



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, OCTOBER 10, 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.

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

5. Approve September 26, 2023 Board Minutes (pg. 4)
6. Approve September 26, 2023 Board Work Session Minutes (pg. 8)

7. Approve Bills (pg. 9)
8. Approve Personnel Report (pg. 37)
9. Approve Out of state Travel Request for HR Generalist to attend the annual UKG/Kronos user conference in November (pg. 38)
10. Approve OpenGov Contract Renewal for 2024-2027 and Authorize the Chair to sign (pg. 45)
11. Approve Steele County/City of Owatonna LEC Generator Upgrade/Advertisement for Bids (pg. 47)

General Agenda

12. October Anniversary Report (pg. 50)
13. Adopt Resolution approving 2023-2025 LELS – Sheriff's Department, Licensed Sergeant Unit Contract (pg. 51)
14. IUP 2023-02 for EESolar17, LLC – Community Solar Garden, located in Clinton Falls Township with 17 Conditions and Findings of Fact (pg. 53)
15. Consider DRAFT 2024-2028 Highway Capital Improvement Plan and Set Public Hearing (pg. 78)
16. Approve Final Payment Resolution for Contract No. 229935; SAPs 074-599-035, 074-599-037, 074-599-038, and 074-599-039 (pg. 181)

County Board Work Session – October 10, 2023

17. Approve 100% of the County's Statewide Affordable Housing Aid to the Local Housing Trust Fund (pg. 183)
18. Appoint a Commissioner to the Local Housing Trust Fund Advisory Committee (pg. N/A)
19. Other Action Items

Information Items

20. Planning Commission Minutes – October 2, 2023 (pg. 185)
21. Board of Adjustments Minutes – October 3, 2023 (pg. 187)
22. Internal Central Services Committee Minutes – October 3, 2023 (pg. 190)
23. Property & Maintenance Committee Minutes – October 5, 2023 (pg. 191)

Commissioner Reports:

Next Meeting Notices:

Public Safety & Health Committee - **Wednesday, October 11th at 8 a.m. in the Boardroom**

Public Works Committee – **Thursday, October 12th at 8 a.m., Public Works Facility**

Land Use & Records – **Tuesday, October 17th at 8 a.m. in the Boardroom**

County Board Work Session – **Tuesday October 24th at 4 p.m. in the Boardroom**

County Board Meeting – **Tuesday, October 24th at 5 p.m. in the Boardroom**

Adjourn

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

PROCEEDINGS OF THE STEELE COUNTY BOARD OF COMMISSIONERS

SPECIAL SESSION

September 26, 2023

[illegible]

The Steele County Board of Commissioners met in Special Session at 5:00 p.m. on September 26, 2023 with Commissioner's Abbe, Krueger, Brady, Glynn, and Gnemi present. Also present were Human Resources Director Julie Johnson, Interim Finance Director Cathy Piepho, IT Director Dave Purscell, Highway Engineer Greg Ilkka, Planning and Zoning Director Dale Oolman, Interim Auditor Brenda Blood, Community Corrections Director Tim Schammel, County Administrator Scott Golberg and Executive Assistant Rebecca Kubicek.

Call to order and Pledge of Allegiance.

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

Public Comment: Two people commented on the eastside corridor.

Correspondence: Letter from Corky's Early Bird Softball Tournament Board of Directors

Consent Agenda:

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

- A. Approve the minutes of September 12, 2023 Board Meeting
- B. Approve the minutes of the September 12, 2023 Board Work Session
- C. Approve Bills and Journal Entries
- D. Approve Personnel Report

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

Name	Position/Dept.	Rating/Step	Date
Kindra Tapp	Temp. Records Specialist/Sheriff's Office	B23/1	09/20/23

Resignations/Retirements/Terminations:

Name	Position	Department	End Date
Anthony David	Road Deputy	Sheriff's Office	09/13/23
Adrienne Medina (Term)	Case Manager/Care Coord	Public Health	09/21/23
Benjamin Wilson	Appraiser	Assessor's Office	09/29/23

Open Positions-Pending Board Approval:

Position	Department	Notes
Road Deputy	Sheriff's Office	Backfill David
Case Manager/Care Coordinator	Public Health	Backfill Medina
Appraiser	Assessor's Office	Backfill Wilson

- E. Approve Final Payment Resolution for Contract No. 232305;CP 074-023-005 in an amount of \$411.46 to Safety Signs
- F. Approve Equitable Sharing Agreement Renewal for 2023
- G. Approve Minnesota Snowmobile Safety Enforcement Grant Program 2024 – 2025
- H. Approve Radiological Preparedness Grant renewal for 2024 – 2025 in an amount of \$6,000.00
- I. Adopt Le Sueur River Comprehensive Watershed Management Plan by Resolution
- J. Approve renewal of Professional Services Agreement with Counties Providing Technology for 2024 2026

General Agenda:

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

Resolution

Preliminary New Tax Levy

BE IT RESOLVED, that the preliminary net tax levy for 2024 be set at \$29,590,603 and the preliminary total budget be set at \$69,012,848.

BE IT FURTHER RESOLVED That the County Board set the time, date, and location of the County Board meeting at which the final budget/tax levy will be discussed on December 12, 2023 at 6 p.m. This meeting will be held in the Steele County Administration Board Room.

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 Abbe, seconded by Commissioner Brady to deny the access variance request for CSAH 48/Bixby Rd: Stadheim Properties, Parcel ID 17-177-0003. Ayes all.

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

Resolution

Authorizing Execution of MnDot Contract No. 1053976

WHEREAS, The Minnesota Department of Transportation wishes to cooperate closely with local units of government to coordinate the delivery of transportation services and maximize the efficient delivery of such services at all levels of government; and

WHEREAS, MnDOT and local governments are authorized by Minnesota Statutes sections 471.59, 174.02, and 161.20, to undertake collaborative efforts for the design, construction, maintenance, and operation of state and local roads; and

WHEREAS, the parties wish to conduct Phase I and II Architecture-History and Archaeological Investigations for the eastside corridor environmental assessment worksheet.

NOW THEREFORE, BE IT RESOLVED by the County Board of Commissioners of Steele County, Minnesota: That the County of Steele hereby approves MnDOT Contract No. 1053976 with the State of Minnesota, acting through its Commissioner of Transportation, and Westwood Professional Services, Inc.

BE IT FURTHER RESOLVED, the Chairman and the Administrator are hereby authorized and directed for and on behalf of the County to execute and enter into the contract with the Commissioner of Transportation prescribing the terms and conditions of said Phase I and II Architecture-History and Archaeological Investigations as set forth and contained in “Minnesota Department of Transportation Professional and Technical Services Contract No. 1053976“, a copy of which said agreement was before the County Board and which is made a part hereof by reference.

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 Glynn

Resolution

Solid Waste Management Service Fee Schedule

WHEREAS, Steele County adopted a Solid Waste Ordinance in 1998 that contained a service fee provision to collect for solid waste management costs; and

WHEREAS, the annual service fee to owners of real and personal residential property of \$44.00 for each urban household and \$26.00 for each rural household was adopted in 2016;and

WHEREAS, the costs of the recycling program have increased;

NOW, THEREFORE, BE IT RESOLVED that the Steele County Board of Commissioners hereby adopts the following revised the solid waste management service fee schedule, effective beginning in 2024:

- \$ 64.00 for each urban household
- \$ 36.00 for each rural household

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

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

**RESOLUTION
AUTHORIZING SALE OF TAX FORFEITED PROPERTY**

WHEREAS, The County Board of Commissioners of the County of Steele, State of Minnesota, desires to offer for sale certain parcels of land that have forfeited for non-payment of taxes; and

BE IT RESOLVED, that the parcel of tax forfeited land listed below be classified as non-conservation land; that the basic sale price of the parcel, which is on file with the Clerk of the County Board, be approved and authorization for a public sale of this land be granted, pursuant to Minn. Stat. §282.01; that the sale will be held at 10:00 a.m. on Tuesday, October 17, 2023, by the Interim Steele County Auditor at the Steele County Auditor’s Office, Administration Center, 630 Florence Avenue, Owatonna, Minnesota for not less than the basic sale price; and that all sales shall be full payment or on the terms set forth herein.

BE IT FURTHER RESOLVED that the terms of the public sale shall be for CASH OR APPROVED CHECK.

City of Blooming Prairie	PID	Basic Sale Price	Assessments Before Forfeiture
217 2 nd St SE Specials after forfeiture: Basic sale price:	14-106- 0205	\$ 17,000.00 + 330.00 \$ 17,330.00	\$ 1,224.94

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 attended a Public Works meeting, 911 Dispatch, Listening Session with AFSME Union groups and a Work Session.

Commissioner Glynn attended a Public Safety and Health Committee meeting, Park and Recreation, Community Correction, Work Session, and toured the Smart Bus facility.

Commissioner Gnemi attended an AMC Fall conference, AMC Conference, Drug Court meetings, History Center, Land Use and Records committee meeting, Safe Harbor, Human Relations Center, and a Work Session.

Commissioner Abbe attended a Public Works committee meeting, 911 Joint Powers Board meeting, MNPrairie Joint, DDA Recruitment meeting for Finance position, ribbon cutting at Owatonna High School, Counites Providing Technology zoom meeting, Listening Session with AFSME Union groups and a Work Session.

Commissioner Krueger attend the Steele County summer picnic, AMC Policy conference, MNPrairie Finance Committee meeting, Land Use and Records Committee meeting, MNP

Joint Powers, Smart Bus meeting, DDA Finance Recruitment meeting, SMART Trails meeting, South Country Health Alliance Executive Committee meeting and a Work Session.

LISTING OF BILLS
September 26, 2023

7 Rivers Recycling LLC	4,078.38
Advanced Correctional Healthcare Inc	12,493.15
Baker Tilly US, LLP	9,170.00
Bat Free Bat proofing LLC	7,818.00
Central Farm Services	26,394.43
Crane Creek Asphalt	3,160.77
CRK Properties LLC	6,632.06
Dahl/John	14,000.00
Daikin Applied America Inc	2,852.48
Erickson Engineering Co LLC	3,935.00
Four Seasons Electric	3,556.48
High Point Networks	3,855.66
I & S Group Inc	6,521.25
Jeremy Sletten Painting	2,170.00
Kronos Incorporated	3,350.58
L & L Street Rods & Sport Trucks	6,019.07
Le Seuer County Sheriffs Office	2,012.50
LVC Companies Inc	21,688.82
Mike's Repair	2,601.94
Moore Md/KellyannaJ	3,751.69
Olympic Fire Protection Corp	4,987.06
Owatonna Police Dept	7,817.73
R & R Specialties Of Wisconsin Inc	9,824.39
Sign Pro Of Owatonna, Inc.	2,780.00
Steele County Highway Dept	9,453.72
Stewart Sanitation	2,086.12
Summit Food Services LLC	7,411.39
Sunde Land Surveying LLC	7,413.99
Waste Management Of Wi-Mn	57,975.00
Wold Architects and Engineers	105,796.05
Ziegler,Inc	519,299.82
93 Payments less than 2000	<u>35,303.57</u>
Final Total:	916,211.10

Motion by Commissioner Abbe seconded by Commissioner Glynn , to move into closed session for the purpose of labor negotiations strategy, per MN statute 179A.01, section 13D.03. Ayes all.

Motion by Commissioner Gnemi seconded by Commissioner Glynn, to move out of closed session at 6:30 p.m. Ayes all.

Motion by Commissioner Gnemi seconded by Commissioner Abbe, to adjourn to the Call of the Chair at 6:30 p.m. Ayes all.

CHAIRMAN

ATTEST: _____
AUDITOR

PROCEEDINGS OF THE STEELE COUNTY BOARD OF COMMISSIONERS

SPECIAL SESSION

September 26, 2023

STATE OF MINNESOTA }
 } ss
COUNTY OF STEELE }

The Steele County Board of Commissioners held a Work Session at 4:00 p.m. on September 26, 2023, with Commissioner's Abbe, Krueger, Brady, Glynn, and Gnemi present. Also present were Human Resources Director Julie Johnson, Interim Finance Director Cathy Piepho, IT Director Dave Purscell, Community Corrections Director Tim Schammel, County Administrator Scott Golberg and Executive Assistant Rebecca Kubicek.

Tim Schammel gave a presentation regarding Community Corrections 2023-2025 Strategic Planning including current structure, adult assessment and supervision standards, performance and case data, and recent legislative changes showing details on the subsidy summary for 2023 & 2024. The presentation included a request for an additional probation officer for 2024.

Cathy Piepho reviewed the 2024 Preliminary Budget and Tax Levy. The proposed 2024 preliminary property tax levy equates to \$29,590,603, a 5.6% increase over 2023.

Meeting was adjourned at 4:58 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

10/3/23 4:24PM

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			
	37025 Innovative Office Solutions LLC					
12	10-301-000-0000-6410	8.78	Sharpies & paper clips	IN4325396	Office Supplies	N
	37025 Innovative Office Solutions LLC	8.78	1 Transactions			
	51300 Metro Sales Inc					
15	10-301-000-0000-6301	251.77	Contract base & usage charges	INV2371322	Equip/Software Maint	N
	51300 Metro Sales Inc	251.77	1 Transactions			
	51630 Mike's Repair					
16	10-301-000-0000-6512	48.18	Repair lawn mower for B&G	103033	Bldg Repair & Maintenance	Y
	51630 Mike's Repair	48.18	1 Transactions			
	585 Olympic Fire Protection Corp					
30	10-301-000-0000-6512	330.00	Annual fire protection inspect	10001360	Bldg Repair & Maintenance	N
	585 Olympic Fire Protection Corp	330.00	1 Transactions			
	65100 Paape Companies Inc					
32	10-301-000-0000-6512	97.00	Labor for pump repair	110924	Bldg Repair & Maintenance	N
	65100 Paape Companies Inc	97.00	1 Transactions			
	4879 Shred Right					
35	10-301-000-0000-6410	40.00	Mobile secure shredding serv	0008113	Office Supplies	Y
	4879 Shred Right	40.00	1 Transactions			
301	DEPT Total:	775.73	Administration	6 Vendors	6 Transactions	
302	DEPT		Road & Bridge Maintenance Expense			
	5217 Crane Creek Asphalt					
7	10-302-000-0000-6525	90.09	1.26 ton of mix, CSAH 43	4800010013	CSAH Supplies - Aggregate/Asphalt	N
8	10-302-000-0000-6525	90.09	1.26 ton of mix, CSAH 8	4800010013	CSAH Supplies - Aggregate/Asphalt	N
	5217 Crane Creek Asphalt	180.18	2 Transactions			
	36550 IFACS					
11	10-302-000-0000-6534	186.20	Screws, nuts & washers for sig	5321995	Supplies - Signing	N
	36550 IFACS	186.20	1 Transactions			
	9771 Van Diest Supply Company					
38	10-302-000-0000-6553	239.00	Weed spray, CSAH 7	82168	Weed Spray & Vegetation Supplies	N

Steele County

Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES



Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
39	10-302-000-0000-6553		Weed spray, CSAH 2	82168	Weed Spray & Vegetation Supplies	N
40	10-302-000-0000-6553		Weed spray, CSAH 45	82168	Weed Spray & Vegetation Supplies	N
9771	Van Diest Supply Company		3 Transactions			
302	DEPT Total:	1,322.38	Road & Bridge Maintenance Expense	3 Vendors	6 Transactions	
303	DEPT		Construction Expense			
52513	Mn Dept Of Transportation					
21	10-303-000-0000-6260	352.49	Material test, ins 074-649-001	P00017681	Consultants/Admin Fee	N
22	10-303-000-0000-6260	1,760.62	Material test, ins 074-023-004	P00017681	Consultants/Admin Fee	N
23	10-303-000-0000-6260	612.09	Material test, ins 074-023-002	P00017681	Consultants/Admin Fee	N
24	10-303-000-0000-6260	819.43	Material test, ins 074-612-044	P00017681	Consultants/Admin Fee	N
25	10-303-000-0000-6260	321.53	Material test, ins 074-070-007	P00017681	Consultants/Admin Fee	N
52513	Mn Dept Of Transportation	3,866.16	5 Transactions			
303	DEPT Total:	3,866.16	Construction Expense	1 Vendors	5 Transactions	
304	DEPT		Equipment Maintenance & Shops			
10150	Carquest Auto Parts					
1	10-304-000-0000-6520	44.96	Wiper blades, unit#2193	468947	Machinery/Vehicle Parts	N
2	10-304-000-0000-6520	44.96	Wiper blades, unit#2163	469034	Machinery/Vehicle Parts	N
3	10-304-000-0000-6520	152.36	Fuel & air filters & lube	469138	Machinery/Vehicle Parts	N
4	10-304-000-0000-6520	46.06	Fuel filters, unit#2131	469419	Machinery/Vehicle Parts	N
5	10-304-000-0000-6520	40.74	Fuel/water separator-Un#2216	469818	Machinery/Vehicle Parts	N
6	10-304-000-0000-6520	64.99	Lube & fuel spin on, unit#2216	469820	Machinery/Vehicle Parts	N
10150	Carquest Auto Parts	394.07	6 Transactions			
36550	IFACS					
10	10-304-000-0000-6520	8.82	Pins, screws & nuts, unit#2131	5321650	Machinery/Vehicle Parts	N
36550	IFACS	8.82	1 Transactions			
524	Kecks Repair Inc					
13	10-304-000-0000-6520	223.74	Brake chamber, unit#2216	302930	Machinery/Vehicle Parts	N
524	Kecks Repair Inc	223.74	1 Transactions			
49625	Matejcek Implement Co					
14	10-304-000-0000-6520	804.00	Hub, fastener, filter & wiper	IB33019	Machinery/Vehicle Parts	N

SBENDORF

10/3/23 4:24PM

10 Road & Bridge Fund

Steele County

Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES



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Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
49625	Matejcek Implement Co		804.00	1 Transactions		
51630	Mike's Repair					
18	10-304-000-0000-6252		95.00	Custom labor, unit#9997	103149	Contracted Services Y
17	10-304-000-0000-6520		34.10	HD boot & plug, unit#9997	103149	Machinery/Vehicle Parts Y
19	10-304-000-0000-6252		50.00	Custom labor, unit#2152	103205	Contracted Services Y
20	10-304-000-0000-6520		338.71	Tire,tube,patch&scrap-Un#2152	103205	Machinery/Vehicle Parts Y
51630	Mike's Repair		517.81	4 Transactions		
56125	NAPA Auto Parts					
26	10-304-000-0000-6520		18.23	Spin on fuel filter, unit#2153	991788	Machinery/Vehicle Parts N
27	10-304-000-0000-6520		48.11	Spin on fuel filters- Un#2131	992161	Machinery/Vehicle Parts N
28	10-304-000-0000-6511		27.98	Black nitrile gloves	992328	Maint Shop Supplies & Materials N
56125	NAPA Auto Parts		94.32	3 Transactions		
4097	Nuss Truck & Equipment					
29	10-304-000-0000-6520		448.96	Filters & strainer, unit#2216	PSO0432251	Machinery/Vehicle Parts N
4097	Nuss Truck & Equipment		448.96	1 Transactions		
61520	Owatonna Motor Company					
31	10-304-000-0000-6520		16.06	Clamp, unit#2144	163260	Machinery/Vehicle Parts N
61520	Owatonna Motor Company		16.06	1 Transactions		
3743	RDO Equipment Co, Inc.					
33	10-304-000-0000-6600		5,600.00	Forks - Caterpillar, unit#2223	E0352604	Capital Outlay N
3743	RDO Equipment Co, Inc.		5,600.00	1 Transactions		
85167	Stewart Sanitation					
36	10-304-000-0000-6514		114.61	September garbage services	0000808524	Utility Services N
85167	Stewart Sanitation		114.61	1 Transactions		
9376	Trueman Welters Inc					
37	10-304-000-0000-6520		1,146.90	(2) walk axles, unit#2181	IE36346	Machinery/Vehicle Parts N
9376	Trueman Welters Inc		1,146.90	1 Transactions		
99250	Zep Sales & Service					
45	10-304-000-0000-6511		98.63	ZEP cleaner	9008961084	Maint Shop Supplies & Materials N
99250	Zep Sales & Service		98.63	1 Transactions		

SBENDORF

10/3/23 4:24PM

10 Road & Bridge Fund

Steele County

Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES



Page 5

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
99500	Ziegler, Inc					
48	10-304-000-0000-6520		183.23	Proximity switch, unit#2215	IN001148899	Machinery/Vehicle Parts N
49	10-304-000-0000-6520		277.65	Air, oil & fuel filters, unit#	IN001159221	Machinery/Vehicle Parts N
50	10-304-000-0000-6520		43.30	Filter, unit#2150	IN001172023	Machinery/Vehicle Parts N
46	10-304-000-0000-6252		1,259.25	Custom labor, unit#2161	SI000380196	Contracted Services N
47	10-304-000-0000-6520		1,527.95	Service repair parts-unit#2161	SI000380196	Machinery/Vehicle Parts N
99500	Ziegler, Inc		3,291.38	5 Transactions		
304	DEPT Total:		12,759.30	Equipment Maintenance & Shops	13 Vendors	27 Transactions
310	DEPT			Capital Construction		
3832	I & S Group Inc					
9	10-310-000-0000-6262		26,622.50	Prof services 074-649-001	96468	Sales Tax Consultants Y
3832	I & S Group Inc		26,622.50	1 Transactions		
77570	Short Elliott Hendrickson Inc					
34	10-310-000-0000-6262		997.89	Prof services 074-602-007	453893	Sales Tax Consultants N
77570	Short Elliott Hendrickson Inc		997.89	1 Transactions		
9217	WHKS & Co					
41	10-310-000-0000-6262		13,380.27	Prof services 074-598-015	49247	Sales Tax Consultants Y
9217	WHKS & Co		13,380.27	1 Transactions		
4364	WSB & Associates Inc					
42	10-310-000-0000-6262		7,559.00	Prof services 074-648-007	1795300016	Sales Tax Consultants Y
43	10-310-000-0000-6262		6,838.50	Prof services 074-021-006	19850000018	Sales Tax Consultants Y
44	10-310-000-0000-6262		10,872.50	Prof services 074-070-008	232670001	Sales Tax Consultants Y
4364	WSB & Associates Inc		25,270.00	3 Transactions		
310	DEPT Total:		66,270.66	Capital Construction	4 Vendors	6 Transactions
10	Fund Total:		84,994.23	Road & Bridge Fund		50 Transactions
	Final Total:		84,994.23	27 Vendors	50 Transactions	

Steele County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Recap by Fund	<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>	
	10	84,994.23	Road & Bridge Fund	
	All Funds	84,994.23	Total	Approved by,
				
				

KWINTER
10/5/23

2:11PM

Steele County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Page 1

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

KWINTER
10/5/23 2:11PM
1 General Revenue Fund

Steele County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Page 2

	<u>Vendor Name</u>	<u>Rpt</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula 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>
3	DEPT		County Wide			
	9173 Madden Galanter Hansen LLP					
108	01-003-000-0000-6194		105.00	Personnel matter	August 2023	Personnel Policy Y
109	01-003-000-0000-6194		4,936.63	Arbitration prep & review	August 2023	Personnel Policy Y
	9173 Madden Galanter Hansen LLP		5,041.63	2 Transactions		
3	DEPT Total:		5,041.63	County Wide	1 Vendors	2 Transactions
5	DEPT		Board Of Commissioners			
	4319 Association Of Mn Counties					
55	01-005-000-0000-6261		275.00	AMC fall conference-RGnemi	74127	Conference & Training N
54	01-005-000-0000-6261		275.00	AMC fall conference-GKrueger	74128	Conference & Training N
	4319 Association Of Mn Counties		550.00	2 Transactions		
5	DEPT Total:		550.00	Board Of Commissioners	1 Vendors	2 Transactions
31	DEPT		County Administrator			
	4879 Shred Right					
74	01-031-000-0000-6801		20.00	Shred serv order 0013891-9/21	8588	General Expense Y
	4879 Shred Right		20.00	1 Transactions		
31	DEPT Total:		20.00	County Administrator	1 Vendors	1 Transactions
32	DEPT		Human Resources			
	3693 Loffler Companies Inc					
27	01-032-000-0000-6410		1.73	HR printers	4477454	Office Supplies N
	3693 Loffler Companies Inc		1.73	1 Transactions		
	4879 Shred Right					
75	01-032-000-0000-6801		20.00	Shred serv order 0013891-9/21	8588	General Expense Y
	4879 Shred Right		20.00	1 Transactions		
32	DEPT Total:		21.73	Human Resources	2 Vendors	2 Transactions
41	DEPT		Auditor			
	3693 Loffler Companies Inc					
22	01-041-000-0000-6410		30.11	Auditor printers	4477454	Office Supplies N

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No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name		
3693	Loffler Companies Inc		30.11	1 Transactions				
41	DEPT Total:		30.11	Auditor	1 Vendors	1 Transactions		
42	DEPT			Treasurer				
30	3693 Loffler Companies Inc							
	01-042-000-0000-6410		27.02	Treasurer printers	4477454	Office Supplies		N
	3693 Loffler Companies Inc		27.02	1 Transactions				
42	DEPT Total:		27.02	Treasurer	1 Vendors	1 Transactions		
44	DEPT			Financial Administrator				
70	771 NACCTFO							
	01-044-000-0000-6241		100.00	Annual membership dues		Membership Dues		N
	771 NACCTFO		100.00	1 Transactions				
44	DEPT Total:		100.00	Financial Administrator	1 Vendors	1 Transactions		
61	DEPT			Information Technology				
28	3693 Loffler Companies Inc							
	01-061-000-0000-6410		3.32	IT printers	4477454	Office Supplies		N
	3693 Loffler Companies Inc		3.32	1 Transactions				
61	DEPT Total:		3.32	Information Technology	1 Vendors	1 Transactions		
62	DEPT			Central Services				
	16282 Crosstown Cartage Inc							
11	01-062-000-0000-6801		324.00	Contracted mail services	09/15/2023	General Expense		N
12	01-062-000-0000-6802		105.00	Additional mail services	09/15/2023	Internal Chargeback		N
13	01-062-000-0000-6801		324.00	Contracted mail services	10/02/2023	General Expense		N
14	01-062-000-0000-6802		110.00	Additional mail services	10/02/2023	Internal Chargeback		N
	16282 Crosstown Cartage Inc		863.00	4 Transactions				
	5655 High Point Networks							
107	01-062-000-0000-6480		7,710.66	6 SCAC wireless access points	234352	Non-Capitalized Inventory		N
	5655 High Point Networks		7,710.66	1 Transactions				
	4419 Matrix Communications Inc							

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110	01-062-000-0000-6210		Monthly phone system maint.	M007460	Telephone	N
4419	Matrix Communications Inc		1 Transactions			
8161	ZOHO Corporation					
120	01-062-000-0000-6801		Logging software-IT infrastruc	2384068	General Expense	N
8161	ZOHO Corporation		1 Transactions			
62	DEPT Total:	16,222.74	Central Services	4 Vendors	7 Transactions	
91	DEPT		County Attorney			
37025	Innovative Office Solutions LLC					
62	01-091-000-0000-6410	45.64	Name plates-Burton & Pulanco	4314272	Office Supplies	N
63	01-091-000-0000-6410	22.82	Name plate - JSpatenka	4320299	Office Supplies	N
37025	Innovative Office Solutions LLC	68.46	2 Transactions			
3693	Loffler Companies Inc					
21	01-091-000-0000-6410	0.08	Attorney printers	4477454	Office Supplies	N
3693	Loffler Companies Inc	0.08	1 Transactions			
85820	Superior Foods & Catering					
81	01-091-000-0000-6315	500.00	Promoting Peace conf meals	09-21-2023	County Attorney Forfeiture Expenditu	Y
85820	Superior Foods & Catering	500.00	1 Transactions			
91	DEPT Total:	568.54	County Attorney	3 Vendors	4 Transactions	
101	DEPT		County Recorder			
8265	Henefield and Iacovino Law Office LLC					
61	01-101-000-0000-6286	300.00	3rd quarter examiner fee	3149	Exam Of Title Fee	Y
8265	Henefield and Iacovino Law Office LLC	300.00	1 Transactions			
9779	ID Wholesaler					
182	01-101-000-0000-6410	531.98	ID card printer ribbons	INV7173049	Office Supplies	N
9779	ID Wholesaler	531.98	1 Transactions			
3693	Loffler Companies Inc					
29	01-101-000-0000-6410	106.55	Recorder printers	4477454	Office Supplies	N
3693	Loffler Companies Inc	106.55	1 Transactions			

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	<u>No. Account/Formula</u>	<u>Accr</u>	<u>Amount</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>
101	DEPT Total:		938.53	County Recorder	3 Vendors	3 Transactions
102	DEPT			Surveyor		
	39600 Jones Haugh & Smith Inc					
67	01-102-000-0000-6801		1,125.00	Update section corner basemap	44647	General Expense N
	39600 Jones Haugh & Smith Inc		1,125.00	1 Transactions		
102	DEPT Total:		1,125.00	Surveyor	1 Vendors	1 Transactions
103	DEPT			Assessor		
	8176 Anderson/Brian					
6	01-103-000-0000-6330		335.01	Lodging for fall conference		Travel Expenses N
7	01-103-000-0000-6330		9.36	Meal reimb for fall conference		Travel Expenses N
8	01-103-000-0000-6330		201.74	Mileage expense reimbursement		Travel Expenses N
	8176 Anderson/Brian		546.11	3 Transactions		
	9114 Hager/Benjamin					
58	01-103-000-0000-6330		441.48	Lodging for MAAO course		Travel Expenses N
59	01-103-000-0000-6330		57.44	Meals for MAAO course		Travel Expenses N
	9114 Hager/Benjamin		498.92	2 Transactions		
	37025 Innovative Office Solutions LLC					
64	01-103-000-0000-6410		14.25	Desk calendar	4330395	Office Supplies N
	37025 Innovative Office Solutions LLC		14.25	1 Transactions		
103	DEPT Total:		1,059.28	Assessor	3 Vendors	6 Transactions
105	DEPT			Planning & Zoning		
	13000 City Of Blooming Prairie					
136	01-105-000-0000-6805		187.31	Bldg permit reimbursement-Sept		Bl Pr Reimb-Bldg Permit N
	13000 City Of Blooming Prairie		187.31	1 Transactions		
	13025 City Of Ellendale					
137	01-105-000-0000-6837		348.87	Bldg permit reimbursement-Q3		Ellendale Reimb-Bldg Permit N
	13025 City Of Ellendale		348.87	1 Transactions		
	669 City Of Medford					
138	01-105-000-0000-6806		276.25	Bldg permit reimbursement-Q3		Medford Reimb-Bldg Permit N

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No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name		
669	City Of Medford		276.25	1 Transactions				
105	DEPT Total:		812.43	Planning & Zoning	3 Vendors	3 Transactions		
111	DEPT			Buildings & Grounds				
9075	Access Tonna Lock Service							
1	01-111-040-0000-6300		111.00	Service call, rekey & master	3026	Bldg Repairs & Maintenance		Y
9075	Access Tonna Lock Service		111.00	1 Transactions				
35020	Huber Supply Co Inc							
16	01-111-000-0000-6561		30.00	Argon CO2 tank	3137413	Small Tools		N
17	01-111-043-0000-6300		46.03	Magnetic square	3137413	Bldg Repairs & Maintenance		N
35020	Huber Supply Co Inc		76.03	2 Transactions				
9592	Kubat/Mark							
19	01-111-043-0000-6300		30.00	Carpet repair. metal - garage	210941	Bldg Repairs & Maintenance		N
9592	Kubat/Mark		30.00	1 Transactions				
3693	Loffler Companies Inc							
23	01-111-000-0000-6410		25.03	Bldg & Grounds printers	4477454	Office Supplies		N
3693	Loffler Companies Inc		25.03	1 Transactions				
585	Olympic Fire Protection Corp							
45	01-111-040-0000-6300		320.00	2023 Sprinkler inspection-Adm	10001355	Bldg Repairs & Maintenance		N
44	01-111-043-0000-6300		180.00	2023 Sprinkler inspection-Atty	10001356	Bldg Repairs & Maintenance		N
46	01-111-042-0000-6300		350.00	2023 Sprinkler inspection-CH	10001358	Bldg Repairs & Maintenance		N
47	01-111-044-0000-6300		290.00	2023 Sprinkler inspection-DC	10001359	Bldg Repairs & Maintenance		N
585	Olympic Fire Protection Corp		1,140.00	4 Transactions				
111	DEPT Total:		1,382.06	Buildings & Grounds	5 Vendors	9 Transactions		
121	DEPT			Veteran Service				
3693	Loffler Companies Inc							
31	01-121-000-0000-6410		140.62	Veterans printers	4477454	Office Supplies		N
3693	Loffler Companies Inc		140.62	1 Transactions				
121	DEPT Total:		140.62	Veteran Service	1 Vendors	1 Transactions		

