
5	01-111-044-0000-6300		4,808.58	Installation,materials & labor	3589829	Bldg Repairs & Maintenance		N
14420	Culligan Inc		4,808.58	1 Transactions				
52550	MEI Total Elevator Solutions							
53	01-111-040-0000-6300		195.60	Monthly service - June	1022283	Bldg Repairs & Maintenance		N
52	01-111-042-0000-6300		182.63	Monthly service - June	1022284	Bldg Repairs & Maintenance		N
52550	MEI Total Elevator Solutions		378.23	2 Transactions				
9683	Northland Pest Control							
61	01-111-043-0000-6300		75.00	Pest control	13880	Bldg Repairs & Maintenance		N
60	01-111-042-0000-6300		105.00	Pest control	13881	Bldg Repairs & Maintenance		N
63	01-111-041-0000-6300		85.00	Pest control	13882	Bldg Repairs & Maintenance		N
62	01-111-040-0000-6300		65.00	Pest control	13883	Bldg Repairs & Maintenance		N
9683	Northland Pest Control		330.00	4 Transactions				
9180	Service Master Clean							
67	01-111-041-0000-6300		677.00	Floor cleaning	907311	Bldg Repairs & Maintenance		Y
66	01-111-043-0000-6300		2,223.00	Skim coat, paint, odor control	907312	Bldg Repairs & Maintenance		Y
9180	Service Master Clean		2,900.00	2 Transactions				
8995	Southern Lock & Glass							
168	01-111-040-0000-6300		100.00	Adjust interior door	15493	Bldg Repairs & Maintenance		N
8995	Southern Lock & Glass		100.00	1 Transactions				
9088	Summit Fire Protection							
22	01-111-044-0000-6300		1,322.50	Qrtly hood cleaning inspection	140010846	Bldg Repairs & Maintenance		Y
9088	Summit Fire Protection		1,322.50	1 Transactions				
5967	Wobschall/Tanner							
25	01-111-000-0000-6331		115.28	Mileage - 176 miles @.655	1/21 - 5/14/23	Mileage Reimbursement		N
5967	Wobschall/Tanner		115.28	1 Transactions				

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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	
111	DEPT Total:		9,954.59	Buildings & Grounds	7 Vendors	12 Transactions	
121	DEPT			Veteran Service			
45	6032 APG Media of Southern Minnesota LLC						
	01-121-000-0000-6242		114.00	Memorial flags - May	13476-0523	Publishing	N
	6032 APG Media of Southern Minnesota LLC		114.00	1 Transactions			
	4212 Bussler Publishing Inc						
3	01-121-751-0000-6820		215.00	Memorial Day color ad 2023	35138	Grant Expense	N
	4212 Bussler Publishing Inc		215.00	1 Transactions			
	9682 National Assn - Co Veterans Svc Officer:						
58	01-121-751-0000-6820		350.00	Registration - conference	3187	Grant Expense	N
	9682 National Assn - Co Veterans Svc Officer:		350.00	1 Transactions			
	8948 Townsquare Media Faribault						
114	01-121-751-0000-6820		520.00	Memorial Day radio ad	4050043-1	Grant Expense	Y
	8948 Townsquare Media Faribault		520.00	1 Transactions			
121	DEPT Total:		1,199.00	Veteran Service	4 Vendors	4 Transactions	
201	DEPT			Sheriff			
	8458 American Tower Corporation						
26	01-201-297-0000-6347		652.38	BP tower lease - June 2023	410692086	T-BI Pr Lease Payments	N
	8458 American Tower Corporation		652.38	1 Transactions			
	3275 Anhors Gas And Tire						
27	01-201-000-0109-6320		688.20	Tires, balance & mount	44790	Squad 7416 Maintenance	N
	3275 Anhors Gas And Tire		688.20	1 Transactions			
	9679 Meyer/Tresa M						
56	01-201-000-0000-6801		8.50	Partial transcript - Hearing	74-CR22456	Misc Expense	N
	9679 Meyer/Tresa M		8.50	1 Transactions			
	8646 MN Sheriff's Association						
57	01-201-000-0000-6241		50.00	Membership dues - LThiele		Membership Dues	N
	8646 MN Sheriff's Association		50.00	1 Transactions			

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Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
59	56125 NAPA Auto Parts						
	01-201-000-0000-6801		119.94	Power wash, towels, etc	980170	Misc Expense	N
	56125 NAPA Auto Parts		119.94	1 Transactions			
40	3050 Tactical Solutions						
	01-201-000-0000-6211		896.00	Certificates-radar & laser	9561	Radio-Computers-Cameras	N
	3050 Tactical Solutions		896.00	1 Transactions			
201	DEPT Total:		2,415.02	Sheriff	6 Vendors	6 Transactions	
207	DEPT			Sheriff Special Deputies			
98	9686 Delzer/Mary						
	01-207-000-0001-6801		100.00	Meeting attendance incentive	Cabelas	General Expense-Special Fund	N
	9686 Delzer/Mary		100.00	1 Transactions			
100	25868 Fisher/Gene						
	01-207-000-0001-6801		52.50	Meeting attendance incentive	Kohls	General Expense-Special Fund	N
	25868 Fisher/Gene		52.50	1 Transactions			
38	9678 Peralta/Luz						
	01-207-000-0000-5840		50.00	Overpayment on invoice	23-1465R	Security Income	N
	9678 Peralta/Luz		50.00	1 Transactions			
207	DEPT Total:		202.50	Sheriff Special Deputies	3 Vendors	3 Transactions	
208	DEPT			Coroner			
95	5357 Bluhm/Christine						
	01-208-000-0000-6801		775.00	Death investigations - 5	5/5 - 6/1/23	General Expense	Y
	5357 Bluhm/Christine		775.00	1 Transactions			
99	8048 Edwardsen/Danette Marie						
	01-208-000-0000-6801		250.00	Death investigations - 1	05/06/23	General Expense	Y
	8048 Edwardsen/Danette Marie		250.00	1 Transactions			
101	9158 Harren/Amanda Danielle						
	01-208-000-0000-6801		1,475.00	Death investigations - 5	May 2023	General Expense	Y
	9158 Harren/Amanda Danielle		1,475.00	1 Transactions			

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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	
8549	Klapperich - Stahl/Megan					
104	01-208-000-0000-6801		160.00	Case tracking - 4 weeks	May 2023	General Expense Y
105	01-208-000-0000-6801		200.00	Death investigations - 1	May 2023	General Expense Y
8549	Klapperich - Stahl/Megan		360.00	2 Transactions		
51200	Michaelson Funeral Homes Inc					
108	01-208-000-0000-6801		200.00	Removal/transport - TWiles	5/30/23	General Expense Y
107	01-208-000-0000-6801		200.00	Removal/transport - SSchnoor	5/31/23	General Expense Y
51200	Michaelson Funeral Homes Inc		400.00	2 Transactions		
208	DEPT Total:		3,260.00	Coroner	5 Vendors	7 Transactions
251	DEPT			Jail		
4346	Advanced Correctional Healthcare Inc					
42	01-251-000-0000-6269		1,660.24	Onsite mental health services	130423	Site Mental Health Services N
41	01-251-000-0000-6270		6,923.01	Onsite medical services	130423	Medical Services N
4346	Advanced Correctional Healthcare Inc		8,583.25	2 Transactions		
7798	Anchor Paper Company					
1	01-251-000-0000-6560		971.15	Bath tissue,can liners,towels	10717797-00	Janitorial Supplies N
43	01-251-000-0000-6560		373.89	Can liners	10717797-01	Janitorial Supplies N
7798	Anchor Paper Company		1,345.04	2 Transactions		
8823	Anderson/John					
44	01-251-000-0000-6406		27.84	Bean bag materials	5-2023	Program Supplies N
8823	Anderson/John		27.84	1 Transactions		
37025	Innovative Office Solutions LLC					
10	01-251-000-0000-6410		32.92	Folders, wipes, rubberbands	4201677	Office Supplies N
37025	Innovative Office Solutions LLC		32.92	1 Transactions		
9291	Le Seuer County Sheriff's Office					
51	01-251-000-0000-6439		3,565.00	Inmate boarding 4/23 & 5/23	317	Prisoner Board N
9291	Le Seuer County Sheriff's Office		3,565.00	1 Transactions		
83500	Steele County Highway Dept					
19	01-251-000-0000-6562		566.78	Fuel	2137	Gas & Oil N
83500	Steele County Highway Dept		566.78	1 Transactions		

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Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
85300	Streichers Inc					
68	01-251-000-0000-6192		Employee uniform - Monson	I1635425	Uniform Allowance	N
85300	Streichers Inc		1 Transactions			
8247	Summit Food Services LLC					
23	01-251-000-0000-6441		Contract base increase-2/1-5/5	INV2000174311	Prisoner Meals	N
69	01-251-000-0000-6441		Inmate meals 5/13 - 5/19	INV2000174348	Prisoner Meals	N
70	01-251-000-0000-6441		Inmate meals 5/20 - 5/26	INV2000174893	Prisoner Meals	N
8247	Summit Food Services LLC		3 Transactions			
251	DEPT Total:	29,088.95	Jail	8 Vendors	12 Transactions	
252	DEPT		Community Corrections			
8263	CRK Properties LLC					
46	01-252-000-0000-6341		Rent - July		Office Rent	Y
47	01-252-000-0000-6341		Utilities	1192	Office Rent	Y
8263	CRK Properties LLC		2 Transactions			
37025	Innovative Office Solutions LLC					
11	01-252-000-0000-6410		Copy paper	4209546	Office Supplies	N
37025	Innovative Office Solutions LLC		1 Transactions			
6884	Language Line Services Inc					
202	01-252-000-0000-6284		Translator services	11026811	Interpreter Services	Y
6884	Language Line Services Inc		1 Transactions			
9675	Minear/Brian					
12	01-252-000-0000-5528		Reimb supervision fee		Adult Supervision Fee	N
9675	Minear/Brian		1 Transactions			
252	DEPT Total:	6,843.51	Community Corrections	4 Vendors	5 Transactions	
253	DEPT		Law Enforcement Center			
4753	Godfather's Exterminating Inc					
50	01-253-000-0000-6304		General pest control	217227	Contract Services/Bldg Mtce	N
4753	Godfather's Exterminating Inc		1 Transactions			
52550	MEI Total Elevator Solutions					

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Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
54	01-253-000-0000-6304		Monthly service - June	1022098	Contract Services/Bldg Mtce	N
52550	MEI Total Elevator Solutions	419.56	1 Transactions			
8253	Owatonna Filters					
37	01-253-000-0000-6300	421.68	Pleats	4443	Bldg Repairs & Maintenance	Y
8253	Owatonna Filters	421.68	1 Transactions			
65100	Paape Companies Inc					
64	01-253-000-0000-6300	305.03	Repairs on roof top unit	109512	Bldg Repairs & Maintenance	N
65100	Paape Companies Inc	305.03	1 Transactions			
4879	Shred Right					
39	01-253-000-0000-6254	49.08	Paper shedding	600324	Garbage Disposal	Y
4879	Shred Right	49.08	1 Transactions			
253	DEPT Total:	1,235.35	Law Enforcement Center	5 Vendors	5 Transactions	
281	DEPT		Emergency Management			
9676	West Shore Services Inc					
24	01-281-000-0000-6801	457.75	Replace antenna-Beaver Lake	31068	Disaster/Emerg Fund	N
9676	West Shore Services Inc	457.75	1 Transactions			
281	DEPT Total:	457.75	Emergency Management	1 Vendors	1 Transactions	
391	DEPT		Environmental Services			
4212	Bussler Publishing Inc					
33	01-391-000-0000-6550	242.25	Hazardous waste ad	35125	Household Hazardous Waste	N
4212	Bussler Publishing Inc	242.25	1 Transactions			
435	OSI Environmental Inc					
162	01-391-000-0000-6550	200.00	Used filters	20104125	Household Hazardous Waste	N
435	OSI Environmental Inc	200.00	1 Transactions			
391	DEPT Total:	442.25	Environmental Services	2 Vendors	2 Transactions	
481	DEPT		Public Health Nursing			
115	Aaseth/Amber					
115	01-481-465-6057-6331	19.65	Mileage - May		Mileage Reimbursement	N

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Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
115	Aaseth/Amber		19.65		1 Transactions		
3282	Aaseth/Nijole						
116	01-481-460-6009-6331		7.21	Mileage - May		Mileage Reimbursement	N
3282	Aaseth/Nijole		7.21		1 Transactions		
8204	Adams/Penny						
117	01-481-460-6009-6331		69.43	Mileage - May		Mileage Reimbursement	N
8204	Adams/Penny		69.43		1 Transactions		
9630	Alvarado/Gabrielle						
118	01-481-461-6066-6331		4.26	Mileage - May		Mileage Reimbursement	N
173	01-481-461-6066-6464		259.06	Food for YOLO meetings		General Supplies & Outreach	N
119	01-481-465-6057-6331		3.60	Mileage - May		Mileage Reimbursement	N
9630	Alvarado/Gabrielle		266.92		3 Transactions		
6032	APG Media of Southern Minnesota LLC						
174	01-481-460-6011-6243		105.00	Kids Konnect	13052-0523	Advertising,Marketing & Promotional	N
6032	APG Media of Southern Minnesota LLC		105.00		1 Transactions		
2574	Archambault/Kristi						
120	01-481-460-6009-6331		93.01	Mileage - May		Mileage Reimbursement	N
2574	Archambault/Kristi		93.01		1 Transactions		
7	Bartsch/Christine						
121	01-481-460-6009-6331		144.76	Mileage - May		Mileage Reimbursement	N
7	Bartsch/Christine		144.76		1 Transactions		
8486	Baumgartner/Ann						
122	01-481-460-6009-6331		15.72	Mileage - May		Mileage Reimbursement	N
8486	Baumgartner/Ann		15.72		1 Transactions		
9413	Benson/Robert						
123	01-481-460-6009-6331		133.13	Mileage - May		Mileage Reimbursement	N
9413	Benson/Robert		133.13		1 Transactions		
6267	Brinkman/Stacie Lynn						
127	01-481-460-6011-6331		2.75	Mileage - May		Mileage Reimbursement	N
125	01-481-461-6025-6331		63.27	Mileage - April		Mileage Reimbursement	N

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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	
124	01-481-461-6030-6331		Mileage - May		Mileage Reimbursement	N
126	01-481-461-6034-6331		Mileage - April		Mileage Reimbursement	N
6267	Brinkman/Stacie Lynn	93.34	4 Transactions			
10084	Cardinal Health 110 LLC					
175	01-481-462-6047-6434	175.22	Medical supplies	7296263210	Medical Supplies	Y
10084	Cardinal Health 110 LLC	175.22	1 Transactions			
12590	Christenson/Yukari					
128	01-481-460-6009-6331	76.64	Mileage - May		Mileage Reimbursement	N
12590	Christenson/Yukari	76.64	1 Transactions			
8789	Dahle/Teya F					
176	01-481-461-6034-6261	75.00	Reflective consultation - Apr	1468	Conference & Training	Y
177	01-481-461-6059-6261	75.00	Reflective consultation - Apr	1468	Conference & Training	Y
8789	Dahle/Teya F	150.00	2 Transactions			
5109	Houck Transit Advertising					
178	01-481-460-6011-6243	280.00	Bus advertising	115917	Advertising,Marketing & Promotional	N
5109	Houck Transit Advertising	280.00	1 Transactions			
9458	Jongbloedt/Beth					
129	01-481-460-6009-6331	148.75	Mileage - May		Mileage Reimbursement	N
9458	Jongbloedt/Beth	148.75	1 Transactions			
3256	Kofstad/Melissa					
131	01-481-460-6012-6331	78.60	Mileage - May		Mileage Reimbursement	N
3256	Kofstad/Melissa	78.60	1 Transactions			
41040	KOWZ-KRUE Radio					
179	01-481-460-6011-6243	180.00	Radio air time - April 2023	9692-5	Advertising,Marketing & Promotional	N
41040	KOWZ-KRUE Radio	180.00	1 Transactions			
9444	MCINTEE/KELLY					
180	01-481-461-6066-6331	72.05	Mileage - May	0031	Mileage Reimbursement	N
9444	MCINTEE/KELLY	72.05	1 Transactions			
5754	McMann/Katy					
132	01-481-460-6009-6331	201.09	Mileage - May		Mileage Reimbursement	N

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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
5754 McMann/Katy		201.09	1 Transactions		
9246 Meagan Katchmark					
130 01-481-461-6030-6331		13.76	Mileage - May		Mileage Reimbursement N
9246 Meagan Katchmark		13.76	1 Transactions		
52975 Minnesota Valley Testing Labs					
181 01-481-463-6049-6322		31.50	Lab water testing charges	1198107	Well Water Service Agreements N
182 01-481-463-6049-6322		31.50	Lab water testing charges	1200616	Well Water Service Agreements N
52975 Minnesota Valley Testing Labs		63.00	2 Transactions		
2587 Piepho/Nancy June					
133 01-481-461-6034-6331		82.40	Mileage - May		Mileage Reimbursement N
2587 Piepho/Nancy June		82.40	1 Transactions		
7944 Red Oxygen					
183 01-481-460-6011-6210		14.77	Texting services	618555	Telephone N
184 01-481-461-6040-6210		14.77	Texting services	618555	Telephone N
7944 Red Oxygen		29.54	2 Transactions		
4879 Shred Right					
185 01-481-465-6057-6322		40.00	Shredding service	600325	Service Agreements Y
4879 Shred Right		40.00	1 Transactions		
85147 Stericycle Inc					
187 01-481-460-6009-6322		88.12	Hazardous waste	4011781139	Service Agreements N
186 01-481-462-6047-6322		5.71	Hazardous waste	4011781139	Service Agreements N
188 01-481-464-6061-6322		16.42	Hazardous waste	4011781139	Service Agreements N
85147 Stericycle Inc		110.25	3 Transactions		
90609 Urch/Mary					
134 01-481-461-6032-6331		77.95	Mileage - May		Mileage Reimbursement N
135 01-481-461-6066-6331		90.39	Mileage - May		Mileage Reimbursement N
90609 Urch/Mary		168.34	2 Transactions		
74928 Waypa/Lisa A					
137 01-481-460-6011-6331		1.97	Mileage - May		Mileage Reimbursement N
138 01-481-461-6030-6331		1.31	Mileage - May		Mileage Reimbursement N
139 01-481-461-6059-6331		20.96	Mileage - May		Mileage Reimbursement N

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Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
140	01-481-462-6047-6331	1.31	Mileage - May		Mileage Reimbursement	N
136	01-481-465-6057-6331	1.97	Mileage - January		Mileage Reimbursement	N
74928	Waypa/Lisa A	27.52	5 Transactions			
4100	Wencl/Dianne Marie					
141	01-481-460-6009-6331	39.96	Mileage - May		Mileage Reimbursement	N
4100	Wencl/Dianne Marie	39.96	1 Transactions			
481	DEPT Total:	2,885.29	Public Health Nursing	28 Vendors	43 Transactions	
521	DEPT		Park And Recreation			
8251	BRN Lawn & Landscape LLC					
146	01-521-000-0000-6304	160.00	Canoe landing mowing - May	2400	Lawn Mowing Contract	Y
145	01-521-000-0000-6304	285.00	Beaver Lake mowing - May	2401	Lawn Mowing Contract	Y
8251	BRN Lawn & Landscape LLC	445.00	2 Transactions			
14584	Continental Research Corp					
97	01-521-000-0000-6823	785.80	Weed killer, hard water elimin	45043	Beaver Lake	N
14584	Continental Research Corp	785.80	1 Transactions			
8882	D & M Construction LLC					
6	01-521-000-0000-6823	30.70	Black dirt for stumps	13270	Beaver Lake	Y
7	01-521-000-0000-6823	30.70	Black dirt for stumps	13277	Beaver Lake	Y
8882	D & M Construction LLC	61.40	2 Transactions			
9084	Metro FiberNet LLC					
163	01-521-000-0000-6410	425.42	Monthly internet & cable	1671311 - May	Operating Supplies/Truck Repairs	Y
55	01-521-000-0000-6410	425.42	Internet & tv for FS	1671311-June	Operating Supplies/Truck Repairs	Y
9084	Metro FiberNet LLC	850.84	2 Transactions			
51630	Mike's Repair					
109	01-521-000-0000-6410	46.41	Repair lawn mower tire	101559	Operating Supplies/Truck Repairs	Y
51630	Mike's Repair	46.41	1 Transactions			
56125	NAPA Auto Parts					
14	01-521-000-0000-6410	119.99	Battery for mower	977574	Operating Supplies/Truck Repairs	N
15	01-521-000-0000-6410	26.98	Plug & grease for mower	978681	Operating Supplies/Truck Repairs	N
56125	NAPA Auto Parts	146.97	2 Transactions			

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Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
21	83500 Steele County Highway Dept		Fuel	2128	Gas & Oil	N
	01-521-000-0000-6540	140.07				
	83500 Steele County Highway Dept	140.07	1 Transactions			
113	87305 Thompson Sanitation		Beaver Lake monthly garbage	15740	Beaver Lake	N
	01-521-000-0000-6823	221.74				
	87305 Thompson Sanitation	221.74	1 Transactions			
521	DEPT Total:	2,698.23	Park And Recreation	8 Vendors	12 Transactions	
550	DEPT		Four Seasons			
2	3738 Arrow Ace Hardware		Duct tape	271745/2	Operating Supplies - Contracts	N
	01-550-000-0000-6410	29.98				
	3738 Arrow Ace Hardware	29.98	1 Transactions			
144	6980 Block Plumbing & Heating Inc		Annual RPZ testing	65077	Operating Supplies - Contracts	N
	01-550-000-0000-6410	332.93				
	6980 Block Plumbing & Heating Inc	332.93	1 Transactions			
4	8424 Cintas		Monthly linens	4156838471	Linen Service	Y
	01-550-000-0000-6420	196.90				
	8424 Cintas	196.90	1 Transactions			
13	56125 NAPA Auto Parts		Fan belt, penetrator	979458	Operating Supplies - Contracts	N
	01-550-000-0000-6410	27.98				
	56125 NAPA Auto Parts	27.98	1 Transactions			
17	71075 R & R Specialties Of Wisconsin Inc		Leaf spring for zamboni	78937-IN	Zamboni Repairs	N
	01-550-000-0000-6314	316.50				
	71075 R & R Specialties Of Wisconsin Inc	316.50	1 Transactions			
20	83500 Steele County Highway Dept		Metal for brackets	2128	Operating Supplies - Contracts	N
	01-550-000-0000-6410	106.32				
	83500 Steele County Highway Dept	106.32	1 Transactions			
550	DEPT Total:	1,010.61	Four Seasons	6 Vendors	6 Transactions	
1	Fund Total:	116,602.63	General Revenue Fund		173 Transactions	

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38 Capital Outlay Fund

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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>
11	DEPT			District Court Admin.		
	9138 ICS Consulting LLC					
189	38-011-000-0000-6600		1,886.23	Courthouse bill thru 5/31/23	9870	Capital Outlay - District Court Y
	9138 ICS Consulting LLC		1,886.23	1 Transactions		
11	DEPT Total:		1,886.23	District Court Admin.	1 Vendors	1 Transactions
111	DEPT			Buildings & Grounds		
	5889 Wold Architects and Engineers					
89	38-111-000-0000-6600		950.86	Admin reno - billing thru May	86492	Capital Outlay - Buildings and Ground Y
90	38-111-045-0000-6600		18,200.00	Comm Corr reno-bill thru May	86503	Capital Outlay - CCA Bldg Y
	5889 Wold Architects and Engineers		19,150.86	2 Transactions		
111	DEPT Total:		19,150.86	Buildings & Grounds	1 Vendors	2 Transactions
201	DEPT			Sheriff		
	5889 Wold Architects and Engineers					
91	38-201-000-0000-6600		24,028.99	DC/Sheriff reno-bill thru May	86595	Capital Outlay - Sheriff Y
	5889 Wold Architects and Engineers		24,028.99	1 Transactions		
201	DEPT Total:		24,028.99	Sheriff	1 Vendors	1 Transactions
38	Fund Total:		45,066.08	Capital Outlay Fund		4 Transactions

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53 Landfill Fund

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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
398	DEPT		Landfill			
11215	Central Farm Services					
195	53-398-000-0000-6541		1,020.64	638.3 gals LP- shop	185266	Heating Fuel N
194	53-398-000-0000-6540		2,235.80	700 gals diesel	25210	Machine Fuel N
193	53-398-000-0000-6540		1,994.40	600 gals diesel	25276	Machine Fuel N
192	53-398-000-0000-6540		1,495.80	450 gals diesel	25298	Machine Fuel N
190	53-398-000-0000-6540		1,728.48	520 gals diesel	25350	Machine Fuel N
191	53-398-000-0000-6540		1,397.60	200 gals DEF & tub-Blue Gard	5401270	Machine Fuel N
11215	Central Farm Services		9,872.72	6 Transactions		
14584	Continental Research Corp					
78	53-398-000-0000-6301		7,041.56	De-foam - 96 count	0044902	Equip Repairs N
14584	Continental Research Corp		7,041.56	1 Transactions		
14420	Culligan Inc					
196	53-398-000-0000-6304		17.90	Water & fuel surcharge	3586456	Contract Services N
197	53-398-000-0000-6304		12.94	Cooler rental	3606024	Contract Services N
198	53-398-000-0000-6304		37.15	Softener rental	3622798	Contract Services N
199	53-398-000-0000-6304		39.99	Softener rental	3629401	Contract Services N
14420	Culligan Inc		107.98	4 Transactions		
27350	Frontier Communications					
200	53-398-000-0000-6210		232.62	Phone & fax	5075837766-0801	Telephone N
27350	Frontier Communications		232.62	1 Transactions		
38160	J R's Advanced Recyclers Inc					
80	53-398-000-0000-6304		760.00	142 appliances	110203	Contract Services N
79	53-398-000-0000-6304		350.00	61 appliances	110280	Contract Services N
38160	J R's Advanced Recyclers Inc		1,110.00	2 Transactions		
1308	Miners's Outdoor & Rec					
82	53-398-000-0000-6301		53.68	Spool for weed eater	202791	Equip Repairs N
81	53-398-000-0000-6301		96.59	Premixed fuel	2502742	Equip Repairs N
1308	Miners's Outdoor & Rec		150.27	2 Transactions		
4097	Nuss Truck & Equipment					
84	53-398-000-0000-6301		576.07	Allison filter & spirax	PSO008512.1	Equip Repairs N
85	53-398-000-0000-6301		691.01	Separator	PSO008648.1	Equip Repairs N

SBENDORF
6/8/23 1:10PM
53 Landfill Fund

Steele County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Page 20

Vendor Name		Rpt	Warrant Description		Invoice #	Account/Formula Description		1099
No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name		
4097	Nuss Truck & Equipment		1,267.08	2 Transactions				
62900	Owatonna Heating & Cooling Inc.							
83	53-398-000-0000-6300		226.00	Hook up & service new heater		55268	Bldg Repairs & Maintenance	N
62900	Owatonna Heating & Cooling Inc.		226.00	1 Transactions				
83500	Steele County Highway Dept							
86	53-398-000-0000-6301		1,535.65	Equipment repairs		2131	Equip Repairs	N
87	53-398-000-0000-6388		792.20	Labor reimbursement		2131	Labor costs-Highway	N
83500	Steele County Highway Dept		2,327.85	2 Transactions				
84035	Tri-M Graphics							
88	53-398-000-0000-6242		1,849.71	Window envelopes		101118	Publishing	N
84035	Tri-M Graphics		1,849.71	1 Transactions				
398	DEPT Total:		24,185.79	Landfill		10 Vendors	22 Transactions	
53	Fund Total:		24,185.79	Landfill Fund			22 Transactions	

SBENDORF
6/8/23 1:10PM
70 Tax Collections Fund

Steele County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Page 21

Vendor Name		Rpt	Warrant Description		Invoice #	Account/Formula Descripti	1099
No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name	
0	DEPT			...			
	6032 APG Media of Southern Minnesota LLC						
203	70-000-000-0000-2162		28.00	Notice 1-expiration redemption	Ad 132200	Unapportoned Rev Sale Forfeited Lan	N
	6032 APG Media of Southern Minnesota LLC		28.00	1 Transactions			
	91 Sheriff Of Steele County						
74	70-000-000-0000-2162		68.02	Notice of Exp-Gigstead	202300580	Unapportoned Rev Sale Forfeited Lan	N
75	70-000-000-0000-2162		68.02	Notice of Exp-Coughlin	202300581	Unapportoned Rev Sale Forfeited Lan	N
76	70-000-000-0000-2162		68.02	Notice of Exp-Allen	202300582	Unapportoned Rev Sale Forfeited Lan	N
77	70-000-000-0000-2162		68.02	Notice of Exp-Rausch	202300583	Unapportoned Rev Sale Forfeited Lan	N
	91 Sheriff Of Steele County		272.08	4 Transactions			
0	DEPT Total:		300.08	...	2 Vendors	5 Transactions	
70	Fund Total:		300.08	Tax Collections Fund		5 Transactions	
	Final Total:		186,154.58	137 Vendors	204 Transactions		

Steele County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Recap by Fund	<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>	
	1	116,602.63	General Revenue Fund	
	38	45,066.08	Capital Outlay Fund	
	53	24,185.79	Landfill Fund	
	70	300.08	Tax Collections Fund	
	All Funds	186,154.58	Total	Approved by, ...
				
				

Steele County
JOURNAL ENTRIES



Description MM - 2023 JAN JE C7

RRN	Audit Date	Aud Seq	Account/Formula	Trans Amt	D/C	Desc 1	Desc 2	RC1	RC2	Basis
1	1/31/23	908	10-304-000-0000-6511 Maint Shop Supplies & Materials	261.50	C	Spare Tire Kit - Unit 101				1
2	1/31/23	908	10-000-000-0000-1001 Cash	261.50	D	Spare Tire Kit - Unit 101				1
3	1/31/23	908	01-000-000-0000-1001 Cash	261.50	C	Spare Tire Kit - Unit 101				1
4	1/31/23	908	01-111-050-0000-6320 Vehicle Repairs & Maintenance	261.50	D	Spare Tire Kit - Unit 101				1
Debit Total				523.00		Credit Total	523.00	Net:	0.00	

Steele County

JOURNAL ENTRIES



Description MM - 2023 DEC JE C8

RRN	Audit Date	Aud Seq	Account/Formula	Trans Amt	D/C	Desc 1	Desc 2	RC1	RC2	Basis
1	12/31/22	911	01-201-296-0000-6250 T#9 Utilities	308.84	D	Tower 9 Utilities 10/14-11/15				1
2	12/31/22	911	01-000-000-0000-1001 Cash	308.84	C	Tower 9 Utilities 10/14-11/15				1
3	12/31/22	911	01-111-043-0000-6250 Utilities	161.54	D	OPU Payment Invoice # 718547				1
4	12/31/22	911	01-000-000-0000-1001 Cash	161.54	C	OPU Payment Invoice # 718547				1
5	12/31/22	911	01-111-043-0000-6250 Utilities	148.51	D	OPU Payment Invoice # 705296				1
6	12/31/22	911	01-000-000-0000-1001 Cash	148.51	C	OPU Payment Invoice # 705296				1
7	12/31/22	911	01-111-043-0000-6250 Utilities	485.05	D	OPU Payment Invoice # 718546				1
8	12/31/22	911	01-000-000-0000-1001 Cash	485.05	C	OPU Payment Invoice # 718546				1
9	12/31/22	911	01-000-000-0000-1001 Cash	9.00	D	Record Recorders Fee				1
10	12/31/22	911	01-101-000-0000-6401 Copies	9.00	C	Record Recorders Fee				1
Debit Total				1,112.94		Credit Total	1,112.94	Net:	0.00	

Steele County

JOURNAL ENTRIES



Description MM - FEB 2023 C1 ENTERPRISE

RRN	Audit Date	Aud Seq	Account/Formula	Trans Amt	D/C	Desc 1	Desc 2	RC1	RC2	Basis
1	2/28/23	901	01-111-050-0000-6320 Vehicle Repairs & Maintenance	465.34	D	Enterprise Full Maint Fee Admn				1
2	2/28/23	901	01-251-000-0000-6320 Vehicle Maintenance	427.49	D	Enterprise Full Maint Fee DC				1
3	2/28/23	901	01-000-000-0000-1001 Cash	892.83	C	Admin-DC Enterprise Feb 2023				1
4	2/28/23	901	01-111-050-0000-6347 Enterprise Fleet Leasing	7,255.56	D	County Fleet Lease - Feb 23				1
5	2/28/23	901	01-201-000-0000-6347 Enterprise Fleet Leasing	11,006.34	D	Sheriff Fleet Lease - Feb 23				1
6	2/28/23	901	01-000-000-0000-1001 Cash	18,261.90	C	Fleet Lease Payments - Feb 23				1
7	2/28/23	901	01-201-000-0102-6320 Squad 7414 Maintenance	5.00	D	Fleet Vehicle Maintenance				1
8	2/28/23	901	01-201-000-0103-6320 Squad 7410 Maintenance	5.00	D	Fleet Vehicle Maintenance				1
9	2/28/23	901	01-201-000-0104-6320 Squad 7404 Maintenance	5.00	D	Fleet Vehicle Maintenance				1
10	2/28/23	901	01-201-000-0105-6320 Squad 7408 Maintenance	5.00	D	Fleet Vehicle Maintenance				1
11	2/28/23	901	01-201-000-0105-6320 Squad 7408 Maintenance	243.75	D	Repair Trunk/Liftgate latch				1
12	2/28/23	901	01-201-000-0105-6320 Squad 7408 Maintenance	468.79	D	Replace Wiper Motor, Arm, Blade				1
13	2/28/23	901	01-201-000-0106-6320 Squad 7424 Maintenance	5.00	D	Fleet Vehicle Maintenance				1
14	2/28/23	901	01-201-000-0106-6320 Squad 7424 Maintenance	66.20	D	Oil Change & Disposal				1
15	2/28/23	901	01-201-000-0106-6320 Squad 7424 Maintenance	104.00	D	Tire Pressure Sensor & Washer				1
16	2/28/23	901	01-201-000-0107-6320 Squad 7407 Maintenance	5.00	D	Fleet Vehicle Maintenance - TBD				1
17	2/28/23	901	01-201-000-0108-6320 Squad 7418 Maintenance	5.00	D	Fleet Vehicle Maintenance				1
18	2/28/23	901	01-201-000-0109-6320 Squad 7416 Maintenance	5.00	D	Fleet Vehicle Maintenance				1
19	2/28/23	901	01-201-000-0109-6320 Squad 7416 Maintenance	48.45	D	Oil Change				1
20	2/28/23	901	01-201-000-0110-6320 Squad 7403 Maintenance	5.00	D	Fleet Vehicle Maintenance				1

Steele County

JOURNAL ENTRIES



Description MM - FEB 2023 C1 ENTERPRISE

RRN	Audit Date	Aud Seq	Account/Formula	Trans Amt	D/C	Desc 1	Desc 2	RC1	RC2	Basis
21	2/28/23	901	01-201-000-0111-6320 Squad 7422 Maintenance	5.00	D	Fleet Vehicle Maintenance				1
22	2/28/23	901	01-201-000-0112-6320 Squad 7406 Maintenance	5.00	D	Fleet Vehicle Maintenance				1
23	2/28/23	901	01-201-000-0113-6320 Squad 7411 Maintenance	5.00	D	Fleet Vehicle Maintenance				1
24	2/28/23	901	01-201-000-0113-6320 Squad 7411 Maintenance	315.19	D	Ignition, Diagnostics & Spark				1
25	2/28/23	901	01-201-000-0113-6320 Squad 7411 Maintenance	110.00	D	Light Duty Tow Service				1
26	2/28/23	901	01-201-000-0114-6320 Squad 7421 Maintenance	5.00	D	Fleet Vehicle Maintenance				1
27	2/28/23	901	01-201-000-0116-6320 Squad 116 Maintenance	70.10	D	Fleet Vehicle Maintenance				1
28	2/28/23	901	01-201-000-0117-6320 Squad 7420 Maintenance	5.00	D	Fleet Vehicle Maintenance				1
29	2/28/23	901	01-201-000-0118-6320 Squad 7412 Maintenance	5.00	D	Fleet Vehicle Maintenance				1
30	2/28/23	901	01-201-000-0119-6320 Squad 7401 Maintenance	5.00	D	Fleet Vehicle Maintenance				1
31	2/28/23	901	01-201-000-0120-6320 Squad 7402 Maintenance	5.00	D	Fleet Vehicle Maintenance				1
32	2/28/23	901	01-201-000-0121-6320 Squad 121 Maintenance	5.00	D	Fleet Vehicle Maintenance - TBD				1
33	2/28/23	901	01-201-000-0122-6320 Squad 7409 Maintenance	5.00	D	Fleet Vehicle Maintenance				1
34	2/28/23	901	01-201-000-0123-6320 Squad 7423 Maintenance	70.10	D	Fleet Vehicle Maintenance				1
35	2/28/23	901	01-201-000-0000-6320 Vehicle Maintenance	5.00	D	FVM - 22VH55 - Retired Squad				1
36	2/28/23	901	01-000-000-0000-1001 Cash	1,596.58	C	Sheriff Enterprise - Feb 2023				1
Debit Total				20,751.31		Credit Total	20,751.31	Net:		0.00

Steele County

JOURNAL ENTRIES



Description MM - FEB 2023 C2 VERIZON

RRN	Audit Date	Aud Seq	Account/Formula	Trans Amt	D/C	Desc 1	Desc 2	RC1	RC2	Basis
1	2/28/23	902	01-031-000-0000-6210 Telephone	48.33	D	Phone Charges - Verizon				1
2	2/28/23	902	01-103-000-0000-6210 Telephone	226.65	D	Phone Charges - Verizon				1
3	2/28/23	902	01-091-000-0000-6210 Telephone	121.67	D	Phone Charges - Verizon				1
4	2/28/23	902	01-111-000-0000-6210 Telephone	381.19	D	Phone Charges - Verizon				1
5	2/28/23	902	01-252-000-0000-6210 Telephone	666.53	D	Phone Charges - Verizon				1
6	2/28/23	902	01-251-000-0000-6210 Telephone	178.28	D	Phone Charges - Verizon				1
7	2/28/23	902	01-281-000-0000-6210 Telephone	184.97	D	Phone Charges - Verizon				1
8	2/28/23	902	01-602-000-0000-6210 Telephone	35.01	D	Phone Charges - Verizon				1
9	2/28/23	902	01-032-000-0000-6210 Telephone	91.64	D	Phone Charges - Verizon				1
10	2/28/23	902	01-061-000-0000-6210 Telephone	83.33	D	Phone Charges - Verizon				1
11	2/28/23	902	01-105-000-0000-6210 Telephone	173.28	D	Phone Charges - Verizon				1
12	2/28/23	902	01-042-000-0000-6210 Telephone	40.01	D	Phone Charges - Verizon				1
13	2/28/23	902	01-121-000-0000-6210 Telephone	75.02	D	Phone Charges - Verizon				1
14	2/28/23	902	01-253-000-0000-6210 Telephone	43.32	D	Phone Charges - Verizon				1
15	2/28/23	902	01-481-460-6009-6210 Telephone	43.32	D	Phone Charges - QA				1
16	2/28/23	902	01-481-460-6009-6210 Telephone	43.32	D	Phone Charges - QA				1
17	2/28/23	902	01-481-460-6009-6210 Telephone	37.19	D	Phone Charges - QA				1
18	2/28/23	902	01-481-461-6040-6210 Telephone	43.32	D	Phone Charges - WIC				1
19	2/28/23	902	01-481-460-6011-6210 Telephone	21.66	D	Phone Charges - CTC				1
20	2/28/23	902	01-481-462-6047-6210 Telephone	21.66	D	Phone Charges - CID				1

Steele County

JOURNAL ENTRIES



Description MM - FEB 2023 C2 VERIZON

RRN	Audit Date	Aud Seq	Account/Formula	Trans Amt	D/C	Desc 1	Desc 2	RC1	RC2	Basis
21	2/28/23	902	01-481-461-6040-6210 Telephone	43.32	D	Phone Charges - WIC				1
22	2/28/23	902	01-481-460-6009-6210 Telephone	43.32	D	Phone Charges - QA				1
23	2/28/23	902	01-481-461-6059-6210 Telephone	21.66	D	Phone Charges - SEMN				1
24	2/28/23	902	01-481-461-6034-6210 Telephone	21.66	D	Phone Charges - TANF				1
25	2/28/23	902	01-481-461-6059-6210 Telephone	43.32	D	Phone Charges - SEMN				1
26	2/28/23	902	01-481-460-6009-6210 Telephone	43.32	D	Phone Charges - QA				1
27	2/28/23	902	01-481-460-6009-6210 Telephone	43.32	D	Phone Charges - QA				1
28	2/28/23	902	01-481-460-6009-6210 Telephone	43.32	D	Phone Charges - QA				1
29	2/28/23	902	01-481-461-6059-6210 Telephone	24.16	D	Phone Charges - SEMN				1
30	2/28/23	902	01-481-461-6040-6210 Telephone	12.08	D	Phone Charges - WIC				1
31	2/28/23	902	01-481-465-6057-6210 Telephone	0.97	D	Phone Charges - LPHG				1
32	2/28/23	902	01-481-461-6030-6210 Telephone	2.41	D	Phone Charges - MCH				1
33	2/28/23	902	01-481-462-6047-6210 Telephone	8.70	D	Phone Charges - CID				1
34	2/28/23	902	01-481-460-6009-6210 Telephone	43.32	D	Phone Charges - QA				1
35	2/28/23	902	01-481-461-6040-6210 Telephone	43.32	D	Phone Charges - WIC				1
36	2/28/23	902	01-481-460-6009-6210 Telephone	43.32	D	Phone Charges - QA				1
37	2/28/23	902	01-481-465-6057-6210 Telephone	43.32	D	Phone Charges - LPHG				1
38	2/28/23	902	01-481-465-6057-6210 Telephone	41.14	D	Phone Charges - MIFI				1
39	2/28/23	902	01-481-460-6009-6210 Telephone	48.32	D	Phone Charges - QA				1
40	2/28/23	902	01-201-000-0000-6211 Radio-Computers-Cameras	859.42	D	Squad Connections - Verizon				1

Steele County

JOURNAL ENTRIES



Description MM - FEB 2023 C2 VERIZON

RRN	Audit Date	Aud Seq	Account/Formula	Trans Amt	D/C	Desc 1	Desc 2	RC1	RC2	Basis
41	2/28/23	902	01-201-000-0000-6210 Telephone	948.23	D	Phone Charges - Verizon				1
42	2/28/23	902	01-000-000-0000-1001 Cash	4,981.65	C	Verizon Charges February				1
43	2/28/23	902	10-301-000-0000-6210 Telephone	584.78	D	Phone Charges - Verizon				1
44	2/28/23	902	10-000-000-0000-1001 Cash	584.78	C	Phone Charges - Verizon				1
45	2/28/23	902	53-398-000-0000-6210 Telephone	79.24	D	Phone Charges - Verizon				1
46	2/28/23	902	53-000-000-0000-1001 Cash	79.24	C	Phone Charges - Verizon				1
Debit Total				5,645.67		Credit Total	5,645.67	Net:	0.00	

Steele County

JOURNAL ENTRIES



Description MM - FEB 2023 C3 POSTAGE

RRN	Audit Date	Aud Seq	Account/Formula	Trans Amt	D/C	Desc 1	Desc 2	RC1	RC2	Basis
1	2/28/23	903	01-031-000-0000-6215 Postage	7.20	D	Postage - Admin				1
2	2/28/23	903	01-103-000-0000-6215 Postage	104.10	D	Postage - Assessor				1
3	2/28/23	903	01-041-000-0000-6215 Postage	237.84	D	Postage - Auditor				1
4	2/28/23	903	01-063-000-0000-6215 Postage	21.48	D	Postage - Auditor Elections				1
5	2/28/23	903	01-251-000-0000-6215 Postage	12.84	D	Postage - Detention Center				1
6	2/28/23	903	01-602-000-0000-6215 Postage	53.04	D	Postage - Extension				1
7	2/28/23	903	01-550-000-0000-6215 Postage	2.40	D	Postage - Four Seasons				1
8	2/28/23	903	01-032-000-0000-6215 Postage	3.36	D	Postage - Human Resources				1
9	2/28/23	903	01-062-000-0000-6802 Internal Chargeback	62.76	D	Postage - Court Admin				1
10	2/28/23	903	01-062-000-0000-6802 Internal Chargeback	53.90	D	Postage - MRCI				1
11	2/28/23	903	01-105-000-0000-6215 Postage	17.34	D	Postage - Planning and Zoning				1
12	2/28/23	903	01-252-000-0000-6215 Postage	142.08	D	Postage - CCA				1
13	2/28/23	903	01-101-000-0000-6215 Postage	349.70	D	Postage - Recorder				1
14	2/28/23	903	01-042-000-0000-6215 Postage	37.20	D	Postage - Treasurer				1
15	2/28/23	903	01-121-000-0000-6215 Postage	25.50	D	Postage - Veterans				1
16	2/28/23	903	01-481-460-6009-6215 Postage	25.92	D	Postage - QA				1
17	2/28/23	903	01-481-460-6011-6215 Postage	221.12	D	Postage - CTC				1
18	2/28/23	903	01-481-461-6030-6215 Postage	43.85	D	Postage - MCH				1
19	2/28/23	903	01-481-461-6032-6215 Postage	1.80	D	Postage - SHIP				1
20	2/28/23	903	01-481-461-6025-6215 Postage	11.40	D	Postage - FAP/HCB/FC				1

Steele County

JOURNAL ENTRIES



Description MM - FEB 2023 C3 POSTAGE

RRN	Audit Date	Aud Seq	Account/Formula	Trans Amt	D/C	Desc 1	Desc 2	RC1	RC2	Basis
21	2/28/23	903	01-481-462-6047-6215 Postage	4.80	D	Postage - CID				1
22	2/28/23	903	01-481-461-6059-6215 Postage	0.60	D	Postage - SEMN				1
23	2/28/23	903	01-481-464-6061-6215 Postage	9.42	D	Postage - COVID				1
24	2/28/23	903	01-481-461-6040-6215 Postage	8.94	D	Postage - WIC				1
25	2/28/23	903	01-481-461-6034-6215 Postage	0.60	D	Postage - TANF				1
26	2/28/23	903	01-481-460-6012-6215 Postage	53.61	D	Postage - LTC				1
27	2/28/23	903	01-062-000-0000-6215 Postage	1,512.80	C	GF Postage Allocation				1
28	2/28/23	903	10-301-000-0000-6215 Postage	42.00	D	Highway Postage				1
29	2/28/23	903	10-000-000-0000-1001 Cash	42.00	C	Highway Postage				1
30	2/28/23	903	01-000-000-0000-1001 Cash	42.00	D	Highway Postage				1
31	2/28/23	903	01-062-000-0000-5831 Miscellaneous	42.00	C	Highway Postage				1
32	2/28/23	903	53-398-000-0000-6215 Postage	17.16	D	Landfill Postage				1
33	2/28/23	903	53-000-000-0000-1001 Cash	17.16	C	Landfill Postage				1
34	2/28/23	903	01-000-000-0000-1001 Cash	17.16	D	Landfill Postage				1
35	2/28/23	903	01-062-000-0000-5831 Miscellaneous	17.16	C	Landfill Postage				1
Debit Total				1,631.12		Credit Total	1,631.12	Net:	0.00	

Steele County
JOURNAL ENTRIES



Description MM - FEB 2023 C4 INVESTMENTS

RRN	Audit Date	Aud Seq	Account/Formula	Trans Amt	D/C	Desc 1	Desc 2	RC1	RC2	Basis
1	2/28/23	904	01-003-000-0000-5710 Interest From Investments	143,237.16	C	Feb Interest From Investments				1
2	2/28/23	904	01-003-000-0000-5710 Interest From Investments	659.65	C	Feb Interest ROI				1
3	2/28/23	904	01-000-000-0000-1001 Cash	146,826.13	D	Feb Investment				1
4	2/28/23	904	01-003-000-0000-6801 General Expense	2,929.32	C	Feb Interest Adjustment				1
5	2/28/23	904	75-000-000-0000-1001 Cash	30.33	D	Feb 2023 Missing Heir Interest				1
6	2/28/23	904	75-870-000-0000-5710 Interest	30.33	C	Feb 2023 Missing Heir Interest				1
Debit Total				146,856.46		Credit Total	146,856.46	Net:	0.00	

Steele County

JOURNAL ENTRIES



Description MM - FEB 2023 - JE C5

RRN	Audit Date	Aud Seq	Account/Formula	Trans Amt	D/C	Desc 1	Desc 2	RC1	RC2	Basis
1	2/28/23	905	72-860-000-0000-2100 Mn State Treasurer - Mortgage Regis Tax	19,114.24	D	State Mortgage Tax				1
2	2/28/23	905	72-000-000-0000-1001 Cash	573.43	C	State Mortgage Tax				1
3	2/28/23	905	72-000-000-0000-1001 Cash	18,540.81	C	State Mortgage Tax				1
4	2/28/23	905	01-000-000-0000-1001 Cash	573.43	D	State Mortgage Tax				1
5	2/28/23	905	01-003-000-0000-5013 Mortgage Registry Tax Revenue	573.43	C	State Mortgage Tax				1
6	2/28/23	905	72-861-000-0000-2100 Mn State Treasurer - State Deed Tax	42,019.25	D	State Deed Tax				1
7	2/28/23	905	72-000-000-0000-1001 Cash	1,260.58	C	State Deed Tax				1
8	2/28/23	905	72-000-000-0000-1001 Cash	40,758.67	C	State Deed Tax				1
9	2/28/23	905	01-000-000-0000-1001 Cash	1,260.58	D	State Deed Tax				1
10	2/28/23	905	01-003-000-0000-5014 State Deed Tax Revenue	1,260.58	C	State Deed Tax				1
11	2/28/23	905	72-862-000-0000-2100 Mn State Treasurer - Sales Tax	2,858.00	D	Sales Tax				1
12	2/28/23	905	72-000-000-0000-1001 Cash	2,858.00	C	Sales Tax				1
13	2/28/23	905	53-398-000-0000-6540 Machine Fuel	220.00	D	Usage Diesel Tax				1
14	2/28/23	905	53-000-000-0000-1001 Cash	220.00	C	Usage Diesel Tax				1
15	2/28/23	905	53-398-000-0000-6540 Machine Fuel	161.59	D	Diesel Tax				1
16	2/28/23	905	53-000-000-0000-1001 Cash	161.59	C	Diesel Tax				1
17	2/28/23	905	10-304-000-0000-6522 Diesel Fuel Tax	1,529.60	D	Diesel Tax				1
18	2/28/23	905	10-000-000-0000-1001 Cash	1,529.60	C	Diesel Tax				1
19	2/28/23	905	01-003-000-0000-6961 Visa One Card Program	31,061.98	D	BMO One Card Payment				1
20	2/28/23	905	01-000-000-0000-1001 Cash	31,061.98	C	BMO One Card Payment				1

Steele County

JOURNAL ENTRIES



Description MM - FEB 2023 - JE C5

RRN	Audit Date	Aud Seq	Account/Formula	Trans Amt	D/C	Desc 1	Desc 2	RC1	RC2	Basis
21	2/28/23	905	53-398-000-0000-6801 General Expense	294.94	D	Landfill CC Fees				1
22	2/28/23	905	53-000-000-0000-1001 Cash	294.94	C	Landfill CC Fees				1
23	2/28/23	905	01-041-000-0000-6540 Gas & Oil	17.50	D	WEX Enterprise Payment Feb2023				1
24	2/28/23	905	01-000-000-0000-1001 Cash	17.50	C	WEX Enterprise Payment Feb2023				1
25	2/28/23	905	01-521-000-0000-6540 Gas & Oil	121.71	D	WEX NASPO Payment Feb 2023				1
26	2/28/23	905	01-111-000-0000-6540 Gas & Oil	288.55	D	WEX NASPO Payment Feb 2023				1
27	2/28/23	905	01-000-000-0000-1001 Cash	410.26	C	WEX NASPO Payment Feb 2023				1
28	2/28/23	905	01-254-000-0000-6801 Misc. Expense	238,692.56	D	Dispatch Op Costs - Q1 2023				1
29	2/28/23	905	01-000-000-0000-1001 Cash	238,692.56	C	Dispatch Op Costs - Q1 2023				1
30	2/28/23	905	81-000-000-0000-1001 Cash	238,692.56	D	Dispatch Op Costs - Q1 2023				1
31	2/28/23	905	81-230-000-0000-5251 Revenue From Other Counties	238,692.56	C	Dispatch Op Costs - Q1 2023				1
32	2/28/23	905	23-609-000-0000-6700 Bond And Interest	39.43	D	MPFA Loan Payment - Bixby				1
33	2/28/23	905	23-609-000-0000-6701 Loan Principal Disb	3,933.57	D	MPFA Loan Payment - Bixby				1
34	2/28/23	905	23-000-000-0000-1001 Cash	3,973.00	C	MPFA Loan Payment - Bixby				1
35	2/28/23	905	01-000-000-0000-1001 Cash	56.00	D	Void Check # 177706				1
36	2/28/23	905	01-481-464-6061-5565 COVID-19 Vaccines	56.00	C	Void Check # 177706				1
37	2/28/23	905	01-000-000-0000-1001 Cash	6,045.90	D	Void Check # 178313				1
38	2/28/23	905	01-003-000-0000-6353 Deferred Comp	6,045.90	C	Void Check # 178313				1
39	2/28/23	905	01-003-000-0000-6354 Misc Insurance Acct	875.52	D	FIT Withholding Payment				1
40	2/28/23	905	01-000-000-0000-1001 Cash	875.52	C	FIT Withholding Payment				1

Steele County

JOURNAL ENTRIES



Description MM - FEB 2023 - JE C5

RRN	Audit Date	Aud Seq	Account/Formula	Trans Amt	D/C	Desc 1	Desc 2	RC1	RC2	Basis
41	2/28/23	905	01-111-043-0000-6250 Utilities	215.11	D	OPU Payment Invoice # 718547				1
42	2/28/23	905	01-000-000-0000-1001 Cash	215.11	C	OPU Payment Invoice # 718547				1
43	2/28/23	905	01-111-043-0000-6250 Utilities	195.09	D	OPU Payment Invoice # 705296				1
44	2/28/23	905	01-000-000-0000-1001 Cash	195.09	C	OPU Payment Invoice # 705296				1
45	2/28/23	905	01-111-043-0000-6250 Utilities	648.18	D	OPU Payment Invoice # 718546				1
46	2/28/23	905	01-000-000-0000-1001 Cash	648.18	C	OPU Payment Invoice # 718546				1
47	2/28/23	905	01-502-000-0000-6250 Utilities	1,133.06	D	OPU Payment Invoice # 718550				1
48	2/28/23	905	01-000-000-0000-1001 Cash	1,133.06	C	OPU Payment Invoice # 718550				1
49	2/28/23	905	10-304-000-0000-6514 Utility Services	156.44	D	OPU Payment Invoice # 718553				1
50	2/28/23	905	10-000-000-0000-1001 Cash	156.44	C	OPU Payment Invoice # 718553				1
51	2/28/23	905	01-111-047-0000-6250 Utilities	128.91	D	OPU Payment Invoice # 716285				1
52	2/28/23	905	01-000-000-0000-1001 Cash	128.91	C	OPU Payment Invoice # 716285				1
53	2/28/23	905	01-111-041-0000-6250 Utilities	3,207.70	D	OPU Payment Invoice # 718556				1
54	2/28/23	905	01-000-000-0000-1001 Cash	3,207.70	C	OPU Payment Invoice # 718556				1
55	2/28/23	905	01-111-042-0000-6250 Utilities	7,268.58	D	OPU Payment Invoice # 718555				1
56	2/28/23	905	01-000-000-0000-1001 Cash	7,268.58	C	OPU Payment Invoice # 718555				1
57	2/28/23	905	01-111-040-0000-6250 Utilities	7,195.53	D	OPU Payment Invoice # 718557				1
58	2/28/23	905	01-000-000-0000-1001 Cash	7,195.53	C	OPU Payment Invoice # 718557				1
59	2/28/23	905	01-111-044-0000-6250 Utilities	19,648.78	D	OPU Payment Invoice # 718563				1
60	2/28/23	905	01-000-000-0000-1001 Cash	19,648.78	C	OPU Payment Invoice # 718563				1