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	No. Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name	
201	DEPT			Sheriff			
	8458 American Tower Corporation						
2	01-201-297-0000-6347		671.95	BP tower lease - October 2023	411101557	T-BI Pr Lease Payments	N
	8458 American Tower Corporation		671.95	1 Transactions			
	3615 Ancom Technical Center Inc						
3	01-201-000-0000-6304		18,375.00	Contract - armer	CONTRAC	Contracts	Y
4	01-201-000-0000-6304		10,320.00	Contract - microwave	CONTRAC	Contracts	Y
5	01-201-000-0000-6304		3,900.00	Contract - paging	CONTRAC	Contracts	Y
	3615 Ancom Technical Center Inc		32,595.00	3 Transactions			
	832 Applied Concepts Inc						
9	01-201-000-0000-6211		1,105.00	3/8 & 3/20 ft antenna, cables	425929	Radio-Computers-Cameras	N
	832 Applied Concepts Inc		1,105.00	1 Transactions			
	1967 BATTERIES PLUS BULBS						
10	01-201-000-0000-6285		103.35	Batteries for firearms	P661609868	Firearms/Ammo Training	N
	1967 BATTERIES PLUS BULBS		103.35	1 Transactions			
	4877 L & L Street Rods & Sport Trucks						
68	01-201-000-0000-6480		4,580.00	Upfit new squad - 7401	3819	Non-Capitalized Inventory	Y
69	01-201-000-0000-6480		4,580.00	Upfit new squad - 7402	3820	Non-Capitalized Inventory	Y
20	01-201-000-0000-6480		550.00	Remove equipment - 7420	3823	Non-Capitalized Inventory	Y
	4877 L & L Street Rods & Sport Trucks		9,710.00	3 Transactions			
	3693 Loffler Companies Inc						
32	01-201-000-0000-6381		216.53	Sheriff's office printers	4477454	Cpu Usage & Network Support	N
	3693 Loffler Companies Inc		216.53	1 Transactions			
	18450 Office of MN IT Services						
71	01-201-000-0000-6210		282.17	Sheriff telecom - August 2023	W23080520	Telephone	N
	18450 Office of MN IT Services		282.17	1 Transactions			
	8253 Owatonna Filters						
49	01-201-297-0000-6421		159.24	12/16 x 16 x 1 pleat	4641	T-BI Pr-Maintenance Operating Exp-I	Y
	8253 Owatonna Filters		159.24	1 Transactions			
201	DEPT Total:		44,843.24	Sheriff	8 Vendors	12 Transactions	

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251	DEPT		Jail			
4346	Advanced Correctional Healthcare Inc					
105	01-251-000-0000-6269	1,660.24	Onsite mental health services	134061	Site Mental Health Services	N
104	01-251-000-0000-6270	6,923.01	Onsite medical services	134061	Medical Services	N
4346	Advanced Correctional Healthcare Inc	8,583.25	2 Transactions			
9595	Compcare Occupational Medicine & Urge					
106	01-251-000-0000-6196	165.00	Pre-employment exam - BR	6796	Employee Phys And Exams	6
9595	Compcare Occupational Medicine & Urge	165.00	1 Transactions			
3693	Loffler Companies Inc					
25	01-251-000-0000-6410	366.28	Detention Center printers	4477454	Office Supplies	N
3693	Loffler Companies Inc	366.28	1 Transactions			
18450	Office of MN IT Services					
73	01-251-000-0000-6410	91.07	Jail telecom - August 2023	W23080520	Office Supplies	N
18450	Office of MN IT Services	91.07	1 Transactions			
4879	Shred Right					
76	01-251-000-0000-6304	40.00	Document shredding	8112	Contract Serv./Bldg Maint	Y
4879	Shred Right	40.00	1 Transactions			
4377	Skjeveland Enterprises					
111	01-251-000-0000-6254	45.00	Recycling Oct - Dec 2023	275233	Garbage Disposal	Y
4377	Skjeveland Enterprises	45.00	1 Transactions			
74145	South Central Human Relations					
112	01-251-000-0000-6196	320.00	Pre-employment eval - BR	Sept 2023	Employee Phys And Exams	Y
74145	South Central Human Relations	320.00	1 Transactions			
85167	Stewart Sanitation					
113	01-251-000-0000-6254	262.86	Waste pick up 10/1 - 10/31/23	809016	Garbage Disposal	N
85167	Stewart Sanitation	262.86	1 Transactions			
8247	Summit Food Services LLC					
78	01-251-000-0000-6441	3,418.97	Inmate meals 9/2 - 9/8/23	INV2000184829A	Prisoner Meals	N
79	01-251-000-0000-6441	3,404.69	Inmate meals 9/9 - 9/15/23	INV2000185407	Prisoner Meals	N
80	01-251-000-0000-6441	3,336.58	Inmate meals 9/16 - 9/22/23	INV2000185953	Prisoner Meals	N
114	01-251-000-0000-6441	3,305.28	Inmate meals 9/23 - 9/29/23	INV2000186507	Prisoner Meals	N

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8247	Summit Food Services LLC		13,465.52	4 Transactions				
251	DEPT Total:		23,338.98	Jail	9 Vendors	13 Transactions		
252	DEPT			Community Corrections				
37025	Innovative Office Solutions LLC							
65	01-252-000-0000-6410		113.43	Copy paper & envelopes	4333241	Office Supplies		N
37025	Innovative Office Solutions LLC		113.43	1 Transactions				
3693	Loffler Companies Inc							
24	01-252-000-0000-6381		34.35	Comm Corrections printers	4477454	Cpu Usage		N
3693	Loffler Companies Inc		34.35	1 Transactions				
4879	Shred Right							
50	01-252-000-0000-6410		40.00	Shredding	0008587	Office Supplies		Y
4879	Shred Right		40.00	1 Transactions				
252	DEPT Total:		187.78	Community Corrections	3 Vendors	3 Transactions		
253	DEPT			Law Enforcement Center				
37025	Innovative Office Solutions LLC							
66	01-253-000-0000-6410		95.36	Pens and notepads	4321104	Office Supplies		N
18	01-253-000-0000-6410		10.68	Clips	4323738	Office Supplies		N
37025	Innovative Office Solutions LLC		106.04	2 Transactions				
3693	Loffler Companies Inc							
33	01-253-000-0000-6304		489.48	LEC/Records joint printers	4477454	Contract Services/Bldg Mtce		N
3693	Loffler Companies Inc		489.48	1 Transactions				
18450	Office of MN IT Services							
72	01-253-000-0000-6211		77.69	LEC telecom - August 2023	W23080520	Radio And Telephone		N
18450	Office of MN IT Services		77.69	1 Transactions				
585	Olympic Fire Protection Corp							
48	01-253-000-0000-6300		445.00	Annual service charge	10001361	Bldg Repairs & Maintenance		N
585	Olympic Fire Protection Corp		445.00	1 Transactions				
4879	Shred Right							

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No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
51	01-253-000-0000-6254	49.08	Paper shredding	0008589	Garbage Disposal	Y
4879	Shred Right	49.08	1 Transactions			
4753	Terminix Commercial					
53	01-253-000-0000-6304	40.00	General pest control	227269	Contract Services/Bldg Mtce	N
4753	Terminix Commercial	40.00	1 Transactions			
253	DEPT Total:	1,207.29	Law Enforcement Center	6 Vendors	7 Transactions	
281	DEPT		Emergency Management			
10018	CDW Government Inc					
56	01-281-074-0000-6600	8,847.06	Conference AV equipment	1CCCLM5	Capital Outlay	N
10018	CDW Government Inc	8,847.06	1 Transactions			
18305	Dell Marketing LP					
15	01-281-074-0000-6480	863.84	Conference room pc	10700519731	Non-Capitalized Inventory	N
18305	Dell Marketing LP	863.84	1 Transactions			
5655	High Point Networks					
60	01-281-074-0000-6600	10,570.05	EM building project	233827	Capital Outlay	N
5655	High Point Networks	10,570.05	1 Transactions			
7887	Streamline Communications LLC					
52	01-281-074-0000-6480	2,327.00	Network rack	1553	Non-Capitalized Inventory	Y
7887	Streamline Communications LLC	2,327.00	1 Transactions			
281	DEPT Total:	22,607.95	Emergency Management	4 Vendors	4 Transactions	
481	DEPT		Public Health Nursing			
10084	Cardinal Health 110 LLC					
135	01-481-462-6047-6434	176.42	Medical supplies-tubersol	7325294231	Medical Supplies	Y
10084	Cardinal Health 110 LLC	176.42	1 Transactions			
8800	EKF Diagnostics					
139	01-481-461-6030-6434	68.14	Pregnancy test	13049564	Medical Supplies	N
8800	EKF Diagnostics	68.14	1 Transactions			
9768	Geelle/Samia					

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57	01-481-461-6066-6464	20.00	Tobacco Grant student payment	August 2023	General Supplies & Outreach	N
9768	Geelle/Samia	20.00	1 Transactions			
7951	Genoa Healthcare Company					
140	01-481-461-6025-6434	16.03	Prenatal vitamins	F23091549	Medical Supplies	N
7951	Genoa Healthcare Company	16.03	1 Transactions			
5109	Houck Transit Advertising					
141	01-481-460-6011-6243	280.00	Bus advertising	115921	Advertising,Marketing & Promotional	N
5109	Houck Transit Advertising	280.00	1 Transactions			
37025	Innovative Office Solutions LLC					
142	01-481-461-6040-6410	6.88	Wrist rest	4326783	Office Supplies	N
145	01-481-465-6057-6410	20.49	Tissues	4326783	Office Supplies	N
143	01-481-461-6066-6410	6.64	Hanger, strip	4335920	Office Supplies	N
147	01-481-465-6057-6410	6.64	Hanger, strip	4335920	Office Supplies	N
144	01-481-462-6047-6410	13.01	Paper	4338659	Office Supplies	N
146	01-481-465-6057-6410	13.01	Paper	4338659	Office Supplies	N
37025	Innovative Office Solutions LLC	66.67	6 Transactions			
3693	Loffler Companies Inc					
40	01-481-464-6061-6341	6.91	COVID19 printers		Office Rent	N
41	01-481-465-6057-6381	15.01	LPHG printers		Cpu Usage & Network Support	N
34	01-481-460-6009-6381	37.08	QA printers	4477454	Cpu Usage & Network Support	N
35	01-481-460-6012-6350	14.67	LTC printers	4477454	Property & Liability Insurance	N
36	01-481-461-6025-6381	6.88	HCB printers	4477454	Cpu Usage & Network Support	N
37	01-481-461-6032-6381	4.73	SHIP printers	4477454	Cpu Usage & Network Support	N
38	01-481-461-6066-6381	0.93	MDH Tobacco printers	4477454	CPU Usage & Network Support	N
39	01-481-462-6047-6381	2.40	CID printers	4477454	Cpu Usage & Network Support	N
3693	Loffler Companies Inc	88.61	8 Transactions			
9444	McIntee/Kelly					
148	01-481-461-6066-6331	147.38	Mileage - September 2023	0040	Mileage Reimbursement	Y
9444	McIntee/Kelly	147.38	1 Transactions			
51300	Metro Sales Inc					
149	01-481-460-6009-6322	39.07	Copy meter contract	2371321	Service Agreements	N
161	01-481-460-6009-6410	670.24	Copier overage thru 9/28/23	2371321	Office Supplies	N
150	01-481-460-6011-6322	4.00	Copy meter contract	2371321	Service Agreements	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
160		01-481-460-6012-6322		15.45	Copy meter contract		2371321		Service Agreements		N
151		01-481-461-6025-6322		7.26	Copy meter contract		2371321		Service Agreements		N
162		01-481-461-6025-6410		124.46	Copier overage thru 9/28/23		2371321		Office Supplies		N
152		01-481-461-6030-6322		2.64	Copy meter contract		2371321		Service Agreements		N
153		01-481-461-6032-6322		5.00	Copy meter contract		2371321		Service Agreements		N
154		01-481-461-6034-6322		2.38	Copy meter contract		2371321		Service Agreements		N
155		01-481-461-6040-6322		10.17	Copy meter contract		2371321		Service Agreements		N
156		01-481-461-6059-6322		5.34	Copy meter contract		2371321		Service Agreements		N
157		01-481-462-6047-6322		2.50	Copy meter contract		2371321		Service Agreements		N
163		01-481-462-6047-6410		43.41	Copier overage thru 9/28/23		2371321		Office Supplies		N
158		01-481-464-6052-6322		1.37	Copy meter contract		2371321		Service Agreements		N
159		01-481-465-6057-6322		15.82	Copy meter contract		2371321		Service Agreements		N
51300	Metro Sales Inc			949.11		15 Transactions					
4597	Sanofi Pasteur Inc										
164		01-481-462-6047-6466		14,741.55	Flu vaccine		921418067		Flu Vaccine		N
4597	Sanofi Pasteur Inc			14,741.55		1 Transactions					
85147	Stericycle Inc										
166		01-481-460-6009-6322		88.12	Hazardous waste		8004725000		Service Agreements		N
165		01-481-462-6047-6322		5.71	Hazardous waste		8004725000		Service Agreements		N
167		01-481-464-6061-6322		16.42	Hazardous waste		8004725000		Service Agreements		N
85147	Stericycle Inc			110.25		3 Transactions					
90609	Urch/Mary										
169		01-481-461-6032-6261		14.00	Conference parking reimb				Conference & Training		N
90609	Urch/Mary			14.00		1 Transactions					
481	DEPT Total:			16,678.16	Public Health Nursing		12 Vendors		40 Transactions		
521	DEPT				Park And Recreation						
26699	Four Seasons Centre										
179		01-521-000-0000-6831		2,835.00	Sept Open Ice		4584-1		Ice Rental Pymts		N
26699	Four Seasons Centre			2,835.00		1 Transactions					
61528	Owatonna Park and Recreation										
178		01-521-000-0000-6821		2,340.00	Adult class reimbursement		2023-Adult		Misc Appropriations		N
177		01-521-000-0000-6821		6,290.00	Youth class reimbursement		2023-Youth		Misc Appropriations		N

KWINTER
10/5/23 2:11PM
1 General Revenue Fund

Steele County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Page 13

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name
61528	Owatonna Park and Recreation		8,630.00	2 Transactions		
8967	Steele Waseca Cooperative Electric					
184	01-521-000-0000-6823		10.20	Utilities-Security light		Beaver Lake N
183	01-521-000-0000-6823		43.90	Utilities-Beach house 8/1-9/1	120425	Beaver Lake N
8967	Steele Waseca Cooperative Electric		54.10	2 Transactions		
87305	Thompson Sanitation					
185	01-521-000-0000-6823		221.74	Beaver Lake dumpster-Sept	55109	Beaver Lake N
87305	Thompson Sanitation		221.74	1 Transactions		
521	DEPT Total:		11,740.84	Park And Recreation	4 Vendors	6 Transactions
550	DEPT			Four Seasons		
3738	Arrow Ace Hardware					
175	01-550-000-0000-6410		27.56	Paint markers, sealant	272623/2	Operating Supplies - Contracts N
3738	Arrow Ace Hardware		27.56	1 Transactions		
8424	Cintas					
176	01-550-000-0000-6420		199.35	Monthly linens	4168137172	Linen Service Y
8424	Cintas		199.35	1 Transactions		
4596	Hawk Performance Specialties LLC					
180	01-550-000-0000-6410		1,665.00	Paint East rink	6217	Operating Supplies - Contracts Y
4596	Hawk Performance Specialties LLC		1,665.00	1 Transactions		
3693	Loffler Companies Inc					
26	01-550-000-0000-6410		105.36	Four Seasons printers	4477454	Operating Supplies - Contracts N
3693	Loffler Companies Inc		105.36	1 Transactions		
52550	MEI Total Elevator Solutions					
181	01-550-000-0000-6410		225.50	Elevator service Oct-Dec	1041129	Operating Supplies - Contracts N
52550	MEI Total Elevator Solutions		225.50	1 Transactions		
550	DEPT Total:		2,222.77	Four Seasons	5 Vendors	5 Transactions
602	DEPT			Co-Op Extension		
51300	Metro Sales Inc					

KWINTER
10/5/23 2:11PM
1 General Revenue Fund

Steele County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Page 14

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
42	01-602-000-0000-6321		Contract base 9/21 - 12/20/23	INV2368806	Maintenance Agreements	N
43	01-602-000-0000-6321		Contract usage 6/21 - 9/20/23	INV2368806	Maintenance Agreements	N
51300	Metro Sales Inc		2 Transactions			
72120	Univ Of Mn Regents					
82	01-602-000-0000-6801		Disease testing - Ash #23-630	0230048706	General Expense	N
119	01-602-000-0000-6801		Oak disease test -Oak 23-630CB	0230048814	General Expense	N
168	01-602-000-0000-6801		Oak disease analysis-23-630PK	0230048827	General Expense	N
89	01-602-000-0000-6306		MRysavy 61 hrs 8/14-8/27	0300032676	Contracted Services	N
86	01-602-000-0000-6306		ASteckelberg 40 hrs 8/14-8/27	0300032677	Contracted Services	N
88	01-602-000-0000-6306		GZollner 70.25 hrs 8/14-9/10	0300032678	Contracted Services	N
87	01-602-000-0000-6306		CUnderwood 42 hrs 8/14-8/27	0300032706	Contracted Services	N
85	01-602-000-0000-6306		KBrown 21 hrs 8/14-8/27	0300032710	Contracted Services	N
84	01-602-000-0000-6306		MDinse 63 hrs 8/14-8/27	0300032711	Contracted Services	N
83	01-602-000-0000-6306		CKath 59.5 hrs 8/14-8/27	0300032712	Contracted Services	N
115	01-602-000-0000-6306		Ignaszewski-Q3 2023 MOA	0300032955	Contracted Services	N
116	01-602-000-0000-6306		BRugg & Schultz Interim Q3 MOA	0300032955	Contracted Services	N
117	01-602-000-0000-6306		LaCanne-Q3 2023 MOA	0300032955	Contracted Services	N
118	01-602-000-0000-6306		LRugg-Q3 2023 MOA	0300032955	Contracted Services	N
72120	Univ Of Mn Regents		14 Transactions			
602	DEPT Total:	59,706.27	Co-Op Extension	2 Vendors	16 Transactions	
606	DEPT		Soil Conservation			
84625	Steele County Soil & Water Conserv Dist					
77	01-606-000-0000-6801	33,750.00	Allocation (2023-3rd qtr)	2023-T-228	General Expenses	N
84625	Steele County Soil & Water Conserv Dist	33,750.00	1 Transactions			
606	DEPT Total:	33,750.00	Soil Conservation	1 Vendors	1 Transactions	
1	Fund Total:	244,326.29	General Revenue Fund		152 Transactions	

KWINTER
 10/5/23 2:11PM
 10 Road & Bridge Fund

Steele County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Page 15

Vendor Name		Rpt	Warrant Description		Invoice #	Account/Formula Description		1099
No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name		
301	DEPT			Administration				
	3693 Loffler Companies Inc							
90	10-301-000-0000-6410		3.92	Public Works printers	4477454	Office Supplies		N
	3693 Loffler Companies Inc		3.92	1 Transactions				
301	DEPT Total:		3.92	Administration	1 Vendors	1 Transactions		
10	Fund Total:		3.92	Road & Bridge Fund		1 Transactions		

KWINTER
 10/5/23 2:11PM
 21 County Ditch Fund

Steele County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Page 16

Vendor Name		Rpt	Warrant Description		Invoice #	Account/Formula Description		1099
No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name		
659	DEPT			Public Tile Ditch 17				
	8521 From the Ground Up LLC							
91	21-659-000-0000-6305		294.21	PTD 17 tree spraying	31134	Construction And Repairs		Y
	8521 From the Ground Up LLC		294.21	1 Transactions				
659	DEPT Total:		294.21	Public Tile Ditch 17	1 Vendors	1 Transactions		
21	Fund Total:		294.21	County Ditch Fund		1 Transactions		

KWINTER
 10/5/23 2:11PM
 38 Capital Outlay Fund

Steele County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Page 17

Vendor		Name	Rpt	Warrant Description		Invoice #	Account/Formula Descripti		1099
No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name			
111	DEPT			Buildings & Grounds					
	7887	Streamline Communications LLC							
92	38-111-040-0000-6600		2,940.00	SCAC construction wiring	1549	Capital Outlay - SCAC			Y
93	38-111-040-0000-6600		2,178.25	SCAC construction wiring	1550	Capital Outlay - SCAC			Y
	7887	Streamline Communications LLC	5,118.25	2 Transactions					
111	DEPT Total:		5,118.25	Buildings & Grounds	1 Vendors	2 Transactions			
38	Fund Total:		5,118.25	Capital Outlay Fund		2 Transactions			

KWINTER
10/5/23 2:11PM
53 Landfill Fund

Steele County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Page 18

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			
9087	7 Rivers Recycling LLC					
134	53-398-000-0000-6304		3,969.33	160 mattresses & box springs	8862	Contract Services Y
9087	7 Rivers Recycling LLC		3,969.33	1 Transactions		
9075	Access Tonna Lock Service					
121	53-398-000-0000-6300		280.00	Rekey door lock	2986	Bldg Repairs & Maintenance Y
9075	Access Tonna Lock Service		280.00	1 Transactions		
3275	Anhorns Gas And Tire					
94	53-398-000-0000-6301		787.84	Tires for 5301	44971	Equip Repairs N
3275	Anhorns Gas And Tire		787.84	1 Transactions		
11215	Central Farm Services					
122	53-398-000-0000-6540		1,733.91	449 gallons diesel	25943	Machine Fuel N
123	53-398-000-0000-6540		1,517.72	380 gallons diesel	25979	Machine Fuel N
124	53-398-000-0000-6540		2,109.89	375 gal diesel, 157 gal unlead	26008	Machine Fuel N
126	53-398-000-0000-6540		1,597.60	400 gallons diesel	26061	Machine Fuel N
125	53-398-000-0000-6540		1,300.00	200 gallons DEF	5401366	Machine Fuel N
11215	Central Farm Services		8,259.12	5 Transactions		
1240	Cole's Electric Inc					
127	53-398-000-0000-6301		218.78	Changed switch on scale light	37985	Equip Repairs N
1240	Cole's Electric Inc		218.78	1 Transactions		
5365	Fleet Pride					
95	53-398-000-0000-6301		92.19	Hub cap, steer axle	111325904	Equip Repairs N
5365	Fleet Pride		92.19	1 Transactions		
27350	Frontier Communications					
128	53-398-000-0000-6210		240.61	Phone & fax	50758377660801E	Telephone N
27350	Frontier Communications		240.61	1 Transactions		
37025	Innovative Office Solutions LLC					
129	53-398-000-0000-6410		379.74	Computer paper, staplers	4338758	Office Supplies N
37025	Innovative Office Solutions LLC		379.74	1 Transactions		
38160	J R's Advanced Recyclers Inc					
96	53-398-000-0000-6304		685.00	132 appliances	111251	Contract Services N

KWINTER
10/5/23 2:11PM
53 Landfill Fund

Steele County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Page 19

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
130	53-398-000-0000-6304		33 appliances	111357	Contract Services	N
38160	J R's Advanced Recyclers Inc		2 Transactions			
43300	Krell/Denise K					
131	53-398-000-0000-6331		Mileage 7/31/2023		Mileage Reimbursement	N
132	53-398-000-0000-6331		Mileage - August 2023		Mileage Reimbursement	N
133	53-398-000-0000-6331		Mileage 9/1 - 9/21/2023		Mileage Reimbursement	N
43300	Krell/Denise K		3 Transactions			
3693	Loffler Companies Inc					
97	53-398-000-0000-6410		Landfill printers	4477454	Office Supplies	N
3693	Loffler Companies Inc		1 Transactions			
77570	Short Elliott Hendrickson Inc					
98	53-398-000-0000-6542		Landfill permitting	453132	Testing & Monitoring	N
99	53-398-000-0000-6542		Landfill services	453134	Testing & Monitoring	N
77570	Short Elliott Hendrickson Inc		2 Transactions			
99500	Ziegler,Inc					
100	53-398-000-0000-6301		D6 repairs	SI000387190	Equip Repairs	N
99500	Ziegler,Inc		1 Transactions			
398	DEPT Total:		Landfill	13 Vendors	21 Transactions	
53	Fund Total:		Landfill Fund		21 Transactions	

KWINTER
 10/5/23 2:11PM
 70 Tax Collections Fund

Steele County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Page 20

	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			...			
	9777 Johnson/David						
101	70-000-000-0000-2162		80.00	Mowing/bush removal-217 BI Pr	Sept 2023	Unapportioned Rev Sale Forfeited Lan	N
	9777 Johnson/David		80.00	1 Transactions			
	8740 Pena Janitorial Service						
102	70-000-000-0000-2162		2,610.00	House clean out-217 BI Pr	H2309052	Unapportioned Rev Sale Forfeited Lan	Y
	8740 Pena Janitorial Service		2,610.00	1 Transactions			
	83900 Steele County Landfill						
103	70-000-000-0000-2162		135.00	Electronic disposal-217 BI Pr	372095	Unapportioned Rev Sale Forfeited Lan	N
	83900 Steele County Landfill		135.00	1 Transactions			
	85167 Stewart Sanitation						
170	70-000-000-0000-2162		1,001.77	Trash removal - 217 BI Pr	808729	Unapportioned Rev Sale Forfeited Lan	N
	85167 Stewart Sanitation		1,001.77	1 Transactions			
0	DEPT Total:		3,826.77	...	4 Vendors	4 Transactions	
70	Fund Total:		3,826.77	Tax Collections Fund		4 Transactions	

KWINTER
10/5/23 2:11PM
72 State Collections Fund

Steele County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Page 21

Vendor Name		Rpt	Warrant Description		Invoice #	Account/Formula Description	
No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name	1099
865	DEPT			Planning & Zoning Surcharge			
	7771 MN Dept of Labor & Industry						
171	72-865-000-0320-2100		764.78	Quarter 3 surcharge		Steele County Surcharge	N
173	72-865-000-0321-2100		109.80	Quarter 3 surcharge		Bl Pr Surcharge	N
172	72-865-000-0332-2100		0.45	Quarter 3 surcharge		Medford Surcharge	N
174	72-865-000-0333-2100		20.88	Quarter 3 surcharge		Ellendale Surcharge	N
	7771 MN Dept of Labor & Industry		895.91	4 Transactions			
865	DEPT Total:		895.91	Planning & Zoning Surcharge	1 Vendors	4 Transactions	
72	Fund Total:		895.91	State Collections Fund		4 Transactions	
	Final Total:		281,886.07	107 Vendors	185 Transactions		

Steele County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Recap by Fund	<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>	
	1	244,326.29	General Revenue Fund	
	10	3.92	Road & Bridge Fund	
	21	294.21	County Ditch Fund	
	38	5,118.25	Capital Outlay Fund	
	53	27,420.72	Landfill Fund	
	70	3,826.77	Tax Collections Fund	
	72	895.91	State Collections Fund	
	All Funds	281,886.07	Total	Approved by,
				
				

PERSONNEL REPORT
October 10, 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>
Brianna Reese	Correctional Officer	B24/1	09/25/23
Jeremy Wiste	Road Deputy	B25/1	10/09/23
Rachel Heinrichs	Road Deputy	B25/2	10/16/23

Resignations/Retirements/Terminations:

<i>Name</i>	<i>Position</i>	<i>Department</i>	<i>End Date</i>
Ryan Gehrke	Road Deputy	Sheriff's Office	10/02/23
Mary Urch	Health Planner	Public Health	10/13/23

Open Positions-Pending Board Approval:

<i>Position</i>	<i>Department</i>	<i>Notes</i>
Road Deputy	Sheriff's Office	Backfill Gehrke
Health Planner	Public Health	Backfill Urch

STAFFING STATUS (Information Only – No Action Required)

Open Positions - Approved to Fill:

<i>Position</i>	<i>Department</i>	<i>Notes</i>
Correctional Officer (3)	Det. Center/Sheriff's Office	Recruiting & backgrounding 2
Road Deputy (4)	Sheriff's Office	Recruiting & 2 in background
Property Tax & Elections Director	Property Tax & Elections	Interviewing
Finance Director	Finance	Recruiting
Interim Working Foreperson	Highway	Offer Made
Asst. County Attorney I/II/Sr.	County Attorney's Office	Scheduling interviews
Appraiser I/II/III	Assessor's Office	Recruiting

Open Positions - In Committee:

<i>Position</i>	<i>Department</i>	<i>Notes</i>
Lead Custodian	Facilities & Grounds	On Hold
Office Support Specialist (.5 FTE)	Extension	On Hold For 2023



Steele County Agenda Item

Subject: Out of State Travel Request For HR Generalist

Department: Human Resources

Committee Meeting Date: October 3, 2023

Board Meeting Date: October 10, 2023

Consent Agenda: ☐ Yes ☒ No

Resolution: ☐ Yes ☒ No

Policy Committee Recommendation:

Recommendation:

Recommend approving out-of-state travel request for HR Generalist, Jordynn Finer

Background (*Including Budget Impact*):

Minnesota Prairie County Alliance (MNPrairie) is paying for HR Generalist, Jordynn Finer to attend the annual UKG/Kronos user conference from November 6 – 9, 2023. The User Conference takes place each year in Las Vegas, NV.

Jordynn is the UKG/Kronos HR System Administrator for both Steele County and MNPrairie and this user conference is very beneficial in order to maximize the features of Kronos, to learn about the new, upcoming features/services, and work with Kronos professionals in person to troubleshoot specific issues we're having and learn "tips & tricks" from them. Jordynn and Bobbie attended last year and have implemented numerous new features and programs as a result of their attendance.

Again, there is no cost to Steele County for Jordynn's attendance at this year's conference.

Attachments:

Agenda/Conference "at a glance" materials



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NOVEMBER 6-9, 2023
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THE ANTICIPATION IS THRILLING US

days	hours	minutes	seconds
39	1	0	1

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KEYNOTE
SPEAKER
BRENÉ BROWN



MUSICAL
GUEST
GOO GOO DOLLS



A CONFERENCE BUILT FOR YOUR AMBITIONS



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Hear company updates, connect with UKG experts to actualize your goals, and look ahead to upcoming work trends

WE AIM TO PLEASE

UKG has always been about people and it really shows in these conferences. It's not just UKG employees, they care about customers just as much. The food, fun, and learning are all top notch! I wish I could go every year!

— UKG Aspire 2022 Attendee



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Agenda at IN PERSON

MONDAY
November 6, 2023

TUESDAY
November 7, 2023

WED
November 8, 2023

7
am

8
am

9
am

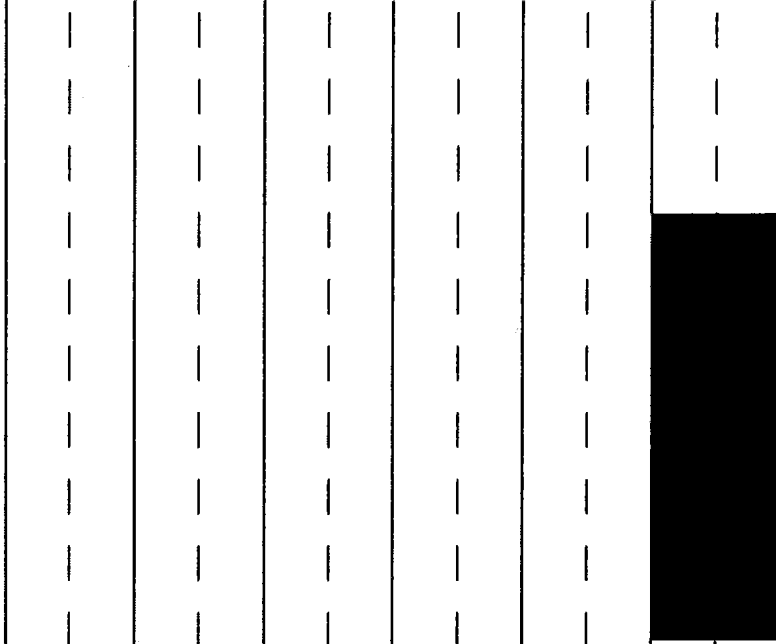
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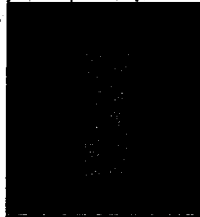
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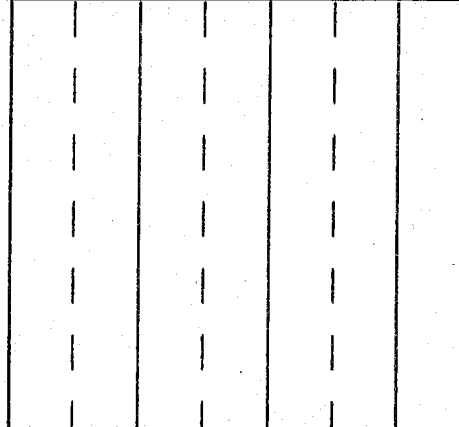
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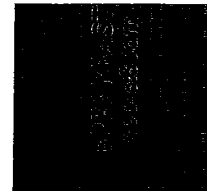
ONSITE
CHECK-IN
INFO DESK
CULINARY
CONCIERGE
7:00am-5:00pm



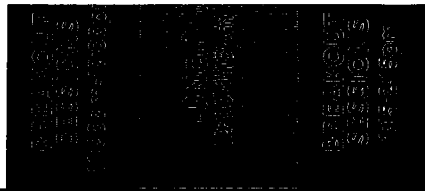
OPENING
GENERAL
SESSION
8:00-10:00am



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CHECK-IN
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CULINARY
CONCIERGE
7:00am-4:00pm



GENERAL
SESSION
KEYNOTE
9:00-10:00am





Steele County Agenda Item

Subject: OpenGov contract

Department: Treasurer's Office/Finance

Committee Meeting Date: October 3, 2023

Board Meeting Date: October 10, 2023

Consent Agenda: ☐ Yes ☐ No

Resolution: ☐ Yes ☒ No

Policy Committee Recommendation:

Recommendation:

Approve to renew the three-year contract as presented with OpenGov

Background (*Including Budget Impact*):

Attached is a three-year contract to renew the County's use of OpenGov's transparency portal and its budgeting software. The Finance Office uses the transparency portal as a vehicle to report the County's financial reports such as Budget to Actual, Treasurer's Cash Balance, Debt Service Schedule, to name a few. Also, OpenGov's budgeting software has greatly reduced the time it takes to build a budget by streamlining the process. The costs for the three years are as follows:

- 2024-2025 \$30,640.05
- 2025-2026 \$32,172.05
- 2026-2027 \$33,780.66

The annual increases equate to a 5% increase. Staff recommends renewing the contract with OpenGov for another three years.