Steele County
JOURNAL ENTRIES



Description MM - FEB 2023 - JE C5

RRN	Audit Date	Aud Seq	Account/Formula	Trans Amt	D/C	Desc 1	Desc 2	RC1	RC2	Basis
61	2/28/23	905	10-304-000-0000-6514 Utility Services	7,241.07	D	OPU Payment Invoice # 718562				1
62	2/28/23	905	10-000-000-0000-1001 Cash	7,241.07	C	OPU Payment Invoice # 718562				1
63	2/28/23	905	81-230-000-0000-6172 Unemployment Benefit	353.20	D	OPU Payment Invoice # 718561				1
64	2/28/23	905	81-000-000-0000-1001 Cash	353.20	C	OPU Payment Invoice # 718561				1
Debit Total				635,248.56		Credit Total	635,248.56	Net:	0.00	

Steele County

JOURNAL ENTRIES



Description MM - FEB 2023 - JE C6 BMO

RRN	Audit Date	Aud Seq	Account/Formula	Trans Amt	D/C	Desc 1	Desc 2	RC1	RC2	Basis
1	2/28/23	906	01-000-000-0000-1001 Cash	6,241.94	D	BMO One Card Allocation Feb	BMO One Card Allocation Feb			1
2	2/28/23	906	01-003-000-0000-6961 Visa One Card Program	31,061.98	C	BMO Charges Feb	BMO Charges Feb			1
3	2/28/23	906	01-031-000-0000-6241 Membership Dues	225.00	D	Civic Club quarterly dues	Rotary Club Of Owatonna			1
4	2/28/23	906	01-032-000-0000-6410 Office Supplies	17.11	D	Cell Phone Case	Amazon.Com, Inc.			1
5	2/28/23	906	01-041-000-0000-6261 Conference & Training	275.00	D	MACO Conference 2/14-16/2023	Minnesota Association Of			1
6	2/28/23	906	01-041-000-0000-6410 Office Supplies	140.37	C	Returned Recorder	Amazon.Com, Inc.			1
7	2/28/23	906	01-042-000-0000-6410 Office Supplies	12.99	D	Staples	Amazon.Com, Inc.			1
8	2/28/23	906	01-044-000-0000-6410 Office Supplies	182.90	D	StrengthFinder books (10)	Amazon.Com, Inc.			1
9	2/28/23	906	01-061-000-0000-6260 Computer Support	1,399.85	D	Remote Support Software	Screenconnect Software			1
10	2/28/23	906	01-061-000-0000-6260 Computer Support	189.00	D	IT Document Management	Kaseya US Llc			1
11	2/28/23	906	01-061-000-0000-6260 Computer Support	424.00	D	Performance Mgmt SW	Brightgauge Software, In			1
12	2/28/23	906	01-061-000-0000-6410 Office Supplies	22.39	D	Sticky Notes for IT	Amazon.Com, Inc.			1
13	2/28/23	906	01-061-000-0000-6413 Computer Supplies	71.98	D	Power strips for IT	Amazon.Com, Inc.			1
14	2/28/23	906	01-061-000-0000-6413 Computer Supplies	18.76	D	USB-Serial Cable for IT	Amazon.Com, Inc.			1
15	2/28/23	906	01-061-000-0000-6480 Non-Capitalized Inventory	1,401.00	D	Standing Desks for IT	Paypal			1
16	2/28/23	906	01-062-000-0000-6801 General Expense	1,451.34	D	Monthly AWS Storage	Amazon.Com, Inc.			1
17	2/28/23	906	01-091-000-0000-6410 Office Supplies	115.96	D	Office Supplies	Costco Wholesale Corporat			1
18	2/28/23	906	01-091-000-0000-6410 Office Supplies	29.57	D	Legal pads/date stamp	Amazon.Com, Inc.			1
19	2/28/23	906	01-101-000-0000-6215 Postage	28.75	D	Passport postage	United States Postal Serv			1
20	2/28/23	906	01-101-000-0000-6215 Postage	28.75	D	Passport postage	United States Postal Serv			1

Steele County

JOURNAL ENTRIES



Description MM - FEB 2023 - JE C6 BMO

RRN	Audit Date	Aud Seq	Account/Formula	Trans Amt	D/C	Desc 1	Desc 2	RC1	RC2	Basis
21	2/28/23	906	01-101-000-0000-6215 Postage	28.75	D	Passport postage	United States Postal Serv			1
22	2/28/23	906	01-101-000-0000-6215 Postage	27.90	D	Passport Postage	United States Postal Serv			1
23	2/28/23	906	01-101-000-0000-6215 Postage	27.90	D	Passport Postage	United States Postal Serv			1
24	2/28/23	906	01-101-000-0000-6215 Postage	27.90	D	Passport Postage	United States Postal Serv			1
25	2/28/23	906	01-101-000-0000-6215 Postage	27.90	D	Passport Postage	United States Postal Serv			1
26	2/28/23	906	01-101-000-0000-6215 Postage	27.90	D	Passport Postage	United States Postal Serv			1
27	2/28/23	906	01-101-000-0000-6215 Postage	27.90	D	Passport Postage	United States Postal Serv			1
28	2/28/23	906	01-101-000-0000-6215 Postage	27.90	D	Passport Postage	United States Postal Serv			1
29	2/28/23	906	01-101-000-0000-6215 Postage	27.90	D	Passport Postage	United States Postal Serv			1
30	2/28/23	906	01-101-000-0000-6215 Postage	27.90	D	Passport Postage	United States Postal Serv			1
31	2/28/23	906	01-101-000-0000-6215 Postage	27.90	D	Passport Postage	United States Postal Serv			1
32	2/28/23	906	01-101-000-0000-6215 Postage	27.90	D	Passport Postage	United States Postal Serv			1
33	2/28/23	906	01-101-000-0000-6215 Postage	27.90	D	Passport Postage	United States Postal Serv			1
34	2/28/23	906	01-101-000-0000-6215 Postage	27.90	D	Passport Postage	United States Postal Serv			1
35	2/28/23	906	01-101-000-0000-6215 Postage	27.90	D	Passport Postage	United States Postal Serv			1
36	2/28/23	906	01-101-000-0000-6215 Postage	27.90	D	Passport Postage	United States Postal Serv			1
37	2/28/23	906	01-101-000-0000-6215 Postage	27.90	D	Passport Postage	United States Postal Serv			1
38	2/28/23	906	01-103-000-0000-6501 Publications/Manuals	532.26	D	CO STAR NEWSPAPERS SUB.	Costar Realty Informatio			1
39	2/28/23	906	01-103-000-0000-6501 Publications/Manuals	16.25	D	MONTHLY PEOPLE'S PRESS SUB.	Apg Media Of Southern Min			1
40	2/28/23	906	01-105-000-0000-6261 Conference & Training	330.00	D	ICC Training - Dan	International Code Council			1

Steele County

JOURNAL ENTRIES



Description MM - FEB 2023 - JE C6 BMO

RRN	Audit Date	Aud Seq	Account/Formula	Trans Amt	D/C	Desc 1	Desc 2	RC1	RC2	Basis
41	2/28/23	906	01-105-000-0000-6261 Conference & Training	736.00	D	ICC training & test - Amber	International Code Council			1
42	2/28/23	906	01-105-000-0000-6261 Conference & Training	325.00	D	MOWA Winter Conference 2023	Minnesota Onsite Wastewat			1
43	2/28/23	906	01-105-000-0000-6330 Travel Expenses	192.20	D	Conference Hotel	Cragun Corp			1
44	2/28/23	906	01-111-000-0000-6304 Equipment Maintenance & Repairs	94.56	D	oil filters/johndeere tactors	Kibble Equipment Llc			1
45	2/28/23	906	01-111-000-0000-6410 Office Supplies	23.64	D	Cartage for printer	Van Meter Inc			1
46	2/28/23	906	01-111-000-0000-6410 Office Supplies	37.57	D	Screen protector for phone	Global Wireless, Inc.			1
47	2/28/23	906	01-111-000-0000-6410 Office Supplies	10.74	D	Screen protector for phone	Global Wireless, Inc.			1
48	2/28/23	906	01-111-040-0000-6300 Bldg Repairs & Maintenance	759.50	D	Supplies, Ice Melt, Vacuums	Hillyard Inc			1
49	2/28/23	906	01-111-040-0000-6300 Bldg Repairs & Maintenance	148.08	D	Alarm Monitoring	Custom Communications			1
50	2/28/23	906	01-111-040-0000-6300 Bldg Repairs & Maintenance	33.50	D	Filters	Invoice Cloud, Inc.			1
51	2/28/23	906	01-111-040-0000-6480 Non-Capitalized Inventory	750.00	D	monthly fee for Jan	Intuit Payment Solutions,			1
52	2/28/23	906	01-111-040-0000-6560 Janitorial Supplies	219.00	D	Supplies, Ice Melt, Vacuums	Hillyard Inc			1
53	2/28/23	906	01-111-040-0000-6560 Janitorial Supplies	1,257.12	D	Supplies, Ice Melt, Vacuums	Hillyard Inc			1
54	2/28/23	906	01-111-040-0000-6560 Janitorial Supplies	95.58	D	Supplies, Ice Melt, Vacuums	Hillyard Inc			1
55	2/28/23	906	01-111-040-0000-6560 Janitorial Supplies	52.59	D	Vacuum bags	Ebay Commerce Inc			1
56	2/28/23	906	01-111-040-0000-6560 Janitorial Supplies	492.76	D	Cleaning Supplies	Hillyard Inc			1
57	2/28/23	906	01-111-041-0000-6300 Bldg Repairs & Maintenance	202.95	D	Alarm Monitoring	Custom Communications			1
58	2/28/23	906	01-111-041-0000-6300 Bldg Repairs & Maintenance	36.24	D	Pipe, parts for repair	Lowes Companies, Inc.			1
59	2/28/23	906	01-111-041-0000-6300 Bldg Repairs & Maintenance	615.58	D	Belimo - Linkage	Minvalco Inc			1
60	2/28/23	906	01-111-041-0000-6300 Bldg Repairs & Maintenance	21.46	D	Water test strips - boiler	Fleet Farm Group, Llc			1

Steele County

JOURNAL ENTRIES



Description MM - FEB 2023 - JE C6 BMO

RRN	Audit Date	Aud Seq	Account/Formula	Trans Amt	D/C	Desc 1	Desc 2	RC1	RC2	Basis
61	2/28/23	906	01-111-042-0000-6300 Bldg Repairs & Maintenance	45.96	D	Oil for generator	Wen-Col Inc			1
62	2/28/23	906	01-111-042-0000-6300 Bldg Repairs & Maintenance	17.48	D	Wedge 3/8X5 15ct	Lowes Companies, Inc.			1
63	2/28/23	906	01-111-042-0000-6300 Bldg Repairs & Maintenance	135.87	D	Alarm Monitoring	Custom Communications			1
64	2/28/23	906	01-111-042-0000-6300 Bldg Repairs & Maintenance	35.81	D	Air vent	Ww Grainger			1
65	2/28/23	906	01-111-042-0000-6560 Janitorial Supplies	412.25	D	Cleaning Supplies	Hillyard Inc			1
66	2/28/23	906	01-111-043-0000-6300 Bldg Repairs & Maintenance	135.87	D	Alarm Monitoring	Custom Communications			1
67	2/28/23	906	01-111-044-0000-6300 Bldg Repairs & Maintenance	756.72	D	Supplies, Ice Melt, Vacuums	Hillyard Inc			1
68	2/28/23	906	01-111-044-0000-6300 Bldg Repairs & Maintenance	98.00	D	Battery for Walkie Talkies	Takat LLC			1
69	2/28/23	906	01-111-044-0000-6300 Bldg Repairs & Maintenance	13.14	D	3/8 Coupling (2) & Fire Caulk	Lowes Companies, Inc.			1
70	2/28/23	906	01-111-044-0000-6300 Bldg Repairs & Maintenance	135.87	D	Alarm Monitoring	Custom Communications			1
71	2/28/23	906	01-111-044-0000-6300 Bldg Repairs & Maintenance	81.91	D	Eye Bolt Snap (8) & Shovel	Fleet Farm Group, LLC			1
72	2/28/23	906	01-111-044-0000-6300 Bldg Repairs & Maintenance	37.56	D	White matt/ black	Lowes Companies, Inc.			1
73	2/28/23	906	01-111-044-0000-6300 Bldg Repairs & Maintenance	1,080.50	D	Bristle Poly (34) & Repair Kit	Sanco Equipment LLC			1
74	2/28/23	906	01-111-044-0000-6300 Bldg Repairs & Maintenance	70.30	D	Pest control	Plunketts Pest Control In			1
75	2/28/23	906	01-111-044-0000-6300 Bldg Repairs & Maintenance	27.46	D	WD 40 & 7 pc Wrench Set	Lowes Companies, Inc.			1
76	2/28/23	906	01-111-044-0000-6560 Janitorial Supplies	160.24	D	Cleaning Supplies	Hillyard Inc			1
77	2/28/23	906	01-111-044-0000-6560 Janitorial Supplies	315.75	D	Cleaning Supplies	Hillyard Inc			1
78	2/28/23	906	01-111-045-0000-6300 Bldg Repairs & Maintenance	184.68	D	Alarm Monitoring	Custom Communications			1
79	2/28/23	906	01-111-046-0000-6300 Bldg Repairs & Maintenance	273.42	D	Alarm Monitoring	Custom Communications			1
80	2/28/23	906	01-111-046-0000-6300 Bldg Repairs & Maintenance	68.79	D	Alarm Monitoring	Custom Communications			1

Steele County

JOURNAL ENTRIES



Description MM - FEB 2023 - JE C6 BMO

RRN	Audit Date	Aud Seq	Account/Formula	Trans Amt	D/C	Desc 1	Desc 2	RC1	RC2	Basis
81	2/28/23	906	01-111-046-0000-6300 Bldg Repairs & Maintenance	213.39	D	Alarm Monitoring	Custom Communications			1
82	2/28/23	906	01-111-047-0000-6380 Grounds Maintenance-Gymnastics	135.87	D	Alarm Monitoring	Custom Communications			1
83	2/28/23	906	01-111-050-0000-6320 Vehicle Repairs & Maintenance	20.94	D	Washer fluid for cars & trucks	Wen-Col Inc			1
84	2/28/23	906	01-121-000-0000-6410 Office Supplies	14.81	D	Card Reader for VETS	Amazon.Com, Inc.			1
85	2/28/23	906	01-201-000-0000-6210 Telephone	0.99	D	Evidence Data-Storage GB Plan	Apple Inc.			1
86	2/28/23	906	01-201-000-0000-6215 Postage	13.45	D	Certified mail/Redemption	United States Postal Serv			1
87	2/28/23	906	01-201-000-0000-6215 Postage	5.40	D	Urine Kit to BCA	United States Postal Serv			1
88	2/28/23	906	01-201-000-0000-6215 Postage	15.15	D	Blood kit & Breathalyzer -	United States Postal Serv			1
89	2/28/23	906	01-201-000-0000-6261 Conference & Training	425.00	D	FBI - LEEDA Conference	Fbi-Leeda Inc			1
90	2/28/23	906	01-201-000-0000-6261 Conference & Training	55.00	D	Child/Passenger Safety Recert	Safe Kids Worldwide			1
91	2/28/23	906	01-201-000-0000-6293 Gun Permit Expenses	59.98	D	1/Folding table for records	Lowes Companies, Inc.			1
92	2/28/23	906	01-201-000-0000-6293 Gun Permit Expenses	17.95	D	Lobby Music	Cloud Cover Media Inc			1
93	2/28/23	906	01-201-000-0000-6293 Gun Permit Expenses	251.18	D	4/Color Ribbon	Identisys Incorporated			1
94	2/28/23	906	01-201-000-0000-6330 Travel Expenses	29.25	D	Travel Ins. -FBI LEEDA Conf.	Aga Service Company			1
95	2/28/23	906	01-201-000-0000-6330 Travel Expenses	417.80	D	Flight-FBI LEEDA Conf.	Delta Airlines Inc			1
96	2/28/23	906	01-201-000-0000-6331 Mileage Reimbursement	476.20	D	FBI-LEEDA conference	Sun Country Inc			1
97	2/28/23	906	01-201-000-0000-6410 Office Supplies	22.99	D	Flash Drives for Sergeants	Amazon.Com, Inc.			1
98	2/28/23	906	01-201-000-0000-6425 Investigation Expense	155.00	D	Laptop bag & Phone bags	Amazon.Com, Inc.			1
99	2/28/23	906	01-201-000-0000-6425 Investigation Expense	24.05	D	1/box Medical Applicators	Uline, Inc.			1
100	2/28/23	906	01-201-000-0000-6438 K-9 Expenses	76.99	D	K9 Food	Farmers Feed & Pet Sply			1

Steele County

JOURNAL ENTRIES



Description MM - FEB 2023 - JE C6 BMO

RRN	Audit Date	Aud Seq	Account/Formula	Trans Amt	D/C	Desc 1	Desc 2	RC1	RC2	Basis
101	2/28/23	906	01-201-000-0116-6320 Squad 116 Maintenance	84.11	D	Floor mats for 7405 & 7423	Amazon.Com, Inc.			1
102	2/28/23	906	01-201-000-0120-6320 Squad 7402 Maintenance	26.97	D	2/Cleaning wipes & 1/towels	Motor Parts And Equipmen			1
103	2/28/23	906	01-201-000-0123-6320 Squad 7423 Maintenance	84.11	D	Floor mats for 7405 & 7423	Amazon.Com, Inc.			1
104	2/28/23	906	01-201-297-0000-6421 T-BI Pr-Maintenance Operating Exp-Fuel	533.70	D	Alarm Monitoring	Custom Communications			1
105	2/28/23	906	01-251-000-0000-6406 Program Supplies	17.17	D	inmate educ. video	Netflix, Inc.			1
106	2/28/23	906	01-251-000-0000-6407 Training Supplies	22.99	D	RTR Mouth Guards	Amazon.Com, Inc.			1
107	2/28/23	906	01-251-000-0000-6451 Operating Supplies	39.90	D	Replacement unit timers	Amazon.Com, Inc.			1
108	2/28/23	906	01-251-000-0000-6451 Operating Supplies	164.24	D	Shoulder Mics for staff radios	Amazon.Com, Inc.			1
109	2/28/23	906	01-251-000-0000-6562 Gas & Oil	23.65	D	fuel	Rahns Oil & Propane			1
110	2/28/23	906	01-251-000-0000-6801 Misc Expense	12.84	D	Subscription	Sirius Xm Radio Inc.			1
111	2/28/23	906	01-252-000-0000-6261 Conference & Training	4.49	D	Advisory Board Water	Kwik Trip Inc			1
112	2/28/23	906	01-252-000-0000-6261 Conference & Training	140.00	D	Advisory Board Meal	Hy-Vee, Inc.			1
113	2/28/23	906	01-252-000-0000-6270 Chemical Testing	136.41	D	Gloves	Henry Schein, Inc.			1
114	2/28/23	906	01-252-775-0000-6330 Travel Expenses - CCA	8.08	D	Supper training	Kwik Trip Inc			1
115	2/28/23	906	01-252-775-0000-6330 Travel Expenses - CCA	7.86	D	Supper training	Kwik Trip Inc			1
116	2/28/23	906	01-252-775-0000-6330 Travel Expenses - CCA	15.01	D	Camp Ripley supper	Sc Custard Llc			1
117	2/28/23	906	01-253-000-0000-6300 Bldg Repairs & Maintenance	257.64	D	Light Bulbs	Van Meter Inc			1
118	2/28/23	906	01-253-000-0000-6300 Bldg Repairs & Maintenance	26.49	D	belt for hanging heater	Wen-Col Inc			1
119	2/28/23	906	01-253-000-0000-6300 Bldg Repairs & Maintenance	135.87	D	Alarm Monitoring	Custom Communications			1
120	2/28/23	906	01-253-000-0000-6300 Bldg Repairs & Maintenance	13.94	D	Ploy Ice kit	Lowes Companies, Inc.			1

Steele County

JOURNAL ENTRIES



Description MM - FEB 2023 - JE C6 BMO

RRN	Audit Date	Aud Seq	Account/Formula	Trans Amt	D/C	Desc 1	Desc 2	RC1	RC2	Basis
121	2/28/23	906	01-253-000-0000-6380 Grounds Maintenance	66.34	D	Cleaning Supplies	Hillyard Inc			1
122	2/28/23	906	01-253-000-0000-6560 Janitorial Supplies	286.68	D	Cleaning Supplies	Hillyard Inc			1
123	2/28/23	906	01-281-000-0000-6199 Safety Program	208.20	D	Fall prev supplies for salt	Amazon.Com, Inc.			1
124	2/28/23	906	01-281-000-0000-6199 Safety Program	77.51	D	CPR Class Cert Cards	Paypal			1
125	2/28/23	906	01-281-000-0000-6251 Other Administrative Costs	49.00	D	Monthly Subscription	Basecamp, Llc			1
126	2/28/23	906	01-281-000-0000-6261 Conference & Training	1,400.00	D	GrantRequirementHSEMGovConf	Government Training Servi			1
127	2/28/23	906	01-481-460-6009-6434 Medical Supplies	18.05	D	QA: Dressing w/ Adhesive	Amazon.Com, Inc.			1
128	2/28/23	906	01-481-460-6009-6434 Medical Supplies	7.52	D	QA: Medical Supplies	Amazon.Com, Inc.			1
129	2/28/23	906	01-481-460-6009-6465 Patient Supplies & Services	18.05	D	QA: Dressing w/ Adhesive	Amazon.Com, Inc.			1
130	2/28/23	906	01-481-460-6009-6465 Patient Supplies & Services	11.97	D	QA: Client Supplies	Amazon.Com, Inc.			1
131	2/28/23	906	01-481-460-6009-6465 Patient Supplies & Services	243.72	D	QA: Client Supplies	Amazon.Com, Inc.			1
132	2/28/23	906	01-481-460-6012-6261 Conference & Training	29.00	D	LTC: Respirator Medical Eval	3m Company			1
133	2/28/23	906	01-481-460-6012-6465 Patient Supplies & Services	48.56	D	LTC: Patient Supplies	Amazon.Com, Inc.			1
134	2/28/23	906	01-481-461-6025-6410 Office Supplies	19.99	D	LPHG/HCB: Office Supp/Calenda	Amazon.Com, Inc.			1
135	2/28/23	906	01-481-461-6025-6410 Office Supplies	12.99	C	HCB: Calendar Refund	Amazon.Com, Inc.			1
136	2/28/23	906	01-481-461-6030-6464 General Supplies & Outreach	1.96	D	MCH: White Paper Bags	Wal-Mart Stores			1
137	2/28/23	906	01-481-461-6066-6341 Office Rent	265.00	D	MDH: Rent	Einhaus Mattison Carver			1
138	2/28/23	906	01-481-461-6067-6464 General Supplies & Outreach	19.99	D	A Perfect Tragedy - Book Club	Amazon.Com, Inc.			1
139	2/28/23	906	01-481-465-6057-6410 Office Supplies	9.74	D	LPHG/HCB: Office Supp/Calenda	Amazon.Com, Inc.			1
140	2/28/23	906	01-481-465-6064-6261 Conferences & Training	60.00	D	PHEP: Preparedness Practicum	Eventbrite Inc.			1

Steele County

JOURNAL ENTRIES



Description MM - FEB 2023 - JE C6 BMO

RRN	Audit Date	Aud Seq	Account/Formula	Trans Amt	D/C	Desc 1	Desc 2	RC1	RC2	Basis
141	2/28/23	906	01-502-000-0000-6380 Grounds Maintenance	135.87	D	Alarm Monitoring	Custom Communications			1
142	2/28/23	906	01-550-000-0000-6410 Operating Supplies - Contracts	19.99	D	Cleaning Supplies	Amazon.Com, Inc.			1
143	2/28/23	906	01-550-000-0000-6410 Operating Supplies - Contracts	22.97	D	Cleaning Supplies	Amazon.Com, Inc.			1
144	2/28/23	906	01-550-000-0000-6410 Operating Supplies - Contracts	46.05	D	Glass Cleaning Equipment	Amazon.Com, Inc.			1
145	2/28/23	906	01-550-000-0000-6410 Operating Supplies - Contracts	17.24	D	Cleaning Supplies	Amazon.Com, Inc.			1
146	2/28/23	906	01-550-000-0000-6410 Operating Supplies - Contracts	243.00	D	Scheduling Software	When I Work			1
147	2/28/23	906	01-550-000-0000-6410 Operating Supplies - Contracts	20.48	D	Glass Cleaning Equipment	Amazon.Com, Inc.			1
148	2/28/23	906	10-000-000-0000-1001 Cash	5,082.97	C	BMO Charges Feb	BMO Charges Feb			1
149	2/28/23	906	10-301-000-0000-6241 Membership Dues	2,695.00	D	Ilkka MN Trans Alliance dues	The Minnesota Transporta			1
150	2/28/23	906	10-301-000-0000-6512 Bldg Repair & Maintenance	188.37	D	Alarm Monitoring	Custom Communications			1
151	2/28/23	906	10-302-000-0000-6801 Osha/Safety Supplies	497.00	D	Driver's vehicle insp-Landfill	Amazon.Com, Inc.			1
152	2/28/23	906	10-303-000-0000-6480 Non-Capitalized Inventory	29.98	D	Straps for side by side	Fleet Farm Group, Llc			1
153	2/28/23	906	10-304-000-0000-6511 Maint Shop Supplies & Materials	8.98	D	Oil for shop	Fleet Farm Group, Llc			1
154	2/28/23	906	10-304-000-0000-6513 Tools	1,063.41	D	Tools for road crew	Pe Acquisitions Inc			1
155	2/28/23	906	10-304-000-0000-6520 Machinery/Vehicle Parts	35.98	D	Ball hitch&receiver, Unt#2135	Harbor Freight Tools Usa			1
156	2/28/23	906	10-304-000-0000-6520 Machinery/Vehicle Parts	42.94	D	Shovel for unit#2194	Fleet Farm Group, Llc			1
157	2/28/23	906	10-304-000-0000-6520 Machinery/Vehicle Parts	62.08	D	Straps, O-ring, Shackles	Fleet Farm Group, Llc			1
158	2/28/23	906	10-304-000-0000-6520 Machinery/Vehicle Parts	13.38	D	Hook & pin anchor, unit#2151	Fleet Farm Group, Llc			1
159	2/28/23	906	10-304-000-0000-6540 Fuel & Lubricants	37.25	D	Fuel, unit#2111	Kwik Trip Inc			1
160	2/28/23	906	10-310-000-0000-6260 Consultants/Admin Fee	8.60	D	Service Fee - CSAH 49	Elavon			1

Steele County

JOURNAL ENTRIES



Description MM - FEB 2023 - JE C6 BMO

RRN	Audit Date	Aud Seq	Account/Formula	Trans Amt	D/C	Desc 1	Desc 2	RC1	RC2	Basis
161	2/28/23	906	10-310-000-0000-6260 Consultants/Admin Fee	400.00	D	Environmental fee CSAH 49	State Of Minnesota			1
162	2/28/23	906	38-000-000-0000-1001 Cash	860.99	C	BMO Charges Feb	BMO Charges Feb			1
163	2/28/23	906	38-251-000-0000-6600 Capital Outlay - Detention Center	19.00	D	TV Wall Mount for SCDC Pod	Amazon.Com, Inc.			1
164	2/28/23	906	38-251-000-0000-6600 Capital Outlay - Detention Center	62.99	D	PC Wall Mount for SCDC Pod	Amazon.Com, Inc.			1
165	2/28/23	906	38-251-000-0000-6600 Capital Outlay - Detention Center	779.00	D	Desk for SCDC Pod Separation	Paypal			1
166	2/28/23	906	53-000-000-0000-1001 Cash	202.26	C	BMO Charges Feb	BMO Charges Feb			1
167	2/28/23	906	53-398-000-0000-6304 Contract Services	202.26	D	Alarm Monitoring	Custom Communications			1
168	2/28/23	906	81-000-000-0000-1001 Cash	95.72	C	BMO Charges Feb	BMO Charges Feb			1
169	2/28/23	906	81-230-000-0000-6301 Equip Maint	57.40	C	Return Training Cords	Amazon.Com, Inc.			1
170	2/28/23	906	81-230-000-0000-6301 Equip Maint	57.40	D	Trainer cords	Amazon.Com, Inc.			1
171	2/28/23	906	81-230-000-0000-6301 Equip Maint	95.72	D	USB Cords	Amazon.Com, Inc.			1
Debit Total				37,514.68		Credit Total	37,514.68	Net:	0.00	

Steele County

JOURNAL ENTRIES



Description MM - MAR 2023 JE C1

RRN	Audit Date	Aud Seq	Account/Formula	Trans Amt	D/C	Desc 1	Desc 2	RC1	RC2	Basis
1	3/31/23	901	01-111-050-0000-6320 Vehicle Repairs & Maintenance	465.34	D	Enterprise Full Maint Fee Admn				1
2	3/31/23	901	01-251-000-0000-6320 Vehicle Maintenance	427.49	D	Enterprise Full Maint Fee DC				1
3	3/31/23	901	01-000-000-0000-1001 Cash	892.83	C	Admin-DC Enterprise Mar 2023				1
4	3/31/23	901	01-111-050-0000-6347 Enterprise Fleet Leasing	7,255.56	D	County Fleet Lease - Mar 23				1
5	3/31/23	901	01-201-000-0000-6347 Enterprise Fleet Leasing	10,950.15	D	Sheriff Fleet Lease - Mar 23				1
6	3/31/23	901	01-000-000-0000-1001 Cash	18,205.71	C	Fleet Lease Payments - Mar 23				1
7	3/31/23	901	01-201-000-0102-6320 Squad 7414 Maintenance	5.00	D	Fleet Vehicle Maintenance				1
8	3/31/23	901	01-201-000-0103-6320 Squad 7410 Maintenance	5.00	D	Fleet Vehicle Maintenance				1
9	3/31/23	901	01-201-000-0104-6320 Squad 7404 Maintenance	5.00	D	Fleet Vehicle Maintenance				1
10	3/31/23	901	01-201-000-0105-6320 Squad 7408 Maintenance	5.00	D	Fleet Vehicle Maintenance				1
11	3/31/23	901	01-201-000-0106-6320 Squad 7424 Maintenance	5.00	D	Fleet Vehicle Maintenance				1
12	3/31/23	901	01-201-000-0107-6320 Squad 7407 Maintenance	5.00	D	Fleet Vehicle Maintenance				1
13	3/31/23	901	01-201-000-0108-6320 Squad 7418 Maintenance	5.00	D	Fleet Vehicle Maintenance				1
14	3/31/23	901	01-201-000-0108-6320 Squad 7418 Maintenance	47.61	D	Oil Change				1
15	3/31/23	901	01-201-000-0109-6320 Squad 7416 Maintenance	5.00	D	Fleet Vehicle Maintenance				1
16	3/31/23	901	01-201-000-0110-6320 Squad 7403 Maintenance	5.00	D	Fleet Vehicle Maintenance				1
17	3/31/23	901	01-201-000-0111-6320 Squad 7422 Maintenance	5.00	D	Fleet Vehicle Maintenance				1
18	3/31/23	901	01-201-000-0111-6320 Squad 7422 Maintenance	78.74	D	Oil Change				1
19	3/31/23	901	01-201-000-0112-6320 Squad 7406 Maintenance	5.00	D	Fleet Vehicle Maintenance				1
20	3/31/23	901	01-201-000-0113-6320 Squad 7411 Maintenance	5.00	D	Fleet Vehicle Maintenance				1

Steele County

JOURNAL ENTRIES



Description MM - MAR 2023 JE C1

RRN	Audit Date	Aud Seq	Account/Formula	Trans Amt	D/C	Desc 1	Desc 2	RC1	RC2	Basis
21	3/31/23	901	01-201-000-0114-6320 Squad 7421 Maintenance	5.00	D	Fleet Vehicle Maintenance				1
22	3/31/23	901	01-201-000-0115-6320 Squad 7405 Maintenance	5.00	D	FVM - 22VH55 - Retired Squad				1
23	3/31/23	901	01-201-000-0116-6320 Squad 116 Maintenance	70.10	D	Fleet Vehicle Maintenance				1
24	3/31/23	901	01-201-000-0117-6320 Squad 7420 Maintenance	5.00	D	Fleet Vehicle Maintenance				1
25	3/31/23	901	01-201-000-0118-6320 Squad 7412 Maintenance	5.00	D	Fleet Vehicle Maintenance				1
26	3/31/23	901	01-201-000-0119-6320 Squad 7401 Maintenance	5.00	D	Fleet Vehicle Maintenance				1
27	3/31/23	901	01-201-000-0120-6320 Squad 7402 Maintenance	5.00	D	Fleet Vehicle Maintenance				1
28	3/31/23	901	01-201-000-0121-6320 Squad 121 Maintenance	5.00	D	Fleet Vehicle Maintenance				1
29	3/31/23	901	01-201-000-0121-6320 Squad 121 Maintenance	358.02	D	Drive Belt Tensioner				1
30	3/31/23	901	01-201-000-0122-6320 Squad 7409 Maintenance	5.00	D	Fleet Vehicle Maintenance				1
31	3/31/23	901	01-201-000-0122-6320 Squad 7409 Maintenance	54.90	D	Oil Change				1
32	3/31/23	901	01-201-000-0123-6320 Squad 7423 Maintenance	70.10	D	Fleet Vehicle Maintenance				1
33	3/31/23	901	01-000-000-0000-1001 Cash	779.47	C	Sheriff Enterprise - Mar 2023				1
Debit Total				19,878.01		Credit Total	19,878.01	Net:	0.00	

Steele County

JOURNAL ENTRIES



Description MM - MAR 2023 JE C2

RRN	Audit Date	Aud Seq	Account/Formula	Trans Amt	D/C	Desc 1	Desc 2	RC1	RC2	Basis
1	3/31/23	902	01-031-000-0000-6210 Telephone	48.44	D	Phone Charges - Verizon				1
2	3/31/23	902	01-103-000-0000-6210 Telephone	227.20	D	Phone Charges - Verizon				1
3	3/31/23	902	01-091-000-0000-6210 Telephone	121.89	D	Phone Charges - Verizon				1
4	3/31/23	902	01-111-000-0000-6210 Telephone	381.76	D	Phone Charges - Verizon				1
5	3/31/23	902	01-252-000-0000-6210 Telephone	668.12	D	Phone Charges - Verizon				1
6	3/31/23	902	01-251-000-0000-6210 Telephone	178.75	D	Phone Charges - Verizon				1
7	3/31/23	902	01-281-000-0000-6210 Telephone	185.33	D	Phone Charges - Verizon				1
8	3/31/23	902	01-602-000-0000-6210 Telephone	35.01	D	Phone Charges - Verizon				1
9	3/31/23	902	01-032-000-0000-6210 Telephone	91.88	D	Phone Charges - Verizon				1
10	3/31/23	902	01-061-000-0000-6210 Telephone	83.45	D	Phone Charges - Verizon				1
11	3/31/23	902	01-105-000-0000-6210 Telephone	173.76	D	Phone Charges - Verizon				1
12	3/31/23	902	01-042-000-0000-6210 Telephone	40.01	D	Phone Charges - Verizon				1
13	3/31/23	902	01-121-000-0000-6210 Telephone	75.02	D	Phone Charges - Verizon				1
14	3/31/23	902	01-253-000-0000-6210 Telephone	43.44	D	Phone Charges - Verizon				1
15	3/31/23	902	01-481-460-6009-6210 Telephone	43.44	D	Phone Charges - QA				1
16	3/31/23	902	01-481-460-6009-6210 Telephone	43.44	D	Phone Charges - QA				1
17	3/31/23	902	01-481-460-6009-6210 Telephone	43.44	D	Phone Charges - QA				1
18	3/31/23	902	01-481-461-6040-6210 Telephone	43.44	D	Phone Charges - WIC				1
19	3/31/23	902	01-481-460-6011-6210 Telephone	21.72	D	Phone Charges - CTC				1
20	3/31/23	902	01-481-462-6047-6210 Telephone	21.72	D	Phone Charges - CID				1

Steele County

JOURNAL ENTRIES



Description MM - MAR 2023 JE C2

RRN	Audit Date	Aud Seq	Account/Formula	Trans Amt	D/C	Desc 1	Desc 2	RC1	RC2	Basis
21	3/31/23	902	01-481-461-6040-6210 Telephone	43.44	D	Phone Charges - WIC				1
22	3/31/23	902	01-481-460-6009-6210 Telephone	43.44	D	Phone Charges - QA				1
23	3/31/23	902	01-481-461-6059-6210 Telephone	21.72	D	Phone Charges - SEMN				1
24	3/31/23	902	01-481-461-6034-6210 Telephone	21.72	D	Phone Charges - TANF				1
25	3/31/23	902	01-481-461-6059-6210 Telephone	43.44	D	Phone Charges - SEMN				1
26	3/31/23	902	01-481-460-6009-6210 Telephone	43.44	D	Phone Charges - QA				1
27	3/31/23	902	01-481-460-6009-6210 Telephone	43.44	D	Phone Charges - QA				1
28	3/31/23	902	01-481-460-6009-6210 Telephone	43.44	D	Phone Charges - QA				1
29	3/31/23	902	01-481-461-6059-6210 Telephone	21.72	D	Phone Charges - SEMN				1
30	3/31/23	902	01-481-461-6040-6210 Telephone	10.86	D	Phone Charges - WIC				1
31	3/31/23	902	01-481-465-6057-6210 Telephone	0.87	D	Phone Charges - LPHG				1
32	3/31/23	902	01-481-461-6030-6210 Telephone	2.17	D	Phone Charges - MCH				1
33	3/31/23	902	01-481-462-6047-6210 Telephone	7.82	D	Phone Charges - CID				1
34	3/31/23	902	01-481-460-6009-6210 Telephone	43.44	D	Phone Charges - QA				1
35	3/31/23	902	01-481-461-6040-6210 Telephone	43.44	D	Phone Charges - WIC				1
36	3/31/23	902	01-481-460-6009-6210 Telephone	48.44	D	Phone Charges - QA				1
37	3/31/23	902	01-481-465-6057-6210 Telephone	43.43	D	Phone Charges - LPHG				1
38	3/31/23	902	01-481-465-6057-6210 Telephone	35.01	D	Phone Charges - MIFI				1
39	3/31/23	902	01-481-460-6009-6210 Telephone	48.43	D	Phone Charges - QA				1
40	3/31/23	902	01-201-000-0000-6211 Radio-Computers-Cameras	840.31	D	Squad Connections - Verizon				1

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Steele County

JOURNAL ENTRIES



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Description MM - MAR 2023 JE C2

RRN	Audit Date	Aud Seq	Account/Formula	Trans Amt	D/C	Desc 1	Desc 2	RC1	RC2	Basis
41	3/31/23	902	01-201-000-0000-6210 Telephone	965.64	D	Phone Charges - Verizon				1
42	3/31/23	902	01-000-000-0000-1001 Cash	4,986.92	C	Verizon Charges March				1
43	3/31/23	902	10-301-000-0000-6210 Telephone	579.42	D	Phone Charges - Verizon				1
44	3/31/23	902	10-000-000-0000-1001 Cash	579.42	C	Phone Charges - Verizon				1
45	3/31/23	902	53-398-000-0000-6210 Telephone	79.36	D	Phone Charges - Verizon				1
46	3/31/23	902	53-000-000-0000-1001 Cash	79.36	C	Phone Charges - Verizon				1
Debit Total				5,645.70		Credit Total	5,645.70	Net:	0.00	

Steele County

JOURNAL ENTRIES



Description MM - MAR 2023 JE C3

RRN	Audit Date	Aud Seq	Account/Formula	Trans Amt	D/C	Desc 1	Desc 2	RC1	RC2	Basis
1	3/31/23	903	01-000-000-0000-1001 Cash	3,114.03	D	BMO One Card Allocation Mar	BMO One Card Allocation Mar			1
2	3/31/23	903	01-003-000-0000-6961 Visa One Card Program	20,865.58	C	BMO Charges Mar	BMO Charges Mar			1
3	3/31/23	903	01-005-000-0000-6330 Travel Expenses	338.62	D	AMC Conference lodging-Golberg	Etoc Company Inc			1
4	3/31/23	903	01-031-000-0000-6330 Travel Expenses	338.62	D	AMC Leadership Conference	Etoc Company Inc			1
5	3/31/23	903	01-032-000-0000-6241 Membership Dues	413.00	D	2YR Professional SHRM Membersh	Societyforhumanresource			1
6	3/31/23	903	01-032-000-0000-6330 Travel Expenses	152.94	D	Gina Hotel for AMC Conference	Drury Southwest Inc			1
7	3/31/23	903	01-032-000-0000-6410 Office Supplies	5.99	D	Bobbie Calendar to beOrganized	Amazon.Com, Inc.			1
8	3/31/23	903	01-032-000-0000-6410 Office Supplies	108.13	D	Staples, lanyards, badgeholder	Amazon.Com, Inc.			1
9	3/31/23	903	01-032-000-0000-6410 Office Supplies	40.52	D	File Folders	Amazon.Com, Inc.			1
10	3/31/23	903	01-041-000-0000-6261 Conference & Training	263.04	D	MACO Conference 2/14-16/2023	Mlcv Stlp Llc			1
11	3/31/23	903	01-042-000-0000-6330 Travel Expenses	131.52	D	MACATFO - one night CP	Mlcv Stlp Llc			1
12	3/31/23	903	01-042-000-0000-6330 Travel Expenses	131.52	D	MACATFO - one night MM	Mlcv Stlp Llc			1
13	3/31/23	903	01-044-000-0000-6241 Membership Dues	70.00	D	MNGFOA annual membership CP	Minnesota Government Fina			1
14	3/31/23	903	01-044-000-0000-6241 Membership Dues	70.00	D	MNGFOA annual membership JW	Minnesota Government Fina			1
15	3/31/23	903	01-044-000-0000-6261 Conference & Training	130.00	D	CLA Gov't Training - JW	Paypal			1
16	3/31/23	903	01-044-000-0000-6261 Conference & Training	130.00	D	Acctg Update Seminar - MM	Paypal			1
17	3/31/23	903	01-061-000-0000-6260 Computer Support	448.56	D	PSA -Ticketing Software	Connectwise, Llc			1
18	3/31/23	903	01-061-000-0000-6260 Computer Support	189.00	D	IT Document Management	Kaseya US Llc			1
19	3/31/23	903	01-061-000-0000-6260 Computer Support	424.00	D	Performance Mgmt SW	Brightgauge Software, In			1
20	3/31/23	903	01-061-000-0000-6413 Computer Supplies	25.21	D	Surge Protector	Lowes Companies, Inc.			1

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21	3/31/23	903	01-061-000-0000-6413 Computer Supplies	7.49	D	Computer Repair Tools	Amazon.Com, Inc.			1
22	3/31/23	903	01-062-000-0000-6410 Office Supplies	41.24	D	Misc Supplies for IT	Lowes Companies, Inc.			1
23	3/31/23	903	01-062-000-0000-6801 General Expense	13.95	D	SSL Certificate Renewal	Tucowscom Co			1
24	3/31/23	903	01-062-000-0000-6801 General Expense	499.98	D	2Yr Email Server Certificate	Godaddy.Com Llc			1
25	3/31/23	903	01-062-000-0000-6801 General Expense	1,472.97	D	AWS Backup	Amazon.Com, Inc.			1
26	3/31/23	903	01-063-000-0000-6410 Office Supplies	20.19	D	New Date StampcelMark Receipt	Schwaab Inc Dba Excelmark			1
27	3/31/23	903	01-063-000-0000-6410 Office Supplies	36.40	D	Date Stamp for front counter	Amazon.Com, Inc.			1
28	3/31/23	903	01-091-000-0000-6410 Office Supplies	496.04	D	Color printer ink/photo paper	Epson America, Inc.			1
29	3/31/23	903	01-101-000-0000-6215 Postage	28.75	D	Passport Postage	United States Postal Serv			1
30	3/31/23	903	01-101-000-0000-6215 Postage	28.75	D	Passport Postage	United States Postal Serv			1
31	3/31/23	903	01-101-000-0000-6215 Postage	28.75	D	Passport	United States Postal Serv			1
32	3/31/23	903	01-101-000-0000-6215 Postage	28.75	D	PASSPORT POSTAGE	United States Postal Serv			1
33	3/31/23	903	01-101-000-0000-6215 Postage	28.75	D	PASSPORT POSTAGE	United States Postal Serv			1
34	3/31/23	903	01-101-000-0000-6215 Postage	28.75	D	PASSPORT POSTAGE	United States Postal Serv			1
35	3/31/23	903	01-101-000-0000-6215 Postage	28.75	D	PASSPORT POSTAGE	United States Postal Serv			1
36	3/31/23	903	01-101-000-0000-6215 Postage	28.75	D	PASSPORT POSTAGE	United States Postal Serv			1
37	3/31/23	903	01-101-000-0000-6215 Postage	28.75	D	PASSPORT POSTAGE	United States Postal Serv			1
38	3/31/23	903	01-101-000-0000-6215 Postage	28.75	D	PASSPORT POSTAGE	United States Postal Serv			1
39	3/31/23	903	01-101-000-0000-6215 Postage	28.75	D	PASSPORT POSTAGE	United States Postal Serv			1
40	3/31/23	903	01-101-000-0000-6215 Postage	28.75	D	PASSPORT POSTAGE	United States Postal Serv			1

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41	3/31/23	903	01-101-000-0000-6215 Postage	28.75	D	PASSPORT POSTAGE	United States Postal Serv			1
42	3/31/23	903	01-101-000-0000-6215 Postage	28.75	D	Passport Postage	United States Postal Serv			1
43	3/31/23	903	01-101-000-0000-6215 Postage	28.75	D	Passport Postage	United States Postal Serv			1
44	3/31/23	903	01-101-000-0000-6215 Postage	28.75	D	Passport Postage	United States Postal Serv			1
45	3/31/23	903	01-101-000-0000-6215 Postage	28.75	D	Passport Postage	United States Postal Serv			1
46	3/31/23	903	01-101-000-0000-6215 Postage	28.75	D	Passport Postage	United States Postal Serv			1
47	3/31/23	903	01-101-000-0000-6215 Postage	28.75	D	Passport Postage	United States Postal Serv			1
48	3/31/23	903	01-101-000-0000-6215 Postage	28.75	D	Passport postage	United States Postal Serv			1
49	3/31/23	903	01-101-000-0000-6215 Postage	28.75	D	Passport postage	United States Postal Serv			1
50	3/31/23	903	01-101-000-0000-6215 Postage	28.75	D	Passport postage	United States Postal Serv			1
51	3/31/23	903	01-101-000-9305-6261 Conference & Training - Tech Fund	394.56	D	2023 MACO CONFERENCE	Mlcv Stlp Llc			1
52	3/31/23	903	01-101-000-9305-6330 Travel Expenses	394.56	D	MACO Conference 3 nights RK	Mlcv Stlp Llc			1
53	3/31/23	903	01-101-000-9305-6480 Non-Capitalized Inv-Technology Fund	43.98	D	USB-C Adapters for REC and IT	Amazon.Com, Inc.			1
54	3/31/23	903	01-101-000-9305-6480 Non-Capitalized Inv-Technology Fund	43.98	D	USB-C Adapters for REC and IT	Amazon.Com, Inc.			1
55	3/31/23	903	01-101-000-9305-6480 Non-Capitalized Inv-Technology Fund	25.48	D	USB Hub for REC	Amazon.Com, Inc.			1
56	3/31/23	903	01-103-000-0000-6301 Equip/Software Maint	550.00	D	CO STAR NEWSPAPERS SUB.	Costar Realty Informatio			1
57	3/31/23	903	01-103-000-0000-6501 Publications/Manuals	16.25	D	MONTHLY PEOPLE'S PRESS SUB.	Apg Media Of Southern Min			1
58	3/31/23	903	01-105-000-0000-6330 Travel Expenses	291.78	D	hotel room for ICC training	Minneapolis Hotel Acquisi			1
59	3/31/23	903	01-105-000-0000-6330 Travel Expenses	41.88	D	Lodging	Cragun Corp			1
60	3/31/23	903	01-105-000-0000-6330 Travel Expenses	8.58	D	Dinner night three	Kerr-McCauley Investments			1

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61	3/31/23	903	01-105-000-0000-6330 Travel Expenses	27.57	D	Dinner Night 2	Dunmires On The Lakes, LI			1
62	3/31/23	903	01-105-000-0000-6330 Travel Expenses	16.73	D	Dinner night one	Buffalo Wild Wings Inc			1
63	3/31/23	903	01-105-000-0000-6410 Office Supplies	34.95	D	Keyboard & Mouse	Amazon.Com, Inc.			1
64	3/31/23	903	01-105-000-0000-6410 Office Supplies	8.99	D	Phone screen protectors	Amazon.Com, Inc.			1
65	3/31/23	903	01-111-000-0000-6300 Bldg Repairs & Maintenance	750.00	D	Monthly Fee	Intuit Payment Solutions,			1
66	3/31/23	903	01-111-040-0000-6300 Bldg Repairs & Maintenance	66.80	D	service call	Driessen Water, Inc.			1
67	3/31/23	903	01-111-040-0000-6300 Bldg Repairs & Maintenance	2.22	D	Vinyl tubing	Fleet Farm Group, LLC			1
68	3/31/23	903	01-111-040-0000-6300 Bldg Repairs & Maintenance	1.50	D	service fee	Invoice Cloud, Inc.			1
69	3/31/23	903	01-111-040-0000-6300 Bldg Repairs & Maintenance	33.50	D	Service Call	Invoice Cloud, Inc.			1
70	3/31/23	903	01-111-040-0000-6300 Bldg Repairs & Maintenance	32.75	D	Recycle Light Blubs	Block, Inc.			1
71	3/31/23	903	01-111-040-0000-6300 Bldg Repairs & Maintenance	50.00	D	Boiler Maintenance	State Of Minnesota			1
72	3/31/23	903	01-111-040-0000-6560 Janitorial Supplies	29.07	D	Wastebaskets	Hillyard Inc			1
73	3/31/23	903	01-111-040-0000-6560 Janitorial Supplies	619.35	D	Cleaning Supplies	Hillyard Inc			1
74	3/31/23	903	01-111-040-0000-6801 General Expense	235.15	D	Microwave for break room	Lowes Companies, Inc.			1
75	3/31/23	903	01-111-041-0000-6300 Bldg Repairs & Maintenance	13.94	D	Drain Hose	Lowes Companies, Inc.			1
76	3/31/23	903	01-111-042-0000-6300 Bldg Repairs & Maintenance	7.51	D	TOG Switch	Arrow Hardware, Inc			1
77	3/31/23	903	01-111-042-0000-6300 Bldg Repairs & Maintenance	30.00	D	Boiler Maintenance	State Of Minnesota			1
78	3/31/23	903	01-111-044-0000-6300 Bldg Repairs & Maintenance	7.58	D	3/4 Square Head	Lowes Companies, Inc.			1
79	3/31/23	903	01-111-044-0000-6300 Bldg Repairs & Maintenance	16.99	D	Two sided magnates	Amazon.Com, Inc.			1
80	3/31/23	903	01-111-044-0000-6300 Bldg Repairs & Maintenance	9.99	D	Whip Antenna	Amazon.Com, Inc.			1

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81	3/31/23	903	01-111-044-0000-6300 Bldg Repairs & Maintenance	235.78	D	Paint supplies	Sherwin Williams Co			1
82	3/31/23	903	01-111-044-0000-6300 Bldg Repairs & Maintenance	36.42	D	Paint supplies	Lowes Companies, Inc.			1
83	3/31/23	903	01-111-044-0000-6300 Bldg Repairs & Maintenance	70.30	D	Pest control	Plunketts Pest Control In			1
84	3/31/23	903	01-111-044-0000-6300 Bldg Repairs & Maintenance	25.46	D	Plastic Sign Holders	Amazon.Com, Inc.			1
85	3/31/23	903	01-111-044-0000-6300 Bldg Repairs & Maintenance	40.00	D	Boiler Maintenance	State Of Minnesota			1
86	3/31/23	903	01-111-044-0000-6300 Bldg Repairs & Maintenance	49.49	D	Eye wash refills	Amazon.Com, Inc.			1
87	3/31/23	903	01-111-044-0000-6300 Bldg Repairs & Maintenance	12.96	D	Caulk	Lowes Companies, Inc.			1
88	3/31/23	903	01-111-045-0000-6300 Bldg Repairs & Maintenance	20.94	D	Washer fluid for cars & trucks	Wen-Col Inc			1
89	3/31/23	903	01-121-000-0000-6410 Office Supplies	53.84	D	Card readers for Vets	Amazon.Com, Inc.			1
90	3/31/23	903	01-201-000-0000-6210 Telephone	0.99	D	Evidence Data-Storage GB Plan	Apple Inc.			1
91	3/31/23	903	01-201-000-0000-6211 Radio-Computers-Cameras	32.95	D	1/Radio Mic	Amazon.Com, Inc.			1
92	3/31/23	903	01-201-000-0000-6215 Postage	13.45	D	Certified mail/Redemption	United States Postal Serv			1
93	3/31/23	903	01-201-000-0000-6215 Postage	13.45	D	Certified mail/Redemption	United States Postal Serv			1
94	3/31/23	903	01-201-000-0000-6215 Postage	5.40	D	Postage for Blood Kit	United States Postal Serv			1
95	3/31/23	903	01-201-000-0000-6261 Conference & Training	360.00	D	SOTA Conference 2023	Sota			1
96	3/31/23	903	01-201-000-0000-6261 Conference & Training	360.00	D	SOTA Conference 2023	Sota			1
97	3/31/23	903	01-201-000-0000-6261 Conference & Training	300.00	D	Advanced Civil Class	Minnesota State Sheriffs			1
98	3/31/23	903	01-201-000-0000-6261 Conference & Training	425.00	D	Conference-FBI LEEDA	Fbi-Leeda Inc			1
99	3/31/23	903	01-201-000-0000-6293 Gun Permit Expenses	17.95	D	Lobby Music	Cloud Cover Media Inc			1
100	3/31/23	903	01-201-000-0000-6330 Travel Expenses	302.63	D	Deposit 3/Night Stay-FBI LEEDA	Ucf Hotel Venture Iii			1