Attachments:

OpenGov contract quote



OpenGov Inc.
PO Box 41340
San Jose, CA 95160
United States

Quote Number: OG-00MN2525
Created On: 7/26/2023
Order Form Expiration: 3/12/2024
Subscription Start Date: 3/13/2024
Subscription End Date: 3/12/2027

Prepared By: Audrey Helle
Email: ahelle@opengov.com
Contract Term: 36 Months

Customer Information			
Customer:	Steele County, MN	Contact Name:	Cathy Piepho
Bill To/Ship To:	630 Florence Ave	Email:	catherine.piepho@co.steele.mn.us
	Owatonna, Minnesota 55060		
	United States		

Order Details	
Billing Frequency:	Annually in Advance
Payment Terms:	Net Thirty (30) Days

SOFTWARE SERVICES:

Product / Service	Start Date	End Date	Annual Fee
OpenGov Budgeting & Performance <i>Story Builder</i>	3/13/2024	3/12/2025	\$30,640.05
OpenGov Budgeting & Performance <i>Story Builder</i>	3/13/2025	3/12/2026	\$32,172.05
OpenGov Budgeting & Performance <i>Story Builder</i>	3/13/2026	3/12/2027	\$33,780.66
OpenGov Conference Attendee (2 Tickets)	3/13/2024		\$2,190.00

Annual Subscription Total: See Billing Table

Billing Table:

Billing Date	Amount Due	
March 13, 2024	\$32,830.05	Annual Software Fee + Conference Attendee Tickets \$30,640.05
March 13, 2025	\$32,172.05	Annual Software Fee
March 13, 2026	\$33,780.66	Annual Software Fee

Order Form Legal Terms

Welcome to OpenGov! This Order Form is entered into between OpenGov, Inc. ("OpenGov"), and you, the entity identified above ("Customer"), effective as of the date of the last signature below. This Order Form incorporates the OpenGov Master Services Agreement ("MSA") available at <https://opengov.com/terms-of-service/master-services-agreement/>. If professional services are purchased, the applicable Statement of Work ("SOW") is also incorporated. The Order Form, MSA, and, if applicable, the SOW are the full "Agreement". Unless otherwise specified above, fees for the Software Services and Professional Services shall be due and payable, in advance, 30 days from receipt of the invoice. By signing this Agreement, Customer acknowledges that it has reviewed, and agrees to be legally bound by the Agreement. Each party's acceptance of this Agreement is conditional upon the other's acceptance of the Agreement to the exclusion of all other terms.

Steele County, MN

Signature:

Name:

Title:

Date:

OpenGov, Inc.

Signature:

Name:

Title:

Date:



Steele County Agenda Item

Subject: Steele County/City of Owatonna LEC Generator Upgrade/Advertisement for Bids

Department: Building & Grounds

Committee Meeting Date: October 5, 2023

Board Meeting Date: October 10, 2023

Consent Agenda: ☒ Yes ☐ No

Resolution: ☐ Yes ☒ No

Policy Committee Recommendation:

Committee recommends approving to advertise for bids

Recommendation:

To approve the Facilities and Fleet Director to Advertise for Bids for the Steele County/City of Owatonna LEC Generator Upgrade upon final completion of the construction documents.

Background (*Including Budget Impact*):

Previously the County/City LEC committee approved ISG to complete construction documents for the Steele County/City of Owatonna LEC Generator Upgrade. The plans are near completion with minor adjustments to make. The scope of work includes removing the old generator and upgrading to a whole building generator. With plans near completion, we would like to request authorization to advertise for bids for the project with bids due on the October 31st, 2023 at 2:00pm.

Attachments:

**SECTION 00 1113
ADVERTISEMENT FOR BIDS**

**STEELE COUNTY LAW ENFORCEMENT CENTER
GENERATOR UPDATE
OWATONNA, MINNESOTA
ISG NO. 22-27846**

Sealed Prime General Contract bids for Steele County Law Enforcement Center Generator Update will be received by Jake Rysavy at the office of the Owner, 630 Florence Avenue, Owatonna, Minnesota 55060 by mail or personal delivery until Tuesday, October 31, 2023 at 2:00 p.m. at which date and time the bids will be opened and read aloud.

A prebid conference will be held Thursday, October 19, 2023 at 2:00 p.m. at Steele County Law Enforcement Center, 204 E Pearl Street, Owatonna, Minnesota 55060.

Project Scope: Selective demolition and construction of a new generator, site work to suit location of new generator, and other Work indicated in the drawings and specifications.

Bidders shall submit their proposal on the forms provided. The proposal shall be filled in clearly and correctly with ink or another permanent format. The proposal shall be signed in ink by the individual, members of the partnership, or by one or more officers of the corporation making the proposal.

Drawings, specifications, and other Bidding Documents may also be obtained online at www.questcdn.com. If you do not already have a free membership, you may sign up for one to gain access to the documents. The QuestCDN eBidDoc number is 8446904. There will be a \$50.00 non-refundable downloading fee to access a pdf copy of the documents online.

Documents are viewable at both www.questcdn.com and www.ISGInc.com free of charge.

All bids shall be sealed in an opaque envelope upon which shall be plainly marked "BID ON STEELE COUNTY LAW ENFORCEMENT CENTER GENERATOR UPDATE – OWATONNA, MINNESOTA" and the name of the bidder. If a bid is to be mailed, the bid envelope shall be sealed in a regular mailing envelope. FAX and E-mail Bids will not be accepted. The Owner reserves the right to hold and consider the bids for 30 days after the date of the bid opening. Bids shall be accompanied by a cashier's check, bidder's bond, or certified check payable to STEELE COUNTY for not less than five percent (5%) of the amount of such bid including add-alternates. A bidder's bond shall include certified copy of the power of attorney.

The right to waive any informality in any bid and reject any or all bids is reserved to the Owner.

**DATED THE 11TH DAY OF OCTOBER, 2023.
END OF SECTION**

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STEELE COUNTY PERSONNEL AGENDA ITEM

October 10, 2023 at 5:00 pm

OCTOBER EMPLOYEE ANNIVERSARIES

(Information Only – No Action Required)

Anniversaries:

<i>Name</i>	<i>Position-Dept</i>	<i>Anniv. Date</i>	<i>Yrs. Service</i>
Sean Benz	Asst. Director of Parks & Recreation - P & R	10/03/23	18
Karen Montplaisir	Accounting Technician – Public Health	10/03/23	1
Benjamin Frear	Road Deputy – Sheriff's Office	10/06/23	9
Katy McMann	RN – Public Health	10/07/23	10
Carrie Holmen	Financial Specialist – Highway	10/10/23	1
Todd Mogen	Maintenance Tech – Highway	10/11/23	2
Kristi Jorgenson	Office Support Specialist – Landfill	10/13/23	3
Rene Gilormini	Veteran's Services Officer – Veteran's	10/24/23	18
Katelin Bahl	Correctional Officer – Detention Center	10/24/23	1
William Bromley	Probation Officer II – Community Corrections	10/26/23	8
Kari Woltman	Investigator – Sheriff's Office	10/27/23	12
Chad Schlueter	Road Deputy – Sheriff's Office	10/29/23	9



Steele County Agenda Item

Subject: Approval of 2023-2025 LELS – Sheriff's Department, Licensed Sergeant Unit Contract

Department: HUMAN Resources

Board Meeting Date: October 10, 2023

Consent Agenda: ☐ Yes ☒ No

Resolution: ☒ Yes ☐ No

Policy Committee Recommendation:

Recommendation:

Recommend approval of the 2023 - 2025 LELS Licensed Sergeant Contract

Background (Including Budget Impact):

An overall agreement was reached for a new contract with the LELS – Licensed Sergeant Unit in the Sheriff's Office. The contract changes of note are:

- 3-year contract (2023-2025)
- Wages:
 - 4.0 % COLA in 2023; 3.0% COLA in 2024; 3.0% COLA in 2025
 - Eliminating first 3 steps of the wage schedule
- Uniform allowance increase of \$150. with load-bearing vest language removed from contract
- Allowing accrued sick leave to be used for 1 day annually for purpose of wellbeing/wellness day
- Health Insurance:
 - County paying 5% health insurance premium increase in 2023
 - Continued language of 50/50 cost share responsibility between employer and employees premium increase or decrease in years 2 & 3 of contract, with maximum monthly out of pocket exposure increases to employees of \$30.00 for single coverage and \$75.00 for employee +1 and family coverage
 - Keeping same county contribution amounts to HSA/VEBA accounts
- Increased shift differential pay from \$.40/hr. to \$1.00/hr.
- Reopener language to meet & negotiate Juneteenth on or before 1/30/24

Attachments:

Resolution

**Resolution Adopting Negotiated Changes To The
2023 – 2025 LELS
Sheriff's Department – Licensed Sergeants Unit**

WHEREAS, the current Collective Bargaining Agreement between the Law Enforcement Labor Services (LELS), Sheriff's Department – Licensed Sergeants Unit expired effective December 31, 2022; and

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

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

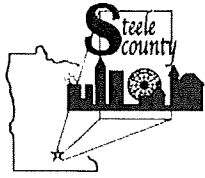
NOW, THEREFORE, BE IT RESOLVED, that the Steele County Board of Commissioners approves the proposed labor agreement effective January 1, 2023 through December 31, 2025 between Steele County and the Law Enforcement Labor Services, Sheriff's Department – Licensed Sergeants Unit.

Dated this 10th day of October, 2023.

STEELE COUNTY
BOARD OF COMMISSIONERS

ATTEST:

Brenda Blood
Interim Steele County Auditor



Steele County Agenda Item

Subject: IUP 2023-02 (EESolar17, LLC – Community Solar Garden)

Department: Planning & Zoning

Committee Meeting Date: October 2, 2023

Board Meeting Date: October 10, 2023

Consent Agenda: ☐ Yes ☒ No

Resolution: ☐ Yes ☒ No

Policy Committee Recommendation:

Planning Commission recommends approval with 17 conditions.

Background (*Including Budget Impact*):

Enterprise Energy LLC on behalf of EESolar17, LLC is requesting to develop and operated a 1 megawatt community solar garden on approximately 8 acres of land located in the NE ¼, NE ¼ , Section 31, Clinton Falls Township on property owned by the Vernon R Busho Trust.

Attachments:

Findings of Fact

Location Map

Site Map

Project Info

Staff Report

Draft Permit

**COUNTY OF STEELE
FINDINGS OF FACT
INTERIM USE PERMIT #2023-02**

EESolar17, LLC

Applicant:

Enterprise Energy LLC for EESolar17, LLC

Land Owner(s):

Vernon R. Buscho Disclaimer Trust

Project Description:

Construct and operate a 1 MW (Mega Watt) AC (Alternating Current) community solar garden on approximately 8 acres of land. The solar energy system will consist of single axis trackers placed in north-south rows and rotating from east to west mounted on a steel racking structure. The applicant is requesting the permit to be active until the end of 2058.

Zoning District(s):

Agricultural

Ordinance Section:

Section 1528.03 of the Steele County Zoning Ordinance requires an interim use permit for "Primary Use Solar Energy Systems in the Agricultural District.

Property Address:

Not Assigned

Project Site Legal Description:

All that part of the NE 1/4 of the NE 1/4 of Section 31, Township 108 North, Range 20 West, EXCEPT: Commencing at the Northeast corner of said Section 31; thence South 0 degrees East, assumed bearing, 225 feet along the East line of NE 1/4 of NE 1/4 to the true point of beginning; thence South 0 degrees East 538 feet along the East line of said NE 1/4 of NE 1/4; thence North 90 degrees West 412 feet; thence North 0 degrees East 538 feet; thence North 90 degrees East 412 feet to said true point of beginning,

AND EXCEPT; Beginning at the northeast corner of said NE 1/4; thence S 0°19'00" W assumed bearing, 225.00 feet along the east line of said NE 1/4; thence N 89°41'00" W 412.00 feet; thence N0°19'00" E 220.59 feet to the north line of said NE 1/4; thence N 89°42'14" E, 412.02 feet to 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 have no impact on parks or schools. Electricity will be sold to Xcel Energy.

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 project has no negative effects on the surrounding agricultural land. . There is one residential site adjacent to the proposed site. Once constructed, the solar farm produces no odors, no noise, and minimal traffic so its operation should not negatively affect the residence.

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

The planning commission finds the appearance may be objectionable to residential properties and will be requiring a vegetative screen between the project and the residence to the east. Also, the appearance of the fence should be a woven wire fence to make the project appear less industrial in nature.

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

The planning commission finds the request is reasonably related to the existing land use and the needs of the county.

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

Zoning Ordinance:

The planning commission find the zoning ordinance allows primary use solar energy systems by Interim Use Permit in the agricultural district

The site is also located in Zone C height restriction zone of the Airport Zoning District. An FAA 7460 shall be completed and submitted to the FAA.

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

The planning commission find there will be a significant amount of traffic during construction but minimal traffic after construction. Construction equipment shall abide by weight restrictions when roads are posted. At the township's request, any damage done to the road as part of the construction is to be remediated by the developer. Parking shall not be allowed on the road except for exceptional circumstances.

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 proposal should not affect nearby businesses.

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

The planning commission find:

Access: An access road will be constructed onto NW 32nd Ave. The proposer shall be required to obtain any permits required from Clinton Falls Township.

Drainage: No drainage tile have been identified on the proposed site. If drainage tile are discovered, the developer shall be required to allow maintenance of the tile throughout the life of the project.

Runoff: The project will require a storm water pollution prevention plan. The proposer shall be required to follow the plan.

Wetland: A formal wetland delineation and/or application should be completed and sent to the Soil and Water Conservation district.

Floodplain: The proposed panels will not be located in the designated floodplain areas.

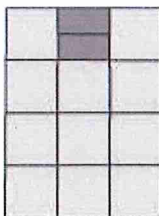
Ground Cover: The operator shall be required to control noxious weeds on the site.

Planning Commission Recommendations:

Based on the information provided and comments received, the Steele County Planning Commission recommends approval of Interim Use Permit request #2023-02 with 17 conditions.

1. This permit allows for the construction and operation of a 1 MW AC solar energy system in the location identified on the submitted application. Any additional expansion of the project will require the permit to be amended.
2. This permit shall expire on December 31, 2058 and all solar components and accessory facilities removed by December 31, 2059.
3. If the project ceases to generate electricity before the permit expiration date, all solar components and accessory facilities shall be removed within one year of the discontinuation of use/operation.
4. The operator shall notify the Steele County planning and zoning office of any changes in management or ownership of the project.
5. Any private drainage tile servicing adjoining properties shall be protected during construction and maintained throughout the life of the project.
6. A wetland determination shall be completed and submitted to the Steele Soil and Water Conservation District. The applicant shall follow all procedures and requirements of the wetland conservation act.
7. The developer shall construct a security fence around the perimeter of the solar panels to deter unauthorized entrance. The fence shall utilize woven wire and be a maximum of 8 feet tall without barbed or razor wire.
8. Permanent vegetative shall be planted within the fenced project area.
9. All noxious weeds shall be controlled throughout the life of the project. If the weeds are not controlled the operator shall allow the county access to the site to implement weed control and the costs assessed back to the property.
10. If required by the township, an access permit shall be obtained from the township.
11. Prior to the start of construction, the developer shall document with the township the condition of the haul road(s) to be used during the construction of the project. Any haul road(s) degradation cause by construction traffic shall be remedied by the developer.
12. All construction crew vehicles must park on the site unless site conditions prohibit it. If vehicles must park on the road because of site conditions, vehicle parking shall be limited to a single side of the road.
13. The developer must obtain a 911 address and sign for the site.
14. The developer shall obtain building permit(s) from the Steele County Building Inspection office.
15. The developer and/or operator is responsible to acquire or maintain any federal, state, or local permits required in the construction, operation, and maintenance of the solar energy system.
16. A vegetative screen shall be planted between the fence and the neighboring property to the east. The screen shall consist of healthy, hardy plant materials that provides a minimum screen height of 8 feet and a minimum density of 75% at maturity. An alternative planting plan may be used if approved by the neighboring property owner.
17. Prior to the start of construction, the developer shall provide a letter of agreement from the land owner that states they understand they are liable for decommissioning if EESolar17, LLC or future lessees abandon the site.

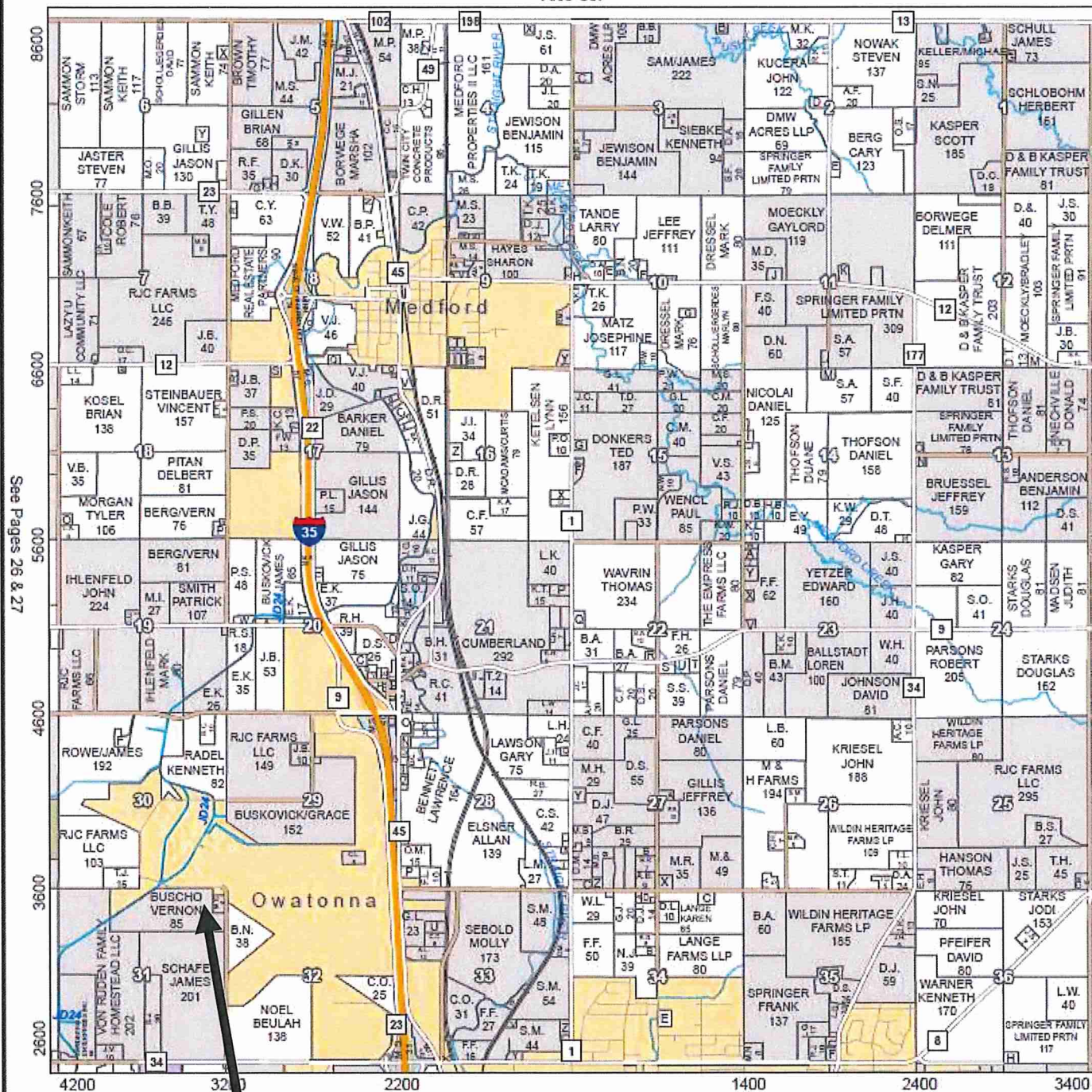
Medford & Clinton Falls



T.108N. - R.20W.



Rice Co.



See Pages 18 & 19

Proposed Solar Location



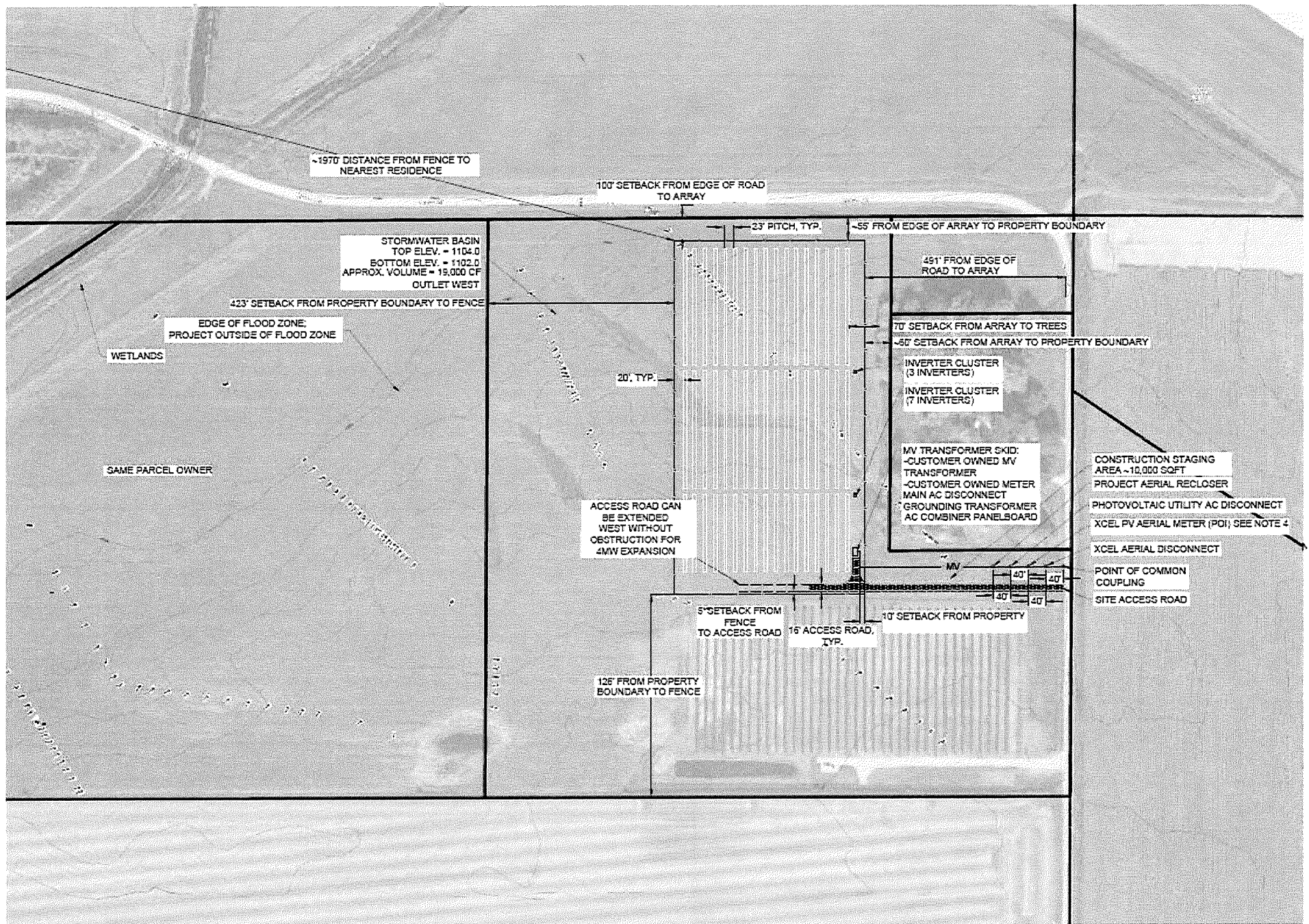
Disclaimer: Steele County, MN makes no representations or warranties, express or implied, with respect to the use or reuse of the data provided herewith, regardless of the format or the means of transmission. THE DATA IS PROVIDED "AS IS" WITH NO GUARANTEE OR REPRESENTATION ABOUT THE ACCURACY, CURRENCY, 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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Proposed Solar Site

September 25, 2023

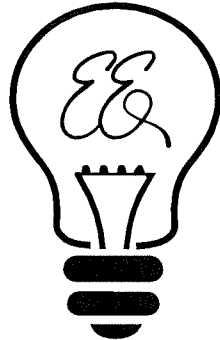




Enterprise Energy Project Site

Date:
Land Use Authority:

Thursday, September 7, 2023
Steele County, MN



ENTERPRISE ENERGY

Application for Conditional Use Permit

Buscho 1MW Community Solar Garden

Enterprise Energy LLC for EESolar17 LLC

Enterprise Energy LLC, a Minnesota limited liability company (“Applicant”) submits this permit application on behalf of EESolar17 LLC, a Minnesota limited liability company and subsidiary of Enterprise Energy. Applicant requests a permit to construct a 1MW Alternating Current community solar garden on land owned by Esther I Buscho Revocable Living Trust and Vernon R. Buscho Disclaimer Trust, Steele County, MN, Tax ID 12-031-1100. The site was selected due to its compliance with the zoning ordinance, its proximity to electrical infrastructure, it’s physical characteristics and suitability for solar development, and landowner participation. The application form is attached. The installation will operate as a “Community Solar Garden” as defined by Minn. Stat. 216B.1641 for a period of at least 25 years, and may continue operation for longer. Section 1528 of the county ordinance relates to the proposed development.

There is a preexisting solar array on the parcel. This project and CUP is unrelated to the existing project.

1. Summary of Project	2
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3. Access, Parking, Roads	6
4. Operation	6
5. Landscaping Plan & Visual Impact.....	6
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7. Decommissioning Plan	8
8. Fire Prevention Plan.....	9
9. Airport Zone.....	9
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1. Summary of Project

A Community Solar Garden is a solar power plant that allows people who don't have a good spot for solar panels to be treated by the electric utility as though these solar panels are on their property. We lease land somewhere that is good for solar, such as this parcel, and pay to develop and install the Community Solar Garden. When the array puts power into the Grid, it receives a "bill credit" from the electric utility for that amount of power. The bill credit is a right to take that same amount of power out of the electric grid somewhere else in the same electric grid at no cost. We then sell the bill credit to the people who don't have a good spot for solar, thereby allowing them to save money through solar even though they don't have a good spot for solar panels. The people who buy the bill credits are referred to as the "subscribers" since they subscribe to the Community Solar Garden by agreeing to buy the bill credits.

The application is for up to 1 MW (AC) Alternating Current of solar on the property. The installation will consist of approximately three thousand solar panels per MW. The installation will encumber approximately eight acres of land per MW and reach a height that will not exceed fifteen feet above grade, approximately 5-10 feet.

The solar panels are screwed to a steel racking system that holds them in rows. The rows are either arranged into an immobile configuration from East to West, facing the South at an approximately 30-degree angle, or they are arranged into rows from North to South, and pivot on a single axes following the sun from East to West. This project will utilize a tracker system.



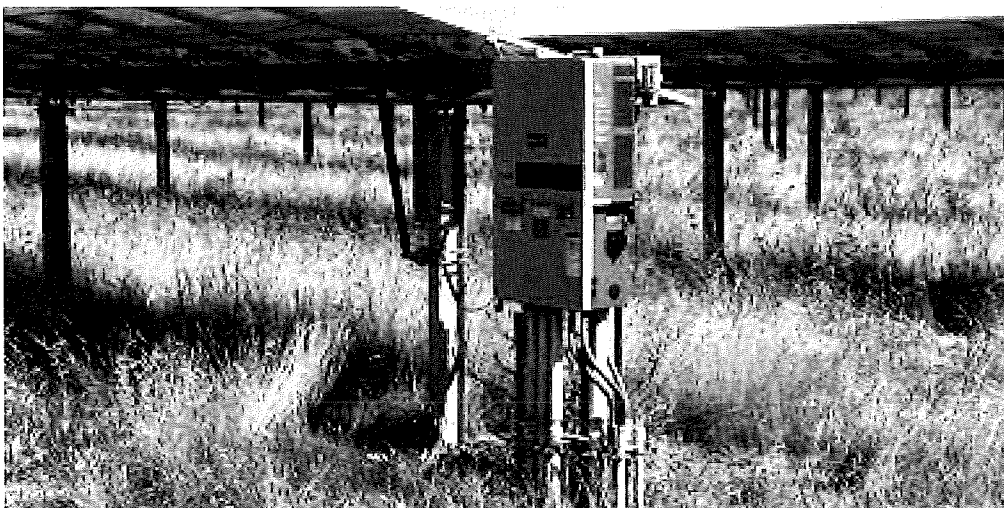
The racking system is attached to driven I-beam that secures the installation to the ground. The I-Beam is driven directly into the ground to a depth of approximately 7 feet and does not require concrete footings. The racking and footings are within accepted professional standards



given the local soil and climate, and are professional engineered to withstand winds exceeding 150 MPH.



Solar panels produce direct current (DC) electricity. The electrical grid uses alternating current (AC) electricity. The power produced from the array will be run through an “Inverter” that changes the power from direct current to alternating current. The process of inverting the electricity loses some efficiency. Therefore, it will produce more DC power than AC. This conversion is expressed as a DC/AC ratio. This project will have roughly a 1.5 DC/AC Ratio, meaning that for every MC AC that it produces, it produces 1.5MW direct current.



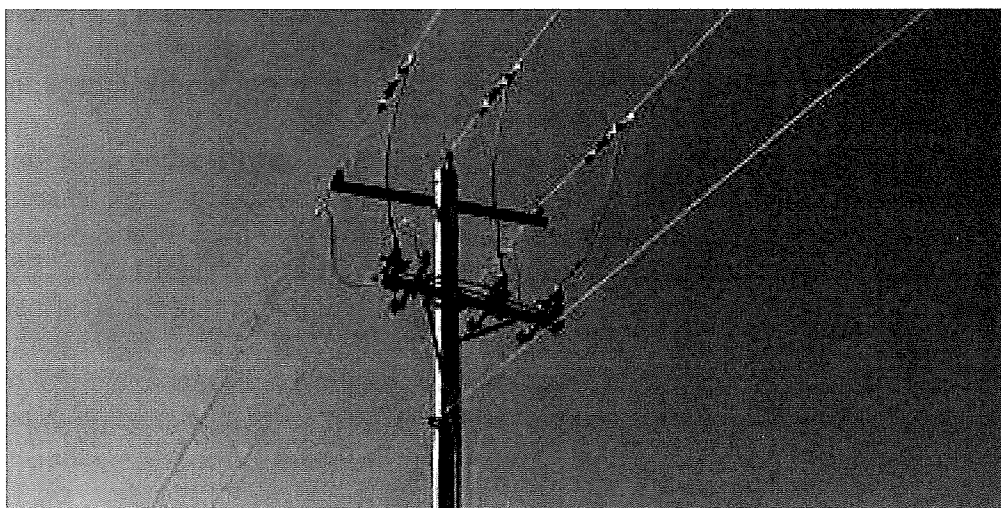
A community solar garden has one concrete equipment pad that takes up about 200 sf. The solar panels are connected by underground electric conduit that leads to the equipment pad where metering equipment is mounted. The amount of electricity that is produced by the solar development is measured by the solar development owner and the electric utility. The power



production and equipment are monitored 24/7 by a satellite or cellular based security system. An emergency shutoff switch is also on site.



After the power is metered at the equipment pad, it interconnects into the electric utility's existing three phase distribution power distribution network. The solar installation includes a pole that houses overhead wires and leads to another pole that is controlled by the electric utility.



The solar array will be contained within a 6 foot tall chain link security fence as described by the site plan. The fence will meet electrical code requirements and prevent people from trespassing, while allowing birds, insects, rodents, and other wildlife to pass through.



2. Methods of Construction

We would like to begin construction as soon as summer 2024 and complete before winter. However, the actual construction process will only take about three months. We haven't set an exact groundbreaking date yet. The construction process begins with preliminary site testing for soil conditions for footings, as well as environmental, historical, and cultural diligence. A construction trailer and portable toilet will be placed on site when we begin groundbreaking.