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101	3/31/23	903	01-201-000-0000-6410 Office Supplies	83.99	D	Kleenex for Records	Amazon.Com, Inc.			1
102	3/31/23	903	01-201-000-0000-6410 Office Supplies	25.08	D	office supplies	Wal-Mart Stores			1
103	3/31/23	903	01-201-000-0000-6425 Investigation Expense	29.98	D	Memory Card & Batteries	Amazon.Com, Inc.			1
104	3/31/23	903	01-201-000-0000-6438 K-9 Expenses	125.83	D	K9 Boarding	Block, Inc.			1
105	3/31/23	903	01-201-000-0109-6320 Squad 7416 Maintenance	18.54	D	1/Extendable scraper	Lowes Companies, Inc.			1
106	3/31/23	903	01-201-000-0114-6320 Squad 7421 Maintenance	3.53	D	1/Lock De-Icer	Autozone			1
107	3/31/23	903	01-201-000-0115-6320 Squad 7405 Maintenance	129.99	C	Refund on warranty battery	Autozone			1
108	3/31/23	903	01-201-000-0115-6320 Squad 7405 Maintenance	129.99	D	Warrenty batter -charge/refund	Autozone			1
109	3/31/23	903	01-201-000-0117-6320 Squad 7420 Maintenance	51.98	D	Memory Card & Batteries	Amazon.Com, Inc.			1
110	3/31/23	903	01-251-000-0000-6192 Uniform Allowance	147.68	D	Hancuff cases for new hires	Amazon.Com, Inc.			1
111	3/31/23	903	01-251-000-0000-6211 Radio - Computers - Cameras	11.99	D	Training USB	Amazon.Com, Inc.			1
112	3/31/23	903	01-251-000-0000-6211 Radio - Computers - Cameras	169.99	D	Camera for Squad	Amazon.Com, Inc.			1
113	3/31/23	903	01-251-000-0000-6211 Radio - Computers - Cameras	49.99	D	SC Card for Squad Camera	Amazon.Com, Inc.			1
114	3/31/23	903	01-251-000-0000-6406 Program Supplies	129.99	D	Cart for programs	Amazon.Com, Inc.			1
115	3/31/23	903	01-251-000-0000-6406 Program Supplies	17.17	D	inmate educ. video	Netflix, Inc.			1
116	3/31/23	903	01-251-000-0000-6801 Misc Expense	12.84	D	Subscription	Sirius Xm Radio Inc.			1
117	3/31/23	903	01-252-000-0000-6851 Juvenile/Adult Incentives	20.00	D	Good Behavior	Border Foods Llc			1
118	3/31/23	903	01-252-775-0000-6261 Conference & Training - CCA Subsidy	30.00	D	MnATSA Training	Paypal			1
119	3/31/23	903	01-252-775-0000-6261 Conference & Training - CCA Subsidy	430.00	D	MnATSA Conference	Paypal			1
120	3/31/23	903	01-252-775-0000-6261 Conference & Training - CCA Subsidy	30.00	D	MnATSA Training	Paypal			1

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121	3/31/23	903	01-252-775-0000-6330 Travel Expenses - CCA	27.13	D	MACCAC Training Supper	Gm St. Cloud Ventures, LI			1
122	3/31/23	903	01-252-775-0000-6330 Travel Expenses - CCA	27.76	D	MACCAC supper	Gm St. Cloud Ventures, LI			1
123	3/31/23	903	01-252-775-0000-6330 Travel Expenses - CCA	21.50	D	MACCAC training supper	Gm St. Cloud Ventures, LI			1
124	3/31/23	903	01-252-775-0000-6330 Travel Expenses - CCA	268.04	D	MACCAC Hotel	Kelly Midwest Ventures Lp			1
125	3/31/23	903	01-252-775-0000-6330 Travel Expenses - CCA	268.04	D	hotel MACCAC training	Kelly Midwest Ventures Lp			1
126	3/31/23	903	01-252-775-0000-6330 Travel Expenses - CCA	268.04	D	MACCAC Hotel Training	Kelly Midwest Ventures Lp			1
127	3/31/23	903	01-252-775-0000-6330 Travel Expenses - CCA	54.05	D	MACCAC supper kaiya and tara	Gm St. Cloud Ventures, LI			1
128	3/31/23	903	01-252-775-0000-6330 Travel Expenses - CCA	26.04	D	MACCAC supper	Gm St. Cloud Ventures, LI			1
129	3/31/23	903	01-252-775-0000-6330 Travel Expenses - CCA	268.04	D	MACCAC Training	Kelly Midwest Ventures Lp			1
130	3/31/23	903	01-252-775-0000-6330 Travel Expenses - CCA	26.06	D	MACCAC supper	Gm St. Cloud Ventures, LI			1
131	3/31/23	903	01-252-775-0000-6330 Travel Expenses - CCA	20.75	D	MACCAC supper	Vila Inc			1
132	3/31/23	903	01-252-775-0000-6330 Travel Expenses - CCA	27.35	D	MACCAC supper	Vila Inc			1
133	3/31/23	903	01-252-775-0000-6330 Travel Expenses - CCA	19.38	D	MACCAC training supper	Vila Inc			1
134	3/31/23	903	01-252-775-0000-6330 Travel Expenses - CCA	19.57	D	MACCAC supper	Vila Inc			1
135	3/31/23	903	01-252-775-0000-6330 Travel Expenses - CCA	17.00	D	MACCAC Training Supper	Vila Inc			1
136	3/31/23	903	01-253-000-0000-6300 Bldg Repairs & Maintenance	251.00	D	Ceiling Tiles	Alexander Lumber Company			1
137	3/31/23	903	01-253-000-0000-6300 Bldg Repairs & Maintenance	28.49	D	New Belt Heater	Wen-Col Inc			1
138	3/31/23	903	01-253-000-0000-6300 Bldg Repairs & Maintenance	32.75	D	Recycle Light Blubs	Sq Rice County Enviro			1
139	3/31/23	903	01-281-000-0000-6251 Other Administrative Costs	133.39	D	Storage Tub	Fleet Farm Group, Llc			1
140	3/31/23	903	01-281-000-0000-6251 Other Administrative Costs	49.00	D	Monhtly Subscription	Basecamp, Llc			1

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141	3/31/23	903	01-281-000-0000-6806 Skywarn System	31.86	D	Volunteer Service Award	Points Of Light			1
142	3/31/23	903	01-481-460-6009-6241 Membership Dues	70.00	D	LPHG: Membership Dues	Minnesota Government Fina			1
143	3/31/23	903	01-481-460-6009-6261 Conference & Training	198.00	D	QA: Training for Billing	Minnesota Homecare Associ			1
144	3/31/23	903	01-481-460-6009-6410 Office Supplies	13.99	D	LPHG/SEMNFHV: Outreach/Supplie	Amazon.Com, Inc.			1
145	3/31/23	903	01-481-460-6009-6434 Medical Supplies	23.90	D	QA: Client & Medical Supplies	Amazon.Com, Inc.			1
146	3/31/23	903	01-481-460-6009-6434 Medical Supplies	38.18	D	QA: Medical Supplies	Amazon.Com, Inc.			1
147	3/31/23	903	01-481-460-6009-6434 Medical Supplies	26.75	D	QA/CID/COVID: Medical Supply	Amazon.Com, Inc.			1
148	3/31/23	903	01-481-460-6009-6434 Medical Supplies	79.40	D	QA/CID/COVID: Medical Supply	Amazon.Com, Inc.			1
149	3/31/23	903	01-481-460-6009-6434 Medical Supplies	37.97	D	QA: Medical & Patient Supplies	Amazon.Com, Inc.			1
150	3/31/23	903	01-481-460-6009-6434 Medical Supplies	16.77	D	QA: Medical Supplies	Amazon.Com, Inc.			1
151	3/31/23	903	01-481-460-6009-6465 Patient Supplies & Services	13.99	D	QA: Client & Medical Supplies	Amazon.Com, Inc.			1
152	3/31/23	903	01-481-460-6009-6465 Patient Supplies & Services	19.60	D	QA: Medical & Patient Supplies	Amazon.Com, Inc.			1
153	3/31/23	903	01-481-460-6012-6465 Patient Supplies & Services	29.66	D	LTC: Patient Supplies	Amazon.Com, Inc.			1
154	3/31/23	903	01-481-460-6012-6465 Patient Supplies & Services	38.24	D	LTC: Patient Supplies	Amazon.Com, Inc.			1
155	3/31/23	903	01-481-460-6012-6465 Patient Supplies & Services	228.98	D	LTC: Patient Supplies	Amazon.Com, Inc.			1
156	3/31/23	903	01-481-460-6012-6465 Patient Supplies & Services	27.92	D	LTC: Patient Supplies	Amazon.Com, Inc.			1
157	3/31/23	903	01-481-461-6059-6464 General Supplies & Outreach	74.95	D	LPHG/SEMNFHV: Outreach/Supplie	Amazon.Com, Inc.			1
158	3/31/23	903	01-481-461-6059-6464 General Supplies & Outreach	118.68	D	SEMNFHV: Outreach	Amazon.Com, Inc.			1
159	3/31/23	903	01-481-461-6066-6341 Office Rent	265.00	D	MDH: Rent	Einhaus Mattison Carver			1
160	3/31/23	903	01-481-461-6067-6464 General Supplies & Outreach	83.98	D	Mirror & Light - Mother's Room	Amazon.Com, Inc.			1

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161	3/31/23	903	01-481-462-6047-6434 Medical Supplies	1.24	D	QA/CID/COVID: Medical Supply	Amazon.Com, Inc.			1
162	3/31/23	903	01-481-462-6047-6434 Medical Supplies	3.68	D	QA/CID/COVID: Medical Supply	Amazon.Com, Inc.			1
163	3/31/23	903	01-481-462-6047-6434 Medical Supplies	39.00	D	COVID/CID: Medical Supplies	Amazon.Com, Inc.			1
164	3/31/23	903	01-481-464-6061-6464 General Supplies & Outreach	3.57	D	QA/CID/COVID: Medical Supply	Amazon.Com, Inc.			1
165	3/31/23	903	01-481-464-6061-6464 General Supplies & Outreach	10.61	D	QA/CID/COVID: Medical Supply	Amazon.Com, Inc.			1
166	3/31/23	903	01-481-464-6061-6464 General Supplies & Outreach	38.99	D	COVID/CID: Medical Supplies	Amazon.Com, Inc.			1
167	3/31/23	903	01-502-000-0000-6380 Grounds Maintenance	32.75	D	Recycle Light Blubs	Sq Rice County Enviro			1
168	3/31/23	903	01-521-000-0000-6261 Conference & Training	60.00	D	CEU Electrical	Minnesota State Colleges			1
169	3/31/23	903	01-550-000-0000-6410 Operating Supplies - Contracts	67.85	D	Safety Glasses/ Gloves	Amazon.Com, Inc.			1
170	3/31/23	903	10-000-000-0000-1001 Cash	2,134.88	C	BMO Charges Mar	BMO Charges Mar			1
171	3/31/23	903	10-301-000-0000-6261 Conference & Training	288.67	D	MCHAA Conf - Holmen	Block, Inc.			1
172	3/31/23	903	10-301-000-0000-6410 Office Supplies	26.56	D	Command strips & frames	Amazon.Com, Inc.			1
173	3/31/23	903	10-302-000-0000-6525 CSAH Supplies - Aggregate/Asphalt	59.99	D	Packer for pot hole patching	Fleet Farm Group, Llc			1
174	3/31/23	903	10-302-000-0000-6525 CSAH Supplies - Aggregate/Asphalt	6.44	D	Ins card holders for each unit	Wal-Mart Stores			1
175	3/31/23	903	10-302-000-0000-6801 Osha/Safety Supplies	108.17	D	Snowstorm lodging - Born	Midwest Heritage Inn Of			1
176	3/31/23	903	10-302-000-0000-6801 Osha/Safety Supplies	108.17	D	Snowstorm lodging - Jensen	Midwest Heritage Inn Of			1
177	3/31/23	903	10-302-000-0000-6801 Osha/Safety Supplies	108.17	D	Snowstorm lodging - Kasper	Midwest Heritage Inn Of			1
178	3/31/23	903	10-302-000-0000-6801 Osha/Safety Supplies	108.17	D	Snowstorm lodging - Robinson	Midwest Heritage Inn Of			1
179	3/31/23	903	10-302-000-0000-6801 Osha/Safety Supplies	108.17	D	Snowstorm lodging - Witter	Midwest Heritage Inn Of			1
180	3/31/23	903	10-303-000-0000-6330 Travel Expenses	119.00	D	Tschopp Insp training lodging	Traveluro			1

Steele County

JOURNAL ENTRIES



Description MM - MAR 2023 JE C3

RRN	Audit Date	Aud Seq	Account/Formula	Trans Amt	D/C	Desc 1	Desc 2	RC1	RC2	Basis
181	3/31/23	903	10-303-000-0000-6330 Travel Expenses	119.00	D	Tschopp Insp training lodging	Traveluro			1
182	3/31/23	903	10-304-000-0000-6511 Maint Shop Supplies & Materials	23.95	D	Air fresheners	Fleet Farm Group, Llc			1
183	3/31/23	903	10-304-000-0000-6511 Maint Shop Supplies & Materials	62.54	D	Norwex wipes & tire cleaner	Amazon.Com, Inc.			1
184	3/31/23	903	10-304-000-0000-6511 Maint Shop Supplies & Materials	323.40	D	Coupling flanges for Landfill	Kincaid Equipment & Manuf			1
185	3/31/23	903	10-304-000-0000-6511 Maint Shop Supplies & Materials	249.98	D	Aquapell windshield treatments	Amazon.Com, Inc.			1
186	3/31/23	903	10-304-000-0000-6511 Maint Shop Supplies & Materials	19.96	D	USB Charger & cable	Harbor Freight Tools Usa			1
187	3/31/23	903	10-304-000-0000-6511 Maint Shop Supplies & Materials	54.50	D	State Decals	Lexisnexis Vitalchek Netw			1
188	3/31/23	903	10-304-000-0000-6511 Maint Shop Supplies & Materials	44.50	D	Decals	Lexisnexis Vitalchek Netw			1
189	3/31/23	903	10-304-000-0000-6520 Machinery/Vehicle Parts	23.98	D	Snowbroom, unit#2200	Fleet Farm Group, Llc			1
190	3/31/23	903	10-304-000-0000-6520 Machinery/Vehicle Parts	21.04	D	Plastic & cover & box	Lowes Companies, Inc.			1
191	3/31/23	903	10-304-000-0000-6520 Machinery/Vehicle Parts	59.99	D	2000lb 12V electrical utility	Harbor Freight Tools Usa			1
192	3/31/23	903	10-304-000-0000-6520 Machinery/Vehicle Parts	71.55	D	Husky Floor liners, unit#2213	Amazon.Com, Inc.			1
193	3/31/23	903	10-304-000-0000-6520 Machinery/Vehicle Parts	18.98	D	Microphone hang up clip	Amazon.Com, Inc.			1
194	3/31/23	903	38-000-000-0000-1001 Cash	234.74	C	BMO Charges Mar	BMO Charges Mar			1
195	3/31/23	903	38-111-000-0000-6600 Capital Outlay - Buildings and Grounds	39.99	D	Keyboard for EM Move	Amazon.Com, Inc.			1
196	3/31/23	903	38-251-000-0000-6600 Capital Outlay - Detention Center	194.75	D	Cases for inmate ipads	Amazon.Com, Inc.			1
197	3/31/23	903	53-000-000-0000-1001 Cash	32.02	C	BMO Charges Mar	BMO Charges Mar			1
198	3/31/23	903	53-398-000-0000-6381 Cpu Usage & Network Support	10.24	D	CradlePoint Project	Lowes Companies, Inc.			1
199	3/31/23	903	53-398-000-0000-6410 Office Supplies	21.78	D	Phone case for LFO	Amazon.Com, Inc.			1
200	3/31/23	903	81-000-000-0000-1001 Cash	712.39	C	BMO Charges Mar	BMO Charges Mar			1

Steele County

JOURNAL ENTRIES



Description MM - MAR 2023 JE C3

RRN	Audit Date	Aud Seq	Account/Formula	Trans Amt	D/C	Desc 1	Desc 2	RC1	RC2	Basis
201	3/31/23	903	81-230-000-0000-6301 Equip Maint	25.67	D	Transcribing Software	Www.Nchsoftware.Com			1
202	3/31/23	903	81-230-000-0000-6410 Office Supplies	15.35	D	Replacement Dish Wand	Amazon.Com, Inc.			1
203	3/31/23	903	81-230-000-0000-6410 Office Supplies	12.69	D	Notebooks	Amazon.Com, Inc.			1
204	3/31/23	903	81-230-000-0000-6410 Office Supplies	52.66	D	Paper Shredder	Amazon.Com, Inc.			1
205	3/31/23	903	81-230-000-0000-6410 Office Supplies	11.95	D	Stamp Ink Replacement Pad	Amazon.Com, Inc.			1
206	3/31/23	903	81-230-000-0000-6410 Office Supplies	42.63	D	Rubber Stamp	Amazon.Com, Inc.			1
207	3/31/23	903	81-230-000-0000-6410 Office Supplies	38.67	D	File Folder Labels	Amazon.Com, Inc.			1
208	3/31/23	903	81-230-000-0000-6410 Office Supplies	24.98	D	Label Machine Tape	Amazon.Com, Inc.			1
209	3/31/23	903	81-230-000-0000-6480 Non-Capitalized Inventory	422.28	D	Headsets	Amazon.Com, Inc.			1
210	3/31/23	903	81-230-000-0000-6801 Misc. Expense	15.29	D	Replacement Headset Cushions	Amazon.Com, Inc.			1
211	3/31/23	903	81-230-000-0000-6801 Misc. Expense	27.85	D	Wireless Mouse	Amazon.Com, Inc.			1
212	3/31/23	903	81-230-000-0000-6801 Misc. Expense	22.37	D	Wireless Keyboard	Amazon.Com, Inc.			1
Debit Total				24,109.60		Credit Total	24,109.60	Net:	0.00	

PERSONNEL REPORT
June 13, 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>
Katty Hernandez (promotion)	Paralegal/County Attorney	C41/1	06/05/23
Katya Krueger	Correctional Officer/Det. Ctr.	B24/1	06/26/23
Ben Wilson (promotion)	Appraiser I/Assessor's Office	C41/1	07/01/23

Resignations/Retirements/Terminations:

<i>Name</i>	<i>Position</i>	<i>Department</i>	<i>End Date</i>
Jodi Houser (term)	RN	Public Health	05/31/23
Cathy Piepho	Finance Director/Treasurer	Finance/Treasurer	07/14/23

Open Positions-Pending Board Approval:

<i>Position</i>	<i>Department</i>	<i>Notes</i>
RN/PHN (MN Choices Case Manager)	Public Health	Backfill Houser
Asst. Cty. Attorney I or II	Attorney's Office	Backfill Forbes
Finance Director	Finance/Treasurer	Backfill Piepho
Assessment Technician	Assessor's Office	Backfill Wilson
Legal Administrative Assistant	County Attorney	Backfill Hernandez

STAFFING STATUS (Information Only – No Action Required)

Open Positions - Approved to Fill:

<i>Position</i>	<i>Department</i>	<i>Notes</i>
Correctional Officers (1)	Det. Center/Sheriff's Office	Interviewing
Road Deputy (3)	Sheriff's Office	Backgrounding 1 candidate
Adult Probation Officer	Community Corrections	Recruiting
RN/PHN (MN Choices Case Manager)	Public Health	Recruiting
Engineering Technician	Highway	Offer Pending
County Auditor	Auditor's Office	Restructuring Position
Landfill Operator	Landfill/Highway	Recruiting

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: Adopt Resolution Accepting donation for Four Seasons Centre Two Lobby Big Screen Monitors

Department: Administrator's Office

Committee Meeting Date: June 8, 2023

Board Meeting Date: June 13, 2023

Consent Agenda: ☒ Yes ☐ No

Resolution: ☒ Yes ☐ No

Policy Committee Recommendation:

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Recommendation:

Accept the donation from Owatonna Youth Hockey Association for two big screen Monitors for Lobby

Background (*Including Budget Impact*):

Currently we have one monitor. When players come in they need to come to the one monitor to find the rink and locker room that has been assigned to them. The additional monitors will allow players to enter at the other entrances and see the appropriate information quickly making the flow of players less congested and make the process more efficient.

Attachments:

Resolution

RESOLUTION
ACCEPTANCE OF DONATION FOR FOUR SEASONS CENTRE TWO LOBBY BIG
SCREEN MONITORS:

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

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

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

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

- Owatonna Youth Hockey Association
- Big Screen Monitors for Each Lobby

Dated this _____ day of _____ 2023.

STEELE COUNTY BOARD OF COMMISSIONERS

Chair

CERTIFICATION

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

Steele County Auditor



Steele County Agenda Item

Subject: Accept Proposal for the Four Seasons Centre East Arena exterior repaint from Willies Painting in an amount of \$99,100.00

Department: Parks & Recreation

Committee Meeting Date: June 8, 2023

Board Meeting Date: June 13, 2023

Consent Agenda: X Yes ☐ No

Resolution: ☐ Yes ☐ No

Policy Committee Recommendation:

Committee recommends accepting proposal from Willies Painting in an amount of \$99,100 for Scraping/power washing existing exterior surface of the East Arena back to sound adhesion and repaint.

Recommendation:

Staff recommends moving forward with the repainting of the East Arena Exterior

Background (Including Budget Impact):

The exterior of the Four Seasons Centre East Arena has not been repainted in over 30 years. Visually, on the exterior of the facility, it is showing fading and discoloration and it is time for a fresh coat of paint. Budget number for this project was set at \$90,000.00.

Attachments:

Painting Proposal and Specification

Comparison of Proposals

Apex Painting Proposal

Willies Painting Proposal

INSTRUCTIONS TO PROPOSER:

The foregoing is an explanation of the purpose and requirements for the Four Seasons Centre EAST ARENA exterior repaint.

Steele County is seeking a firm to prepare and repaint the EAST ARENA exterior of the Four Seasons Centre.

Each proposer shall submit a price to thoroughly prepare and repaint the EAST ARENA exterior of the Four Seasons Centre. An explanation of prep work and painting shall also be included in proposal.

Items to be included with proposal:

- Three References
- Certificate of Insurance

Proposals are due by 3:00pm on May 19, 2023.

Any questions regarding this project should be referred to Four Seasons Centre Director, Steve Schroht, at 507-390-4647.

Proposal and Specifications:

Four Seasons Centre – East Arena Exterior Repaint

- I. **GENERAL:** The following specifications attached shall constitute the minimum acceptable specifications for the work for which proposals are requested

The word “Owner” used in these specifications refers to Steele County, Minnesota.

A proposal may not be withdrawn within thirty (30) days after the scheduled closing time for receipt of proposals without the consent of the owner.

- II. **SCHEDULE FOR COMPLETION OF WORK:**

Each potential contractor shall specify, in their proposal, the time required for completion of work.

Work shall begin anytime after the date of September 1st, 2023. Work must be completed before weather and substrate get too cold to apply products, based on their minimum temp according to the products data page. Contractor must work directly with Four Seasons Centre Manager to accommodate all events scheduled at the Four Seasons Centre during the duration of the project.

III. **DETAILED SPECIFICATIONS:**

No important deviation from the terms of this specification is acceptable.

IV. **CONSIDERATION OF PROPOSALS:**

The owner reserves the right to evaluate all proposals received on the basis of the general conformance with these specifications, the completion of work schedules, and other criteria affecting the suitability of the item proposed, and to consider such evaluation in awarding contracts for the furnishing of the proposal items specified.

V. **INSURANCE:**

The contractor must provide a certificate of insurance naming the County of Steele as an additional insured in an amount of no less than \$1,500,000.00 per occurrence.

VI. **PAYMENT:**

Payment will be made or begin within thirty (30) days after the completion of work and inspected to the satisfaction of the owner.

MINIMUM SPECIFICATIONS FOR EXTERIOR PAINTING:

GENERAL: It is the intent of these specifications to specify the minimum requirements for prepping and painting the EAST ARENA **WHITE** exterior walls of the Four Seasons Centre.

MATERIALS: The contractor shall prepare the surface, patch, caulk, and paint the exterior walls according to the specs. The contractor shall supply and use specified product. Material shall be used in accordance with the manufacture's specification. Paint data pages will be attached.

1. Loxon XP flat, 2 coats direct to surface after properly prepped.

CONSTRUCTION DETAILS:

GENERAL:

The contractor shall patch, caulk, or seal any cracks or chips on the exterior walls. Paint shall be applied at recommended spread rate/film thickness according to the data page of the product used.

SURFACE PREPARATION:

Previous painted surfaces must be free of chalk, grease, oil, wax, or other contaminants and loose / flaking paint. All loose and peeling paint must be scraped and power washed or sand blasted back to sound adhesion. All waste material must be properly cleaned up / disposed of daily. Complete removal of existing coating is not required, providing existing paint is still firm/solid and shows no degradation.

COATING APPLICATION:

Coatings may be applied by sprayer, brush, or roller per manufacturer recommendations. The 2nd coat must follow recoat guidelines based on the data page of the product attached. All surfaces shall receive two coats of the topcoat paint. The contractor can apply additional paint to rough surfaces that display a low film build.

WEATHER LIMITATIONS: Painting shall not occur when in the opinion of the owner, weather conditions are unfavorable.

APPEARANCE: All surfaces shall be free of runs, drips, sags, pinholes, etc.

WARRANTY: Material used will be warrantied for up to 5 years upon completion. Sherwin-Williams will provide an official warranty to all parties involved once project is completed and owner is satisfied. Sherwin-Williams cannot provide a warranty prior to job completion.

PROPOSAL OPTIONS:

Each proposer may submit a proposal to complete the work under either Option A, Option B, or both.

OPTION A:

Total removal of existing paint / surface coating via sand blasting.

OPTION B:

Scraping / power washing existing surface back to sound adhesion.

PROPOSAL FORM

It is understood that the proposer must submit a price for thorough preparation and repainting of the Four Seasons Centre EAST ARENA exterior.

It is understood that proposals may not be withdrawn for a period of sixty (60) days after the due date.

In submitting the quote, it is understood that Steele County reserves the right to reject any and all proposals, to waive irregularities and informalities therein, and to award the contract to the best interests of Steele County.

Respectfully submitted,

Name of Proposer

(A Corporation), (A Partnership), (An Individual)

By: _____

Title: _____

Business Address: _____

Telephone Number:

Email Address:

Option A Base Bid:

Option B Base Bid:

FOUR SEASONS CENTRE EAST ARENA EXTERIOR PAINT PROPOSALS:

	<u>APEX PAINTING</u>	<u>WILLIES PAINTING</u>
OPTION A:	\$188,000.00	N/A
OPTION B:	\$158,000.00	\$99,100.00
OPTION C:	\$115,000.00	N/A

NOTES:

- * Original Budget Number was \$180,000.00*
- * Budget Number Cut to \$90,000.00 Late in Budget Process*
- * Willies Painting Warranty for Option B is 5 Years*
- * Apex Painting Warranty for Option A is 30 years*
- * Apex Painting Warranty for Option B is 3 - 5 years*
- * Apex Painting Warranty for Option C is 1 year*
- * There is an Additional Layer of Stucco on East Wall*

Option A = Total Paint Removal via Sand Blasting

Option B = Scraping / Power Washing to Sound Adhesion

Option C = Scraping / Power Washing / Coating with Conditioner



apexpaintig.biz

May 19, 2023

Mr. Steve Schroht
Four Seasons Centre
1525 S. Elm
Owatonna, MN 55060

Re: BID to recoat the exterior as per bid request dated 5/11/23.

Mr. Schroht,

Please find below our bid for the repainting of the exterior of the East Rink Section of the Four Seasons Centre Building.

Please know that: Where the "Proposal and Specifications" request refers to "Paint" that we realize it is "Stucco". We also realize that the "Stucco" is limited to the North and South walls and that the East wall is a combination of the following: Original Stucco, a coating of paint, and additional coating of Stucco and an additional coat of paint.

Bid's: Include all labor material and equipment.

Option A: Total removal of existing paint/surface coating via sandblasting \$ 188,000.00

Exception: Removal to be by "Best method" with final substrate profile to be a sandblasted "Brush Blast" profile.