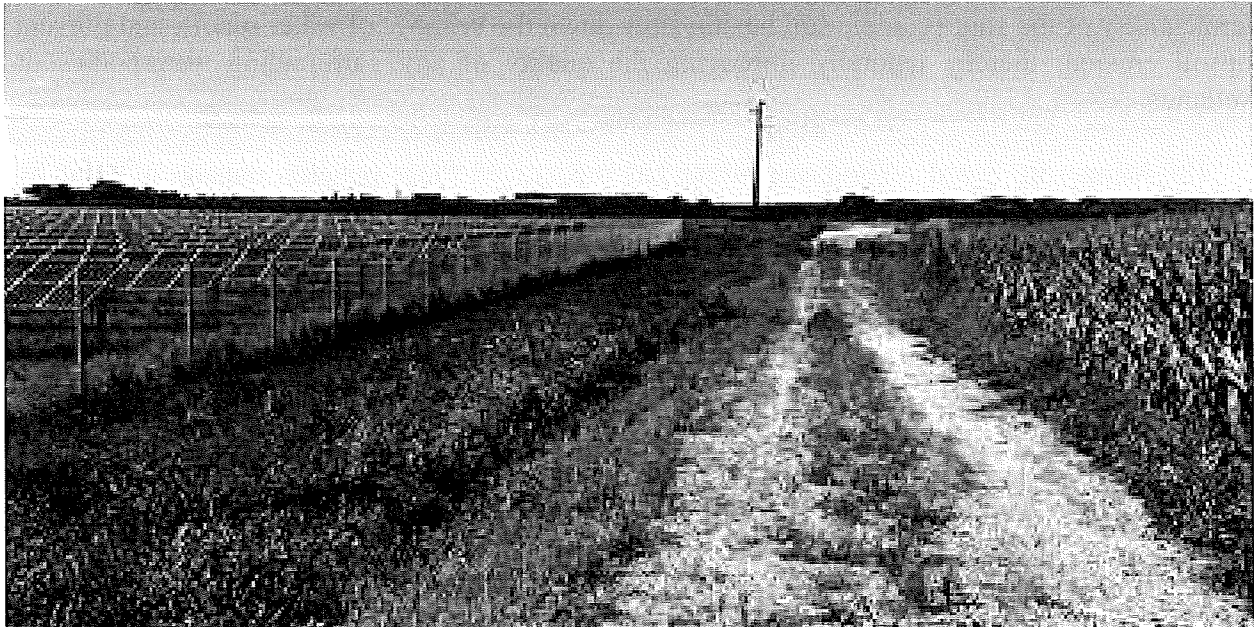
Construction happens in phases, typically with two phases occurring at the same time when the first phase is halfway done. The first phase of the installation is the footings. There will be rows I-beams sticking out of the ground. When about half of the field has I-beams installed, the racking system begins being placed on the I-beams completed portion of the I-beams. When the racking is installed on about half of the field, electricians will begin installing the solar panels on the completed portion. When the solar panels about installed about halfway through the field, electricians will begin wiring the system together. After the installation is complete it will undergo about a month of testing from the installer and the electric utility before it becomes commercially operational.



Construction will not require a water supply. All waste and debris from the project will be gathered on site and disposed of.

3. Access, Parking and Roads

Access to the site will be by a packed class five gravel road approximately fifteen feet wide with a 20-foot entrance. Construction parking will be located entirely within the parcel. No additional parking is required. Multiple semi truckloads of equipment such as solar panels and steel racking will be delivered through the construction process. Multiple pickup trucks, workers, passenger vehicles, bobcats and equipment will be on site most days during construction.



4. Operation

Access to the site will be minimal after construction. An engineer will need to access the property by pickup truck at least twice a year to examine the equipment. Maintenance crews will be on site at least twice a year to manage the vegetative cover and remove weeds.

The array will be monitored 24/7 265 days a year by a computer monitoring system that measures the power being produced on site. If a problem arises, the system will alert the system owner so that appropriate personnel can be dispatched to the site to resolve the issue.

The development will be owned and operated by an owner operator selected by the Developer. We have not determined who the owner will be yet, or if it will be sold at all.

5. Landscape Plan & Visual Impact



The Minnesota state legislature has passed a law that encourages solar developers to plant solar arrays in pollinator friendly plantings, Minn Stat. 216B.1642. The Minnesota Board of Water and Soil Resources has issues guidelines for the establishment of such pollinator habitat underneath solar developments, including tools evaluating the establishment and maintenance of the pollinator plantings.

We propose to submit a vegetation management plan in compliance with the abovementioned guidelines. The vegetative management plan will create wildlife habitat for birds, rodents, and insects that cannot live in farmed soils due to pesticides, as well as carnivorous animals that eat them. Unlike row crops, the vegetative cover will have deep roots that will improve the permeability of the soil, promote soil health, slow down the velocity of water runoff, and prevent topsoil erosion, thereby naturally improving the quality of any surrounding waterbodies or wetlands.

The Minnesota board of Soil and Water has recognized these benefits outside of solar by creating the CREP program, which pays farmers to remove farmland from agricultural production to create wildlife habitat like this solar installation creates for free. Removing overworked farmland from production and returning it to wildlife habitat is a windfall for the community and farmers. However, some opponents to solar have used the removal of agricultural land from production as a pretext for opposing solar installations. If the permitting authority prefers to keep the land in agricultural production, we will leave it in production by growing hay on the property for animal feed.

The array will not be visible to nearby homes. The home to the east already has vegetation obstructing the view of the solar array. The preexisting project does not have vegetative screening. However, screening can be added to this project if requested by the Planning Commission or Board.



6. Stormwater Management Plan

Stormwater management measures will be determined by a Minnesota licensed civil engineer as part of a full civil design set, which will be submitted for a building permit, and be subject to review and approval by environmental staff. The plan may include a SWPPP, stormwater runoff calculations, identify water retention basins, and utilize measures such as erosion control logs, silt fences, and infiltration basins. The stormwater management plan will comply with local laws and rules, as well as the Minnesota Board of Soil and Water, DNR, MPCA, and other state and federal requirements.

No County drain tile or cross property tile is located on the parcel. The property owner installed agricultural tile, but it does not extend beyond the boundaries of the land under common ownership. Under the lease agreement with the landowner, the developer assumes responsibility for any tile damaged during construction. The developer will identify the location of tile and either avoid hitting it or replace it to restore drainage to its preexisting condition.

7. Decommissioning Plan

The solar tenant and its successors shall be responsible for decommission of the solar installation upon the expiration of the lease, land use permits, or the cessation of power generation for a period longer than 12 months, at which point the solar installation will be deconstructed and removed. All footings, electrical components and underground wires, fences, and other solar equipment will be removed, and the land can be restored to agricultural production.

The solar installation will comply with any decommissioning security requirements or procedures that are required by the land use authority. The land lease for solar installation contains



a contractual obligation for the solar tenant to decommission the solar installation and restore the property. It also requires that the tenant post a security for removal in the form of a bond, escrow, or letter of credit prior to construction, payable to the property owner, in the event that the land use authority does not require one. The purpose of the security is to ensure that sufficient money is set aside to remove the solar installation before it is built.

Developer will commission a decommissioning plan as required by section 1528.06 in a form acceptable to county staff prior to the issuance of a building permit.

8. Fire Prevention Plan

The solar installation will comply with the international building code, including sections 605.11-605.11.2 regarding the location of underground electrical conduit, the national electric code, and all local electric and fire codes and ordinances. The solar installation will have emergency contact information posted on a sign at the fence entrance. The local fire department will be given an emergency key to the security fence. Solar production will be monitored 24/7 for electrical and mechanical issues.

9. Airport Zone

The development is within the airport zone for the Owatonna Airport. There is preexisting solar on the same parcel in the same airport zone located closer to the airport than this proposed project. In order to obtain clearance from the airport we submitted an application to the FAA for a Notice of Proposed Construction for their review and an FAA Glare Study. Results of the glare study will be made available to the planning commission before the public hearing.

10. Legal Description

12-031-1100

All that part of the Northeast $\frac{1}{4}$ of the Northeast $\frac{1}{4}$ of Section 31, Township 108 North, Range 20 West, Steele County, MN.

EXCEPT: Commencing at the Northeast corner of said Section 31; thence South 0 degrees East, assumed bearing, 225 feet along the East line of the NE $\frac{1}{4}$ of the NE $\frac{1}{4}$ to the true point of beginning; thence South 0 degrees East 538 feet along the East line of said NE $\frac{1}{4}$ of the NE $\frac{1}{4}$; thence North 90 degrees West 412 feet; thence North 0 degrees East 538 feet; thence North 90 degrees East 412 feet to said true point of beginning. (PID 12.031.1101)

EXCEPT: Beginning at the Northeast corner of said NE $\frac{1}{4}$; thence South 0 degrees 19 minutes 00 seconds West, assumed bearing, 225.00 feet along the East line of said NE $\frac{1}{4}$; thence North 89 degrees 41 minutes 00 seconds West 412 feet; thence North 0 degrees 19 minutes 00 seconds East 220.59 feet to the North line of said NE $\frac{1}{4}$; thence North 89 degrees 42 minutes 14 seconds East 412.02 feet to beginning. (PID 17-042-1102)



11. Exhibit List

- a. Site Plan (Site Map)
- b. Demonstration Equipment Specifications
- c. Application Form
- d. Vesting Deed
- e. Decommissioning Plan



Staff Report
for
Interim Use Permit #2023-02
EESolar17, LLC – Buscho Solar Garden

Applicant:

Enterprise Energy LLC for EESolar17, LLC

Land Owner:

Vernon R. Buscho Disclaimer Trust

Zoning District:

Agricultural

Address:

Not Assigned (located off of Runway Road)

Property Legal Description:

All that part of the NE 1/4 of the NE 1/4 of Section 31, Township 108 North, Range 20 West, EXCEPT: Commencing at the Northeast corner of said Section 31; thence South 0 degrees East, assumed bearing, 225 feet along the East line of NE 1/4 of NE 1/4 to the true point of beginning; thence South 0 degrees East 538 feet along the East line of said NE 1/4 of NE 1/4; thence North 90 degrees West 412 feet; thence North 0 degrees East 538 feet; thence North 90 degrees East 412 feet to said true point of beginning,

AND EXCEPT; Beginning at the northeast corner of said NE 1/4; thence S 0°19'00" W assumed bearing, 225.00 feet along the east line of said NE 1/4; thence N 89°41'00" W 412.00 feet; thence N0°19'00" E 220.59 feet to the north line of said NE 1/4; thence N 89°42'14" E, 412.02 feet to beginning,

Project Description:

Construct and operate a 1 MW (Mega Watt) AC (Alternating Current) community solar garden on approximately 8 acres of land. The solar energy system will consist of single axis trackers placed in north-south rows and rotating from east to west mounted on a steel racking structure. The expected lifespan of the project is at least 25 years however the applicant is asking that the permit be extended for 35 years or until the end of 2058 should the site be refurbished with new panels.

Reason for Conditional Use Permit Application:

Section 1528.03 of the Steele County Zoning Ordinance requires an interim use permit for “primary Use solar energy systems in the Agricultural District.

General Criteria for Issuing Conditional Use Permit:

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

The project will generate electrical power that will be sold to Xcel energy. The applicant has begun the process of developing an agreement with Xcel. There will be significant traffic on the road during construction but minimal traffic for maintenance after construction is completed. No other public utilities or facilities will be directly affected.

- 2) The use is compatible, separated, or screening from adjacent agricultural or residential land:**
The site has agricultural land to the west and north. This project should impose no direct effect on the adjacent agricultural land. An existing 1 MW solar garden is located south of this site. There is no reason to believe this project should affect that operation. There is one building site adjacent to the project owned by Michael and Linda Eaton. Once constructed, the solar farm produces no odors, no noise, and minimal traffic. However, during construction which is expected to take 3 to 4 months there will be a significant increase in traffic but temporary in nature. The site is not in an area where future residential development is expected.
- 3) The appearance will not have an adverse effect on adjacent properties:**
The appearance will be approximately 8 acres of solar panels surrounded by a fence. This appearance should have no effect on the adjacent agricultural land or the adjacent solar garden. With this project, the neighboring building site will now have two different solar gardens located on two sides of their building site. The appearance of a solar garden is subjective with some individuals finding the appearance distasteful and others not as offended. Enterprise energy is not proposing any type of vegetative screening at this time but is open to implementing a vegetative screen if required.
The applicant is also proposing to use a chain link fence to secure the site. We have received comments on other projects that typical chain link fences with barbed wire on top can look industrial in nature. The existing solar garden located adjacent to this site utilizes a woven wire type fence that has been described as more agriculture in nature. The requirement of this type of fence could add to continuity of the different solar projects.
- 4) The use is related to the existing land use and the needs of the county:**
The existing land use is an agricultural field. This field will be replaced by approximately 8 acres of panels on property leased by the proposer. The panels will be somewhat temporary in nature as at the end of their useful life they can be removed, and the land returned to farmland or some other use. The applicant has indicated the value of the equipment at the time of decommissioning will cover most of the cost of decommissioning the site. By their estimate the cost of decommissioning the site is estimated at \$191,717 and the salvage value of the materials will still be \$151,250. Staff has no expertise to determine if these estimates are realistic, rather encourages the land owners to have enforceable language in their lease requiring the proposer to remove the equipment at the end of the lease.
- 5) The use is consistence with the zoning ordinance and zoning district:**
The zoning ordinance allows Primary Use solar energy systems by Interim Use Permit in the agricultural district. Primary Use Solar Energy Systems are defined as systems which are the primary use of the land on which it is located, and which generate power for sale to a utility or other off-premise consumer. The site is also located in Zone C height restriction zone of the Airport Zoning District. The applicant has indicated they have submitted an application to the FAA for a notice of Proposed Construction and a glare analysis has been completed for the project. We have not been given an official comment on the project from the Owatonna Airport.
- 6) The use will not creation a traffic hazards or congestion:**
During construction, there will be a significant amount of construction traffic to and from the site. This traffic will use runway road which is a gravel township road. Construction equipment should abide by weight restrictions when roads are posted and if required by the township could be required to remediate any damage caused by construction equipment. After construction, traffic will be limited to maintenance vehicles and is expected to consist of a couple trips per week. The applicant has indicated that construction parking is to be entirely within the site. If the request is approved the planning commission could consider a condition prohibiting the parking of personnel or construction equipment on the road.
After construction, the project will only require intermittent maintenance traffic. This amount should not cause hazards or congestion.

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:

Existing businesses are located 1 mile away to the east. The proposed project should not have any effect on these businesses.

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

- Access: An access road will be constructed onto Runway Road. The proposer should be required to obtain any permits required from Clinton Falls Township.
- Drainage: No drainage tile have been identified on the proposed site. If drainage tile are discovered, the developer should be required to allow maintenance of the tile throughout the life of the project.
- Runoff: The project will require a storm water pollution prevention plan. If this plan indicates that storm water retention is warranted, the applicant has indicated that storm water retentions ponds may be installed. This will be governed by the MN Pollution Control Agency. Although the panels themselves shed water, some recent studies show that runoff from the site may decrease from existing conditions because the site is seeded to vegetation beneath the panels.
- Wetland: The proposer has not identified any jurisdictional wetlands in the construction area. If the project is approved, a formal wetland delineation and/or application should be completed and set to the Soil and Water Conservation district.
- Floodplain: The proposed panels will not be located in a floodplain designated area.
- Ground Cover: The applicant proposes to utilize a pollinator friendly ground cover. Because this type of vegetation typically needs several years to mature, weed control is crucial in its development. The operator should be required to control weeds throughout the life of the project.

Staff Comments:

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

1. This permit allows for the construction and operation of a 1 MW AC solar energy system in the location identified on the submitted application. Any additional expansion of the project will require the permit to be amended.
2. This permit shall expire on December 31, 2058 and all solar components and accessory facilities removed by December 31, 2059.
3. If the project ceases to generate electricity before the permit expiration date, all solar components and accessory facilities shall be removed within one year of the discontinuation of use/operation.
4. The operator shall notify the Steele County planning and zoning office of any changes in management or ownership of the project.
5. Any private drainage tile servicing adjoining properties shall be protected during construction and maintained throughout the life of the project.
6. A wetland determination shall be completed and submitted to the Steele Soil and Water Conservation District. The applicant shall follow all procedures and requirements of the wetland conservation act.
7. The developer shall construct a security fence around the perimeter of the solar panels to deter unauthorized entrance. The fence shall utilize woven wire and be a maximum of 8 feet tall without barbed or razor wire.
8. Permanent vegetative shall be planted within the fenced project area.
9. All noxious weeds shall be controlled throughout the life of the project. If the weeds are not controlled the operator shall allow the county access to the site to implement weed control and the costs assessed back to the property.
10. If required by the township, an access permit shall be obtained from the township.
11. Prior to the start of construction, the developer shall document with the township the condition of the haul road(s) to be used during the construction of the project. Any haul road(s) degradation cause by construction traffic shall be remedied by the developer.

12. All construction crew vehicles must park on the site unless site conditions prohibit it. If vehicles must park on the road because of site conditions, vehicle parking shall be limited to a single side of the road.
13. The developer must obtain a 911 address and sign for the site.
14. The developer shall obtain building permit(s) from the Steele County Building Inspection office.
15. The developer and/or operator is responsible to acquire or maintain any federal, state, or local permits required in the construction, operation, and maintenance of the solar energy system.

Other potential conditions the planning commission may consider:

16. A vegetative screen shall be planted between the fence and the neighboring property to the east. The screen shall consist of healthy, hardy plant materials that provides a minimum screen height of 8 feet and a minimum density of 75% at maturity. An alternative planting plan may be used if approved by the neighboring property owner.

INTERIM USE PERMIT**Permit # 2023-02**

PARCEL #:	12-031-1100	HEARING DATE:	10/02/23
DISTRICT:	Agricultural	DECISION DATE:	10/10/23
APPLICANT:	EESolar 17, LLC	LANDOWNER:	Buscho Trust
ADDRESS:	2925 Dean Parkway, Ste 300 Minneapolis, MN 55416	ADDRESS:	16595 Festal Ave. Farmington, MN 55024

LEGAL DESCRIPTION OF PROPERTY:

All that part of the NE 1/4 of the NE 1/4 of Section 31, Township 108 North, Range 20 West, Steele County, MN.

EXCEPT: Commencing at the Northeast corner of said Section 31; thence South 0 degrees East, assumed bearing, 225 feet along the East line of NE 1/4 of NE 1/4 to the true point of beginning; thence South 0 degrees East 538 feet along the East line of said NE 1/4 of NE 1/4; thence North 90 degrees West 412 feet; thence North 0 degrees East 538 feet; thence North 90 degrees East 412 feet to said true point of beginning,

AND EXCEPT; Beginning at the northeast corner of said NE 1/4; thence S 0°19'00" W assumed bearing, 225.00 feet along the east line of said NE 1/4; thence N 89°41'00" W 412.00 feet; thence N 0°10'00" E 220.50 feet to the north line of said NE 1/4; thence N 89°42'14" E 412.00 feet to beginning

REFERENCE ORDINANCE FOR CUP:

Section 1528.03 of the Steele County Zoning Ordinance requires an Interim Use Permit for Primary Use Solar Energy Systems in the Agricultural District.

PROPOSED USE(S):

1 MW AC Solar Energy System

INTERIM USE PERMIT

Permit # 2023-02

DECISION OF BOARD OF COMMISSIONERS

Deny ☐

Approve ☒

17 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 This permit allows for the construction and operation of a 1 MW solar energy system in the location identified on the submitted application. Any additional expansion of the project will require the permit to be amended.
- 2 This permit shall expire on December 31st, 2058 and all solar components and accessory facilities removed by December 31st, 2059.
- 3 If the project ceases to generate electricity before the permit expiration date, all solar components and accessory facilities shall be removed within one year of the discontinuation of use/operation.
- 4 The operator shall notify the Steele County planning and zoning office of any changes in management or ownership of the project.
- 5 Any private drainage tile servicing adjoining properties shall be protected during construction and maintained throughout the life of the project.
- 6 A wetland determination shall be completed and submitted to the Steele Soil and Water Conservation District. The applicant shall follow all procedures and requirements of the wetland conservation act.
- 7 The developer shall construct a security fence around the perimeter of the solar panels to deter unauthorized entrance. The fence shall utilize woven wire and be a maximum of 8 feet tall without barbed or razor wire.
- 8 Permanent vegetative shall be planted within the fenced project area and all noxious weeds shall be controlled.
- 9 All noxious weeds shall be controlled throughout the life of the project. If the weeds are not controlled the operator shall allow the county access to the site to implement weed
- 10 If required by the township, an access permit shall be obtained from the township.

- 11 Prior to the start of construction, the developer shall document with the township the condition of the haul road(s) to be used during the construction of the project. Any haul road(s) degradation cause by construction traffic shall be remedied by the developer.
- 12 All construction crew vehicles must park on the site unless site conditions prohibit it. If vehicles must park on the road because of site conditions, vehicle parking shall be limited to a single side of the road.
- 13 The developer must obtain a 911 address and sign for the site.
- 14 The developer shall obtain building permit(s) from the Steele County Building Inspection office.
- 15 The developer and/or operator is responsible to acquire or maintain any federal, state, or local permits required in the construction, operation, and maintenance of the solar energy system.
- 16 A vegetative screen shall be planted between the fence and the neighboring property to the east. The screen shall consist of healthy, hardy plant materials that provides a minimum screen height of 8 feet and a minimum density of 75% at maturity. An alternative planting plan may be used if approved by the neighboring property owner.
- 17 Prior to the start of construction, the developer shall provide a letter of agreement from the land owner that states they understand they are liable for decommissioning if EESolar17, LLC or future lessees abandon the site.

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: Consider DRAFT 2024-2028 Highway Capital Improvement Plan and Set Public Hearing

Department: Highway

Committee Meeting Date: N/A

Board Meeting Date: October 10, 2023

Consent Agenda: ☐ Yes ☒ No

Resolution: ☐ Yes ☒ No

Policy Committee Recommendation:

N/A

Recommendation:

Consider DRAFT Plan and set a Public Hearing to gather input on draft 2024-2028 Highway Capital Improvement Plan (CIP).

Background (*Including Budget Impact*):

The Highway CIP is reviewed and approved on an annual basis. The last Highway Capital Improvement Plan (CIP) was approved on November 8, 2022. A public hearing is required to amend the planned use of the transportation sales tax revenue.

The draft plan is updated with an additional year of projects programmed for 2028. The draft plan shifts several projects earlier or later.

Main sources of funding for construction on an annual basis are: State-Aid of approximately \$3.8 million, Sales Tax revenue of approximately \$3.5 million, Wheelage Tax of approximately \$750,000.

It is recommended to set a Public Hearing on the plan at 5:15 pm, Tuesday, November 14, 2023.

Attachments:

DRAFT 2024-2028 Highway Capital Improvement Plan



Steele County Highway Department

2024-2028 Highway Capital Improvement Plan



DRAFT October 10, 2023

DRAFT

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On the cover:

Crews construct the road base on the CSAH 49 reconstruction project completed during 2023 in Medford Township.

DRAFT

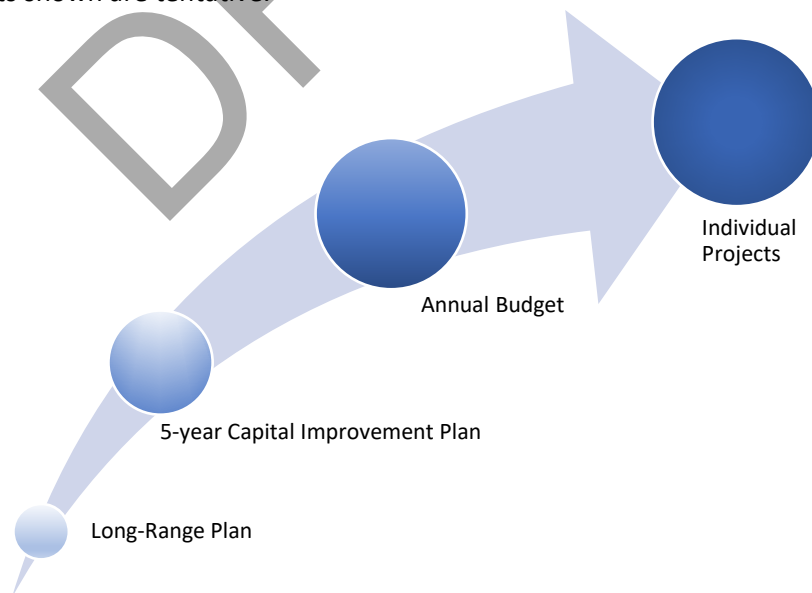
Executive Summary

Per the Steele County Highway Department's mission statement, the department provides a safe, efficient, coordinated transportation system that is responsive to community values and meets the needs of all users within resource limitations.

To help accomplish this, the department prepares a five-year Capital Improvement Plan to effectively maintain and improve the infrastructure for which the department is responsible. The plan is developed by the County Engineer and highway department staff to aid with budgeting, planning, programming, project development, design and construction of highway and bridge improvement projects. The plan is then presented to the Public for input and to the County Board for review and approval.

The highway infrastructure consists of 367 centerline miles of road and 128 bridges. The county highway system is categorized by funding source. The County State Aid Highway (CSAH) system, a network of key highways, consists of 305 miles of the system. County Roads (CR) consist of 62 miles of the system. Gas tax revenue is distributed by the State of Minnesota to assist in the construction and maintenance of the County State Aid Highways. The local property tax levy, wheelage tax, and local sales tax are sources of funding for the construction and maintenance of all county roads.

This plan lists the projects the Department intends on completing in the next five years. It also includes unscheduled projects identified as future needs. The Department annually reviews and updates the five-year Capital Improvement Plan which allows the staff, board and public the opportunity to reassess the plan and adjust due to changes in budget constraints, highway conditions, public input, goals, and priorities. The plan is intended to be flexible, recognizing some projects take significant time, resources, and coordination to implement. Until projects are approved by the county board as part of the annual budget, the projects shown are tentative.



Highway Project Implementation Process

DRAFT

2023 Construction Highlights

The Steele County Highway Department completed several projects from the 2023-2027 Capital Improvement Plan to maintain and improve the highway system. Highlights from 2023 include:

CSAH 49 (CSAH 45 to CR 198)

The project reconstructed CSAH 49 on a new alignment and paved a previously gravel road providing better connections of paved routes in the area north of Medford and better servicing aggregate mining and businesses in the area.

CSAH 48 Bixby Rd at 18th Street SE Roundabout

This project is constructing a roundabout at the intersection to provide for safety and efficient operations expected with increased volumes of traffic expected due to the new Owatonna High School that opened just to the west of the intersection. Significant delays encountered in obtaining railroad agreement and permits delayed the project which is now not expected to be completed until 2024. The intersection will be open to traffic before winter.

CSAH 2 and CSAH 7 Advance Street Name Signing

This project added advance street names signs at intersections. The CSAH 2 & CSAH 7 corridors are important truck routes between I-35 & US 14 and the Owatonna industrial area. The advance street name signs are effective at improving traffic safety and flow on these types of high-speed corridors with high volumes of out-of-town traffic.

CSAH 12 (CSAH 45 to NW 19th Ave) Resurfacing

This project removed existing pavement and repaved the bituminous pavement to restore the pavement condition. The project also upgraded pedestrian ramps to meet current Americans with Disabilities Act standards.

CSAH 12 (CSAH 8 to Dodge Co Line) Resurfacing

This project resurfaced the bituminous pavement and regraded shoulders to restore the pavement condition.

Township Box Culverts

The county provides technical assistance to townships in inspecting, maintaining, and constructing township bridges. From fall 2022 to summer 2023, four township bridges were reconstructed.

Bridge 74J29 SE 34th Ave over ditch, Blooming Prairie Township

Bridge 74J28 SE 44th Ave SE over Straight River, Blooming Prairie Township

Bridge 74J30 SW 8th Street over ditch, Meriden Township

Bridge 74J31 NE 34th Avenue over Medford Creek, Clinton Falls Township

Planning Objectives and Project Selection

In preparing this plan, the department considers four major objectives of highway improvement projects.

1. Highway Safety
2. Preservation and Maintenance
3. Rehabilitation
4. Operational/Capacity improvements

Overall, the department's strategy is to combine as much as possible, the four planning objectives into every project to maximize benefits and minimize costs. As various projects are considered, their scope of work and schedule are determined and prioritized by several factors including but not limited to:

Crash history and safety
Preservation of existing infrastructure
Funding availability
Traffic volume
Highway functional classification
Cost participation by others
Project grouping to minimize mobilization costs
Maintenance costs
Municipal input
Public input
Economic opportunity
Pavement Condition Index ratings

The department has several reports that have been prepared to determine the current and future needs of the county. The department uses these reports to also guide the preparation of the Capital Improvement Plan. The reports include:

Steele County Transportation Plan 2020 – 2040
Steele County Transportation Plan 2005 – 2025
Steele County: County Roadway Safety Plan, August 2012
CSAH 34 Traffic & Infrastructure Improvement Needs Study, April 2015
Owatonna Beltline Corridor Study, December 2011
Steele County: Road Safety Audit, August 2006
Americans with Disabilities Act Transition Plan 2020
Traffic Signal System Study, May 2020
CR 180 under Canadian Pacific Railroad Bridge Feasibility Study, August 2022

Highway Project Life Cycle

Throughout this Highway Capital Improvement Plan, readers will notice that each project will undergo several phases as it transitions from planning to engineering and finally to construction. These project phases include:

Planning

Highway projects typically originate from an adopted long-range transportation plan, other studies, and public and staff input and then are carried into the County's 5-Year Highway Capital Improvement Plan.

Preliminary Engineering

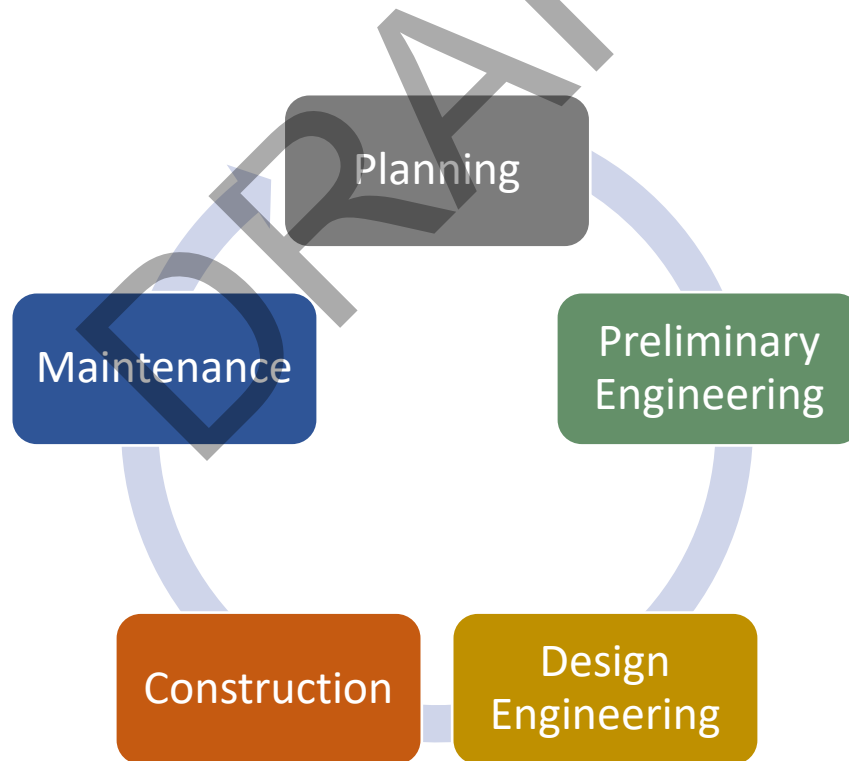
An engineering report involving a project's geometric design, right-of-way requirements, alternatives analysis, and environmental studies.

Design Engineering

Translates a preliminary engineering report into final contract plans, specifications and cost estimates for land acquisition and construction.

Construction

Finally the project enters the construction phase, which includes associated construction engineering activities such as surveys, staking, inspections, materials testing, checking shop drawings, supervision of contractors, field adjustments and plan revisions, record keeping and documentation, and payments to contractors.



Highway Project Life Cycle

Project Type

In improving the highway system, the department has defined several levels of improvement that can be applied to a segment of highway and that define a project's scope.

Maintenance

Maintenance is work of a short-term nature to preserve the highway or bridge. Maintenance includes basic work such as patching, crack sealing cracks, or chip seal. It would not typically include improvements to upgrade facilities to meet Americans with Disabilities Act standards.

Resurfacing

Resurfacing is putting a new surface on an existing pavement to provide better riding surface or extend the pavement life. It generally involves no other improvements other than minor improvements such as culvert replacements, beam guard replacements, signing improvements, and Americans with Disabilities Act facility upgrades.

Rehabilitation

Rehabilitation projects usually involve pavement replacement without significantly changing the subgrade. Pulverizing an existing asphalt pavement and replacing the pavement is an example often utilized by the department. Projects may include other work such as pavement widening, improvement of an isolated grade, curve, intersection or sight distance problem to improve safety, drainage improvements, Americans with Disabilities Act facility upgrades, or other minor improvements.

Reconstruction

Reconstruction is the total rebuilding of an existing highway to improve maintainability, safety, geometrics and traffic service.

Operational/Safety

Operational or Safety project may include improvements such as traffic signal upgrades, reconfiguration of lanes, isolated improvements such as an intersection, isolated grade, or curve reconstruction to improve operations or safety.

Expansion

Expansion includes the same types of work associated with reconstruction, but also involves the construction of additional through travel lanes. In some cases, expansion may include construction of a new highway on a new alignment.

Bridge Rehabilitation

Bridge Rehabilitation is the preservation or restoration of the structural integrity of an existing bridge as well as work to correct safety defects.

Bridge Replacement

Bridge Replacement is the building of a new bridge to replace an existing bridge.

Funding Sources

There are several sources of funding for highway improvement projects. Some of these sources require a local cost share but bring significant funds into the improvement program. The sources include:

Tax levy

County funds generated by property taxes.

County State Aid Highway – Regular and Maintenance

State aid funding is administered by MnDOT's State Aid for Local Transportation Division. CSAH funds can be used towards assisting in road construction, improvements and maintenance of highways on the state aid system (Minnesota Statutes 162.08).

County State Aid Highway - Municipal

State aid funding is administered by MnDOT's State Aid for Local Transportation Division. CSAH funds can be used towards road construction and improvements of highways on the state aid system (Minnesota Statutes 162.08) located in cities having a population of less than 5,000.

Bridge Bonding & Township Bridge

The Local Bridge Replacement Program provides local agencies funding for the reconstruction, rehabilitation or removal of bridges or structures. The program is financed by specific legislation allocating general obligation state bond funds under Minnesota Statutes 174.51 and is administered by the MnDOT State Aid for Local Transportation Division.

Wheelage Tax Revenue

The wheelage tax is a tax added to a vehicle registration fee. The Steele County Board of Commissioners approved the wheelage tax beginning in 2014 to fund needed transportation projects in accordance with Minnesota Statute 163.051.

State Park Road Account

The State Park Road Account helps local governments improve local roads that access state public recreation facilities. The program is jointly administered by the Minnesota Department of Natural Resources and MnDOT's State Aid for Local Transportation Division.

Sales Tax Revenue

In 2014, Steele County Board of Commissioners approved a 0.5 percent transit sales and use tax in accordance with Minnesota Statute 297A.993. The revenues fund road improvements as identified in the Steele County Capital Improvement Plan.

Highway Safety Improvement Program

The Federal Highway Safety Improvement Program (HSIP) goal is to significantly reduce traffic fatalities and serious injuries on all public roads and roads on tribal lands. Federal HSIP funding is distributed to each MnDOT district based on the proportion of fatal and serious injury crashes occurring in the district.

Federal Funds

Federal aid funding may be used by states and local agencies for preservation, reconstruction or construction on any federally eligible highway, bridge/tunnel, pedestrian/bicycle facility, and transit capital facility.

Acronyms and Definitions

Average Daily Traffic (ADT)

The bi-directional estimate of total vehicles traveling on a road segment during a 24-hour period.

County Road (CR)

Roads locally maintained by the county highway department, but not part of the County State Aid Highway system.

County State Aid Highway (CSAH)

County roads dedicated as part of the state aid system. County State Aid routes receive authorized financial support from the County State Aid Highway Fund.

Functional Classification

Roads are organized into Functional Classifications according to the type of service they provide. The two services a road can provide are mobility from one point to another and access to adjacent land.

Arterial – Roads that provide for a faster or more direct mode of travel, but have less access to adjacent land.

Collector – Roads that gather traffic from local roads and funnels them to the arterial network. They balance both the traffic circulation and the land access roles. Most county roads are collectors.

Local – Roads that serve primarily to provide access to adjacent land.

Legal Load Limit

The axle weight limit a road is designed for.

Local Planning Index (LPI)

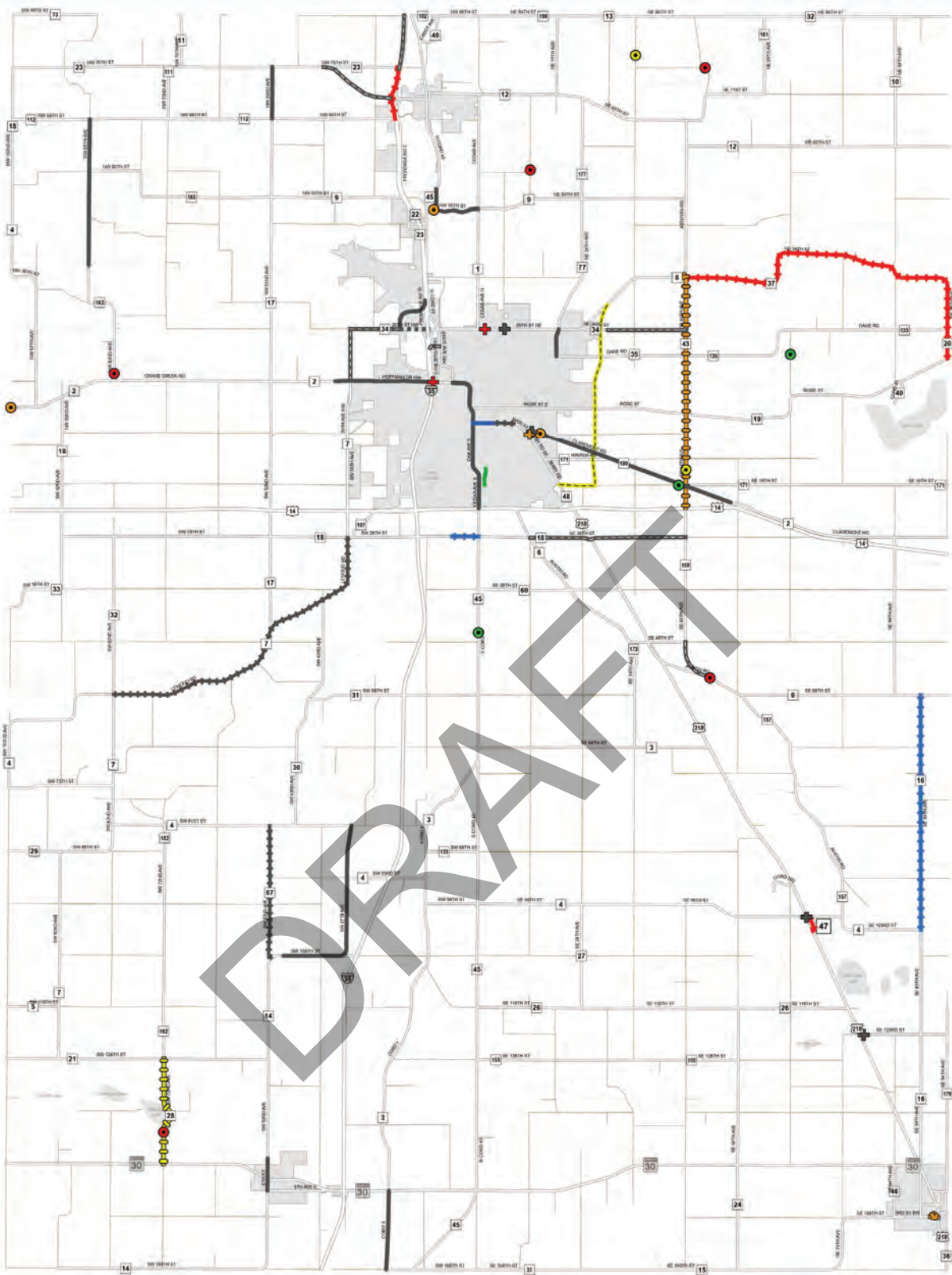
Measurement of the bridge's condition on a 1-100 point scale, factoring both the consequence of a service interruption and the probability of service interruption. Replaces the Sufficiency Rating system which used a similar 1-100 point scale.

Minnesota Department of Transportation (MnDOT)

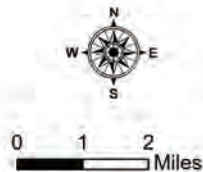
State agency that builds and maintains the state trunk highway network, including I-35, US 14, US 218, Minnesota 30. Also administers several funding programs that the county uses for the construction and maintenance of county highways.

Pavement Condition Index (PCI)

MnDOT collects pavement condition data using a digital inspection vehicle with multiple sensors that collect pavement condition information, including roughness and distresses. That information is compiled to make up the Pavement Condition Index (PCI) rating the roadway on a 0-100 scale, with higher numbers indicating better pavement condition. The PCI ratings are determined for each segment of highway and are shown on the Pavement Condition Index maps following.

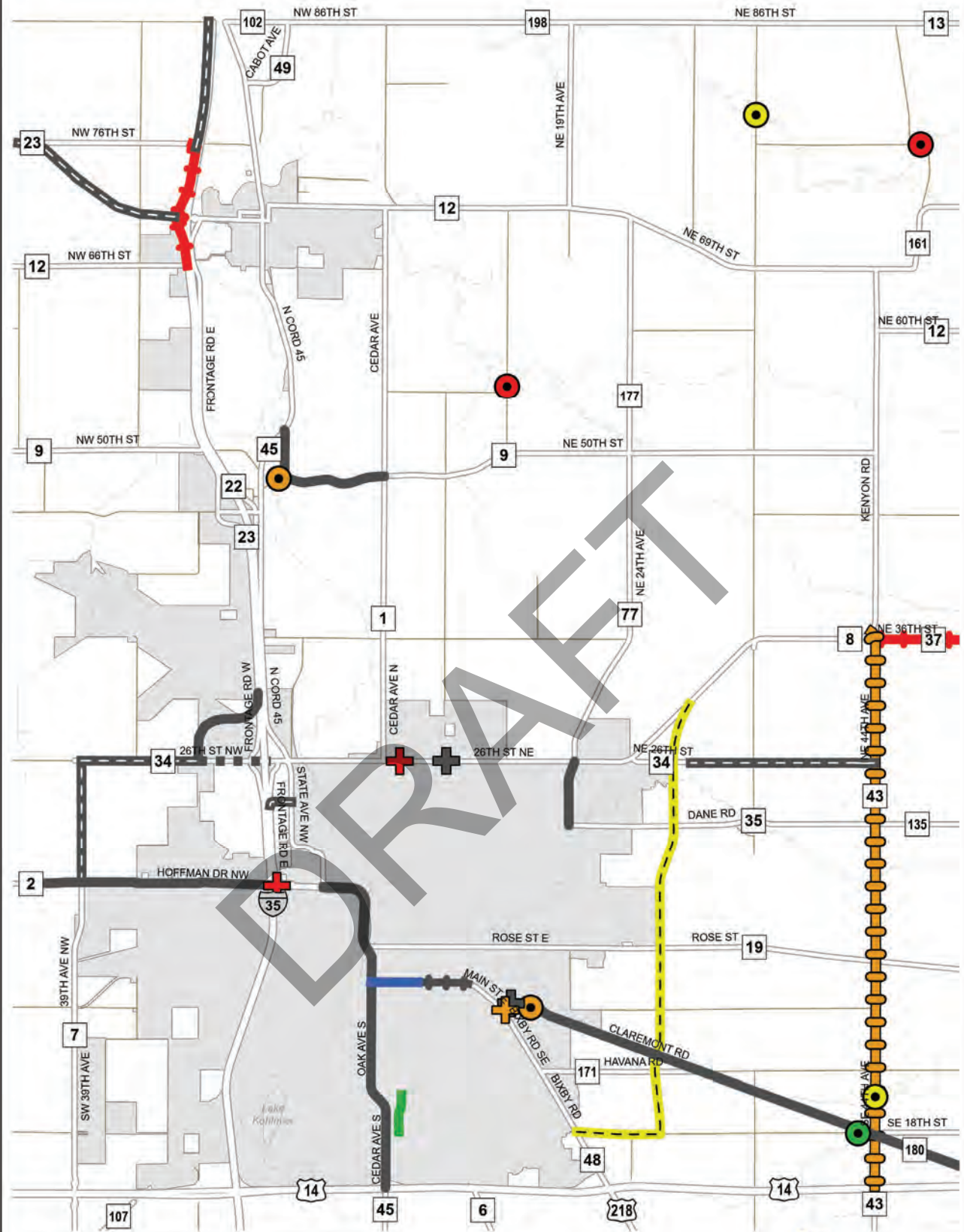


Project Year	Project Type
2024	Rehabilitation
2025	Operational
2026	Reconstruction
2027	Expansion
2028	Bridge Improvements
Year TBD	Intersection Improvements

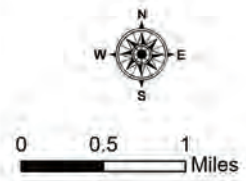


Draft 2024 - 2028 Highway Capital Improvement Plan

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Project Year	Project Type
2024	Rehabilitation
2025	Operational
2026	Reconstruction
2027	Expansion
2028	Bridge Improvements
Year TBD	Intersection Improvements



Draft
2024- 2028
Highway Capital
Improvement Plan

DRAFT

Annual Project Expenditures and Funding

	Bridge Funding - Fund 29	Federal Funds	Fund Balance	MnDOT Local Partnership Program	Other Local	Sales Tax Revenue	State Aid	State Aid Maintenance	State Aid Municipal	State Park Funds	To Be Determined	Township Bridge	Wheelage Tax Revenue	Grand Total
2024														
Construction														
Bridge 74524 - NE 14th Ave over Medford Cr					10,000							395,000		405,000
Bridge 74562 - CR 162 over Crane Creek	818,205					160,000								978,205
Bridge 89080 - CSAH 28 over Unnamed Ditch	100,000						200,000							300,000
Bridge 92779 - CSAH 6 over unnamed ditch	100,000						150,000							250,000
Bridge L5798 - NE 76th St over Rush Creek					10,000							305,000		315,000
County-wide Concrete Patching						250,000								250,000
County-wide Maintenance Overlays						400,000		900,000						1,300,000
County-wide Seal Coat						60,000							750,000	810,000
CSAH 12 & CSAH 23 (NW 66th St to NW 76th St)					150,000		350,000		350,000					850,000
CSAH 2 - Hoffman Dr at I-35 Signal Maintenance				55,000	60,000		65,000							180,000
CSAH 23 (CSAH 34 to CSAH 17) Culvert Pipe Lining						200,000								200,000
CSAH 28 (TH 30 to CSAH 21)							400,000							400,000
CSAH 34 at Landmark Dr						75,000								75,000
CSAH 37 (CSAH 8 to CSAH 19)					400,000		500,000	2,400,000						3,300,000
CSAH 43 (US 14 to CSAH 8)							500,000							500,000
CSAH 47 (Bixby Lane)							500,000							500,000
Rural Intersection Lighting		769,500				85,500								855,000
Design Engineering														
Bridge 4686 - CR 180 over Izaak Walton Cr					75,000	225,000								300,000
Bridge L5573 - Twp 95 over Straight River												70,000		70,000
CR 180 at Canadian Pacific Railway Crossing					7,500	22,500								30,000
CSAH 28 (Beaver Lake Rd S to Beaver Lake Rd N)						300,000								300,000
East Side Corridor					30,000	570,000								600,000
Preliminary Engineering														
CSAH 43/CR 171 (East)/CR 180						150,000								150,000
Right of Way														
Bridge 4686 - CR 180 over Izaak Walton Cr					12,500	37,500								50,000
Bridge 74563 - CSAH 43 over Ditch						5,000								5,000
Bridge 89080 - CSAH 28 over Unnamed Ditch						2,500								2,500
Bridge 92779 - CSAH 6 over unnamed ditch						2,500								2,500
CSAH 28 (Beaver Lake Rd S to Beaver Lake Rd N)						100,000								100,000
Utility														
CSAH 28 (Beaver Lake Rd S to Beaver Lake Rd N)						10,000								10,000
2024 Total	1,018,205	769,500		55,000	755,000	4,155,500	3,565,000	900,000	350,000			770,000	750,000	13,088,205

Annual Project Expenditures and Funding

	Bridge Funding - Fund 29	Federal Funds	Fund Balance	MnDOT Local Partnership Program	Other Local	Sales Tax Revenue	State Aid	State Aid Maintenance	State Aid Municipal	State Park Funds	To Be Determined	Township Bridge	Wheelage Tax Revenue	Grand Total
2025														
Construction														
Bridge 4686 - CR 180 over Izaak Walton Cr	4,000,000				750,000	2,250,000								7,000,000
Bridge 88497 - Waseca Co CSAH 14 / CSAH 2 over Stream					425,000		175,000							600,000
Bridge L5573 - Twp 95 over Straight River												600,000		600,000
County Wide Rumble Strips		180,000				20,000								200,000
County-wide Maintenance Overlays						400,000		900,000						1,300,000
County-wide Seal Coat						100,000							750,000	850,000
CR 180 at Canadian Pacific Railway Crossing		315,000			8,750		26,250							350,000
CSAH 15 (2nd Ave SE to US 218)									400,000					400,000
CSAH 16 (CSAH 4 to CSAH 6)							650,000							650,000
CSAH 16 (CSAH 6 to TH 14)							250,000							250,000
CSAH 28 (Beaver Lake Rd S to Beaver Lake Rd N)					173,000		1,000,000			500,000	1,497,000			3,170,000
CSAH 43 (US 14 to CSAH 8)						1,000,000	1,100,000							2,100,000
Design Engineering														
Bridge 95786 - SE 18th St over ditch					10,000							15,000		25,000
CR 174 Elm Ave (18th St SE to Park St)						54,000								54,000
CSAH 43/CR 171 (East)/CR 180						150,000								150,000
CSAH 48 Main St (Oak Ave to Grove Ave)					125,000	375,000								500,000
East Side Corridor					15,000	285,000								300,000
Right of Way														
CSAH 48 Main St (Oak Ave to Grove Ave)						75,000								75,000
East Side Corridor					75,000	1,425,000								1,500,000
Utility														
East Side Corridor					15,000	285,000								300,000
2025 Total	4,000,000	495,000			1,596,750	6,419,000	3,201,250	900,000	400,000	500,000	1,497,000	615,000	750,000	20,374,000

Annual Project Expenditures and Funding

	Bridge Funding - Fund 29	Federal Funds	Fund Balance	MnDOT Local Partnership Program	Other Local	Sales Tax Revenue	State Aid	State Aid Maintenance	State Aid Municipal	State Park Funds	To Be Determined	Township Bridge	Wheelage Tax Revenue	Grand Total
2026														
Construction														
Bridge 74507 - NE 34th Ave over Rush Cr					10,000							415,000		425,000
Bridge 74563 - CSAH 43 over Ditch	315,000						415,000							730,000
County-wide Maintenance Overlays						400,000		900,000						1,300,000
County-wide Seal Coat						100,000							750,000	850,000
CSAH 28 (TH 30 to CSAH 21)							1,000,000							1,000,000
East Side Corridor		4,000,000			410,000	3,400,000	1,390,000							9,200,000
Design Engineering														
Bridge 6743 - CSAH 45 over Turtle Creek						65,000								65,000
Traffic Signal Emergency Vehicle Preemption					10,000	10,000								20,000
2026 Total	315,000	4,000,000			430,000	3,975,000	2,805,000	900,000				415,000	750,000	13,590,000

Annual Project Expenditures and Funding

	Bridge Funding - Fund 29	Federal Funds	Fund Balance	MnDOT Local Partnership Program	Other Local	Sales Tax Revenue	State Aid	State Aid Maintenance	State Aid Municipal	State Park Funds	To Be Determined	Township Bridge	Wheelage Tax Revenue	Grand Total
2027														
Construction														
Bridge 95786 - SE 18th St over ditch					10,000							240,000		250,000
Bridge L8592 - NE 64th Ave over Maple Cr					10,000							190,000		200,000
County-wide Concrete Patching						250,000								250,000
County-wide Maintenance Overlays						400,000		900,000						1,300,000
County-wide Seal Coat						100,000							750,000	850,000
CR 174 Elm Ave (18th St SE to Park St)						540,000								540,000
CSAH 18 (UPRR to CSAH 45)							50,000							50,000
CSAH 3 (CSAH 45 to 24th Ave)							200,000							200,000
East Side Corridor					315,000	3,585,000	3,400,000							7,300,000
Right of Way														
CSAH 43/CR 171 (East)/CR 180						200,000								200,000
Utility														
CSAH 43/CR 171 (East)/CR 180						10,000								10,000
2027 Total					335,000	5,085,000	3,650,000	900,000				430,000	750,000	11,150,000

Annual Project Expenditures and Funding

	Bridge Funding - Fund 29	Federal Funds	Fund Balance	MnDOT Local Partnership Program	Other Local	Sales Tax Revenue	State Aid	State Aid Maintenance	State Aid Municipal	State Park Funds	To Be Determined	Township Bridge	Wheelage Tax Revenue	Grand Total
2028														
Construction														
Bridge 6743 - CSAH 45 over Turtle Creek	325,000					225,000	200,000							750,000
County-wide Maintenance Overlays						400,000		900,000						1,300,000
County-wide Seal Coat						100,000							750,000	850,000
CSAH 16 (CSAH 4 to CSAH 6)							2,100,000							2,100,000
CSAH 18 (UPRR to CSAH 45)						230,000								230,000
CSAH 48 Main St (Oak Ave to Grove Ave)					1,650,000	3,350,000	1,600,000							6,600,000
Traffic Signal Emergency Vehicle Preemption					100,000		100,000							200,000
Preliminary Engineering														
CSAH 2 (CSAH 7 to I-35)						300,000								300,000
CSAH 23 (CSAH 34 to Airport) Realignment					37,500	112,500								150,000
Utility														
CSAH 48 Main St (Oak Ave to Grove Ave)					1,055,000									1,055,000
2028 Total	325,000				2,842,500	4,717,500	4,000,000	900,000					750,000	13,535,000

Unscheduled Projects

These are projects that are not programmed for construction in this five-year plan. They are projects that have been identified as a current or future need from various sources such as the 20-year Transportation Plan, corridor studies, public and staff input, etc. Some of the projects may have the initial engineering costs programmed in the five-year plan and could be implemented soon after. Other projects may not currently meet the criteria to be implemented at this time or lack funding or other priorities.

Project Name	Project Type	Length	Unscheduled Amount
CR 162 (NW 30th St to CR 112)	Rural Reconstruction	2.8	4,700,000
CR 180 (CSAH 48 to East of CSAH 43)	Rural Reconstruction	4	8,000,000
CR 190 Realignment	Safety	0.2	860,000
CSAH 14 (2300 ft east of CSAH 67 to CSAH 4)	Rural Reconstruction	2.5	4,275,000
CSAH 14 (CSAH 38-8th Ave to 148th St)	Urban Reconstruction	0.7	2,200,000
CSAH 17 (CSAH 12 to CSAH 23)	Rural Reconstruction	1	1,700,000
CSAH 18 (CSAH 6 to CSAH 43)	Expansion	3	6,725,000
CSAH 2 (CSAH 7 to I-35)	Urban Reconstruction	1.9	10,600,000
CSAH 23 (CSAH 17 to CSAH 12) Realignment	Expansion	0	3,700,000
CSAH 23 (CSAH 34 to Airport) Realignment	Rural Reconstruction	0	3,530,000
CSAH 26 at US 218	Safety	0.3	300,000
CSAH 3 (Freeborn Co to MN 30)	Rural Reconstruction	1.5	3,300,000
CSAH 34 (24th Ave to CR 190 E. Frontage Rd)	Operational	0.7	6,040,000
CSAH 34 (CSAH 8 to CSAH 43)	Expansion	1.5	3,800,000
CSAH 34 (Future CSAH 7 to 24th Ave NW)	Expansion	1	1,920,000
CSAH 34 at St Paul Road	Operational	NA	1,650,000
CSAH 4 (CSAH 14 to 32 Ave)	Urban Reconstruction	1	4,280,000
CSAH 4 at US 218	Safety	0	400,000
CSAH 45 (TH 14 to State Ave)	Urban Reconstruction	2.5	12,550,000
CSAH 48 - Main St (Grove Ave to Chambers Ave)	Rehabilitation	0.4	2,400,000
CSAH 48 at CR 180 Intersection Improvement	Safety	0.3	1,420,000
CSAH 6 at US 218	Safety	1	2,200,000
CSAH 67 (CSAH 14 to CSAH 4)	Rehabilitation	2.6	1,350,000
CSAH 7 (CSAH 2 to CSAH 34)	Expansion	1	1,980,000
CSAH 7 (CSAH 32 to CSAH 18)	Rehabilitation	6.1	900,000
CSAH 8 Kenyon Rd (CSAH 35 to CSAH 34)	Urban Reconstruction	0.6	2,840,000
CSAH 9 (CSAH 45 to CSAH 1)	Rural Reconstruction	1.2	2,080,000
West Frontage Road Extension	Expansion	1	2,500,000
			\$ 98,200,000

Construction Year: 2025

County Wide Rumble Strips

Municipality not assigned

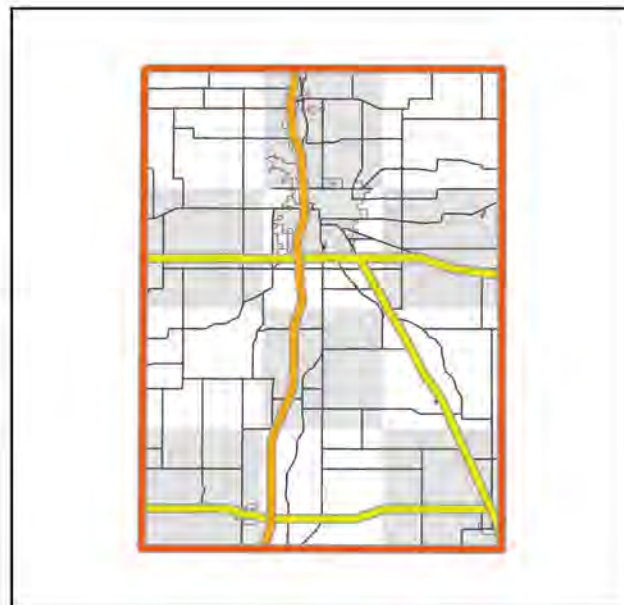
Project Number	Project Type
N/A	Safety

Functional Classification

Pavement Condition Index	ADT Existing	Legal Load Limit	Length
			N/A

Project Description

The project will install rumble strips on all concrete county highways. In 2023, the county installed rumble strips on on bituminous county highways that have at least a 1-foot paved shoulder. The county is applying for Highway Safety Improvement Program funding.



Project Justification

The County Road Safety Plan (CRSP) identified that 71% of CSAH/CR severe crashes occurred in rural areas, 65% of non-intersection crashes were run off the road, and 56% of the CSAH/CR severe rural, non-intersection related were severe run off the road crashes. Installing shoulder rumble strips is the top strategy identified to address these crashes which are a significant portion of the County's crashes. This project along with the 2023 rumble strip project will provide this strategy on nearly a third of the Steele County rural roadway system to address those crashes.

Funding Source	Prev. Years	2024	2025	2026	2027	2028	Fut. Years	Total
Federal Funds			180,000					180,000
Sales Tax Revenue			20,000					20,000
Total			200,000					200,000

Expenditure Type	Prev. Years	2024	2025	2026	2027	2028	Fut. Years	Total
Construction			200,000					200,000
Total			200,000					200,000

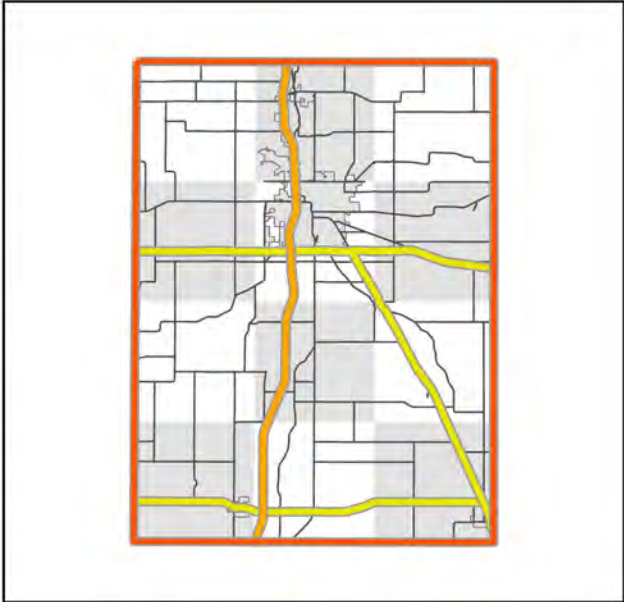
County-wide Concrete Patching

Various

Project Number		Project Type	
N/A		Maintenance	
Functional Classification			
Pavement Condition Index	ADT Existing	Legal Load Limit	Length
			N/A

Project Description
These projects are part of an annual program of pavement preservation projects.

Project Justification
These projects are scheduled to slow the normal deterioration of the highways to extend the pavement life and maintain the investment of existing infrastructure.



Funding Source	Prev. Years	2024	2025	2026	2027	2028	Fut. Years	Total
Sales Tax Revenue		250,000			250,000			500,000
Total		250,000			250,000			500,000

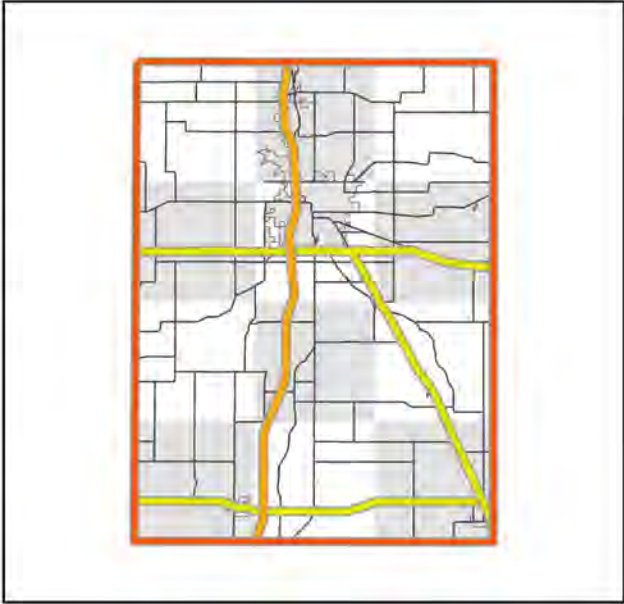
Expenditure Type	Prev. Years	2024	2025	2026	2027	2028	Fut. Years	Total
Construction		250,000			250,000			500,000
Total		250,000			250,000			500,000

County-wide Maintenance Overlays

Various

Project Number		Project Type	
CP 074-0xx-002		Maintenance	
Functional Classification			
Pavement Condition Index	ADT Existing	Legal Load Limit	Length
			N/A

Project Description
These projects are part of an annual program of pavement preservation projects.



Project Justification
These projects are scheduled to slow the normal deterioration of the highways to extend the pavement life and maintain the investment in existing infrastructure.

Funding Source	Prev. Years	2024	2025	2026	2027	2028	Fut. Years	Total
Sales Tax Revenue		400,000	400,000	400,000	400,000	400000		2,000,000
State Aid Maintenance		900,000	900,000	900,000	900,000	900000		4,500,000
Total		1,300,000	1,300,000	1,300,000	1,300,000	1,300,000		6,500,000

Expenditure Type	Prev. Years	2024	2025	2026	2027	2028	Fut. Years	Total
Construction		1,300,000	1,300,000	1,300,000	1,300,000	1300000		6,500,000
Total		1,300,000	1,300,000	1,300,000	1,300,000	1,300,000		6,500,000

County-wide Seal Coat

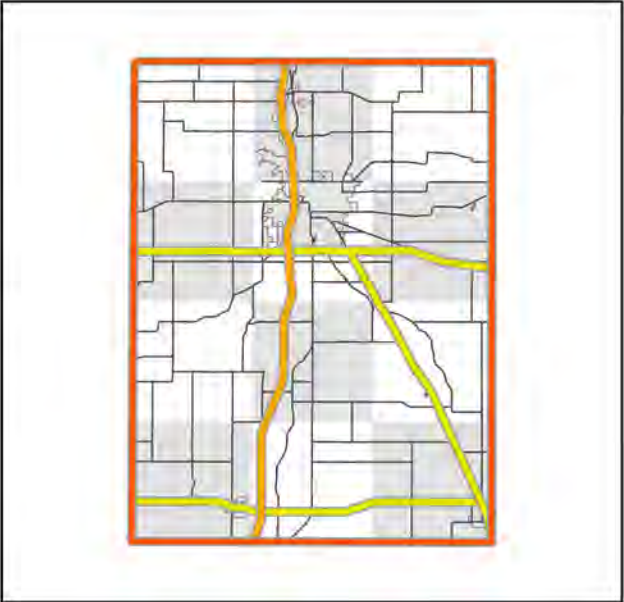
Various

Project Number	Project Type
CP 074-0xx-003	Maintenance

Functional Classification

Pavement Condition Index	ADT Existing	Legal Load Limit	Length
			N/A

Project Description
These projects are part of an annual program of pavement preservation projects.



Project Justification
These projects are scheduled to slow the normal deterioration of the highways to extend the pavement life and maintain the investment in existing infrastructure.