Please note: Because the East wall has additional coats of paint and layers of stucco added to it. The original profile of the CMU may be cosmetically flawed due to sandblasting to achieve complete and total removal.

Option B: Scraping/Power washing existing surface back to sound adhesion \$ 158,000.00

Please note: In option "B" it states to "Scrape/Power Wash existing surface back to sound adhesion" By the time the surface is back to a sound substrate for adhesion it would be back to the original CMU. This opinion is based on our experience, and field spot tests on site. The exception is the East wall where it possesses multiple failed attempts to recoat (see paragraph above).

On the East Wall where and if we can remove as much as possible the failed second application of stucco, we would apply **Loxon Acrylic Conditioner** designed to be used as a guide coat and help adhere to chalky surfaces.

If we may... we would like to offer a third option...

Option C: Pressure wash and scrape as needed to remove dirt and loose materials followed by the application of a coat of Loxon Acrylic Conditioner prior to the application of the two coats of Loxon XP **\$ 115,000.00**

Please Note: This option only covers up the building to turn it white. And is dependent on the Loxon Acrylic Conditioner to help the topcoats adhere to the chalky failing stucco. It can only soak in so far and that eventually it will let go.

Continued:

Schedule: Our bid is based on the ability to commence at our earliest convenience. Starting Sept 1st may be pushing completion within a timely manner prior to the onset of the fall temperatures.

Note: Our bid assumes that no hazardous components are present in the existing stucco such as lead or asbestos. It's probable that silica sand and white cement are what the stucco system includes.

We may choose to remove the bulk of the stucco by waterblasting. Then follow with a brush blast prior to painting to achieve the desired profile. Or we may determine it to be more cost effective to contain and blast off all stucco first from the start. **Best Method TBD.**

All three options include a \$10,000.00 allowance for caulking. We cannot lock in on a hard number for this phase due to the inability to quantify at this time.

Please see attached our certificate of insurance and references.

Thank you for the opportunity to bid on this work.

Coatingly Yours,

Kevin Oyloe

Kevin Oyloe, President
Apex Industries, Inc.
D.b.a. Apex Painting
kevin@apexpainting.biz

Willie's Painting

1811 2nd ave SW
Owatonna, MN 55060
507-451-7424
Willie_goodsell@yahoo.com

To: County of Steele
Four Seasons Centre East Arena
Owatonna, MN 55060
5/11/2023

	Description			Amount
	Pressure wash exterior walls according to specs. Scrape any loose or peeling paint. Place tarps and/or drop clothes to catch loose paint falling to ground. Once dry sweep and pick up remaining paint chips for area to be clean. Patch and caulk any areas in need based on specs. Seal any cracks or chips on the exterior walls. Prime areas as needed and finish paint exterior to specs as follow. After surface preparation, apply Loxon XP Flat, two coats direct to surface. Second coat will follow recoat guidelines based on Loxon XP Flat Sherwin Williams products.			\$99,100
	Total labor and materials			
	Completion time would take approximately 30-45 days.			
	Plywood to be placed on grass areas to not cause ruts or indents on the sides of the building where lifts are used on grass.			
	Work to begin after date of September 1 st and to be completed prior to weather and substrate too cold to apply products.			
Total Proposal				\$99,100

FULLY INSURED

Make all checks payable to: Willie's Painting

THANK YOU FOR YOUR BUSINESS!



Steele County Agenda Item

Subject: On-Sale Beer License

Department: Auditor's Office

Committee Meeting Date: June 6, 2023

Board Meeting Date: June 13, 2023

Consent Agenda: ☒ Yes ☐ No

Resolution: ☐ Yes ☒ No

Policy Committee Recommendation:

Committee recommended approving

Recommendation:

Approve the On-Sale Beer License for Holy Trinity Parish of Litomysl.

Background (Including Budget Impact):

This is an annual renewal request for an On-Sale Beer License for their Summer Event to be held on July 30, 2023 and to waive the fee.

The applicant has provided the certificate of insurance and has the required authorized signatures.

Attachments:

N/A



Steele County Agenda Item

Subject: Contract Award – Milled Rumble Strips on Various Highways

Department: Highway

Committee Meeting Date: June 8, 2023

Board Meeting Date: June 13, 2023

Consent Agenda: ☒ Yes ☐ No

Resolution: ☐ Yes ☒ No

Policy Committee Recommendation:

Move to Board for Approval on Consent.

Recommendation:

Award contract for Milled Rumble Strips on Various Highways, SAP 074-070-007 to Subsurface Preparation Technologies, LLC in the amount of \$119,998.32.

Background (*Including Budget Impact*):

This project will install shoulder rumble strips on all rural county highways that have at least a 1-foot paved bituminous shoulder, or on about a third of the county rural roadway system. Rumble strips are a proven and proactive safety strategy identified in the Steele County Roadway Safety Plan (2012) to address the most common crashes on the county highway system. The CRSP identified that 71% of CSAH/CR crashes occurred in rural areas. Of those crashes, 65% of non-intersection crashes were run-off-the-road crashes with 56% of them being severe injury or fatal.

Federal Highway Safety Improvement Program (HSIP) funds were received for this project which covers 90% of the cost on roads classified as Major Collector or Arterial. The project was advertised for bids which were opened on Tuesday, May 30th. There were two bidders: bid results are shown below.

Bidder	Total Amount	Percent Over/ Under Estimate
Engineer's Estimate	\$221,719.28	N/A
Surface Preparation Technologies, LLC	\$119,988.32	45.88% UNDER
Allstates Pavement Recycling and Stabilization	\$120,368.50	45.71% UNDER

Subsurface Preparation Technologies, LLC. is a responsible contractor capable of performing the work.

Attachments: N/A



Steele County Agenda Item

Subject: Approve Amendment No. 2 to Waste Delivery Contracts 2022

Department: Landfill

Committee Meeting Date: June 8, 2023

Board Meeting Date: June 13, 2023

Consent Agenda: ☒ Yes ☐ No

Resolution: ☐ Yes ☒ No

Policy Committee Recommendation:

Move to Board for Approval on Consent.

Recommendation:

Approve Amendment No. 2 to Waste Delivery Contracts 2022 and authorize the Chair to sign the amendments.

Background (*Including Budget Impact*):

The latest waste delivery contracts were two-year contracts, starting in 2022. The big change to the contracts was the elimination of out of county waste. Each hauler that signed the contract estimated their Steele County tonnage for 2022. Several haulers missed their estimates and have explained why or paid their penalty. We have agreed to allow them to amend their contract for 2023 to better reflect their experience, with the goal of eliminating all out of county waste from being delivered to the Steele County landfill.

Amendment No. 2 amends each hauler's contract to reflect their estimated tonnage for 2023 and reduces the penalty rate for delivering less tonnage than their estimate, an "underage", to be equal to the contract rate.

Attachments:

Amendments

Steele County Waste Delivery Contract 2022

Amendment No. 2

This Amendment No. 2 to the Waste Delivery Contract by and between Steele County and Hauler is effective upon signature of both Parties.

1. Article V.A.1. is amended to read:

Except as otherwise provided in this Contract, Hauler agrees to deliver any and all Acceptable Waste that it collects in the Service Area to the Facility. The Hauler shall provide the County with documentation of the quantity of Acceptable Waste collected in Steele County at the beginning of Contract and as subsequently requested by the County. Based upon delivery records, the Hauler collects from the Service Area an average annual tonnage of Acceptable Waste of One-Hundred-Twenty (120) tons in 2022 and Two-Hundred (200) tons in 2023.

2. Article V.A.3 is amended to read:

The County shall provide Hauler with an annual report on Hauler's delivery amount of Acceptable Waste declared by Hauler to be generated in the Service Area. If such amount deviates from the average annual tonnage in Section V.A.1, above, by more than twenty (20%), the Hauler shall provide written evidence to the County documenting that such deviation, in the case of a delivery shortage, is not due to delivery to another facility, or in the case of an excess delivery is not due to undeclared Waste generated or collected outside of the Service Area. If the County determines that such evidence is not sufficient to justify such deviation, Hauler shall pay the County Forty-Five Dollars (\$45.00) per ton for each ton of a shortage. In the event of an excess delivery, Hauler shall pay the County the difference between the Tipping Fee in Section VI.C and One Hundred Dollars (\$100.00) per ton.

In witness whereof, the Parties have caused this Amendment No. 2 to be executed as of the latest date below.

**STEELE COUNTY
BOARD OF COMMISSIONERS**

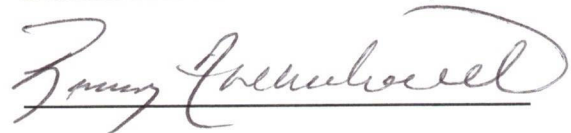
Greg Krueger, Chair

Date

Scott Golberg, Administrator

Date

ARHAMBAULT BROTHERS, INC.



Date

5-20-23

Steele County Waste Delivery Contract 2022

Amendment No. 2

This Amendment No. 1 to the Waste Delivery Contract by and between Steele County and Hauler is effective upon signature of both Parties.

1. Article V.A.1. is amended to read:

Except as otherwise provided in this Contract, Hauler agrees to deliver any and all Acceptable Waste that it collects in the Service Area to the Facility. The Hauler shall provide the County with documentation of the quantity of Acceptable Waste collected in Steele County at the beginning of Contract and as subsequently requested by the County. Based upon Hauler projections, the Hauler intends to collect from the Service Area an annual tonnage of Acceptable Waste of Five-Hundred-Thirty (530) tons.

2. Article V.A.3 is amended to read:

The County shall provide Hauler with an annual report on Hauler's delivery amount of Acceptable Waste declared by Hauler to be generated in the Service Area. If such amount deviates from the average annual tonnage in Section V.A.1, above, by more than twenty (20%), the Hauler shall provide written evidence to the County documenting that such deviation, in the case of a delivery shortage, is not due to delivery to another facility, or in the case of an excess delivery is not due to undeclared Waste generated or collected outside of the Service Area. If the County determines that such evidence is not sufficient to justify such deviation, Hauler shall pay the County Forty-Five Dollars (\$45.00) per ton for each ton of a shortage. In the event of an excess delivery, Hauler shall pay the County the difference between the Tipping Fee in Section VI.C and One Hundred Dollars (\$100.00) per ton.

In witness whereof, the Parties have caused this Amendment No. 2 to be executed as of the latest date below.

**STEELE COUNTY
BOARD OF COMMISSIONERS**

Greg Krueger, Chair

Date

Scott Golberg, Administrator

Date

FLOM DISPOSAL, INC.



Date

6-7-23

Steele County Waste Delivery Contract 2022

Amendment No. 2

This Amendment No. 2 to the Waste Delivery Contract by and between Steele County and Hauler is effective upon signature of both Parties.

1. Article V.A.1. is amended to read:

Except as otherwise provided in this Contract, Hauler agrees to deliver any and all Acceptable Waste that it collects in the Service Area to the Facility. The Hauler shall provide the County with documentation of the quantity of Acceptable Waste collected in Steele County at the beginning of Contract and as subsequently requested by the County. Based upon Hauler projections, the Hauler intends to collect from the Service Area an annual tonnage of Acceptable Waste of Seven-Hundred-Fifty (750) tons in 2022 and Five-Hundred (500) tons in 2023.

2. Article V.A.3 is amended to read:

The County shall provide Hauler with an annual report on Hauler's delivery amount of Acceptable Waste declared by Hauler to be generated in the Service Area. If such amount deviates from the average annual tonnage in Section V.A.1, above, by more than twenty (20%), the Hauler shall provide written evidence to the County documenting that such deviation, in the case of a delivery shortage, is not due to delivery to another facility, or in the case of an excess delivery is not due to undeclared Waste generated or collected outside of the Service Area. If the County determines that such evidence is not sufficient to justify such deviation, Hauler shall pay the County Forty-Five Dollars (\$45.00) per ton for each ton of a shortage. In the event of an excess delivery, Hauler shall pay the County the difference between the Tipping Fee in Section VI.C and One Hundred Dollars (\$100.00) per ton.

In witness whereof, the Parties have caused this Amendment No. 2 to be executed as of the latest date below.

**STEELE COUNTY
BOARD OF COMMISSIONERS**

Greg Krueger, Chair

Date

Scott Golberg, Administrator

Date

KRUCKEBERG INDUSTRIES, LLC.
for Kruckeberg Services (Hauler)

Arjuna CFO/COO

5/23/23
Date

Steele County Waste Delivery Contract 2022

Amendment No. 2

This Amendment No. 2 to the Waste Delivery Contract by and between Steele County and Hauler is effective upon signature of both Parties.

1. Article V.A.1. is amended to read:

Except as otherwise provided in this Contract, Hauler agrees to deliver any and all Acceptable Waste that it collects in the Service Area to the Facility. The Hauler shall provide the County with documentation of the quantity of Acceptable Waste collected in Steele County at the beginning of Contract and as subsequently requested by the County. Based upon Hauler projections, the Hauler intends to collect from the Service Area an annual tonnage of Acceptable Waste of Two-Hundred-Eighty (280) tons in 2022 and Three-Hundred-Fifty (350) tons in 2023.

2. Article V.A.3 is amended to read:

The County shall provide Hauler with an annual report on Hauler's delivery amount of Acceptable Waste declared by Hauler to be generated in the Service Area. If such amount deviates from the average annual tonnage in Section V.A.1, above, by more than twenty (20%), the Hauler shall provide written evidence to the County documenting that such deviation, in the case of a delivery shortage, is not due to delivery to another facility, or in the case of an excess delivery is not due to undeclared Waste generated or collected outside of the Service Area. If the County determines that such evidence is not sufficient to justify such deviation, Hauler shall pay the County Forty-Five Dollars (\$45.00) per ton for each ton of a shortage. In the event of an excess delivery, Hauler shall pay the County the difference between the Tipping Fee in Section VI.C and One Hundred Dollars (\$100.00) per ton.

In witness whereof, the Parties have caused this Amendment No. 2 to be executed as of the latest date below.

**STEELE COUNTY
BOARD OF COMMISSIONERS**

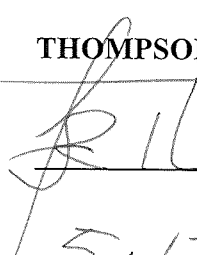
Greg Krueger, Chair

Date

Scott Golberg, Administrator

Date

THOMPSON SANITATION, INC.



5.17.23
Date

Ordinance _____

Steele County Local Housing Trust Fund

SECTION 1.0 PURPOSE, AUTHORITY AND JURISDICTION

1.1 TITLE

This Ordinance shall be known, cited, and referred to as the “Steele County Local Housing Trust Fund Ordinance”. When referred to herein, it shall be known as “this Ordinance”.

1.2 STATEMENT OF PURPOSE

This Ordinance is adopted for the purpose of establishing a fund which allows for the flexibility to respond in innovative ways to address local affordable housing needs.

1.3 STATUTORY AUTHORITY

This Ordinance is adopted pursuant to the authorization and policies contained in Minnesota Statutes, section 462C.16 and Minnesota Statutes 462A.201.

1.4 JURISDICTION

This ordinance shall apply to all areas in Steele County.

SECTION 2.0 DEFINITIONS

Affordability Period. The amount of time the project must meet affordability criteria.

Affordable Housing. Refers to housing that costs 30% or less of a household’s gross income.

Community Advisory Committee. A committee comprised of a mix of elected officials, administrator entity staff, housing organization staff, and residents with lived experience or some other housing expertise tasked with providing oversight of the Local Housing Trust Fund.

Elected officials. Refers to County Commissioners.

Fiscal Agent. The entity which establishes the Local Housing Trust Fund Account.

Fund Administrator. Entity responsible for administration of the Local Housing Trust Fund in accordance with Minnesota Statutes and the local County ordinance.

Local Homeless Prevention Aid. Funding distributed to counties to help local governments ensure no child is homeless within a local jurisdiction by keeping families from losing housing and helping those experiencing homelessness find housing.

Local Housing Trust Fund. A fund established by a local government with one or more dedicated sources of public revenue for housing.

SECTION 3.0 ADMINISTRATION OF LOCAL HOUSING TRUST FUND

3.1 THE AUTHORITY

MN Prairie County Health Alliance (the “Fund Administrator”) shall administer the Local Housing Trust Funds on behalf of Steele County.

3.2 REPORTING AND DOCUMENTATION REQUIREMENTS

The Fund Administrator shall report annually to the County on the use of the Local Housing Trust Fund, including total amount expensed, types of expenses, number of households served, and number of new affordable housing units established.

3.3 ADMINISTRATIVE EXPENSES

The Authority may charge up to 10% of the balance of the fund for program administrative expenses.

SECTION 4.0 OVERSIGHT AND ADVISORY

4.1 COMMUNITY ADVISORY COMMITTEE

A Community Advisory Committee will be established to provide oversight of a LHTF

4.12 The Community Advisory Committee will provide recommendations to the County board regarding general provisions of the Local Housing Trust Fund.

4.13 The Community Advisory Committee will meet one time per year minimally.

4.14 Annually, the Community Advisory Committee will recommend Housing Trust Fund funding priorities and present a budget proposal to the County Board.

4.13 Members may include:

- (a) Elected officials
- (b) Administrator entity staff
- (c) Housing organization staff
- (d) Residents with lived experience
- (e) Residents with housing expertise

4.2 COUNTY BOARD OF COMMISSIONERS

The County Board will make the final decision regarding:

- (a) Defining Housing Trust Fund Funding Priorities
- (b) Approving an annual budget for Housing Trust Fund expenditure priorities
- (c) Defining the housing activities eligible for support from the Local Housing Trust Fund
- (d) Defining target population(s) and establishing parameters about which types of households will be eligible to be served by Local Housing Trust Fund dollars.
- (e) Specify the types of organizations that are eligible to apply for and utilize the proceeds of funding awards.

- (f) Determine the form that a Local Housing Trust Fund award will take, such as grants or loans as well as the specific terms and conditions of these funding awards
- (g) Determine the required affordability period – the amount of time the project must meet affordability criteria.
- (h) Determine the responsibility of a loan grantee if the required affordability period is not fulfilled.

SECTION 5.0 GENERAL PROVISIONS

5.1 FUNDING SOURCES AND FUND MANAGEMENT

- 5.12 Public revenues from one or more sources must be dedicated to the Local Housing Trust Fund. Allocated revenues are protected for housing uses in the community.
- 5.13 Steele County will serve as the fiscal agent of the Local Housing Trust Fund.
- 5.14 90% of the annual County Local Homeless Prevention Aid will be dedicated to the Local Housing Trust Fund through 2028.
- 5.15 Prior to December 31, 2028, will take additional action to determine whether to continue with a Local Housing Trust Fund. If a decision is made to continue, the board will determine one or more sources of public revenues that will be dedicated to the Local Housing Trust Fund.
- 5.16 Other one-time or ongoing funding sources may include, but are not limited to:
 - (a) Donations
 - (b) Bond proceeds
 - (c) Grants and loans from a state, federal or private source
 - (d) Appropriates by a local government to the fund
 - (e) Investment earnings of the fund
 - (f) Housing and redevelopment authority levies
 - (g) Matching funds from a federal or state program designed to fund an affordable housing trust fund

5.2 DISTRIBUTIONS

- 5.21 Authorized expenditures outlined in MN Statutes 462C.16
 - (a) Administrative expenses, but not more than ten percent of the balance of the fund may be spent on administration
 - (b) Make grants, loans and loan guarantees for the development, rehabilitation, or financing of housing
 - (c) Match other funds from federal, state, or private resources for housing projects
 - (d) Provide down payment assistance, rental assistance, and home buyer counseling services

5.3 ANNUAL REPORTING

- 5.31 The Local Housing Trust Fund administrator entity must report annually to the County Board.
- (a) Illustrate the impact on the community's housing needs
 - (b) Characterize the nature of the housing projects and programs supported by the Local Housing Trust Fund
 - (c) Accomplishments in terms of households served
- 5.32 The County must post the annual report on its public website.

SECTION 6.0 EXCEPTION AUTHORITY.

The County Board of Commissioners may review the Trust Fund at any time in its sole and unfettered discretion so long as such exceptions do not violate Minnesota Statutes 462C.16.



Steele County Agenda Item

Subject: Local Housing Trust Fund Ordinance

Department: Administrator's Office

Committee Meeting Date: June 13, 2023

Board Meeting Date: June 13, 2023

Consent Agenda: ☐ Yes ☒ No

Resolution: ☒ Yes ☐ No

Recommendation:

Adopt a Local Housing Trust Fund Ordinance.

Background (*Including Budget Impact*):

During the April 11 Steele County Board Work Session, Karina Schmitz, MNPrairie Housing Resource Specialist, provided details regarding the establishment of a Local Housing Trust Fund (LHTF) in conjunction with a recommendation to appropriate 90% of the member-county's Local Homeless Prevention Aid (LHPA) to seed the LHTF and appropriate the remaining 10% into a fund to be utilized for hotel shelter vouchers. While no formal resolution was adopted on April 11, there was a unanimous agreement among the commissioners to proceed with the subsequent steps in this process.

A next step towards establishment of a Local Housing Trust Fund entails following Steele County's procedure to officially adopt the ordinance.

Attachments:

Local Housing Trust Fund Ordinance



Steele County Agenda Item

Subject: Local Housing Trust Fund Appropriations

Department: Administrator's Office

Committee Meeting Date: June 13, 2023

Board Meeting Date: June 13, 2023

Consent Agenda: ☐ Yes ☒ No

Resolution: ☐ Yes ☒ No

Recommendation:

Appropriate 90% of Steele County's Local Homeless Prevention Aid to the Local Housing Trust Fund and the remaining 10% into a fund to be utilized for hotel shelter vouchers.

Background (*Including Budget Impact*):

During the April 11 Steele County Board Work Session, Karina Schmitz, MNPrairie Housing Resource Specialist, provided details regarding the establishment of a Local Housing Trust Fund (LHTF) in conjunction with a recommendation to appropriate 90% of the member-county's Local Homeless Prevention Aid (LHPA) to seed the LHTF and appropriate the remaining 10% into a fund to be utilized for hotel shelter vouchers. While no formal action was adopted on April 11, there was a unanimous agreement among the commissioners to proceed with the subsequent steps in this process.

Attachments:

STEELE COUNTY PERSONNEL AGENDA ITEM

June 13, 2023 at 5:00 pm

JUNE EMPLOYEE ANNIVERSARIES

(Information Only – No Action Required)

Anniversaries:

<i>Name</i>	<i>Position - Department</i>	<i>Anniv. Date</i>	<i>Yrs. Service</i>
Teresa Dudley	Victim Services Coord. – Cty Attorney	06/02/23	19
Steve Schroht	Park & Recreation Director – Park & Rec.	06/03/23	27
Travis Avelar	Correctional Officer – Detention Center	06/04/23	16
Anthony Buttera	Jail Administrator – Detention Center	06/04/23	16
Bernadette Kehler	Correctional Officer – Detention Center	06/04/23	5
Kathleen Schroeder	Records Supervisor – Sheriff's Office	06/05/23	6
Tom Reineke	County Assessor – Assessor's Office	06/06/23	1
Nikola Miller	Custodian – Facilities	06/07/23	1
Tanner Wobschall	Facilities Maint. Worker – Facilities	06/10/23	10
Tara Pitzl	Probation Officer II – Comm. Corrections	06/12/23	6
Becky Melchert	Records Specialist – Sheriff's Office	06/15/23	6
Cynthia Fowler	Programs Coordinator – Detention Center	06/16/23	20
Adil Lebgue	Correctional Officer – Detention Center	06/16/23	20
Kristen Sailer	Emergency & Risk Management Director – EM	06/21/23	2
Tim Larson	Landfill Operator – Landfill	06/22/23	13
Karen Meier	Administrative Assistant – Sheriff's Office	06/22/23	25
Kendra Sirek	Probation Officer II – Comm. Corrections	06/27/23	5
Meagan Katchmark	Family Support Educator/RN – Public Health	06/27/23	1



Steele County Agenda Item

Subject: Appoint Julia Forbes to fill the remainder of the Steele County Attorney's Term

Department: Administrator's Office

Committee Meeting Date: June 6, 2023

Board Meeting Date: June 13, 2023

Consent Agenda: ☐ Yes ☒ No

Resolution: ☒ Yes ☐ No

Policy Committee Recommendation:

Recommends bringing to full Board

Recommendation:

Appoint Julia Forbes to fill the remainder of the Steele County Attorney's Term

Background (*Including Budget Impact*):

County Attorney Dan McIntosh resigned the office effective May 13, 2023 making the county attorney position vacant in Steele County. Minnesota Statute 375.08 states when a vacancy occurs in the office of an elected county attorney ("office"), the county board shall fill it by appointment.

County accepted applications to fill this appointment and these applications were reviewed on May 25th, 2023 by an ad hoc committee that was appointed by the County Board. The committee review determined that Chief Deputy County Attorney, Julia Forbes, is the most qualified candidate for Steele County Attorney.

Attachments:

Resolution



RESOLUTION APPOINTING JULIA FORBES AS THE STEELE COUNTY ATTORNEY

WHEREAS, Minnesota Statute 375.08 states when a vacancy occurs in the office of an elected county attorney ("office"), the county board shall fill it by appointment; and

WHEREAS, previously elected County Attorney Dan McIntosh resigned the office effective May 13, 2023 making the county attorney position vacant in Steele County; and

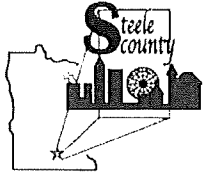
WHEREAS, pursuant to Minnesota Statute 375.08, when a vacancy occurs in an office that has a chief deputy, the Chief Deputy may perform all the duties and functions of the office until it is filled by appointment by the county board.

WHEREAS, the County accepted applications to fill this appointment, these applications were reviewed on May 25th, 2023 and it was determined that Julia Forbes, Chief Deputy County Attorney, was the most qualified applicant for Steele County Attorney; and

WHEREAS, pursuant to Minnesota Statute 388.18, the county board shall annually set by resolution the salary of the county attorney; and

NOW, THEREFORE, BE IT RESOLVED, the Steele County Board of Commissioners appoints Julia Forbes to serve as the Steele County Attorney commencing June 14, 2023, and for the remainder of the current term of office.

THEREFORE, BE IT FURTHER RESOLVED, the annual salary for Julia Forbes as Steele County Attorney in 2023 shall be set at the Steele County Comparable Rating and Wage Scale: E83, commencing June 14, 2023.



Steele County Agenda Item

Subject: Renew of CUP #217 (Klemmensen Pit)

Department: Planning & Zoning

Committee Meeting Date: June 5, 2023

Board Meeting Date: June 13, 2023

Consent Agenda: ☐ Yes ☒ No

Resolution: ☐ Yes ☒ No

Policy Committee Recommendation:

Planning Commission recommends to approve the renewal of CUP #217 with 16 conditions based on the Findings of Fact.

Background *(Including Budget Impact)*:

This request is from Doug Klemmensen to renew Conditional Use Permit #217 allowing the mining of sand and gravel and the stockpiling and processing of recyclable aggregate material on property located in Section 14 of Berlin Township.

Attachments:

Findings of Fact

Location Map

Site Map(s)

Staff Report

Draft Permit

COUNTY OF STEELE
FINDINGS OF FACT
CONDITIONAL USE PERMIT #217

Klemmensen Pit

Applicant:

Doug and Janyce Klemmensen

Land Owners:

Doug and Janyce Klemmensen

Joshua Klemmensen

Project Description:

The mining and processing of sand, gravel and fill material. The stockpiling of aggregate material and the stockpiling and processing of recyclable aggregate material.

Zoning District:

Agricultural District

Ordinance Section:

Condition #14 requires this permit to be renewed.

Property Description:

The SE 1/4 of the NW 1/4 of Section 14, T 105 N, R 21 W, Steele County, Minnesota, excepting therefrom the following described property:

The North 780.00 feet of the East 363.00 feet of the SE 1/4 of the NW 1/4 of Section 14, T 105 N, R 21 W.