Funding Source	Prev. Years	2024	2025	2026	2027	2028	Fut. Years	Total
Sales Tax Revenue		60,000	100,000	100,000	100,000	100,000		460,000
Wheelage Tax Revenue		750,000	750,000	750,000	750,000	750,000		3,750,000
Total		810,000	850,000	850,000	850,000	850,000		4,210,000

Expenditure Type	Prev. Years	2024	2025	2026	2027	2028	Fut. Years	Total
Construction		810,000	850,000	850,000	850,000	850,000		4,210,000
Total		810,000	850,000	850,000	850,000	850,000		4,210,000

Construction Year: 2026

East Side Corridor

City of Owatonna & Owatonna Township

Project Number	Project Type
CP 074-021-006	Expansion

Functional Classification
NA

Pavement Condition Index	ADT Existing	Legal Load Limit	Length
NA	NA	NA	4.21

Project Description

Constructs a north-south route on the east side of the City of Owatonna from near the US 218/18th Street SE intersection to CSAH 34 (26th Street NE). A Feasibility Study and Environmental Report is in progress. Depending on the final report, construction could be divided in stages.



Project Justification

Traffic has no direct route for traveling between the northeast part and the southeast part of Owatonna. All existing highways and streets direct traffic towards the downtown area adding unnecessary traffic in the downtown area and increasing travel times. In 1999, Steele County and the City of Owatonna recorded an Official Map of a future north-south road from 26th Street to US 14, calling it the East Side Corridor. In 2005, the County recorded an Official Map of the Owatonna Beltline, consisting in part of CSAH 43 to the east. While CSAH 43 will have connections to US 14 and will provide a north-south connection for future growth, it does not provide benefits for current needs of traffic on the east side of the City, especially with the relocation of the high school near the intersection of CSAH 48 and 18th Street SE.

Funding Source	Prev. Years	2024	2025	2026	2027	2028	Fut. Years	Total
Federal Funds	287,000			4,000,000				4,287,000
Other Local		30,000	105,000	410,000	315,000			860,000
Sales Tax Revenue	20,000	570,000	1,995,000	3,400,000	3,585,000			9,570,000
State Aid				1,390,000	3,400,000			4,790,000
Total	307,000	600,000	2,100,000	9,200,000	7,300,000			19,507,000

Expenditure Type	Prev. Years	2024	2025	2026	2027	2028	Fut. Years	Total
Construction				9,200,000	7,300,000			16,500,000
Design Engineering		600,000	300,000					900,000
Preliminary Engineering	307,000							307,000
Right of Way			1,500,000					1,500,000
Utility			300,000					300,000
Total	307,000	600,000	2,100,000	9,200,000	7,300,000			19,507,000

Construction Year: 2024

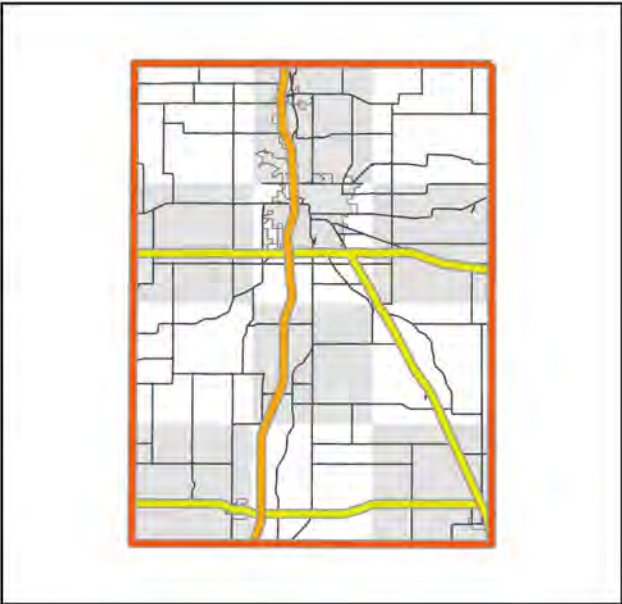
Rural Intersection Lighting

Various

Project Number	Project Type		
SP 074-070-008	Safety		
Functional Classification			
Pavement Condition Index	ADT Existing	Legal Load Limit	Length
			N/A

Project Description

The project will add street lighting at 36 high priority intersections to improve safety. The project is partially funded by the federal Highway Safety Improvement Program.



Project Justification

The County Road Safety Plan identified lighting as an improvement for 26 rural intersections listed as high risk for crashes. The project is including 7 other lower priority rural intersections to add lighting to maintain a consistent approach on key county routes with higher traffic volumes. Also, the project is including 3 intersections for a route that did not exist at the time that the CRSP was completed.



Funding Source	Prev. Years	2024	2025	2026	2027	2028	Fut. Years	Total
Federal Funds		769,500						769,500
Sales Tax Revenue	85,000	85,500						170,500
Total	85,000	855,000						940,000

Expenditure Type	Prev. Years	2024	2025	2026	2027	2028	Fut. Years	Total
Construction		855,000						855,000
Design Engineering	85,000							85,000
Total	85,000	855,000						940,000

Construction Year: 2028

Traffic Signal Emergency Vehicle Preemption

City of Owatonna

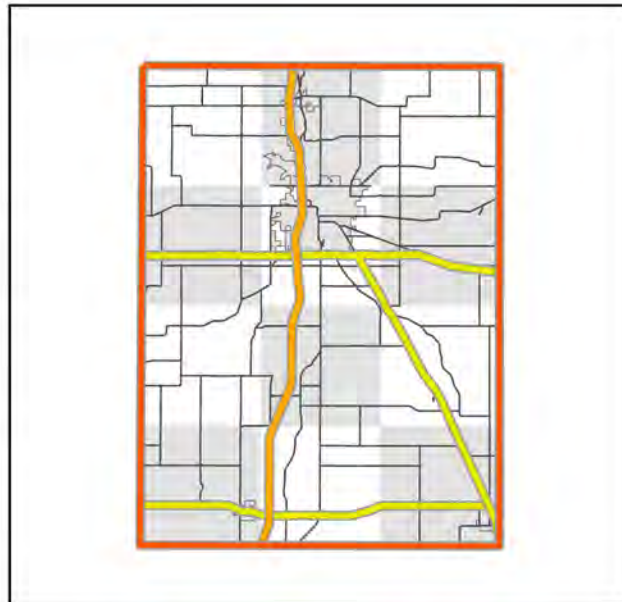
Project Number	Project Type
SAP 074-030-012	Operational

Functional Classification

Pavement Condition Index	ADT Existing	Legal Load Limit	Length
NA	Varies	NA	N/A

Project Description

The project will repair and update the Emergency Vehicle Preemption system on the traffic signals. This system receives signals from emergency vehicles and gives the vehicles priority with a green light. This is a joint project with the City of Owatonna.



Project Justification

A study completed in 2019 - 2020 outlined significant maintenance needs and operational updates required to update signals to current traffic standards and extend the life of the system. This study also noted significant deficiencies in the existing Emergency Vehicle Preemption hardware. A working Emergency Vehicle Preemption system provides safety of all motorists as emergency vehicles travel through the signalized intersection and improve emergency response time.



Funding Source	Prev. Years	2024	2025	2026	2027	2028	Fut. Years	Total
Other Local				10,000		100,000		110,000
Sales Tax Revenue				10,000				10,000
State Aid						100,000		100,000
Total				20,000		200,000		220,000

Expenditure Type	Prev. Years	2024	2025	2026	2027	2028	Fut. Years	Total
Construction						200,000		200,000
Design Engineering				20,000				20,000
Total				20,000		200,000		220,000

Construction Year: Unscheduled

West Frontage Road Extension

Medford Township

Project Number	Project Type
N/A	Expansion

Functional Classification

Pavement Condition Index	ADT Existing	Legal Load Limit	Length
NA	NA		1.03

Project Description

The project will extend the west frontage road from CSAH 23 to the Rice County Line, connecting into Ableman Trail north of the county line.



Project Justification

The Rice County and Steele County long range transportation plans identified this extension to improve connectivity of county routes in the area.

Funding Source	Prev. Years	2024	2025	2026	2027	2028	Fut. Years	Total
To Be Determined							2,500,000	2,500,000
Total							2,500,000	2,500,000

Expenditure Type	Prev. Years	2024	2025	2026	2027	2028	Fut. Years	Total
Construction							2,000,000	2,000,000
Design Engineering							200,000	200,000
Right of Way							300,000	300,000
Total							2,500,000	2,500,000

Construction Year: 2024

CSAH 2 - Hoffman Dr at I-35 Signal Maintenance

City of Owatonna

Project Number	Project Type
SAP 074-602-007	Operational

Functional Classification

Pavement Condition Index	ADT Existing	Legal Load Limit	Length
			0.37

Project Description

This is a joint project with the City of Owatonna and the Minnesota Department of Transportation. This signalized intersection, along with the intersection of Bridge Street and I-35 ramps, are owned by MnDOT but Steele County and the City of Owatonna maintain the systems per agreement. MnDOT is participating in non maintenance costs for upgrades under their Local Partnership Program.



Project Justification

A study completed in 2019 - 2020 outlined significant maintenance needs and operational updates required to update signals to current traffic standards and extend the life of the system. This project will maintain and modernize the signal infrastructure to current standards and improve traffic operations.

Funding Source	Prev. Years	2024	2025	2026	2027	2028	Fut. Years	Total
MnDOT Local Partnership Program		55,000						55,000
Other Local	7,500	60,000						67,500
Sales Tax Revenue	7,500							7,500
State Aid		65,000						65,000
Total	15,000	180,000						195,000

Expenditure Type	Prev. Years	2024	2025	2026	2027	2028	Fut. Years	Total
Construction		180,000						180,000
Design Engineering	15,000							15,000
Total	15,000	180,000						195,000

Construction Year: Unscheduled

CSAH 2 (CSAH 7 to I-35)

City of Owatonna

Project Number	Project Type
SAP 074-602-003	Urban Reconstruction

Functional Classification
Minor Arterial

Pavement Condition Index	ADT Existing	Legal Load Limit	Length
56	5200 - 14900	10-ton	1.84

Project Description

The project will reconstruct the roadway to improve pavement condition.



Project Justification

The pavement condition is in fair condition and continuing to deteriorate.

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Funding Source	Prev. Years	2024	2025	2026	2027	2028	Fut. Years	Total
Other Local							2,000,000	2,000,000
Sales Tax Revenue						300,000	8,300,000	8,600,000
Total						300,000	10,300,000	10,600,000

Expenditure Type	Prev. Years	2024	2025	2026	2027	2028	Fut. Years	Total
Construction							10,000,000	10,000,000
Design Engineering							300,000	300,000
Preliminary Engineering						300,000		300,000
Total						300,000	10,300,000	10,600,000

Construction Year: 2030

CSAH 3 (CSAH 45 to 24th Ave)

Somerset Township

Project Number	Project Type
N/A	Rehabilitation

Functional Classification
Minor Collector

Pavement Condition Index	ADT Existing	Legal Load Limit	Length
65	250 (2019)	9 ton	4.43

Project Description

Project will reclaim existing pavement and place new bituminous pavement, improve highway drainage and complete other minor improvements. Culverts will be replaced in the first construction year to allow for settlement. The pavement will be replaced in second year.



Project Justification

To restore drainage and pavement condition.

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Funding Source	Prev. Years	2024	2025	2026	2027	2028	Fut. Years	Total
Sales Tax Revenue							2,040,000	2,040,000
State Aid					200,000			200,000
Total					200,000		2,040,000	2,240,000

Expenditure Type	Prev. Years	2024	2025	2026	2027	2028	Fut. Years	Total
Construction					200,000		2,040,000	2,240,000
Total					200,000		2,040,000	2,240,000

Construction Year: Unscheduled

CSAH 3 (Freeborn Co to MN 30)

Summit Township

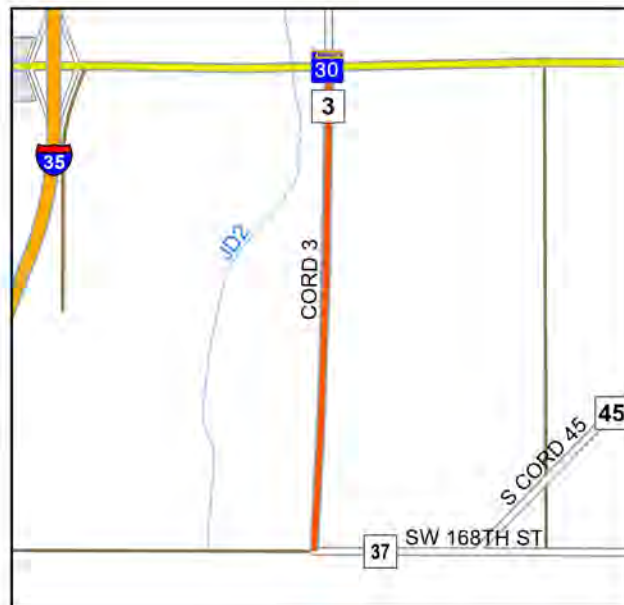
Project Number	Project Type
N/A	Rural Reconstruction

Functional Classification
Minor Collector

Pavement Condition Index	ADT Existing	Legal Load Limit	Length
65	900 (2019)	9 ton	1.51

Project Description

Reconstruct roadway to current State Aid Standards.



Project Justification

To improve roadway condition and remove an old state highway narrow concrete pavement that contributes to poor performance of the bituminous overlays.

DRAFT

Funding Source	Prev. Years	2024	2025	2026	2027	2028	Fut. Years	Total
Sales Tax Revenue							3,300,000	3,300,000
Total							3,300,000	3,300,000

Expenditure Type	Prev. Years	2024	2025	2026	2027	2028	Fut. Years	Total
Construction							3,000,000	3,000,000
Design Engineering							300,000	300,000
Total							3,300,000	3,300,000

Construction Year: Unscheduled

CSAH 4 (CSAH 14 to 32 Ave)

Somerset Township (Unincorporated Hope)

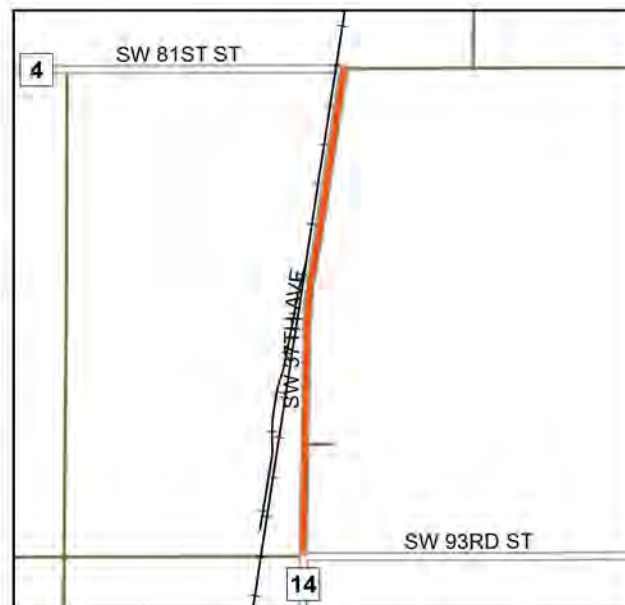
Project Number	Project Type
N/A	Urban Reconstruction

Functional Classification
Major Collector

Pavement Condition Index	ADT Existing	Legal Load Limit	Length
75	690	9 ton	1.01

Project Description

Reconstruct roadway to urban cross section and construct an improved drainage system. An estimated \$600,000 for the improved drainage system is planned to come from township funding or other grant funding yet to be identified.



Project Justification

The area of Hope experiences regular flooding. Portions of the roadway have a rural cross section with very shallow or non-existent ditches. A portion of the roadway has curb and gutter with an existing storm sewer that is inadequate. In 2017, a drainage study recommended improvements.

Funding Source	Prev. Years	2024	2025	2026	2027	2028	Fut. Years	Total
To Be Determined							4,280,000	4,280,000
Total							4,280,000	4,280,000

Expenditure Type	Prev. Years	2024	2025	2026	2027	2028	Fut. Years	Total
Construction							3,800,000	3,800,000
Design Engineering							380,000	380,000
Right of Way							100,000	100,000
Total							4,280,000	4,280,000

Construction Year: Unscheduled

CSAH 4 at US 218

Aurora Township

Project Number	Project Type
N/A	Safety

Functional Classification
Major Collector

Pavement Condition Index	ADT Existing	Legal Load Limit	Length
69	355 (2019)	9 ton	0.62

Project Description

The project will realign the intersection to remove the skewed approaches. A house that obstructs sight lines will be removed. Construction of left turn lanes is being considered. This project is a candidate for a MnDOT Local Partnership Program project.



Project Justification

Intersection is identified as high risk and listed as high priority by the 2012 County Roadway Safety Plan. The house obstructs sight lines of US 218 creating a hazardous condition. The intersection and railroad crossings are on a skew.

Funding Source	Prev. Years	2024	2025	2026	2027	2028	Fut. Years	Total
MnDOT Local Partnership Program							100,000	100,000
Sales Tax Revenue							200,000	200,000
State Aid							100,000	100,000
Total							400,000	400,000

Expenditure Type	Prev. Years	2024	2025	2026	2027	2028	Fut. Years	Total
Construction							200,000	200,000
Right of Way							200,000	200,000
Total							400,000	400,000

Construction Year: Unscheduled

CSAH 6 at US 218

Aurora Township

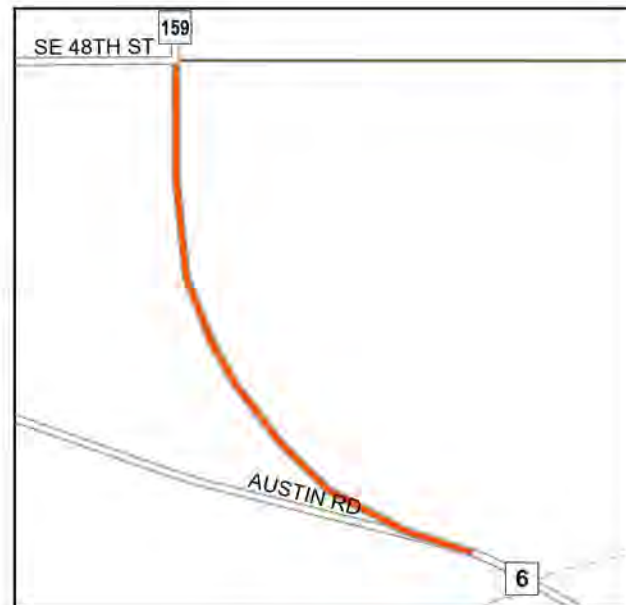
Project Number	Project Type
N/A	Safety

Functional Classification
Minor Collector

Pavement Condition Index	ADT Existing	Legal Load Limit	Length
	350 (2020)	9 ton	0.83

Project Description

Project will remove the skewed intersection with US 218 and the skewed railroad crossing and realign CSAH 6 to connect CR 159.



Project Justification

The CSAH 6 (East) and US 218 intersection is identified as high risk and listed as high priority by the 2012 County Roadway Safety Plan due to its skewed alignment on a curve with close proximity of the intersection to the railroad crossing. Realigning the road would eliminate this high risk intersection and rail crossing and provide better north-south connectivity of county highways in the area. The project is a candidate for a Federal/State program to consolidate and eliminate at-grade rail crossings to eliminate hazards at railway-highway crossings.

Funding Source	Prev. Years	2024	2025	2026	2027	2028	Fut. Years	Total
To Be Determined							2,200,000	2,200,000
Total							2,200,000	2,200,000

Expenditure Type	Prev. Years	2024	2025	2026	2027	2028	Fut. Years	Total
Construction							2,000,000	2,000,000
Design Engineering							200,000	200,000
Total							2,200,000	2,200,000

Construction Year: Unscheduled

CSAH 7 (CSAH 2 to CSAH 34)

Owatonna Township

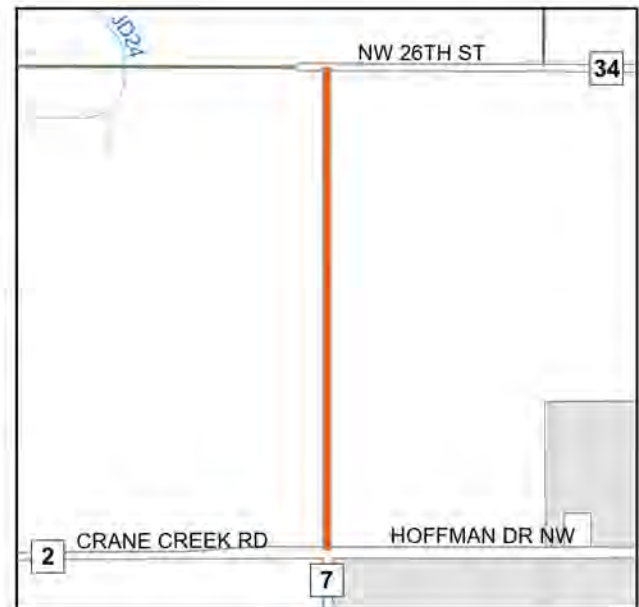
Project Number	Project Type
N/A	Expansion

Functional Classification
N/A

Pavement Condition Index	ADT Existing	Legal Load Limit	Length
NA	N/A	N/A	0.99

Project Description

Construct a highway on a new alignment.



Project Justification

This corridor has been identified for the Owatonna West Beltline to improve regional mobility and traffic flow and promote regional economic development through improved mobility and access.

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Funding Source	Prev. Years	2024	2025	2026	2027	2028	Fut. Years	Total
Sales Tax Revenue							150,000	150,000
State Aid							1,830,000	1,830,000
Total							1,980,000	1,980,000

Expenditure Type	Prev. Years	2024	2025	2026	2027	2028	Fut. Years	Total
Construction							1,500,000	1,500,000
Design Engineering							150,000	150,000
Right of Way							300,000	300,000
Utility							30,000	30,000
Total							1,980,000	1,980,000

Construction Year: Unscheduled

CSAH 7 (CSAH 32 to CSAH 18)

Lemond, Meriden, & Owatonna Townships

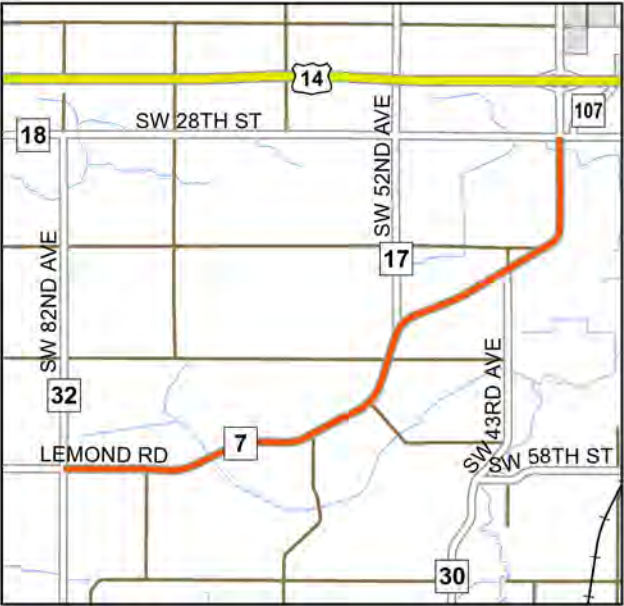
Project Number	Project Type
N/A	Rehabilitation

Functional Classification
Major Collector

Pavement Condition Index	ADT Existing	Legal Load Limit	Length
	1150	10-ton	6.21

Project Description

The project will grind the surface of the concrete to improve the ride quality and make joint repairs.



Project Justification

The concrete panels are cupping which is creating a poor riding surface.

DRAFT

Funding Source	Prev. Years	2024	2025	2026	2027	2028	Fut. Years	Total
To Be Determined							900,000	900,000
Total							900,000	900,000

Expenditure Type	Prev. Years	2024	2025	2026	2027	2028	Fut. Years	Total
Construction							900,000	900,000
Total							900,000	900,000

Construction Year: Unscheduled

CSAH 8 Kenyon Rd (CSAH 35 to CSAH 34)

City of Owatonna

Project Number	Project Type
N/A	Urban Reconstruction

Functional Classification
Major Collector

Pavement Condition Index	ADT Existing	Legal Load Limit	Length
58	1750 (2012)	9 ton	0.52

Project Description

Project will reconstruct a rural highway to an urban highway and will add links to the City sidewalk/trail system. Project may include intersection upgrades such as roundabouts at both ends of the project.



Project Justification

To restore pavement condition and upgrade the road to better serve a developing part of the City.

DRAFT

Funding Source	Prev. Years	2024	2025	2026	2027	2028	Fut. Years	Total
Other Local							685,000	685,000
Sales Tax Revenue							2,155,000	2,155,000
Total							2,840,000	2,840,000

Expenditure Type	Prev. Years	2024	2025	2026	2027	2028	Fut. Years	Total
Construction							2,400,000	2,400,000
Design Engineering							240,000	240,000
Right of Way							200,000	200,000
Total							2,840,000	2,840,000

Construction Year: Unscheduled

CSAH 9 (CSAH 45 to CSAH 1)

Clinton Falls Township

Project Number	Project Type
N/A	Rural Reconstruction

Functional Classification
Minor Collector

Pavement Condition Index	ADT Existing	Legal Load Limit	Length
Gravel/76	190 (2015)	7 ton	1.21

Project Description

Reconstruct roadway, which is a mix of paved and gravel surfaces, with a paved surface throughout.



Project Justification

The highway serves as connection from Clinton Falls and I-35 to the eastern part of the county. A steep hill on the gravel portion is difficult to maintain with frequent washouts.

DRAFT

Funding Source	Prev. Years	2024	2025	2026	2027	2028	Fut. Years	Total
To Be Determined							2,080,000	2,080,000
Total							2,080,000	2,080,000

Expenditure Type	Prev. Years	2024	2025	2026	2027	2028	Fut. Years	Total
Construction							1,800,000	1,800,000
Design Engineering							180,000	180,000
Right of Way							100,000	100,000
Total							2,080,000	2,080,000

Construction Year: 2024

CSAH 12 & CSAH 23 (NW 66th St to NW 76th St)
City of Medford & Medford Township

Project Number	Project Type
SAP 074-612-043 & 074-623-014	Rehabilitation

Functional Classification
Major Collector

Pavement Condition Index	ADT Existing	Legal Load Limit	Length
50	2450	9 ton	1.3

Project Description

Project will remove non standard medians and convert to a 3-lane cross section with one lane in each direction and a left turn lane. Project will mill or reclaim existing surface and repave.



Project Justification

To restore pavement and update the roadway to current standards. Medians are not wide enough to hold signs, so signs are regularly knocked down by traffic. Lane shifts do not have sufficient length to meet current standards.

Funding Source	Prev. Years	2024	2025	2026	2027	2028	Fut. Years	Total
Other Local		150,000						150,000
State Aid		350,000						350,000
State Aid Municipal		350,000						350,000
Total		850,000						850,000

Expenditure Type	Prev. Years	2024	2025	2026	2027	2028	Fut. Years	Total
Construction		850,000						850,000
Total		850,000						850,000

Construction Year: Unscheduled

CSAH 14 (2300 ft east of CSAH 67 to CSAH 4)

Somerset Township

Project Number	Project Type
N/A	Rural Reconstruction

Functional Classification
Major Collector

Pavement Condition Index	ADT Existing	Legal Load Limit	Length
70	690	9 ton	2.67

Project Description

Project will reconstruct CSAH 14 to current safety standards, bringing the slopes up to minimum MNDOT state aid standards and adding wider shoulders on an important truck route to Hope grain elevators. Alternatively, the project could consider rail crossing consolidation program, close the CSAH 14 crossing, upgrade the 93rd St crossing, transfer jurisdiction of 93rd St SW to county, and pave 93rd St from CSAH 4 to CSAH 67.

Project Justification

To upgrade route to 10-ton limit, improve traffic safety, improve drainage, and restore pavement condition.



Funding Source	Prev. Years	2024	2025	2026	2027	2028	Fut. Years	Total
To Be Determined							4,275,000	4,275,000
Total							4,275,000	4,275,000

Expenditure Type	Prev. Years	2024	2025	2026	2027	2028	Fut. Years	Total
Construction							3,750,000	3,750,000
Design Engineering							375,000	375,000
Right of Way							100,000	100,000
Utility							50,000	50,000
Total							4,275,000	4,275,000

Construction Year: Unscheduled

CSAH 14 (CSAH 38-8th Ave to 148th St)
City of Ellendale

Project Number	Project Type
N/A	Urban Reconstruction

Functional Classification
Major Collector

Pavement Condition Index	ADT Existing	Legal Load Limit	Length
65	790 (2019)	9 ton	0.61

Project Description
Reconstruct to urban cross section.



Project Justification

Pavement is deteriorating. There is poor drainage with little to no ditches along much of the corridor.

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Funding Source	Prev. Years	2024	2025	2026	2027	2028	Fut. Years	Total
State Aid Municipal							2,200,000	2,200,000
Total							2,200,000	2,200,000

Expenditure Type	Prev. Years	2024	2025	2026	2027	2028	Fut. Years	Total
Construction							2,000,000	2,000,000
Design Engineering							200,000	200,000
Total							2,200,000	2,200,000

Construction Year: 2025

CSAH 15 (2nd Ave SE to US 218)

City of Blooming Prairie

Project Number	Project Type
N/A	Rehabilitation

Functional Classification
Minor Collector

Pavement Condition Index	ADT Existing	Legal Load Limit	Length
55	1000 (2019)	9 ton	0.3

Project Description

Project to resurface streets, remove gutter across 3rd St SE and other minor improvements. After work is complete, the portion of CSAH 15 on 3rd Ave SE and 2nd St SE will be transferred to the City and 3rd St SE from 3rd Ave SE to US 218 will be transferred to the county.



Project Justification

City of Blooming Prairie will be doing work on their storm sewer in the area and on these streets. Project will realign CSAH 15 to have direct access to US 218 as identified in the 2040 Transportation Plan. Project will restore pavement condition.

Funding Source	Prev. Years	2024	2025	2026	2027	2028	Fut. Years	Total
State Aid Municipal			400,000					400,000
Total			400,000					400,000

Expenditure Type	Prev. Years	2024	2025	2026	2027	2028	Fut. Years	Total
Construction			400,000					400,000
Total			400,000					400,000

Construction Year: 2028

CSAH 16 (CSAH 4 to CSAH 6)

Aurora Township

Project Number	Project Type
074-616-009 & 074-616-011	Rehabilitation

Functional Classification
Major Collector

Pavement Condition Index	ADT Existing	Legal Load Limit	Length
63-67	325 (2015)	9 ton	4.51

Project Description
Reclaiming existing pavement and placing new bituminous pavement, improving highway drainage and other minor improvements.



Project Justification
To restore pavement condition.

Funding Source	Prev. Years	2024	2025	2026	2027	2028	Fut. Years	Total
State Aid			650,000			2100000		2,750,000
Total			650,000			2,100,000		2,750,000

Expenditure Type	Prev. Years	2024	2025	2026	2027	2028	Fut. Years	Total
Construction			650,000			2100000		2,750,000
Total			650,000			2,100,000		2,750,000

Construction Year: 2029

CSAH 16 (CSAH 6 to TH 14)

Aurora & Havana Townships

Project Number	Project Type
074-616-009 & 074-616-010	Rehabilitation

Functional Classification
Major Collector

Pavement Condition Index	ADT Existing	Legal Load Limit	Length
58-76	185 (2015)	9 ton	2.75

Project Description

Reclaiming existing pavement and placing new bituminous pavement, improving highway drainage and other minor improvements.



Project Justification

To restore pavement condition. The highway was constructed in 1964 and last overlaid in 1983.

DRAFT

Funding Source	Prev. Years	2024	2025	2026	2027	2028	Fut. Years	Total
Sales Tax Revenue							650,000	650,000
State Aid			250,000				650,000	900,000
Total			250,000				1,300,000	1,550,000

Expenditure Type	Prev. Years	2024	2025	2026	2027	2028	Fut. Years	Total
Construction			250,000				1,300,000	1,550,000
Total			250,000				1,300,000	1,550,000

Construction Year: Unscheduled

CSAH 17 (CSAH 12 to CSAH 23)

Town of Deerfield

Project Number	Project Type
N/A	Rural Reconstruction

Functional Classification
Major Collector

Pavement Condition Index	ADT Existing	Legal Load Limit	Length
Gravel	125	9-ton	0.99

Project Description

Reconstruct existing gravel highway with a paved surface.



Project Justification

CSAH 17 is a continuous north-south route in the northwest part of county, all paved with the exception of the one mile between CSAH 12 and CSAH 23. Paving the connection to CSAH 23 would provide a more continuous state aid highway system with connections to I-35 to east and MN-13 to west.

Funding Source	Prev. Years	2024	2025	2026	2027	2028	Fut. Years	Total
To Be Determined							1,700,000	1,700,000
Total							1,700,000	1,700,000

Expenditure Type	Prev. Years	2024	2025	2026	2027	2028	Fut. Years	Total
Construction							1,500,000	1,500,000
Design Engineering							150,000	150,000
Right of Way							50,000	50,000
Total							1,700,000	1,700,000

Construction Year: Unscheduled

CSAH 18 (CSAH 6 to CSAH 43)

Havana & Owatonna Townships

Project Number	Project Type
N/A	Expansion

Functional Classification
Major Collector

Pavement Condition Index	ADT Existing	Legal Load Limit	Length
Gravel	85 -160	9 ton	2.99

Project Description

Reconstruct existing gravel highway with a paved surface. Project will realign intersections at CSAH 6 and US 218 to eliminate skews.