AND;

The NE 1/4 of the SW 1/4 of Section 14, T 105 N, R 21, W, Steele County, Minnesota;

AND;

The SE 1/4 of the SW 1/4, Section 14, T 105 N, R 21 W, Steele County, Minnesota;

AND;

The SW 1/4 of the NE 1/4, Section 14, T 105 N, R 21 W, Steele County, Minnesota;

AND;

The NW 1/4 of the SE 1/4, Section 14, T 105 N, R 21 E, Steele County Minnesota;

AND;

All that part of the NE 1/4 of the SE 1/4 and all that part of the South Half of the SE 1/4 of the NE 1/4 of Section 14, T 105 N, R 21 W, Steele County, Minnesota described by:

Commencing at the southeast corner of said NE 1/4 of SE 1/4; thence S 89°21'48" W, assumed bearing, 664.58 feet along the south line of said NE 1/4 of SE 1/4 to the True Point of Beginning; thence N 0°02'52" W 307.08 feet along a line parallel with the east line of said SE 1/4; thence N 89°21'46" E 387.58 feet; thence N 0°02'52" W 49.57 feet; thence N 89°21'48" E 277.00 feet to the east line of said SE 1/4; thence N 0°02'52" W 969.63 feet to the northeast corner of said SE 1/4; thence N 0°00'00" W 663.27 feet to the northeast corner of said S 1/2 of SE 1/4 of NE 1/4; thence S 89°33'32" W 930.18 feet along the north line of said S 1/2 of SE 1/4 of NE 1/4 to the centerline of a drainage ditch; thence S 21°29'03" W 195.12 feet along said ditch centerline; thence S 60°43'00" W 282.55 feet along said ditch centerline to the west line of said S 1/2 of SE 1/4 of NE 1/4; thence S 0°14'42" E 408.35 feet to the southwest corner of said S 1/2 of SE 1/4 of NE 1/4; thence S 0°16'08" E 1329.04 feet to the southwest corner of said NE 1/4 of SE 1/4; thence N 89°21'48" E 657.90 feet to said True Point of Beginning.

EXCEPT the following described property:

Beginning at the southeast corner of said NE1/4 SE1/4; thence S 89°21'48" West a distance of 1039.36 feet, on an assumed bearing on the south line of said NE 1/4, SE 1/4;
thence North 0°02'52" West a distance of 356.65 feet, parallel with the east line of said SE1/4;
thence North 89°21'48" East a distance of 1039.36 feet, parallel with the south line of said NE1/4 SE1/4, to a point of the east line of said SE1/4;
thence South 0°02'52" East a distance of 356.65 feet, on the east line of said SE1/4, to the point of beginning.

Permit History:

1996 – Original permit issued

1999 – Permit amended to include part of the NE ¼ of SE ¼ and part of the S ½ of the SE ¼ of NE ¼.

2000 – Permit appears to be reviewed but no record of a final decision or conditions could be found.

2018 – Permit renewed

Permit Conditions:

1. The applicant shall maintain approved dust control at the entrance to the mine.
2. "Truck Hauling" signs shall be posted when and as required by the County Engineer.
3. A twenty feet buffer of undisturbed soil shall be maintained along JD #2 ROW.
4. All topsoil shall remain at the site.
5. The active mining and un-reclaimed areas shall not exceed ten acres at the east area and ten acres at the west areas at any one time.
6. Equipment shall only be operated between the hours of 6:00 AM and 7:00 PM. Monday thru Saturday.
7. The operator shall establish a stable discharge point for the pumping of water into Judicial Ditch #2. The operator shall be responsible to repair any damage to Judicial Ditch #2 that may occur from the water discharge.
8. The operator shall pay a user fee for industrial discharge into the Judicial Ditch #2 agricultural drainage system. The discharge shall be metered by the operator with the amount of discharge and payment made to the Auditor by the 14th day of January of each year. The discharge rate shall be \$.10 per 10,000 gallons of discharged. This discharge rate will be reviewed along with the Conditional Use Permit at the request of the Operator.
9. Stockpiles of material and equipment shall not be located in the floodplain in a manner that impedes water flows of Judicial ditch #2.
10. No hazardous material may be stored in the floodplain areas.
11. The operator shall meet the requirements of Berlin Township Ordinance #98-1.
12. This permit remains valid during times when the owner/operator is current on all tax obligations. In addition, if notified by the Auditor of a delinquency, the owner/operator is required to either pay the tax or file an appropriate challenge within 30 days or else the permit is null and void.
13. Applicant is responsible to obtain all other federal, state, and local permits and regulations including but not limited to NPDES permits, DNR Water Appropriation Permits, and Minnesota Wetland Conservation Act regulations.
14. Applicant is responsible to initiate renewal proceeding on or before July 1st 2023 or this permit becomes invalid.
15. A 30 feet unexcavated buffer shall remain adjacent to all property lines. Any erosion to neighboring properties as a result of this mine shall be corrected by the applicant.
16. Storage piles of recyclable aggregate materials shall not exceed 30,000 cubic yards. These piles shall not remain onsite more than 5 years unless crushed.

General Criteria for considering a Conditional Use Permit:

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

The planning commission find the project has no impact on parks, schools or utilities. The pit accesses onto SW 57th Ave. (gravel township) to County Road 21 (paved county road) and onto County 14. (paved county road) These roads are adequate to handle the expected truck traffic. Conditions on the permit require the operator to follow Berlin Township requirements. If pumping of the pit occurs, it would outlet into Judicial Ditch #2. Conditions address the extra water flows that would occur should this happen.

2) The use is compatible, separated, or screening from adjacent agricultural or residential land so it will not deter development or depreciated the value of existing properties:

The planning commission find the gravel pit has not affected the value of surrounding agricultural or residential land.

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

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

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

The planning commission find the existing land use is an active mine and agricultural land. The mining has been consistent with the present land uses.

5) The use is consistence with the purpose of the zoning ordinance and zoning district:

The planning commission find gravel mining of aggregate material and the storage and processing of recyclable aggregate material is consistent with the Zoning Ordinance.

6) The use will not creation a traffic hazards or congestion:

The planning commission find the operation has not created traffic hazards or congestion.

7) Existing businesses will not be adversely affected because of curtailment of customer's trade:

The planning commission find the operation does not affect nearby businesses.

8) Adequate utilities, access roads, drainage and other facilities will be provided:

The planning commission find:

Access: The existing access roads are adequate.

Drainage: There are no known drainage tile in the area. Pumping into JD #2 will require a DNR water appropriations permit and additional discharge fees to the ditch system.

Floodplain: Conditions on the permit address the storage of materials in the floodplain.

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

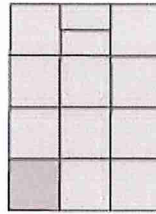
Planning Commission Recommendations:

Based on the information provided and comments received, the Steele County Planning Commission recommends approval of the renewal of CUP #217 with the following conditions change.

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

14. Applicant is responsible to initiate renewal proceeding on or before July 1st ~~2023~~ 2028 or this permit becomes invalid.

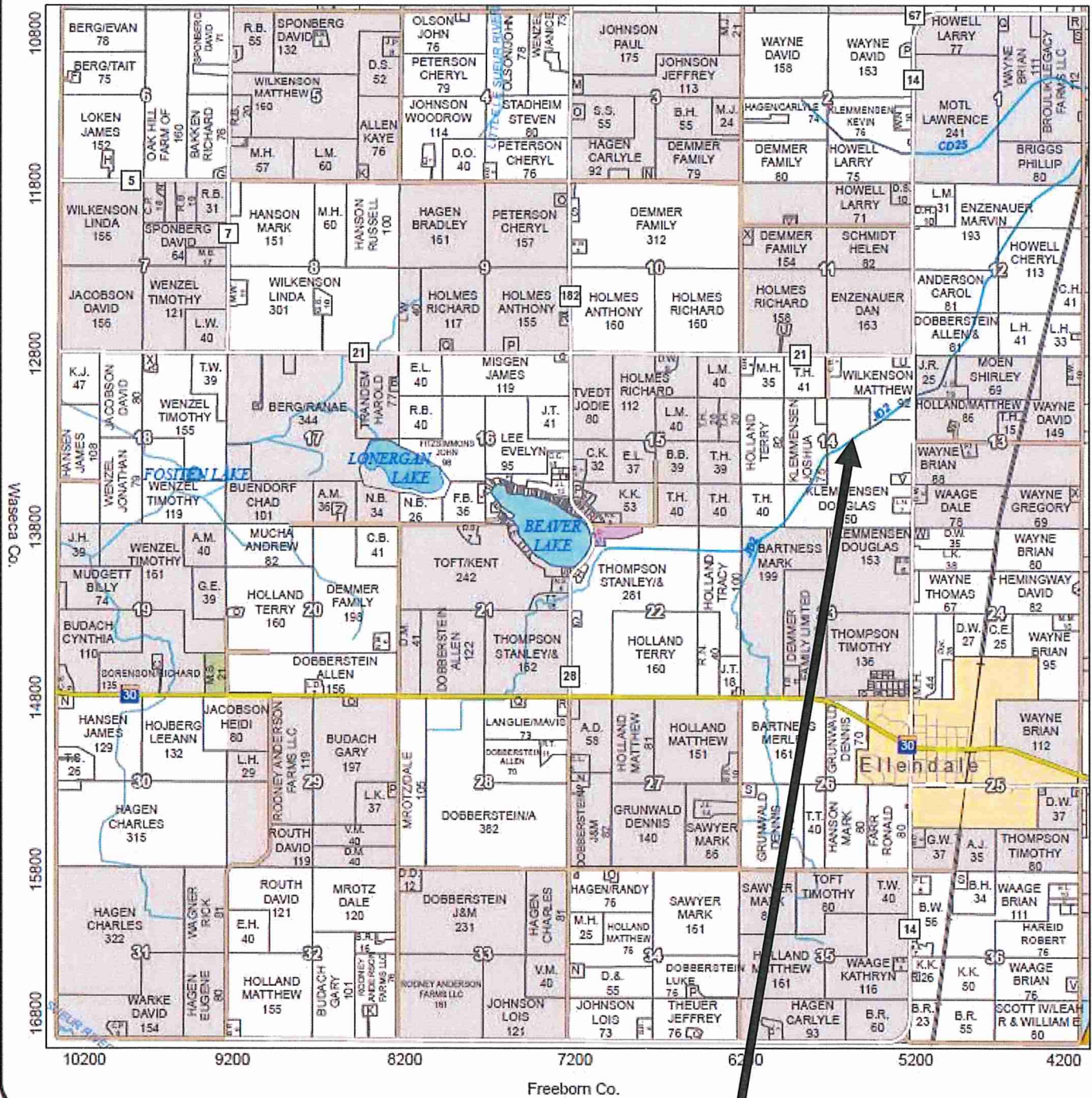
Berlin



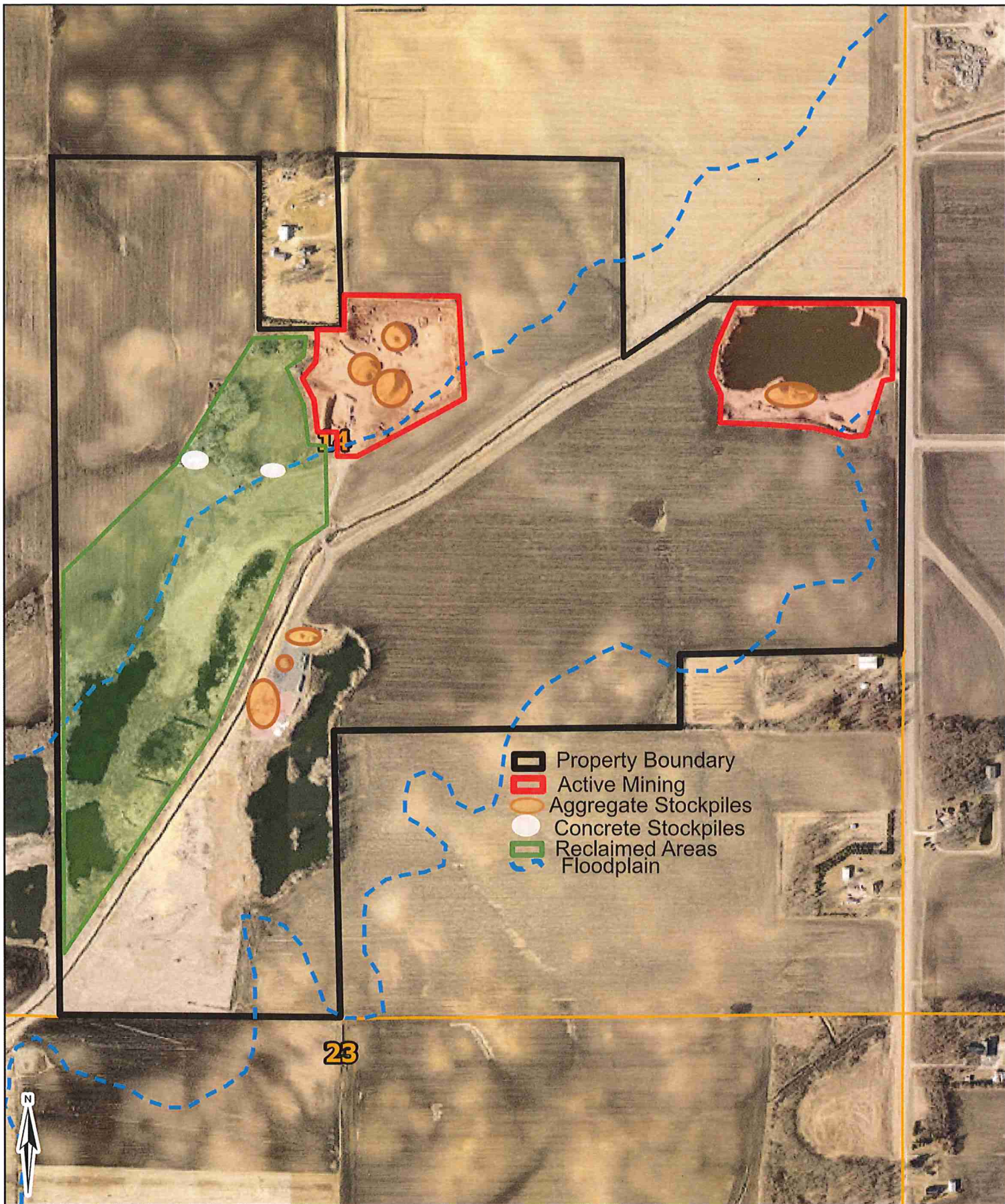
T.105N. - R.21W.



See Pages 14 & 15



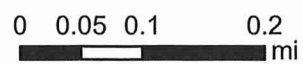
Klemmensen Pit Location



- Property Boundary
- Active Mining
- Aggregate Stockpiles
- Concrete Stockpiles
- Reclaimed Areas
- Floodplain

Klemmensen Pit

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



May 26, 2023

Staff Report
for
2023 Renewal of Conditional Use Permit #217
Doug and Janyce Klemmensen (Klemmensen Pit)

Applicant:

Doug and Janyce Klemmensen

Property Owner(s):

Doug and Janyce Klemmensen
Joshua Klemmensen

Project Location:

The SE 1/4 of the NW 1/4 of Section 14, T 105 N, R 21 W, Steele County, Minnesota, excepting therefrom the following described property:

The North 780.00 feet of the East 363.00 feet of the SE 1/4 of the NW 1/4 of Section 14, T 105 N, R 21 W.

AND;

The NE 1/4 of the SW 1/4 of Section 14, T 105 N, R 21, W, Steele County, Minnesota;

AND;

The SE 1/4 of the SW 1/4, Section 14, T 105 N, R 21 W, Steele County, Minnesota;

AND;

The SW 1/4 of the NE 1/4, Section 14, T 105 N, R 21 W, Steele County, Minnesota;

AND;

The NW 1/4 of the SE 1/4, Section 14, T 105 N, R 21 E, Steele County Minnesota;

AND;

All that part of the NE 1/4 of the SE 1/4 and all that part of the South Half of the SE 1/4 of the NE 1/4 of Section 14, T 105 N, R 21 W, Steele County, Minnesota described by:

Commencing at the southeast corner of said NE 1/4 of SE 1/4; thence S 89°21'48" W, assumed bearing, 664.58 feet along the south line of said NE 1/4 of SE 1/4 to the True Point of Beginning; thence N 0°02'52" W 307.08 feet along a line parallel with the east line of said SE 1/4; thence N 89°21'46" E 387.58 feet; thence N 0°02'52" W 49.57 feet; thence N 89°21'48" E 277.00 feet to the east line of said SE 1/4; thence N 0°02'52" W 969.63 feet to the northeast corner of said SE 1/4; thence N 0°00'00" W 663.27 feet to the northeast corner of said S 1/2 of SE 1/4 of NE 1/4; thence S 89°33'32" W 930.18 feet along the north line of said S 1/2 of SE 1/4 of NE 1/4 to the centerline of a drainage ditch; thence S 21°29'03" W 195.12 feet along said ditch centerline; thence S 60°43'00" W 282.55 feet along said ditch centerline to the west line of said S 1/2 of SE 1/4 of NE 1/4; thence S 0°14'42" E 408.35 feet to the southwest corner of said S 1/2 of SE 1/4 of NE 1/4; thence S 0°16'08" E 1329.04 feet to the southwest corner of said NE 1/4 of SE 1/4; thence N 89°21'48" E 657.90 feet to said True Point of Beginning.

EXCEPT the following described property:

Beginning at the southeast corner of said NE1/4 SE1/4; thence S 89°21'48" West a distance of 1039.36 feet, on an assumed bearing on the south line of said NE 1/4, SE 1/4; thence North 0°02'52" West a distance of 356.65 feet, parallel with the east line of said SE¼; thence North 89°21'48" East a distance of 1039.36 feet, parallel with the south line of said NE1/4 SE1/4, to a point of the east line of said SE1/4; thence South 0°02'52" East a distance of 356.65 feet, on the east line of said SE1/4, to the point of beginning.

Zoning District:

Agricultural

Permitted Uses:

The mining and processing of sand, gravel and fill material. The stockpiling of aggregate material and the stockpiling and processing of recyclable aggregate material.

Permit History:

1996 – Original Permit issued

1999 – Permit amended to include part of the NE ¼ of SE ¼ and part of the S ½ of the SE ¼ of NE ¼.

2000 – Permit appears to be reviewed but no record of a final decision or conditions could be found.

2018 - Review

Permit Conditions:

1. The applicant shall maintain approved dust control at the entrance to the mine.
2. "Truck Hauling" signs shall be posted when and as required by the County Engineer.
3. A twenty feet buffer of undisturbed soil shall be maintained along JD #2 ROW.
4. All topsoil shall remain at the site.
5. The active mining and un-reclaimed areas shall not exceed ten acres at the east area and ten acres at the west areas at any one time.
6. Equipment shall only be operated between the hours of 6:00 AM and 7:00 PM. Monday thru Saturday.
7. The operator shall establish a stable discharge point for the pumping of water into Judicial Ditch #2. The operator shall be responsible to repair any damage to Judicial Ditch #2 that may occur from the water discharge.
8. The operator shall pay a user fee for industrial discharge into the Judicial Ditch #2 agricultural drainage system. The discharge shall be metered by the operator with the amount of discharge and payment made to the Auditor by the 14th day of January of each year. The discharge rate shall be \$.10 per 10,000 gallons of discharged. This discharge rate will be reviewed along with the Conditional Use Permit at the request of the Operator.
9. Stockpiles of material and equipment shall not be located in the floodplain in a manner that impedes water flows of Judicial ditch #2.
10. No hazardous material may be stored in the floodplain areas.
11. The operator shall meet the requirements of Berlin Township Ordinance #98-1.
12. This permit remains valid during times when the owner/operator is current on all tax obligations. In addition, if notified by the Auditor of a delinquency, the owner/operator is required to either pay the tax or file an appropriate challenge within 30 days or else the permit is null and void.
13. Applicant is responsible to obtain all other federal, state, and local permits and regulations including but not limited to NPDES permits, DNR Water Appropriation Permits, and Minnesota Wetland Conservation Act regulations.
14. Applicant is responsible to initiate renewal proceeding on or before July 1st 2023 or this permit becomes invalid.
15. A 30 feet unexcavated buffer shall remain adjacent to all property lines. Any erosion to neighboring properties as a result of this mine shall be corrected by the applicant.
16. Storage piles of recyclable aggregate materials shall not exceed 30,000 cubic yards. These piles shall not remain onsite more than 5 years unless crushed.

Total Area: 250 ac.
Minable Area: 100 ac.
Active Areas: 3.5 ac. on east side.
9.0 ac. on west side.
2.0 ac. of material stockpile.
Reclaimed Areas: 12 acres reclaimed
5.5 ac. of pond on east
17 ac. of pond on west

Natural Elev: Approximately 1200 feet
Permitted Elev: None listed.
Mining Elev: Estimated at 1160 feet

Material Removed: Approximately 62,631 yards reported since 2018
2022 – 3,688 yds.
2021 – 15,778 yds.
2020 – 33,843 yds.
2019 – 3,148 yds.
2018 – 6,174 yds.

Recyclable Amts: Very little, 30 – 40 yds.

Other Permits: NPDES – General Permit
DNR Permit – 1996-5079 (no pumping of water has been reported in last 5 years.)

Road Access: SW 57th Ave. (gravel township) to County Road 21 (paved county road)
The eastern portion accesses onto County 14 (paved county road)

Review Issues: No issues have been reported with these sites.

Reason for Conditional Use Permit Application:

Condition #14 requires the permit to be reviewed.

General Criteria for Issuing Conditional Use Permit:

a) Burden on Existing Public Facilities and Utilities:

Roads and potentially Judicial Ditch #2 are the two public facilities used by the gravel pit. There have been no concerns expressed regarding the road. If pumping does not occur the ditch is not utilized. If the pumping occurs, there are conditions that require the permittee to pay additional into the ditch system.

b) Compatible, Separated, or Screened from Adjacent Agricultural or Residential Properties:

Condition #6 limits the hours of operation from 6:00 am until 7:00 pm. Mon. thru Sat. to mitigate noise on neighboring residential properties. The pit should not have any effect on the surrounding agricultural land.

c) Appearance of Structures and Site not have an Adverse Effect on Adjacent Properties:

The appearance is similar to other gravel pits in the area.

d) Relationship of Proposed Project to Existing Land Use:

The existing land use is an existing permitted gravel pit and farmland.

e) Consistency with Zoning Ordinance and Zoning District:

Gravel mining, crushing and the processing of aggregate materials is consistent with the Zoning Ordinance if approved as a Conditional Use.

f) Creation of Traffic Hazards or Congestion:

There have been no reported issues with truck traffic from this pit. Condition #2 requires signs if requested by the County Engineer.

g) Nuisance Effects on Nearby Business:

There are no permitted businesses in the area.

h) Adequacy of Utilities, Access Roads, Drainage and Other Facilities:

- **Floodplain:** Much of the formerly mined area is located in floodplain. Condition #9 and #10 addresses storage of materials in the floodplain areas.
- **Wetlands:** No known jurisdictional wetlands in the proposed minable area.
- **Tile:** No known tile in the proposed area.

Staff Comments:

If the Planning Commission finds that this site meets the conditions of the permit, they should consider renewing the permit for another 5 years. ~~Strikethrough~~ is deleted, underlined is added.

14. Applicant is responsible to initiate renewal proceeding on or before July 1st ~~2023~~ 2028 or this permit becomes invalid.

CONDITIONAL USE PERMIT**Permit # 217 review**

PARCEL #:	03-014-1202 03-014-1300 03-014-1301 03-014-2100 03-014-2401 03-014-2402 03-014-2403 03-014-3100 03-014-3200 03-014-3201 03-014-4200	HEARING DATE:	06/05/23
DISTRICT:	Agricultural	DECISION DATE:	06/13/23
APPLICANT:	Doug & Janyce Klemmensen	LANDOWNER:	Doug & Janyce Klemmensen
ADDRESS:	14270 SW 52nd Ave. Ellendale, MN 56026	ADDRESS:	14270 SW 52nd Ave. Ellendale, MN 56026

LEGAL DESCRIPTION OF PROPERTY:

See Exhibit A.

REFERENCE ORDINANCE FOR CUP:

Section 703.2 and 702.3 of the Steele County Zoning Ordinance allows gravel mining and the processing of recyclable aggregate material as a conditional use in the agricultural district.

PROPOSED USE(S):

Mining and processing of sand and gravel. The stockpiling of aggregate material and the stockpiling and processing of recyclable aggregate material.

DECISION OF BOARD OF COMMISSIONERSDeny ☐Approve ☒ with 16 conditions.

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

Chair, Steele County Board of Commissioners

Date

Conditions

- 1 The applicant shall maintain approved dust control at the entrance to the mine.
- 2 "Truck Hauling" signs shall be posted when and as required by the County Engineer.
- 3 A twenty feet buffer of undisturbed soil shall be maintained along JD #2 ROW.
- 4 All topsoil shall remain at the site.
- 5 The active mining and unreclaimed areas shall not exceed ten acres at the east area and ten acres at the west areas at any one time.
- 6 Equipment shall only be operated between the hours of 6:00 AM and 7:00 PM. Monday thru Saturday.
- 7 The operator shall establish a stable discharge point for the pumping of water into Judicial Ditch #2. The operator shall be responsible to repair any damage to Judicial Ditch #2 that may occur from the water discharge.
- 8 The operator shall pay a user fee for industrial discharge into the Judicial Ditch #2 agricultural drainage system. The discharge shall be metered by the operator with the amount of discharge and payment made to the Auditor by the 14th day of January of each year. The discharge rate shall be \$.10 per 10,000 gallons of discharged. This discharge rate will be reviewed along with the Conditional Use Permit at the request of the Operator.
- 9 Stockpiles of material and equipment shall not be located in the floodplain in a manner that impedes water flows of Judicial ditch #2.
- 10 No hazardous material may be stored in the floodplain areas.
- 11 The operator shall meet the requirements of Berlin Township Ordinance #98-1.
- 12 This permit remains valid during times when the owner/operator is current on all tax obligations. In addition, if notified by the Auditor of a delinquency, the owner/operator is required to either pay the tax or file an appropriate challenge within 30 days or else the permit is null and void.
- 13 Applicant is responsible to obtain all other federal, state, and local permits and regulations including but not limited to NPDES permits, DNR Water Appropriation Permits, and Minnesota Wetland Conservation Act regulations.
- 14 Applicant is responsible to initiate renewal proceeding on or before July 1st 2028 or this permit becomes invalid.
- 15 A 30 feet unexcavated buffer shall remain adjacent to all property lines. Any erosion to neighboring properties as a result of this mine shall be corrected by the applicant.
- 16 Storage piles of recyclable aggregate materials shall not exceed 30,000 cubic yards. These piles shall not remain onsite more than 5 years unless crushed.

CONDITIONAL USE PERMIT

Permit # 217 review

CERTIFICATION

I hereby certify that the above is a true and correct copy of the decision approved by the Steele County Board of Commissioners on the _____ day of _____, 2023.

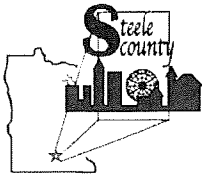
Steele County Auditor

Date

This document prepared by Steele County Planning and Zoning Director

Director, Steele County Planning & Zoning

Date



Steele County Agenda Item

Subject: CUP #434 (Willert)

Department: Planning & Zoning

Committee Meeting Date: June 5, 2023

Board Meeting Date: June 13, 2023

Consent Agenda: ☐ Yes ☒ No

Resolution: ☐ Yes ☒ No

Policy Committee Recommendation:

Planning Commission recommends approval with 4 conditions based on the Findings of Fact.

Background (*Including Budget Impact*):

This request is from Amber Willert to operate a sewing kit assembly business from property located at 2376 Rose Street.