Project Justification

This corridor has been identified for the Owatonna South Beltline to improve regional mobility and traffic flow and promote regional economic development through improved mobility and access. The Owatonna School District is building a new high school at the corner of CSAH 48 and 18th Street opening Fall 2023 which will likely change traffic patterns on the corridor. In the future depending on traffic and safety concerns, MnDOT will cut off CSAH 6 access to US 14.

Funding Source	Prev. Years	2024	2025	2026	2027	2028	Fut. Years	Total
To Be Determined							6,725,000	6,725,000
Total							6,725,000	6,725,000

Expenditure Type	Prev. Years	2024	2025	2026	2027	2028	Fut. Years	Total
Construction							4,500,000	4,500,000
Design Engineering							675,000	675,000
Right of Way							1,500,000	1,500,000
Utility							50,000	50,000
Total							6,725,000	6,725,000

Construction Year: 2028

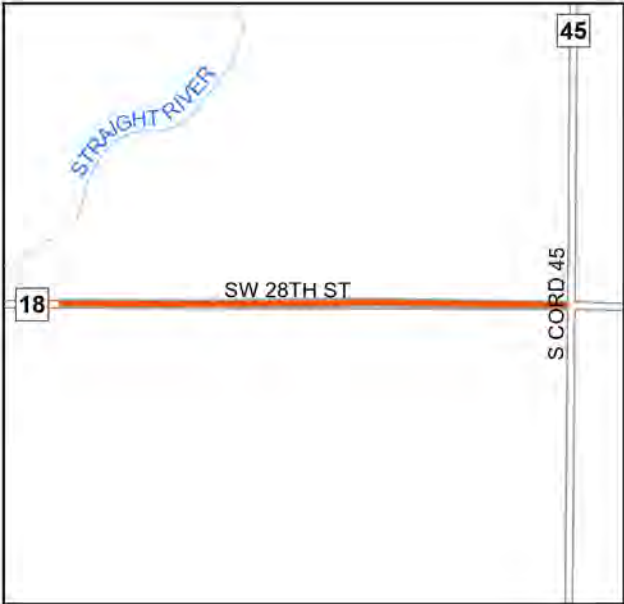
CSAH 18 (UPRR to CSAH 45)

Owatonna Township

Project Number		Project Type	
N/A		Rehabilitation	
Functional Classification			
Major Collector			
Pavement Condition Index	ADT Existing	Legal Load Limit	Length
65	960 (2019)	9 ton	0.5

Project Description

Reclaim existing pavement and placing new bituminous pavement, improving highway drainage and other minor improvements.



Project Justification

To restore pavement condition.

DRAFT

Funding Source	Prev. Years	2024	2025	2026	2027	2028	Fut. Years	Total
Sales Tax Revenue						230000		230,000
State Aid					50,000			50,000
Total					50,000	230,000		280,000

Expenditure Type	Prev. Years	2024	2025	2026	2027	2028	Fut. Years	Total
Construction					50,000	230000		280,000
Total					50,000	230,000		280,000

Construction Year: Unscheduled

CSAH 23 (CSAH 17 to CSAH 12) Realignment

Medford and Deerfield Townships

Project Number	Project Type
N/A	Expansion

Functional Classification

Pavement Condition Index	ADT Existing	Legal Load Limit	Length
			1.45

Project Description

The project will reconstruct CSAH 23 on a new alignment.



Project Justification

The 2005-2025 Transportation Plan identified a long term need to realign CSAH 23 to address future growth of the City of Medford. This alignment would provide a more direct connection of CSAH 23 to the I-35 interchange and eliminate a low speed tight curve. CSAH 23 is an important route that connects Medford with Waterville and Waseca and MN-30.

Funding Source	Prev. Years	2024	2025	2026	2027	2028	Fut. Years	Total
To Be Determined							3,700,000	3,700,000
Total							3,700,000	3,700,000

Expenditure Type	Prev. Years	2024	2025	2026	2027	2028	Fut. Years	Total
Construction							3,000,000	3,000,000
Design Engineering							300,000	300,000
Right of Way							400,000	400,000
Total							3,700,000	3,700,000

Construction Year: Unscheduled

CSAH 23 (CSAH 34 to Airport) Realignment

City of Owatonna & Clinton Falls Township

Project Number	Project Type
SAP 074-623-013/074-634-030	Rural Reconstruction

Functional Classification
Major Collector

Pavement Condition Index	ADT Existing	Legal Load Limit	Length
	3950	9 ton	0.88

Project Description

Realign CSAH 23 from its current intersection with CSAH 34 to the CSAH 34/24th Street intersection and construct a roundabout at the CSAH 34/24th Street intersection.



Project Justification

The CSAH 34 Traffic & Infrastructure Improvement Needs Study, completed in 2015, made recommendations to improve traffic flow and safety. Several alternates were considered. This alternate provides better spacing with the intersection at the I-35 ramps and connects directly to 24th Avenue, a north south corridor that connects the western portion of the City.

Funding Source	Prev. Years	2024	2025	2026	2027	2028	Fut. Years	Total
Other Local						37500	845,000	882,500
Sales Tax Revenue						112500	1,972,500	2,085,000
State Aid							562,500	562,500
Total						150,000	3,380,000	3,530,000

Expenditure Type	Prev. Years	2024	2025	2026	2027	2028	Fut. Years	Total
Construction							2,750,000	2,750,000
Design Engineering							150,000	150,000
Preliminary Engineering						150000		150,000
Right of Way							480,000	480,000
Total						150,000	3,380,000	3,530,000

Construction Year: 2024

CSAH 23 (CSAH 34 to CSAH 17) Culvert Pipe Lining
Municipality not assigned

Project Number		Project Type	
N/A		Rehabilitation	
Functional Classification			
Pavement Condition Index	ADT Existing	Legal Load Limit	Length
			1.85

Project Description
Project will line three steel culvert pipes.



Project Justification

The steel culvert pipes are rapidly deteriorating and need repair or replacement. Pipe lining is a proven method to make cost effective repairs without tearing open the road and disrupting traffic.

Funding Source	Prev. Years	2024	2025	2026	2027	2028	Fut. Years	Total
Sales Tax Revenue		200,000						200,000
Total		200,000						200,000

Expenditure Type	Prev. Years	2024	2025	2026	2027	2028	Fut. Years	Total
Construction		200,000						200,000
Total		200,000						200,000

Construction Year: Unscheduled

CSAH 26 at US 218

Blooming Prairie Township

Project Number	Project Type
N/A	Safety

Functional Classification
Local Road

Pavement Condition Index	ADT Existing	Legal Load Limit	Length
75	80 (2019)	9 ton	0.91

Project Description

Project will improve the intersection alignment and railroad crossing alignment. It will also raise US 218 to improve the truck hinge-pin profile across the track. Possible project with MnDOT Local Partnership Program.



Project Justification

To improve safety and truck access.

DRAFT

Funding Source	Prev. Years	2024	2025	2026	2027	2028	Fut. Years	Total
MnDOT Local Partnership Program							150,000	150,000
State Aid							150,000	150,000
Total							300,000	300,000

Expenditure Type	Prev. Years	2024	2025	2026	2027	2028	Fut. Years	Total
Construction							300,000	300,000
Total							300,000	300,000

Construction Year: 2025

CSAH 28 (Beaver Lake Rd S to Beaver Lake Rd N)

Berlin Township

Project Number	Project Type
SAP 074-628-004	Rural Reconstruction

Functional Classification
Minor Collector

Pavement Condition Index	ADT Existing	Legal Load Limit	Length
51	365 (2012)	9 ton	0.58

Project Description

The project will reconstruct the road corridor on a new alignment away from the lake making room to move most of the park amenities to the lake side of the road. A multiuse trail will be constructed from Beaver Lake Road South to Beaver Lake Road North. The boat landing will be moved and parking moved next to the landing. To date, the County has been awarded \$500,000 in State Park Road Account funding and \$173,000 in DNR Water Access funding.



Project Justification

A 2022 feasibility study provided recommendations to realign the roadway. The project will improve pedestrian and traffic safety, replace deteriorating pavement, and improve drainage. Reconstruction of the roadway on a new alignment will allow for additional and improved park amenities in the future.

Funding Source	Prev. Years	2024	2025	2026	2027	2028	Fut. Years	Total
Other Local			173,000					173,000
Sales Tax Revenue	150,000	410,000						560,000
State Aid			1,000,000					1,000,000
State Park Funds			500,000					500,000
To Be Determined			1,497,000					1,497,000
Total	150,000	410,000	3,170,000					3,730,000
Expenditure Type	Prev. Years	2024	2025	2026	2027	2028	Fut. Years	Total
Construction			3,170,000					3,170,000
Design Engineering		300,000						300,000
Preliminary Engineering	150,000							150,000
Right of Way		100,000						100,000
Utility		10,000						10,000
Total	150,000	410,000	3,170,000					3,730,000

Construction Year: 2026

CSAH 28 (TH 30 to CSAH 21)

Berlin Township

Project Number	Project Type
N/A	Rehabilitation

Functional Classification
Major Collector

Pavement Condition Index	ADT Existing	Legal Load Limit	Length
51	365 (2012)	9 ton	2.1

Project Description

The project will upgrade the corridor improving pavement condition and safety to meet current safety standards such as flattening the side slopes and providing wider shoulders. This project does not include the segment between Beaver Lake Road South and Beaver Lake Road North which is included in a separate project.



Project Justification

To improve traffic safety, improve drainage, and restore pavement condition.

Funding Source	Prev. Years	2024	2025	2026	2027	2028	Fut. Years	Total
State Aid		400,000		1,000,000				1,400,000
Total		400,000		1,000,000				1,400,000

Expenditure Type	Prev. Years	2024	2025	2026	2027	2028	Fut. Years	Total
Construction		400,000		1,000,000				1,400,000
Total		400,000		1,000,000				1,400,000

Construction Year: Unscheduled

CSAH 34 (24th Ave to CR 190 E. Frontage Rd)

City of Owatonna, Clinton Falls Township, & Owatonna Township

Project Number	Project Type
N/A	Operational

Functional Classification
Major Collector

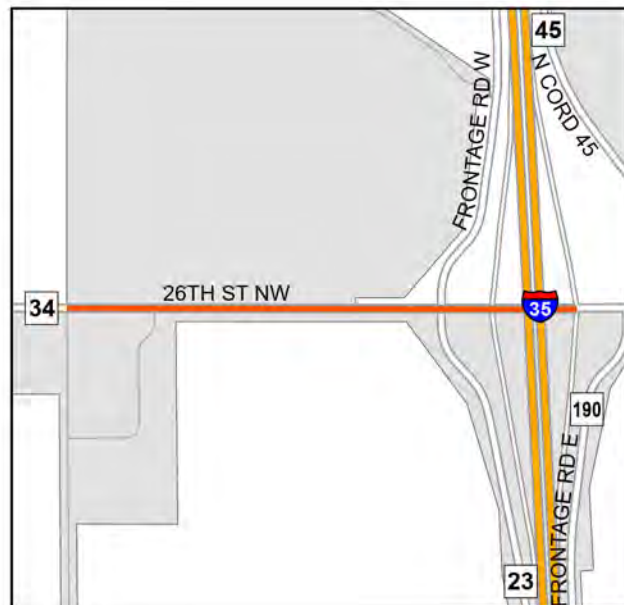
Pavement Condition Index	ADT Existing	Legal Load Limit	Length
70	9900	9 ton	0.59

Project Description

Reconstruct the highway to an urban cross section, construct roundabouts at both I-35 ramps, construct retaining walls under the I-35 overpass to widen the road under the freeway, and build multi use trail to Cashman Park.

Project Justification

The CSAH 34 Traffic & Infrastructure Improvement Needs Study, completed in 2015, made recommendations to improve traffic flow and safety. This is part of the north beltline.



Funding Source	Prev. Years	2024	2025	2026	2027	2028	Fut. Years	Total
MnDOT Local Partnership Program							1,000,000	1,000,000
To Be Determined							5,040,000	5,040,000
Total							6,040,000	6,040,000
Expenditure Type	Prev. Years	2024	2025	2026	2027	2028	Fut. Years	Total
Construction							5,000,000	5,000,000
Design Engineering							500,000	500,000
Right of Way							400,000	400,000
Right of Way Consultant							40,000	40,000
Utility							100,000	100,000
Total							6,040,000	6,040,000

Construction Year: Unscheduled

CSAH 34 (CSAH 8 to CSAH 43)

Owatonna Township

Project Number	Project Type
SAP 074-634-020	Expansion

Functional Classification
N/A

Pavement Condition Index	ADT Existing	Legal Load Limit	Length
N/A	N/A	N/A	1.49

Project Description

Construct highway on new alignment as recorded on Official Map.



Project Justification

This corridor has been identified for the Owatonna North Beltline to improve regional mobility and traffic flow and promote regional economic development through improved mobility and access. The County Board recorded an Official Map designating the corridor in 2009.

Funding Source	Prev. Years	2024	2025	2026	2027	2028	Fut. Years	Total
Fund Balance							3,000,000	3,000,000
To Be Determined							800,000	800,000
Total							3,800,000	3,800,000

Expenditure Type	Prev. Years	2024	2025	2026	2027	2028	Fut. Years	Total
Construction							3,000,000	3,000,000
Design Engineering							300,000	300,000
Right of Way							500,000	500,000
Total							3,800,000	3,800,000

Construction Year: Unscheduled

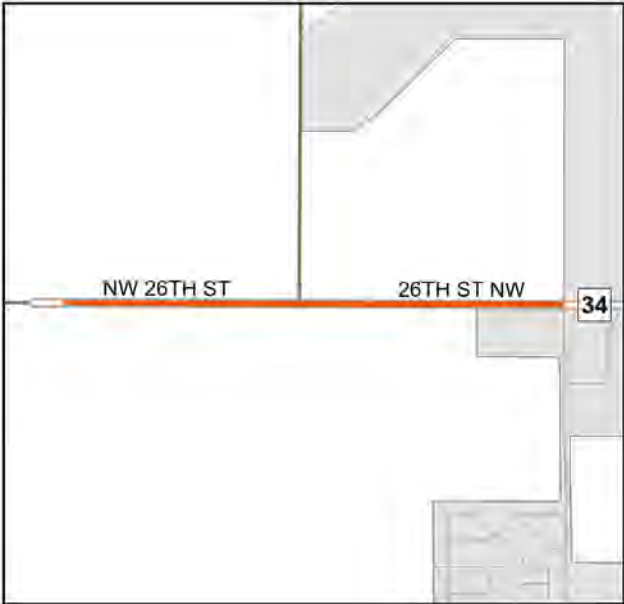
CSAH 34 (Future CSAH 7 to 24th Ave NW)
City of Owatonna, Clinton Falls Township, & Owatonna Township

Project Number	Project Type
SAP 074-634-019	Expansion

Functional Classification
Minor Collector

Pavement Condition Index	ADT Existing	Legal Load Limit	Length
NA	NA	9 ton	0.95

Project Description
Reconstruct gravel highway with paved surface.



Project Justification
This corridor has been identified for the Owatonna North Beltline to improve regional mobility and traffic flow and promote regional economic development through improved mobility and access.

Funding Source	Prev. Years	2024	2025	2026	2027	2028	Fut. Years	Total
Sales Tax Revenue							1,920,000	1,920,000
Total							1,920,000	1,920,000

Expenditure Type	Prev. Years	2024	2025	2026	2027	2028	Fut. Years	Total
Construction							1,500,000	1,500,000
Design Engineering							150,000	150,000
Right of Way							200,000	200,000
Utility							70,000	70,000
Total							1,920,000	1,920,000

Construction Year: 2024

CSAH 34 at Landmark Dr
City of Owatonna

Project Number		Project Type	
N/A		Safety	
Functional Classification			
Minor Arterial			
Pavement Condition Index	ADT Existing	Legal Load Limit	Length
75	8000 (2019)	10 ton	0.17

Project Description
Remove westbound left turn lane and reconstruct island that prevents southbound left turns.



Project Justification
Westbound left turn lane is not needed by properties to the south. Steele County Access control policy does not allow access as access is available from other streets. The existing island is difficult for motorists to see and does not sufficiently dissuade southbound traffic from making the left turn.

Funding Source	Prev. Years	2024	2025	2026	2027	2028	Fut. Years	Total
Sales Tax Revenue		75,000						75,000
Total		75,000						75,000

Expenditure Type	Prev. Years	2024	2025	2026	2027	2028	Fut. Years	Total
Construction		75,000						75,000
Total		75,000						75,000

Construction Year: Unscheduled

CSAH 34 at St Paul Road

City of Owatonna

Project Number	Project Type
N/A	Operational

Functional Classification
Major Collector

Pavement Condition Index	ADT Existing	Legal Load Limit	Length
80	7000 & 3050	10 ton	0.45

Project Description

Construct a roundabout to replace the all-way stop sign control.



Project Justification

The CSAH 34 Traffic & Infrastructure Improvement Needs Study completed in 2015 made recommendations to improve traffic flow and safety. This intersection was identified for upgrading the traffic control when opportunity or development occurs.

DRAFT

Funding Source	Prev. Years	2024	2025	2026	2027	2028	Fut. Years	Total
To Be Determined							1,650,000	1,650,000
Total							1,650,000	1,650,000

Expenditure Type	Prev. Years	2024	2025	2026	2027	2028	Fut. Years	Total
Construction							1,500,000	1,500,000
Design Engineering							150,000	150,000
Total							1,650,000	1,650,000

Construction Year: 2024

CSAH 37 (CSAH 8 to CSAH 19)

Havana & Merton Townships

Project Number	Project Type
SAP 074-637-038/020-620-006	Rehabilitation

Functional Classification
Minor Collector

Pavement Condition Index	ADT Existing	Legal Load Limit	Length
54	600 (2013)	9 ton	7.07

Project Description

This is a two-year project. The first phase will improve highway drainage and other minor improvements. The second phase will reclaim existing pavement and place new bituminous pavement. The county line portion of 1.4 miles will be a joint project with Dodge County.



Project Justification

To restore drainage and pavement condition.

Funding Source	Prev. Years	2024	2025	2026	2027	2028	Fut. Years	Total
Other Local	50,000	400,000						450,000
Sales Tax Revenue	5,000	500,000						505,000
State Aid	400,000	2,400,000						2,800,000
Total	455,000	3,300,000						3,755,000

Expenditure Type	Prev. Years	2024	2025	2026	2027	2028	Fut. Years	Total
Construction	450,000	3,300,000						3,750,000
Right of Way	5,000							5,000
Total	455,000	3,300,000						3,755,000

Construction Year: 2025

CSAH 43 (US 14 to CSAH 8)

Havana and Merton Townships

Project Number	Project Type
N/A	Rehabilitation

Functional Classification
Major Collector

Pavement Condition Index	ADT Existing	Legal Load Limit	Length
65	1100 (2019)	9 ton	4.51

Project Description

Reclaiming existing pavement and placing new bituminous pavement, improving highway drainage and completing other minor improvements. Culverts will be replaced in the first construction year to allow for settlement. The pavement will be replaced in second year.



Project Justification

To restore pavement condition and drainage.

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Funding Source	Prev. Years	2024	2025	2026	2027	2028	Fut. Years	Total
Sales Tax Revenue		500,000	1,000,000					1,500,000
State Aid			1,100,000					1,100,000
Total		500,000	2,100,000					2,600,000

Expenditure Type	Prev. Years	2024	2025	2026	2027	2028	Fut. Years	Total
Construction		500,000	2,100,000					2,600,000
Total		500,000	2,100,000					2,600,000

Construction Year: 2029

CSAH 43/CR 171 (East)/CR 180

Havana Township

Project Number	Project Type
SAP 074-643-005	Safety

Functional Classification
Major Collector

Pavement Condition Index	ADT Existing	Legal Load Limit	Length
65	1100 (2019)	9 ton	1.81

Project Description

The project will reconstruct the intersections to improve safety. Several realignment concepts are being considered, but some right of way has already been acquired based on a 2011 study.



Project Justification

The skewed and closely spaced intersections of three county highways and a township road, along with close proximity to a railroad crossing and with high speed traffic contributes to the intersection having one of the highest crash rates in the county. The intersection crash rate is 1.6 crashes/million entering vehicles compared with a state wide average of only 0.28 for rural intersections. The crash severity of the intersection is 3.6/MEV compared with a state-wide average of 0.4 for rural intersections. Transportation Plan 2005-2025 identified the intersection for improvements for traffic safety and flow. The intersection is also part of the CSAH 43 East Beltway. The existing US 14 2-lane highway was turned back to the county and connected to CR 180 in 2022 changing traffic patterns at the intersection.

Funding Source	Prev. Years	2024	2025	2026	2027	2028	Fut. Years	Total
Sales Tax Revenue		150,000	150,000		210,000		1,000,000	1,510,000
State Aid							875,000	875,000
Total		150,000	150,000		210,000		1,875,000	2,385,000
Expenditure Type	Prev. Years	2024	2025	2026	2027	2028	Fut. Years	Total
Construction							1,875,000	1,875,000
Design Engineering			150,000					150,000
Preliminary Engineering		150,000						150,000
Right of Way					200,000			200,000
Utility					10,000			10,000
Total		150,000	150,000		210,000		1,875,000	2,385,000

Construction Year: Unscheduled

CSAH 45 (TH 14 to State Ave)

City of Owatonna

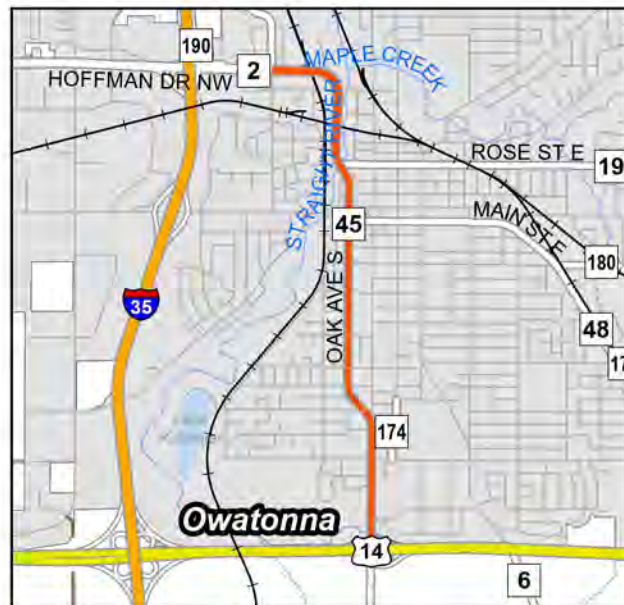
Project Number	Project Type
N/A	Urban Reconstruction

Functional Classification
Minor Arterial

Pavement Condition Index	ADT Existing	Legal Load Limit	Length
11	7,500-12,600	10 ton	3.47

Project Description

The project will reconstruct the highway. The City of Owatonna and the Owatonna Public Utilities will replace deteriorating utilities.



Project Justification

While a 2019 -2020 rehabilitation project anticipates providing another 5-10 years of pavement life, the pavement is near the end of its useful life and underground utilities need replacement. Project will replace deteriorating pavement and improve traffic and pedestrian safety.

Funding Source	Prev. Years	2024	2025	2026	2027	2028	Fut. Years	Total
Federal Funds							5,000,000	5,000,000
To Be Determined							7,550,000	7,550,000
Total							12,550,000	12,550,000
Expenditure Type	Prev. Years	2024	2025	2026	2027	2028	Fut. Years	Total
Construction							10,000,000	10,000,000
Design Engineering							1,000,000	1,000,000
Preliminary Engineering							50,000	50,000
Right of Way							500,000	500,000
Utility							1,000,000	1,000,000
Total							12,550,000	12,550,000

Construction Year: 2024

CSAH 47 (Bixby Lane)

Aurora Township

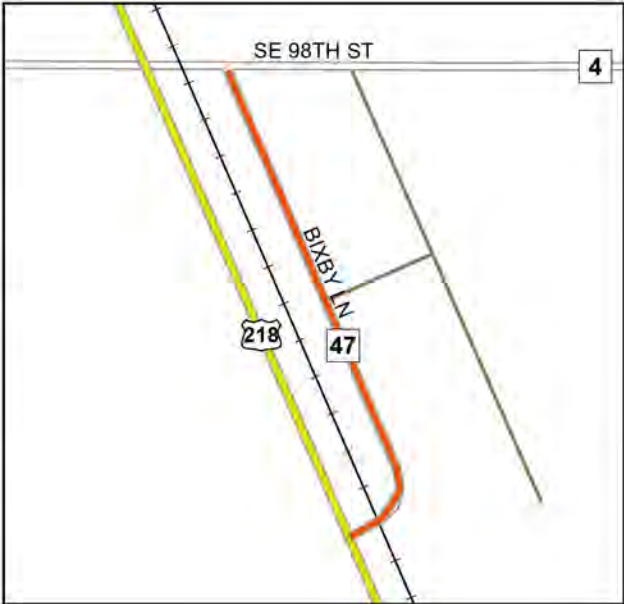
Project Number	Project Type
SAP 074-647-002	Rehabilitation

Functional Classification
Local Road

Pavement Condition Index	ADT Existing	Legal Load Limit	Length
35	160	9 ton	0.3

Project Description

Improve drainage, reclaim or replace existing pavement and resurface to 10-ton standard. Road was originally paved in 1977 and resurfaced in 1989.



Project Justification

Pavement is failing and drainage is poor.

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Funding Source	Prev. Years	2024	2025	2026	2027	2028	Fut. Years	Total
Sales Tax Revenue		500,000						500,000
Total		500,000						500,000

Expenditure Type	Prev. Years	2024	2025	2026	2027	2028	Fut. Years	Total
Construction		500,000						500,000
Total		500,000						500,000

Construction Year: Unscheduled

CSAH 48 - Main St (Grove Ave to Chambers Ave)
City of Owatonna

Project Number	Project Type
SAP 074-648-008	Rehabilitation

Functional Classification
Minor Arterial

Pavement Condition Index	ADT Existing	Legal Load Limit	Length
36	10,800	10 ton	0.41

Project Description
The project will rehabilitate the concrete pavement, evaluate and propose updates to the turn lane configurations, update sidewalks to meet Americans with Disability standards, and other minor improvements.



Project Justification
A feasibility report completed in 2023 made recommendations to restore pavement condition, improve safety, and improve corridor safety.

Funding Source	Prev. Years	2024	2025	2026	2027	2028	Fut. Years	Total
Other Local	50,000						550,000	600,000
Sales Tax Revenue	150,000						1,150,000	1,300,000
State Aid							500,000	500,000
Total	200,000						2,200,000	2,400,000

Expenditure Type	Prev. Years	2024	2025	2026	2027	2028	Fut. Years	Total
Construction							2,000,000	2,000,000
Design Engineering							200,000	200,000
Preliminary Engineering	200,000							200,000
Total	200,000						2,200,000	2,400,000

Construction Year: Unscheduled

CSAH 48 at CR 180 Intersection Improvement

City of Owatonna

Project Number	Project Type
N/A	Safety

Functional Classification
Minor Arterial

Pavement Condition Index	ADT Existing	Legal Load Limit	Length
80	1800	9-ton	0.29

Project Description

The project will realign intersection to remove the skew of CR 180 across the railroad tracks and approach to CSAH 48.



Project Justification

The skewed intersection and railroad crossing, especially with CSAH 48 on a curve, limits sight lines of motorists and creates a high-risk intersection. This project will improve those sight lines and safety of the intersection.

DRAFT

Funding Source	Prev. Years	2024	2025	2026	2027	2028	Fut. Years	Total
Other Local							355,000	355,000
Sales Tax Revenue							1,065,000	1,065,000
Total							1,420,000	1,420,000

Expenditure Type	Prev. Years	2024	2025	2026	2027	2028	Fut. Years	Total
Construction							1,200,000	1,200,000
Design Engineering							120,000	120,000
Right of Way							100,000	100,000
Total							1,420,000	1,420,000

Construction Year: 2028

CSAH 48 Main St (Oak Ave to Grove Ave)

City of Owatonna

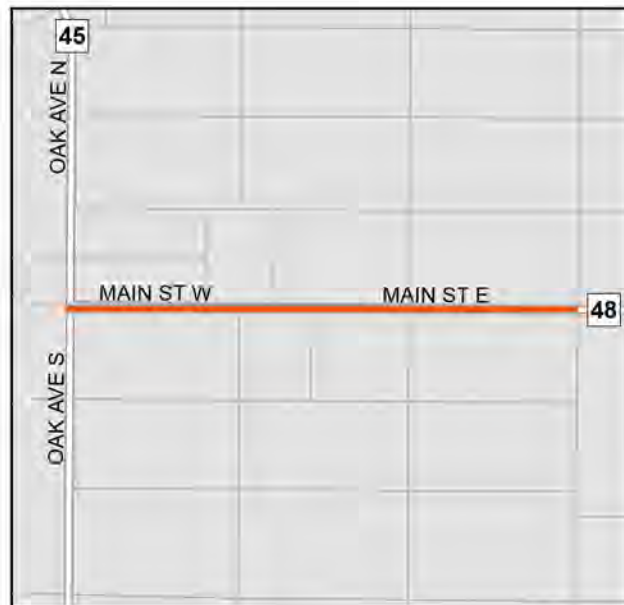
Project Number	Project Type
N/A	Urban Reconstruction

Functional Classification
Minor Arterial

Pavement Condition Index	ADT Existing	Legal Load Limit	Length
	10,000 (2019)	10 ton	0.38

Project Description

The project will reconstruct the corridor, update turn lane configurations, replace traffic signal at Elm Ave, construct a roundabout at Grove Ave, add streetscaping elements, replace underground city utilities, and other improvements.



Project Justification

Restore pavement condition and improve corridor safety.

DRAFT

Funding Source	Prev. Years	2024	2025	2026	2027	2028	Fut. Years	Total
Other Local	50,000		125,000			2705000		2,880,000
Sales Tax Revenue	150,000		450,000			3350000		3,950,000
State Aid						1600000		1,600,000
Total	200,000		575,000			7,655,000		8,430,000

Expenditure Type	Prev. Years	2024	2025	2026	2027	2028	Fut. Years	Total
Construction						6600000		6,600,000
Design Engineering			500,000					500,000
Preliminary Engineering	200,000							200,000
Right of Way			75,000					75,000
Utility						1055000		1,055,000
Total	200,000		575,000			7,655,000		8,430,000

Construction Year: Unscheduled

CSAH 67 (CSAH 14 to CSAH 4)

Somerset & Summit Townships

Project Number	Project Type
N/A	Rehabilitation

Functional Classification
Local Road

Pavement Condition Index	ADT Existing	Legal Load Limit	Length
67	265	9 ton	2.57

Project Description
The project will reclaim existing pavement and place new bituminous pavement, improving highway drainage and other minor improvements.



Project Justification
To restore pavement condition and drainage.

DRAFT

Funding Source	Prev. Years	2024	2025	2026	2027	2028	Fut. Years	Total
To Be Determined							1,350,000	1,350,000
Total							1,350,000	1,350,000

Expenditure Type	Prev. Years	2024	2025	2026	2027	2028	Fut. Years	Total
Construction							1,350,000	1,350,000
Total							1,350,000	1,350,000

Construction Year: Unscheduled

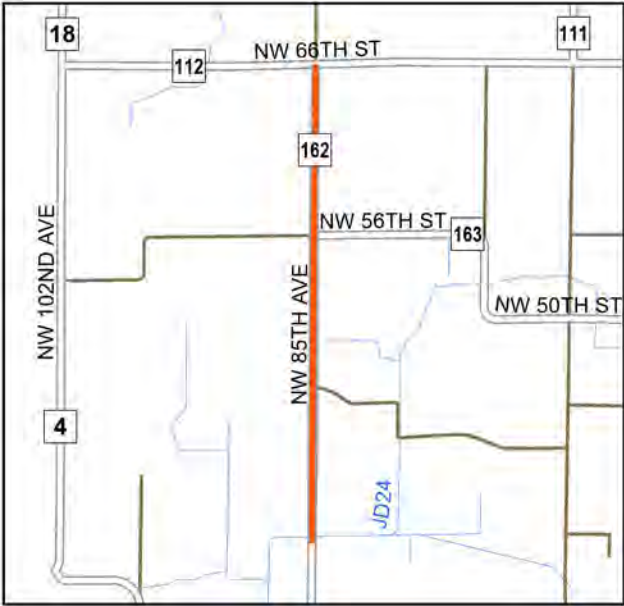
CR 162 (NW 30th St to CR 112)

Deerfield Township

Project Number		Project Type	
N/A		Rural Reconstruction	
Functional Classification			
Major Collector			
Pavement Condition Index	ADT Existing	Legal Load Limit	Length
Gravel	65	9 ton	2.79

Project Description

Reconstruct and pave the existing aggregate road.



Project Justification

Provides farm to market route in northwest portion of the county.

DRAFT

Funding Source	Prev. Years	2024	2025	2026	2027	2028	Fut. Years	Total
To Be Determined							4,700,000	4,700,000
Total							4,700,000	4,700,000

Expenditure Type	Prev. Years	2024	2025	2026	2027	2028	Fut. Years	Total
Construction							4,200,000	4,200,000
Design Engineering							400,000	400,000
Right of Way							100,000	100,000
Total							4,700,000	4,700,000

Construction Year: 2027

CR 174 Elm Ave (18th St SE to Park St)

City of Owatonna

Project Number	Project Type
N/A	Urban Reconstruction

Functional Classification
Local Road

Pavement Condition Index	ADT Existing	Legal Load Limit	Length
NA	NA	NA	0.31

Project Description

This project will reconstruct an urban roadway through the County Fairgrounds.