Attachments:

Findings of Fact

Location Map

Site Map(s)

Staff Report

Draft Permit

**COUNTY OF STEELE
FINDINGS OF FACT
CONDITIONAL USE PERMIT #434**

Applicant:

Amber Willert

Land Owner(s):

Dennis Ringhofer

Project Description:

Assembly of sewing kits for schools to use in Family and Consumer Science (FACS) Classes.

Zoning District(s):

Interim Agricultural

Ordinance Section:

Section 804 allows all uses allowed through the issuance of a conditional use permit in the Agricultural District as also allowed in the Interim Agricultural District.

Section 704.16 allows "Other similar uses as determined by the Planning Commission and the Steele County Board"

Property Address:

2376 Rose Street
Owatonna, MN 55060

Project Site Legal Description:

Commencing at the SE corner of the E 1/2 of NE 1/4 of Section 11, Township 107 North, Range 20 West, running thence North along the East line of said Section 275 feet, thence West 432 feet, thence South 275 feet, running thence East 432 feet to the point of beginning.

General Criteria for considering a Conditional Use Permit:

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

The planning commission finds the proposal will not affect parks or schools. Electrical service is already provided to the site. Water is provided by a private well and sewage is treated by a private septic system.

2) The use is compatible, separated, or screening from adjacent agricultural or residential land so as not to depreciate their values or deter the development of vacant land:

The planning commission finds the proposal will have no effect on agricultural land in the area.

The property is already surrounded by developed residential property both in the City of Owatonna, and across the road. All activity will occur in the existing building so there should be no effects on these properties.

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

The planning commission finds all activity will take place inside the building. There will be no onsite sales and the owner is projected to be the only employee. The appearance should not change from existing.

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

The planning commission finds the proposal is being located in an existing building on a 2.73 acres parcel that also contains D&D Yard Service. The property has had commercial / industrial uses for decades and could be easily converted to this use. Only remodeling of existing buildings is being proposed.

5) The use is consistence with the purpose of the zoning ordinance and zoning district:

Zoning Ordinance:

The planning commission finds given the past use of the property and the presences of existing buildings, the propose business would be consistent with the zoning ordinance and zoning district.

6) The use will not creation a traffic hazards or congestion:

The planning commission finds the expected traffic to the site will not cause traffic hazards or congestions.

7) Existing businesses will not be adversely affected because of curtailment of customers trade brought about by intrusion of noise, glare, vibration or other nuisances:

The planning commission finds the proposed use will not negatively affect nearby businesses.

8) Adequate utilities, access roads, drainage and other facilities will be provided:

The planning commission finds:

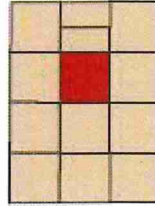
- **Access:** The current accesses onto Rose Street are adequate.
- **Drainage:** All activities are inside existing an existing building. Drainage will not change from existing.
- **Water:** Water is provided by a private well.
- **Sewage:** Sewage is treated by a private septic system.

Planning Commission Recommendations:

Based on the information provided and comments received, the Steele County Planning Commission recommends approval of Conditional Use Permit request #434 with the following conditions.

1. All remodeling shall be done in accordance with applicable building codes.
2. No outside storage.
3. No retail store sales from site.
4. Business can have a maximum of 4 employees.

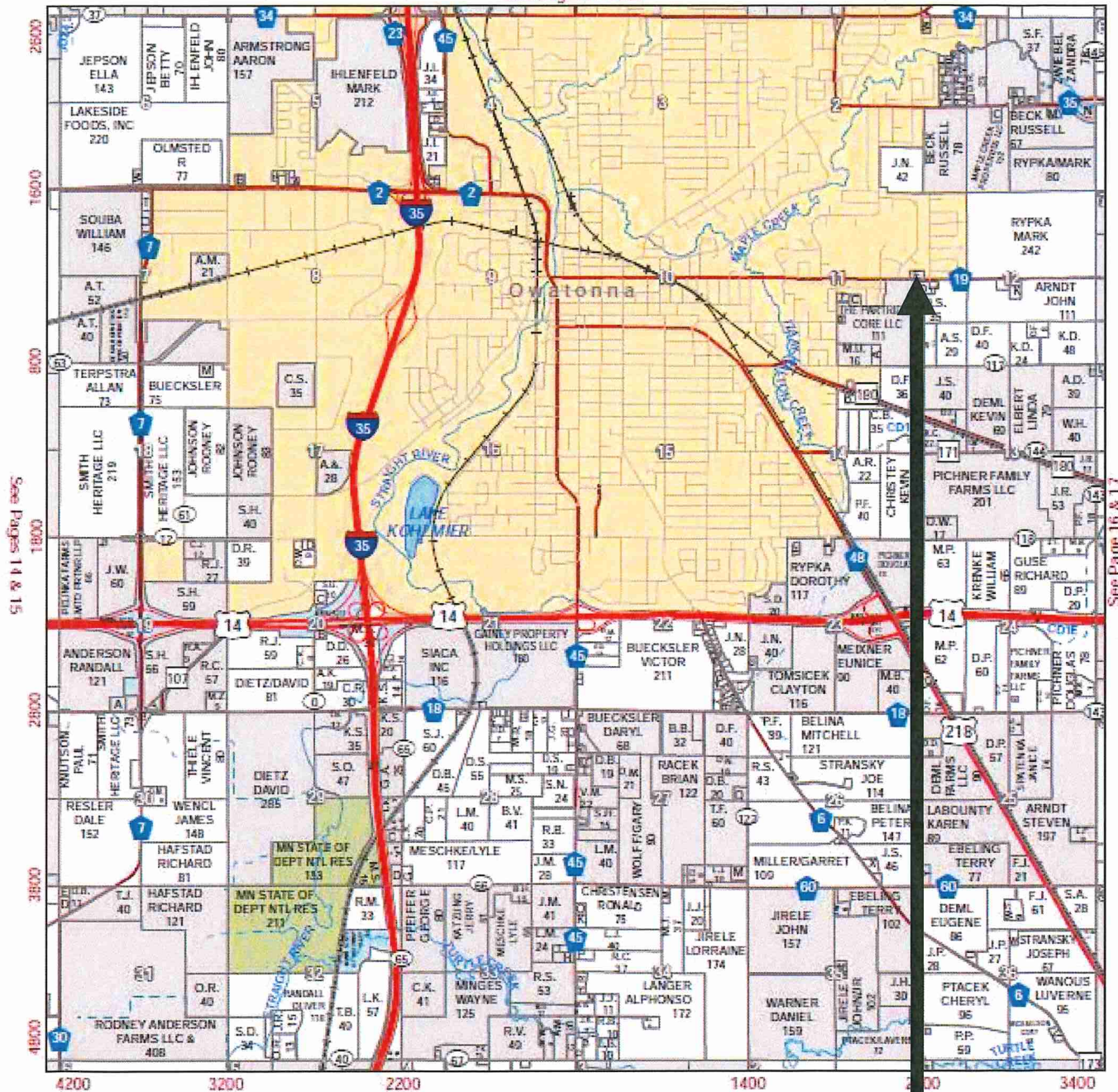
Owatonna



T.107N. - R.20W.



See Pages 24 & 25



See Pages 14 & 15

See Page 16 & 17

Proposed Pineapple Appeal Location
2376 Rose Street

17-375-0001

17-375-0309

08-011-1201

Pineapple
Appeal

Rose Street



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

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Pineapple Appeal

May 09, 2023

129 of 142



Staff Report
for
Conditional Use Permit # 434
Pineapple Appeal

Applicant:

Amber Willert

Property Owner(s):

Dennis Ringhofer

Property Address:

2376 Rose Street
Owatonna, MN 55060

Property Legal Description:

Commencing at the SE corner of the E 1/2 of NE 1/4 of Section 11, Township 107 North, Range 20 West, running thence North along the East line of said Section 275 feet, thence West 432 feet, thence South 275 feet, running thence East 432 feet to the point of beginning.

Project Description:

Assembly of sewing kits for schools to use in Family and Consumer Science (FACS) Classes.

Zoning District:

Interim Agricultural

Reason for Conditional Use Permit Application:

Section 804 allows all uses allowed through the issuance of a conditional use permit in the Agricultural District as also allowed in the Interim Agricultural District.

Section 704.16 allows "Other similar uses as determined by the Planning Commission and the Steele County Board"

General Criteria to consider for a Conditional Use Permit:

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

The proposal will not affect parks or schools. Electrical service is already provided to the site. Water is provided by a private well and sewage is treated by a private septic system installed in 2019.

2) The use is compatible, separated, or screening from adjacent agricultural or residential land so as not to depreciate their values or deter development:

The property is already surrounded by residential developed property both in the City of Owatonna, and across the road. There are also some agricultural fields across the road. Since this surrounding property is already developed the use will not deter future development of the residential property nor should it effect the agricultural property.

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

All activity will take place inside the building. There will be no onsite sales and the owner is projected to be the only employee. The appearance should not change from existing.

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

The existing property is 2.73 acres and contains several buildings. D&D Yard Service currently operates a lawn service / snow removal business from the site permitted by CUP #417. Previous to that, it housed a welding shop and a topper manufacturing business. The applicant will use a portion of one of the buildings to assemble and package the sewing kts and store the materials. The building official has viewed the building and indicated the necessary permits that will be required to modify the building.

5) The use is consistence with the zoning ordinance and zoning district:

The applicant is applying under Section 704.16 which allows "Other similar uses as determined by the Planning Commission and the Steele County Board". The Planning Commission will need to determine if this is an appropriate use in this circumstance.

6) The use will not creation a traffic hazards or congestion:

Traffic will be minimal as there will be no retail sales from this site and the owner is projected to be the only employee. This amount of traffic is not expected to be great enough to create congestion. The site and access would not change from the existing.

7) Existing businesses will not be adversely affected because of curtailment of customers trade brought about by intrusion of noise, glare, vibration or other nuisances:

The existing business in the area other than D&D Yard Service include Turtle Creek Nursery. This business should not have any effect on the nursery.

8) Adequate utilities, access roads, drainage and other facilities will be provided:

Access:	The current accesses off of Rose Street are not expected to change.
Drainage:	Drainage should not change from existing nor should runoff increase.
Water:	Water is provided by a private well.
Sewage:	A new septic was installed in 2019 and is sized for 10 employees. This includes employees from the Yard Service business and this business.

Staff Comments:

If the planning commission recommends approval of this permit, they may want to consider the following conditions.

1. All remodeling shall be done in accordance with applicable building codes.
2. No outside storage.
3. No retail store sales from site.
4. Business can have a maximum of 4 employees.

CONDITIONAL USE PERMIT**PERMIT#****434**

PARCEL #:	<u>08-011-1201</u>	HEARING DATE:	<u>06/05/23</u>
DISTRICT:	<u>Interim Agriculture</u>	DECISION DATE:	<u>06/13/23</u>

APPLICANT:	<u>Amber Willert</u>	LANDOWNER:	<u>Dennis Ringhofer</u>
ADDRESS:	<u>5964 81st Street SE</u>	ADDRESS:	<u>7580 14th Ave. SE</u>
	<u>Blooming Prairie, MN 55917</u>		<u>Owatonna, MN 55060</u>

PROPERTY ADDRESS:

2376 Rose Street
Owatonna, MN 55060

LEGAL DESCRIPTION OF PROPERTY:

Commencing at the SE corner of the E 1/2 of NE 1/4 of Section 11, Township 107 North, Range 20 West, running thence North along the East line of said Section 275 feet, thence West 432 feet, thence South 275 feet, running thence East 432 feet to the point of beginning.

REFERENCE ORDINANCE FOR CUP:

Section 704.16 and Section 802 of the Steele County Zoning Ordinance

PROPOSED USE(S):

Assembly of sewing kits for schools to use in Family and Consumer Science (FACS) Classes.

DECISION OF BOARD OF COMMISSIONERSDeny ☐Approve ☒ with 4 conditions.

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

Chair, Steele County Board of Commissioners

Date

CONDITIONAL USE PERMIT**PERMIT#****434**

Conditions

- 1 All remodeling shall be done in accordance with applicable building codes.
 - 2 No outside storage.
 - 3 No retail store sales from site.
 - 4 Business can have a maximum of 4 employees.
-

CERTIFICATION

I hereby certify that the above is a true and correct copy of the decision approved by the Steele County Board of Commissioners on the _____ day of _____, 2023.

Steele County Auditor

Date

This document prepared by Steele County Planning and Zoning Director

Director, Steele County Planning & Zoning

Date

**Minutes of the
Steele County Planning Commission
June 5th, 2023**

Call to Order:

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

Agenda:

Motion by Ingvaldson, second by Lammers to approve the agenda as submitted. Motion passed unanimously.

Minutes:

Motion by Queen, second by Spatenka to approve the Dec 5th, 2022, minutes as submitted. Motion passed unanimously.

Minutes:

Motion by Dinse, second by Ingvaldson to approve the May 1st, 2023, minutes as submitted. Motion passed unanimously.

Building Permits:

The building permits for April were reviewed.

County Board Action

Oolman reported the County Board approved IUP 2023-01 for Ulland Brothers as recommended by the planning commission.

CUP #434 (Amber Willert- Pineapple Appeal)

This request is from Amber Willert to operate a sewing kit assembly business from property located in the SE ¼ of the NE ¼, Section 11, Owatonna Township on property owned by Dennis Ringhofer. The property address is 2376 Rose Street.

The public hearing was opened.

- *Nick Peake* -1815 Keller Pl NE expressed concerns that conditions of CUP #417 issued to D&D Yard Service on the same property were not being followed. Specifically, some of the trees in the screening had died and they were operating outside the stated hours. He also had concern with water draining off this site onto neighboring yards.
- *Steve Nordahl*-1825 Keller Pl NE, expressed concerns about the drainage from the property onto his property and the property next door. They would like the county and the city to address the drainage issues.

Discussion by commission members.

- It was felt the drainage issue was not related to this request nor created by activities covered under the existing CUP #417 issued to D&D yard Service. Since the water naturally flows that way, the County would not have any authority to make the property owner direct it to the stormwater ponds east or west of the site as suggested by the landowners. Nor could they mandate the City allow a diversion or tile into their ponds. Unfortunately, this issue would have to be addressed between the property owners and the City.
- Oolman indicated he can address the dead trees and operating outside of hours listed in the permit.

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

Motion by Ingvaldson, second by Dinse to recommend approval of CUP #434 with the following conditions:

1. All remodeling shall be done in accordance with applicable building codes.
2. No outside storage.
3. No retail store sales from site.
4. Business can have a maximum of 4 employees.

Motion passed unanimously.

Renew of CUP 217 (Klemmensen Pit)

This request is from Doug Klemmensen to renew Conditional Use Permit #217 allowing the mining of sand and gravel and the stockpiling and processing of recyclable aggregate material on property located in Section 14 of Berlin Township.

The public hearing was opened. As there were not comments the public hearing was closed.

Motion by Lammers, second by Queen to recommend approval of the Renewal of CUP 217 with the following conditions: (~~strikethrough~~ is deleted, underlined is added)

1. The applicant shall maintain approved dust control at the entrance to the mine.
2. "Truck Hauling" signs shall be posted when and as required by the County Engineer.
3. A twenty feet buffer of undisturbed soil shall be maintained along JD #2 ROW.
4. All topsoil shall remain at the site.
5. The active mining and un-reclaimed areas shall not exceed ten acres at the east area and ten acres at the west areas at any one time.
6. Equipment shall only be operated between the hours of 6:00 AM and 7:00 PM. Monday thru Saturday.
7. The operator shall establish a stable discharge point for the pumping of water into Judicial Ditch #2. The operator shall be responsible to repair any damage to Judicial Ditch #2 that may occur from the water discharge.
8. The operator shall pay a user fee for industrial discharge into the Judicial Ditch #2 agricultural drainage system. The discharge shall be metered by the operator with the amount of discharge and payment made to the Auditor by the 14th day of January of each year. The discharge rate shall be \$.10 per 10,000 gallons of discharged. This discharge rate will be reviewed along with the Conditional Use Permit at the request of the Operator.
9. Stockpiles of material and equipment shall not be located in the floodplain in a manner that impedes water flows of Judicial ditch #2.
10. No hazardous material may be stored in the floodplain areas.
11. The operator shall meet the requirements of Berlin Township Ordinance #98-1.
12. This permit remains valid during times when the owner/operator is current on all tax obligations. In addition, if notified by the Auditor of a delinquency, the owner/operator is required to either pay the tax or file an appropriate challenge within 30 days or else the permit is null and void.
13. Applicant is responsible to obtain all other federal, state, and local permits and regulations including but not limited to NPDES permits, DNR Water Appropriation Permits, and Minnesota Wetland Conservation Act regulations.
14. Applicant is responsible to initiate renewal proceeding on or before July 1st ~~2023~~ 2028 or this permit becomes invalid.

15. A 30 feet unexcavated buffer shall remain adjacent to all property lines. Any erosion to neighboring properties as a result of this mine shall be corrected by the applicant.
16. Storage piles of recyclable aggregate materials shall not exceed 30,000 cubic yards. These piles shall not remain onsite more than 5 years unless crushed.

Motion passed unanimously.

Adjournment:

Motion by Spatenka, second by Dinse to adjourn. Motion passed. Meeting adjourned at 7:27pm.

DRAFT



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

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

Tuesday, June 6, 2023 at 8:00 a.m. – Steele County Boardroom

Attendees: Commissioner Abbe, Commissioner Krueger, Finance Director Cathy Piepho, Human Resource Director Julie Johnson, IT Director Dave Purscell, and Administrator Scott Golberg.

Consent Agenda

1. Committee recommends approving the on-sale Beer License for Holy Trinity Parish of Litomysl

Information

- Summer employee appreciation picnic discussion. Recommendation to have the picnic in the month of August. Suggestion by the committee is Wednesday, August 9th. Event is funded through the wellness fund.
- Local Housing Trust Fund review. Advisory Committee would have an assigned commissioner, the committee would make recommendation on how to spend the funds, the Steele County Board of Commissioners would need to approve the recommendations and MNPrarie would implement the approved requests in the administrator role. The funds for each county would be held separately.
- County Attorney Appointment. The group met and reviewed applications. There will be a resolution coming forward to recommend the appointment of Julia Forbes to the position.
- Cathy submitted her resignation with her last day being July 14th. An Agreement for Services has been requested. If approved by all parties, Cathy would continue as interim department head until the county fills the position which is pending the finalization of the Auditor, Treasurer and Finance department restructure.

Department Head Reports

Treasurer/Finance: Successful tax season. Working on budgets. The audit is in currently being conducted.

Human Resources: Current vacancies is up to 18. Some advertised positions are not receiving any applications. Update on union negotiations: Sheriff and Detention Center Sergeants Units are still in negotiation. Entering into arbitration with the Detention Center Corporals Unit. HR discussed some of the impacts from the legislation that was passed. Some items take effect on August 1st.

Administration: Strategic Plan Teams continue to do their work. Need to update the commissioners on the current progress.

IT: Waiting for information from the FBI who is releasing new components of their security which happens every 6 months. Last month met with the BCA in Wilmar. A list of requirements (subject to change) has been received.



STEELE COUNTY
PUBLIC WORKS POLICY COMMITTEE MINUTES
Public Works Building – 3000 Hoffman Drive - Owatonna, MN 55060

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

Thursday, June 8, 2023 at 8:00 a.m. – Public Works Conference Room

Attendees: Commissioner Abbe, Commissioner Brady, Engineer Greg Ilkka, Four Seasons Director Steve Schroht, Landfill Supervisor Josh Johnson and Administrator Scott Golberg.

Consent:

1. Committee recommends accepting proposal from Willies Painting in an amount of \$99,100 for Scraping/power washing existing exterior surface of the East Arena back to sound adhesion and repaint.
Discussion regarding the two processes of power washing/scraping and repainting vs sand blasting ad repainting. Both are using the same paint product, so the difference is in the preparation of the surface. After discussion regarding the warranty of work the committee made their recommendation.
2. Committee recommends awarding the contract for Milled Rumble Strips on Various Highways, SAP 074-070-007 to Subsurface Preparation Technologies, LLC in the amount of \$119,998.32.
Due to the high amount of miles for this edge line, the cost of the project came in under estimation. SPECIAL NOTICE: the cost of this project is being covered 90% from Federal Funds and 10% from Steele County.
3. Committee recommends approving Amendment No. 2 to Waste Delivery Contracts 2022 and authorize the Chair to sign the amendments.
Executed in the fall of 2021 was the 2022-2023 Waste Hauler Contracts. In the contracts was indicated penalties for overages and underage of waste tonnage to be delivered. There were five haulers outside of their tonnage listed in the contract. 4/5 have justified variances. One hauler has not fully responded to the request to justify the difference. A second letter will be sent. Also recommended to serve notice soon regarding the 2024 contract regarding possible language change.

Informational:

Four Season will be submitting a resolution to accept a donation of two large monitors for the other lobbies located in the arena. This will allow them to display in more locations the locker rooms and rink assignments.

Department Head Reports

Four Seasons: Summer ice started last week. There are several events happening in the next few weeks. The beach will be officially opened on Saturday, June 10th. The beach house will be open on Friday, Saturday and Sunday during beach hours and will be closed all other days and times.

Administration: The Administrator was contacted in regard to the patching of roads at the SCFF. The Highway Department will be in contact with the Fair Board to let them know their plans.

Landfill: Interviews start next week for the operator position. The demo cell is currently closed while they are looking at constructing a new cell. Everything is being delivered to the MSW cell. The demolition of OHS will be starting the landfill was contacted in regard to the rate. Right now, the rate is \$29 per ton however that could change starting the 1st of the year when the new fee schedule is adopted. With this possible rate change, the Landfill team should send out notice to the haulers and the OHS demo crew advising them of this possible change in rate that will impact their business.

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

- State Ave and Hoffman loop detector is not working. The highway department is looking at installing a camera system.
- Ascend Development contacted the Highway department about vacating some right-of-way adjacent to Oak Ave (CSAH 45). Need more details from the developer but may need to bring directly to Board to accommodate Ascend's schedule.
- Roundabout construction on 18th starts on Monday, June 12th.

SOUTHERN MINNESOTA TOURISM ASSOCIATION

% Schoeppner & Associates
228 South Main Street
LeSueur, MN 56058



2024 COUNTY BUDGET REQUEST

To: County Administrators, County Boards, County Auditor/Treasurers:

Tourism is vital part of the economic growth and development of your county. Visitors bring in dollars with little demand for services. Those dollars go into the pockets of your tax-payers through the goods, services and experiences they have while they are in your county. Tourism in Minnesota is an \$11.7 billion industry in Minnesota that creates \$731 million in sales tax and 205,000 in jobs. Through SMTA you can increase the tourism dollars that flow into your county!

The goal of SOUTHERN MINNESOTA TOURISM ASSOCIATION is to increase tourism in all our member counties by providing innovative and collaborative marketing and promotion strategies that benefit the region. This letter is coming to you as a funding request for consideration in your 2024 COUNTY BUDGET.

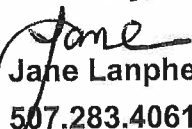
SMTA is funded through a \$.05 per capita funding request to our 36 members. Included with this letter is a suggested funding request invoice for 2024. Payment invoices will be sent out in December 2023 for payment in 2024. This invoice is for budget purposes only!

WHAT DO YOU GET WITH YOUR INVESTMENT DOLLARS?

- Promotion of your county area through the \$20,000-\$40,000 in marketing dollars annually spent by SMTA.
- A place at the table in the SMTA organization to provide input and guidance in the expenditures of member investment and grant dollars...to enhance marketing results.
- SMTA collaborates with Explore Minnesota, and individual communities & tourism organizations so that your County's appropriation allows us to market the entire southern region of Minnesota as a viable and unique travel destination to non-resident and resident travelers.

Marketing tourism is an investment in the economy of your county. With counties and communities working collaboratively through the Southern Minnesota Tourism Association, the benefits of your investment are multiplied. We hope that you will make plans in your budget to support tourism in your county and the SMTA Region.

Sincerely,


Jane Lanphere, Treasurer
507.283.4061

southernminnesotatourism@gmail.com



Working together to generate Travel, Tourism and a positive Economic Impact in Southern Minnesota

WHAT IS THE SOUTHERN MINNESOTA TOURISM ASSOCIATION?

- The Southern Minnesota Tourism Association (SMTA) is a tourism promotional organization made up of representatives from 36 counties in the geographic area identified as the Southern Minnesota Region.
- One email for all organization business: southernminnesotatourism@gmail.com
- The Region served by Southern Minnesota Tourism Association encompasses the following 36 counties: Big Stone, Blue Earth, Brown, Chippewa, Cottonwood, Dodge, Faribault, Fillmore, Freeborn, Goodhue, Houston, Jackson, Lac Qui Parle, Le Sueur, Lincoln, Lyon, Martin, Mower, Murray, Nicollet, Nobles, Olmsted, Pipestone, Redwood, Renville, Rice, Rock, Sibley, Steele, Swift, Traverse, Wabasha, Waseca, Watonwan, Winona, and Yellow Medicine.
- The funding for SMTA marketing comes from a requested \$.05/capita per each of the 36 counties that is recognized as Southern Minnesota. Requests for funding are sent to counties in May with appropriation invoices being mailed to the counties in December/January.
- SMTA implements an annual Marketing Plan that ranges \$20,000 to \$40,000. In 2023, the SMTA Marketing Committee leveraged Explore MN Grant Dollars for print and social media advertising in Wisconsin, Iowa and South Dakota metropolitan areas. Marketing funds were also used for development and implementation of scheduled regional Facebook posts along with print advertising in Minnesota publications.
- Marketing Programs are determined and developed with input from the SMTA Marketing Committee who helps to oversee the placement of print, digital, content, and other advertising/marketing strategies. The current marketing plan is included for reference.
- The organization holds regular quarterly meetings each year with educational programming component. Two meetings are in/person and zoom and two meetings are only offered via zoom. The SMTA Annual Meeting is held in September and includes the election of officers and executive committee. The November SMTA Meeting includes the Financial Audit Report.
- In November 2021, SMTA hired Nicole DeBoer as the part-time manager/director of the organization. From her background in marketing with Schwan's and from her current position as Executive Director of Southwest Minnesota Arts Council, Nicole brings experience and expertise in organizational management and operation.



- SMTA contracts with a licensed CPA firm to handle all of our financial transactions including all Federal and State required reporting.
- **FINANCIAL:** Schoeppner & Associates | 228 South Main Street | LeSueur, MN 56058
- SMTA supports tourism officials through presentations by professional speakers at organization meetings and through enhanced communication through Explore Minnesota.
- SMTA allows members to learn about regional collaboration opportunities on marketing and programming.
- Peer to Peer networking opportunities with other southern Minnesota people to learn of ideas/plans that others are using to generate Travel and Tourism for their county, and partnering opportunities to expand exposure to potential visitors.
- The organization provides opportunities for direct access to resources and guidance provided by Explore Minnesota state tourism department through their representative.
- Opportunity to serve on the marketing committee as a member of the Executive Board, Delegate at large or County Representative from within the boundaries of the 36 Southern Minnesota counties.
- Opportunity to update SMTA board and staff on current tourism activities and attractions in your county or tourism area to enhance your representation when fulfilling inquiries and producing printed materials.
- The Brand "SOMN *naturally different*" plays off the diverse geography and landscapes of southern Minnesota as well as the multiple experiences a visitor can have from border to border.
- Appointed by the Governor, a Southern Minnesota representative sits on the Explore Minnesota Tourism Council to communicate tourism activities and issues to and from SMTA Members.
- SMTA also has access to Explore Minnesota's southern partner relations staff for guidance and technical support.
- With the help of the continued financial support of southern Minnesota counties, SMTA continues to market southern Minnesota as a travel destination to non-resident and resident travelers.
- **BOTTOM LINE** - - funding the tourism promotional/marketing efforts of SMTA is not an expense, but rather an investment in the economic vitality of southern to Minnesota communities, counties, and businesses.