Project Justification

To improve drainage and restore pavement.

DRAFT

Funding Source	Prev. Years	2024	2025	2026	2027	2028	Fut. Years	Total
Sales Tax Revenue			54,000		540,000			594,000
Total			54,000		540,000			594,000

Expenditure Type	Prev. Years	2024	2025	2026	2027	2028	Fut. Years	Total
Construction					540,000			540,000
Design Engineering			54,000					54,000
Total			54,000		540,000			594,000

Construction Year: Unscheduled

CR 180 (CSAH 48 to East of CSAH 43)

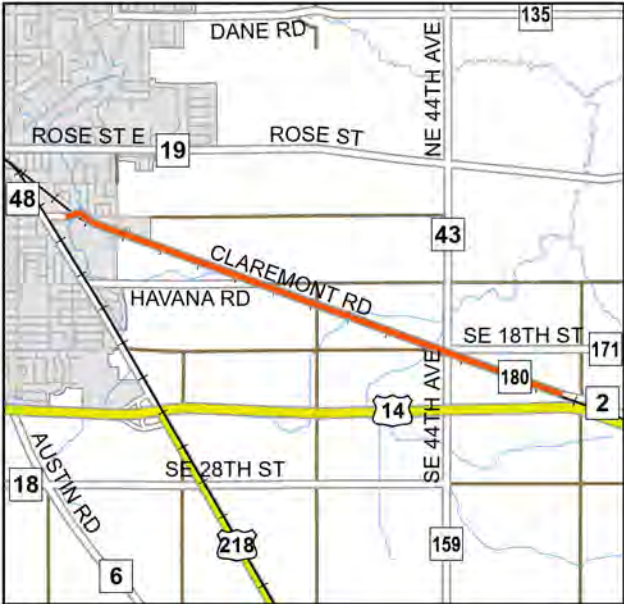
City of Owatonna, Owatonna & Havana Townships

Project Number	Project Type
N/A	Rural Reconstruction

Functional Classification
Minor Collector

Pavement Condition Index	ADT Existing	Legal Load Limit	Length
	1800 (2021)	9-ton	3.98

Project Description
Reconstruct the roadway to current State Aid Standards.



Project Justification
To improve pavement condition, widen shoulders and flatten foreslopes to improve safety.

Funding Source	Prev. Years	2024	2025	2026	2027	2028	Fut. Years	Total
To Be Determined							8,000,000	8,000,000
Total							8,000,000	8,000,000

Expenditure Type	Prev. Years	2024	2025	2026	2027	2028	Fut. Years	Total
Construction							8,000,000	8,000,000
Total							8,000,000	8,000,000

Construction Year: 2025

CR 180 at Canadian Pacific Railway Crossing
City of Owatonna

Project Number	Project Type
SAP 074-596-003/SP 74-00139	Safety

Functional Classification
Minor Collector

Pavement Condition Index	ADT Existing	Legal Load Limit	Length
	1081 (2021)	9-ton	0.04

Project Description
Project will add railroad crossing gates and signals to the crossing. The existing crossing control is crossbuck and Stop signs. This project is funded in part by the Minnesota Railroad-Highway Grade Crossing Safety Improvement Program, which will fund 90% of the project with federal and state funds. 10% of the project cost will be covered by Steele County.



Project Justification
To improve railroad crossing safety.

Funding Source	Prev. Years	2024	2025	2026	2027	2028	Fut. Years	Total
Federal Funds			315,000					315,000
Other Local		7,500	8,750					16,250
Sales Tax Revenue		22,500						22,500
State Aid			26,250					26,250
Total		30,000	350,000					380,000

Expenditure Type	Prev. Years	2024	2025	2026	2027	2028	Fut. Years	Total
Construction			350,000					350,000
Design Engineering		30,000						30,000
Total		30,000	350,000					380,000

Construction Year: Unscheduled

CR 190 Realignment

City of Owatonna and Owatonna Township

Project Number	Project Type
N/A	Safety

Functional Classification

Pavement Condition Index	ADT Existing	Legal Load Limit	Length
	100		0.19

Project Description

The project will close CR 190s intersection with CSAH 34 and realign it to intersect with CSAH 45.



Project Justification

The CSAH 34 Traffic & Infrastructure Improvement Needs Study completed in 2015 recommended closing the intersection of CR 190 at CSAH 34 to improve intersection spacing in order to improve safety and operations of CSAH 34.

Funding Source	Prev. Years	2024	2025	2026	2027	2028	Fut. Years	Total
Sales Tax Revenue							860,000	860,000
Total							860,000	860,000

Expenditure Type	Prev. Years	2024	2025	2026	2027	2028	Fut. Years	Total
Construction							700,000	700,000
Design Engineering							60,000	60,000
Right of Way							100,000	100,000
Total							860,000	860,000

Construction Year: 2025

Bridge 4686 - CR 180 over Izaak Walton Cr

City of Owatonna

Project Number	Project Type
SAP 074-598-015	Bridge Replacement

Functional Classification
Minor Collector

Pavement Condition Index	ADT Existing	Legal Load Limit	Length
95	2500	9 ton	0.03

Project Description

The project will replace Bridge No. 4686, an existing 12' span, concrete box culvert built in 1925 that carries CR 180 over the Izaak Walton Creek. Also at this location, the project will replace bridge No. 6037 that carries the Canadian Pacific Railway over both the stream and highway. It is a 50-foot steel-deck-girder structure built in 1908. Connections to the City sidewalk/trail system will be made. In 2021 a feasibility study was started to explore options and funding for the project and to consider several alternates for replacement including realignment of the roadway and an at-grade railroad crossing. Project costs will need to be adjusted depending on alternate selected.

Project Justification

Bridge No. 4686 has a sufficiency rating of 51.6 out of 100 and is listed as structurally deficient. County Board Resolution places it on the Prioritized Bridge Replacement List. Besides crossing the stream at this location, the highway passes under a railroad bridge and only has a 12-foot vertical clearance. A 14'6" minimum clearance or a 16'4" desired clearance is the current standard. The bridge has been hit by trucks several times. Trucks often divert into nearby residential streets to get around the bridge. In addition to the low clearance, CR 180 is prone to flooding at this location. There is no safe pedestrian route across the railroad.



Funding Source	Prev. Years	2024	2025	2026	2027	2028	Fut. Years	Total
Bridge Funding - Fund 29			4,000,000					4,000,000
Other Local		87,500	750,000					837,500
Sales Tax Revenue	100,000	262,500	2,250,000					2,612,500
Total	100,000	350,000	7,000,000					7,450,000

Expenditure Type	Prev. Years	2024	2025	2026	2027	2028	Fut. Years	Total
Construction			7,000,000					7,000,000
Design Engineering		300,000						300,000
Preliminary Engineering	100,000							100,000
Right of Way		50,000						50,000
Total	100,000	350,000	7,000,000					7,450,000

Construction Year: 2027

Bridge 6743 - CSAH 45 over Turtle Creek
Owatonna Township

Project Number		Project Type	
SAP 074-645-043		Bridge Replacement	
Functional Classification			
Major Collector			
Pavement Condition Index	ADT Existing	Legal Load Limit	Length
95	3750	10 ton	0.03

Project Description
Replacing 53-foot steel beam span built in 1951.



Project Justification
The bridge has a sufficiency rating of 56.9 out of 100 and is listed as structurally deficient. County Board Resolution places it on the Prioritized Bridge Replacement List.



Funding Source	Prev. Years	2024	2025	2026	2027	2028	Fut. Years	Total
Bridge Funding - Fund 29						325000		325,000
Sales Tax Revenue				65,000		225000		290,000
State Aid						200000		200,000
Total				65,000		750,000		815,000

Expenditure Type	Prev. Years	2024	2025	2026	2027	2028	Fut. Years	Total
Construction						750000		750,000
Design Engineering				65,000				65,000
Total				65,000		750,000		815,000

Construction Year: 2026

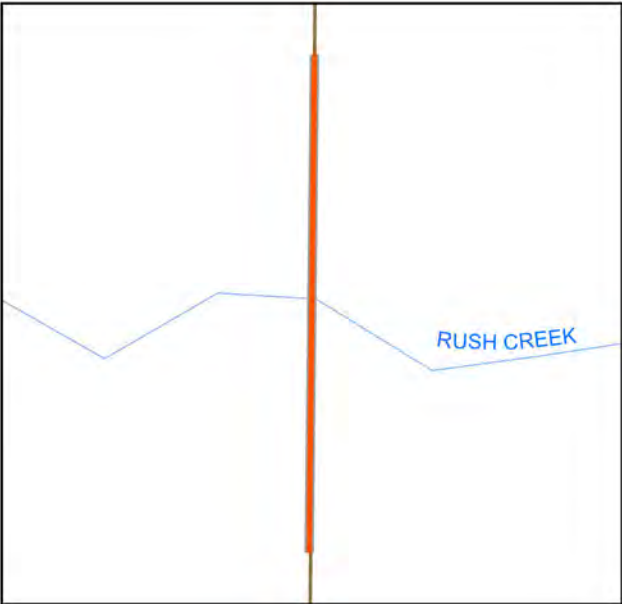
Bridge 74507 - NE 34th Ave over Rush Cr
Merton Township

Project Number	Project Type
SAP 074-599-042	Bridge Replacement

Functional Classification
Local Road

Pavement Condition Index	ADT Existing	Legal Load Limit	Length
Gravel	30		0.04

Project Description
Replacing a 26-foot timber slab span structure built in 1963.



Project Justification
The bridge has a Local Planning Index of 50 out of 100 and is load posted. County Board Resolution places it on the Prioritized Bridge Replacement List. Steele County is responsible for administering the township project to use state funding.



Funding Source	Prev. Years	2024	2025	2026	2027	2028	Fut. Years	Total
Other Local	10,000			10,000				20,000
Township Bridge	15,000			415,000				430,000
Total	25,000			425,000				450,000

Expenditure Type	Prev. Years	2024	2025	2026	2027	2028	Fut. Years	Total
Construction				425,000				425,000
Design Engineering	25,000							25,000
Total	25,000			425,000				450,000

Construction Year: 2024

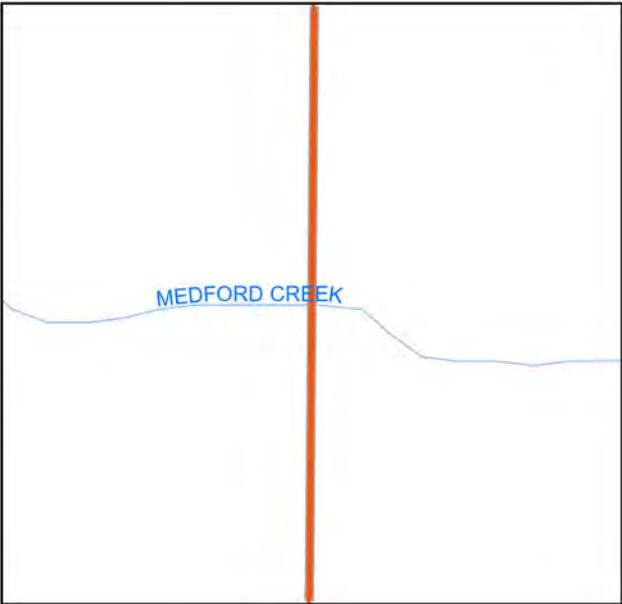
Bridge 74524 - NE 14th Ave over Medford Cr
Medford Township

Project Number	Project Type
SAP 074-599-041	Bridge Replacement

Functional Classification
Local Road

Pavement Condition Index	ADT Existing	Legal Load Limit	Length
Gravel	30		0.05

Project Description
Replacing Bridge 74524, a deteriorating 31.5-foot timber slab span structure built in 1972.



Project Justification
The bridge has a Local Planning Index of 48 out of 100 and is load posted. The County Board Resolution places it on the Prioritized Bridge Replacement List. Steele County is responsible for administering the township project to use state funding.



Funding Source	Prev. Years	2024	2025	2026	2027	2028	Fut. Years	Total
Other Local	10,000	10,000						20,000
Township Bridge	15,000	395,000						410,000
Total	25,000	405,000						430,000

Expenditure Type	Prev. Years	2024	2025	2026	2027	2028	Fut. Years	Total
Construction		405,000						405,000
Design Engineering	25,000							25,000
Total	25,000	405,000						430,000

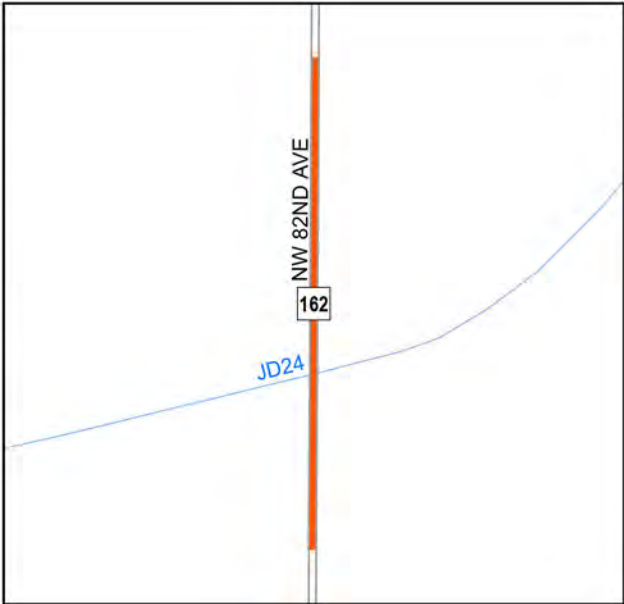
Construction Year: 2024

Bridge 74562 - CR 162 over Crane Creek
Meriden Township

Project Number		Project Type	
SAP 074-598-016		Bridge Replacement	
Functional Classification			
Local Road			
Pavement Condition Index	ADT Existing	Legal Load Limit	Length
76	170 (2011)	9 Ton	0.08

Project Description
Replace existing Bridge No. 74513, an 88-foot timber slab span bridge that was built in 1968.

Project Justification
The bridge has a Local Planning Index of 58 out of 100 and is load posted. County Board Resolution places it on the Prioritized Bridge Replacement List.



Funding Source	Prev. Years	2024	2025	2026	2027	2028	Fut. Years	Total
Bridge Funding - Fund 29		818,205						818,205
Fund Balance	35,000							35,000
Sales Tax Revenue		160,000						160,000
Total	35,000	978,205						1,013,205

Expenditure Type	Prev. Years	2024	2025	2026	2027	2028	Fut. Years	Total
Construction		978,205						978,205
Design Engineering	35,000							35,000
Total	35,000	978,205						1,013,205

Construction Year: 2026

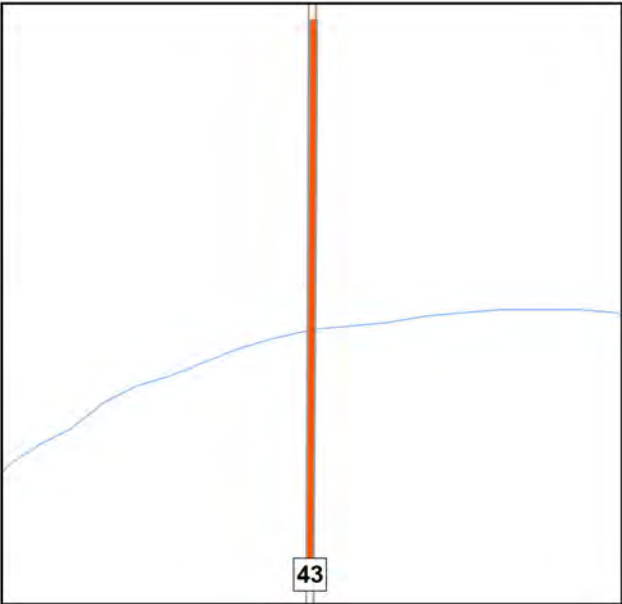
Bridge 74563 - CSAH 43 over Ditch
Havana Township

Project Number	Project Type
SAP 074-643-010	Bridge Replacement

Functional Classification
Major Collector

Pavement Condition Index	ADT Existing	Legal Load Limit	Length
	1100 (2019)		0.05

Project Description
Replacing Bridge 74519, a deteriorating 54' slab span timber structure built in 1969.



Project Justification
The bridge has a Local Planning Index of 52 out of 100 and is load posted. County Board Resolution places it on the Prioritized Bridge Replacement List.



Funding Source	Prev. Years	2024	2025	2026	2027	2028	Fut. Years	Total
Bridge Funding - Fund 29				315,000				315,000
Sales Tax Revenue	50,000	5,000						55,000
State Aid				415,000				415,000
Total	50,000	5,000		730,000				785,000

Expenditure Type	Prev. Years	2024	2025	2026	2027	2028	Fut. Years	Total
Construction				730,000				730,000
Design Engineering	50,000							50,000
Right of Way		5,000						5,000
Total	50,000	5,000		730,000				785,000

Construction Year: 2025

Bridge 88497 - Waseca Co CSAH 14 / CSAH 2 over Stream

Meriden Township & Woodville Township, Waseca County

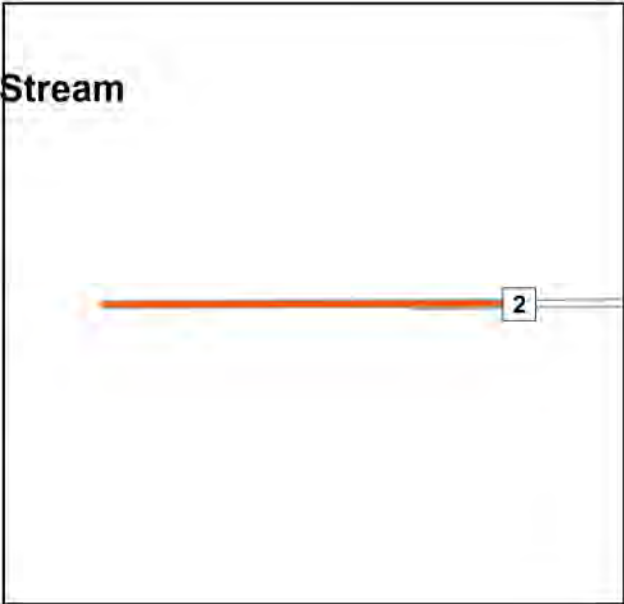
Project Number	Project Type
N/A	Bridge Replacement

Functional Classification

Pavement Condition Index	ADT Existing	Legal Load Limit	Length
	3331		0.03

Project Description

Replacing a 12.9-foot span box culvert. This is a Waseca County led project.



Project Justification

The bridge has a Local Planning Index of 51 out of 100 and is listed as structurally deficient.

DRAFT

Funding Source	Prev. Years	2024	2025	2026	2027	2028	Fut. Years	Total
Other Local			425,000					425,000
State Aid			175,000					175,000
Total			600,000					600,000

Expenditure Type	Prev. Years	2024	2025	2026	2027	2028	Fut. Years	Total
Construction			600,000					600,000
Total			600,000					600,000

Construction Year: 2024

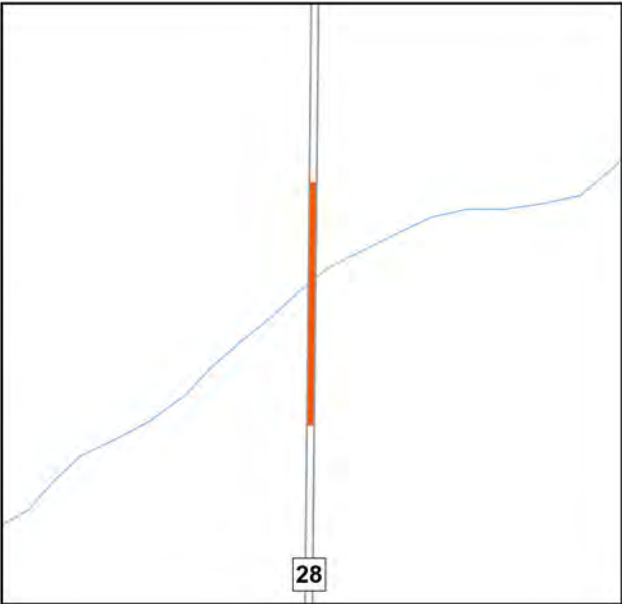
Bridge 89080 - CSAH 28 over Unnamed Ditch
Berlin Township

Project Number	Project Type
SAP 074-628-003	Bridge Replacement

Functional Classification
Minor Collector

Pavement Condition Index	ADT Existing	Legal Load Limit	Length
51	365 (2012)	9 ton	0.02

Project Description
Replacing Bridge 89080, a deteriorating 11.3' box concrete culvert built in 1920.



Project Justification
The bridge has a Local Planning Index of 57 out of 100 and is listed as structurally deficient. County Board Resolution places it on the Prioritized Bridge Replacement List.



Funding Source	Prev. Years	2024	2025	2026	2027	2028	Fut. Years	Total
Bridge Funding - Fund 29		100,000						100,000
Sales Tax Revenue		2,500						2,500
State Aid		200,000						200,000
Total		302,500						302,500

Expenditure Type	Prev. Years	2024	2025	2026	2027	2028	Fut. Years	Total
Construction		300,000						300,000
Right of Way		2,500						2,500
Total		302,500						302,500

Construction Year: 2024

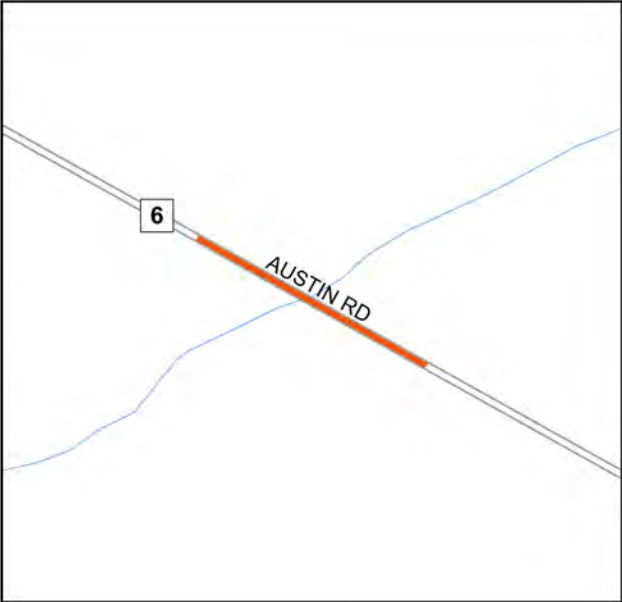
Bridge 92779 - CSAH 6 over unnamed ditch
Aurora Township

Project Number	Project Type
SAP 074-606-015	Bridge Replacement

Functional Classification
Minor Collector

Pavement Condition Index	ADT Existing	Legal Load Limit	Length
83	385	9-ton	0.02

Project Description
Replacing Bridge 92779, a deteriorating 11'5" x 7'3" arch pipe steel, built in 1971. The ditch is a tributary to Turtle Creek and the bridge is 0.9 miles east of US 218.



Project Justification
The bridge has a Local Planning Index of 48 out of 100 and is listed as structurally deficient. County Board Resolution places it on the Prioritized Bridge Replacement List.



Funding Source	Prev. Years	2024	2025	2026	2027	2028	Fut. Years	Total
Bridge Funding - Fund 29		100,000						100,000
Sales Tax Revenue		2,500						2,500
State Aid		150,000						150,000
Total		252,500						252,500

Expenditure Type	Prev. Years	2024	2025	2026	2027	2028	Fut. Years	Total
Construction		250,000						250,000
Right of Way		2,500						2,500
Total		252,500						252,500

Construction Year: 2027

Bridge 95786 - SE 18th St over ditch

Havana Township

Project Number		Project Type	
N/A		Bridge Replacement	
Functional Classification			
Local Road			
Pavement Condition Index	ADT Existing	Legal Load Limit	Length
Gravel	25		0.02

Project Description

Replacing existing and deteriorating, 32' span, 2-barrel steel pipe arch culvert, built in 1950. This project is pending an intersection improvement project at CSAH 43, CR 171, and CR 180 as that project could affect the alignment of this road.



Project Justification

The bridge has a Local Planning Index of 54 out of 100 and is listed as structurally deficient. County Board Resolution places it on the Prioritized Bridge Replacement List. Steele County is responsible for administering the township project to use state funding.



Funding Source	Prev. Years	2024	2025	2026	2027	2028	Fut. Years	Total
Other Local			10,000		10,000			20,000
Township Bridge			15,000		240,000			255,000
Total			25,000		250,000			275,000

Expenditure Type	Prev. Years	2024	2025	2026	2027	2028	Fut. Years	Total
Construction					250,000			250,000
Design Engineering			25,000					25,000
Total			25,000		250,000			275,000

Construction Year: 2025

Bridge L5573 - Twp 95 over Straight River

Clinton Falls Township

Project Number	Project Type
SAP 074-599-041	Bridge Removal

Functional Classification
Closed

Pavement Condition Index	ADT Existing	Legal Load Limit	Length
NA	0	Closed	0.09

Project Description

Remove or relocate unused deteriorating bridge. It is a single-span, pin-connected, steel Pratt through truss bridge. The bridge is on the Minnesota DOT historic bridge list and is nominated for the National Register of Historic Places which adds some planning challenges. Clinton Falls Township, the County, and MnDOT are seeking an agency that will relocate and rehabilitate the structure to historic preservation requirements.

Project Justification

The structure is closed to all vehicle and pedestrian traffic, but poses a danger to boat and snowmobile traffic on the river with its failing deck and structural elements. It is an attractive nuisance that despite fencing, still has people climbing onto it. Steele County is responsible for administering the township project to use state funding.



Funding Source	Prev. Years	2024	2025	2026	2027	2028	Fut. Years	Total
Township Bridge		70,000	600,000					670,000
Total		70,000	600,000					670,000

Expenditure Type	Prev. Years	2024	2025	2026	2027	2028	Fut. Years	Total
Construction			600,000					600,000
Design Engineering		70,000						70,000
Total		70,000	600,000					670,000

Construction Year: 2024

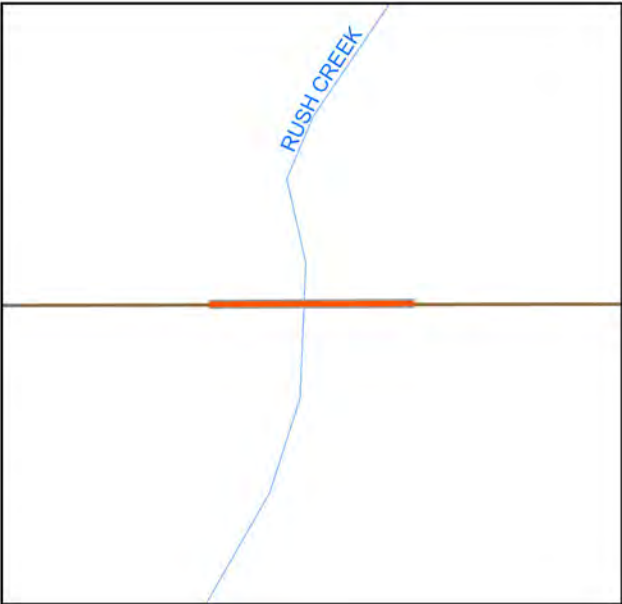
Bridge L5798 - NE 76th St over Rush Creek
Merton Township

Project Number	Project Type
SAP 074-599-040	Bridge Replacement

Functional Classification
Local Road

Pavement Condition Index	ADT Existing	Legal Load Limit	Length
Gravel	25		0.02

Project Description
Replacing existing and deteriorating, 12.7' span, steel pipe arch culvert, built in 1971.



Project Justification
The bridge has a sufficiency rating of 55.1 out of 100 and is listed as structurally deficient. County Board Resolution places it on the Prioritized Bridge Replacement List. Steele County is responsible for administering the township project to use state funding.



Funding Source	Prev. Years	2024	2025	2026	2027	2028	Fut. Years	Total
Other Local	10,000	10,000						20,000
Township Bridge	15,000	305,000						320,000
Total	25,000	315,000						340,000

Expenditure Type	Prev. Years	2024	2025	2026	2027	2028	Fut. Years	Total
Construction		315,000						315,000
Design Engineering	25,000							25,000
Total	25,000	315,000						340,000

Construction Year: 2027

Bridge L8592 - NE 64th Ave over Maple Cr
Havana Township

Project Number	Project Type
SAP 074-599-043	Bridge Replacement

Functional Classification
Local Road

Pavement Condition Index	ADT Existing	Legal Load Limit	Length
Gravel	30		0.08

Project Description
Replace existing and deteriorating 148" x 93" steel pipe arch culvert.



Project Justification
The bridge has a Local Planning Index of 55 out of 100 and is load posted. County Board Resolution places it on the Prioritized Bridge Replacement List. Steele County is responsible for administering the township project to use state funding.

Funding Source	Prev. Years	2024	2025	2026	2027	2028	Fut. Years	Total
Other Local	10,000				10,000			20,000
Township Bridge	15,000				190,000			205,000
Total	25,000				200,000			225,000

Expenditure Type	Prev. Years	2024	2025	2026	2027	2028	Fut. Years	Total
Construction					200,000			200,000
Design Engineering	25,000							25,000
Total	25,000				200,000			225,000

Steele County, Minnesota
Pavement Centerline Mileage & Surface Type
For Year Ended December 31, 2023

COUNTY STATE AID REGULAR						COUNTY STATE AID MUNICIPAL				
Road No	SURFACE-MILES			Non-Existent	Total Miles	Road No	SURFACE-MILES			Total Miles
	Gravel	Concrete	Bituminous				Municipality	Concrete	Bituminous	
1			4.500		4.500	12	Medford	0.500	0.900	1.400
2		8.560	5.135		13.695	14	Ellendale		0.750	0.750
3			14.900		14.900	15	Blooming Prairie		1.170	1.170
4			19.500		19.500	16	Blooming Prairie		0.040	0.040
5			1.000		1.000	20	Medford		0.250	0.250
6			9.400		9.400	38	Ellendale		1.120	1.120
7		8.760	8.540	1.000	18.300	41	Blooming Prairie		0.910	0.910
8			5.680		5.680	42	Blooming Prairie	0.440	0.200	0.640
9	0.700		7.900		8.600	45	Medford		0.680	0.680
10			2.500		2.500	46	Blooming Prairie		1.000	1.000
11			1.050		1.050	Totals		0.940	7.020	7.960
12			12.600		12.600					
13			5.100		5.100					
14			10.200		10.200					
15			6.000		6.000					
16			12.000		12.000					
17	1.000		9.800		10.800					
18	3.000		16.700		19.700					
19		1.680	8.100		9.780					
21			5.000		5.000					
22			2.500		2.500					
23			12.300		12.300					
24			5.000		5.000					
26	0.300		8.700		9.000					
27			2.000		2.000					
28			2.100		2.100					
29			1.000		1.000					
30			4.500		4.500					
31			3.300		3.300					
32			5.400		5.400					
33			2.200		2.200					
34	1.400	2.320	0.750	1.500	5.970					
35			2.500		2.500					
36			0.260		0.260					
37			6.500		6.500					
40			0.500		0.500					
43			5.200		5.200					
45		9.300	15.620		24.920					
47			0.300		0.300					
48		0.520	2.290		2.810					
49			0.750		0.750					
60			2.700		2.700					
67			2.500		2.500					
77			2.600		2.600					
Totals	6.400	31.140	257.075	2.500	297.115	Totals	7.090	0.000	55.120	62.210

(c) Border route includes only Steele Co half.
(d) Rice Co Rd 73

Summary:

Gravel Surface -	13.490
Concrete Surface -	32.080
Bituminous Surface -	319.215
Nonexistent	2.500
Total Miles	367.285

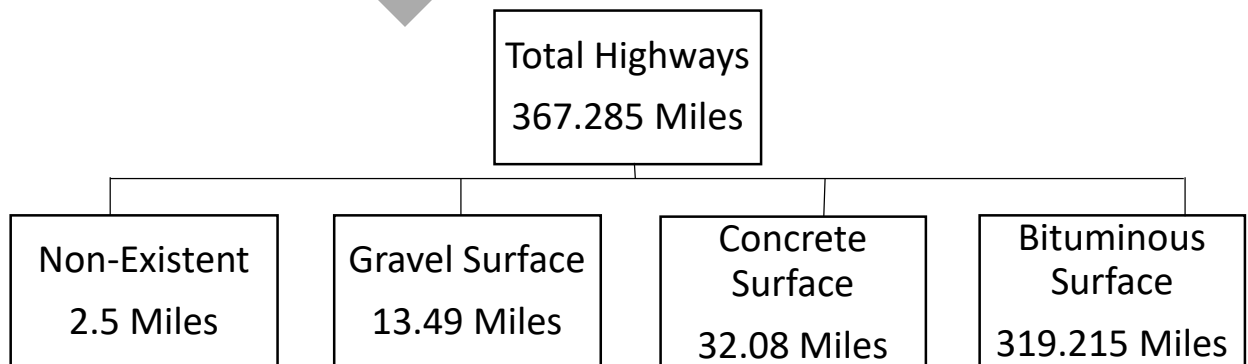
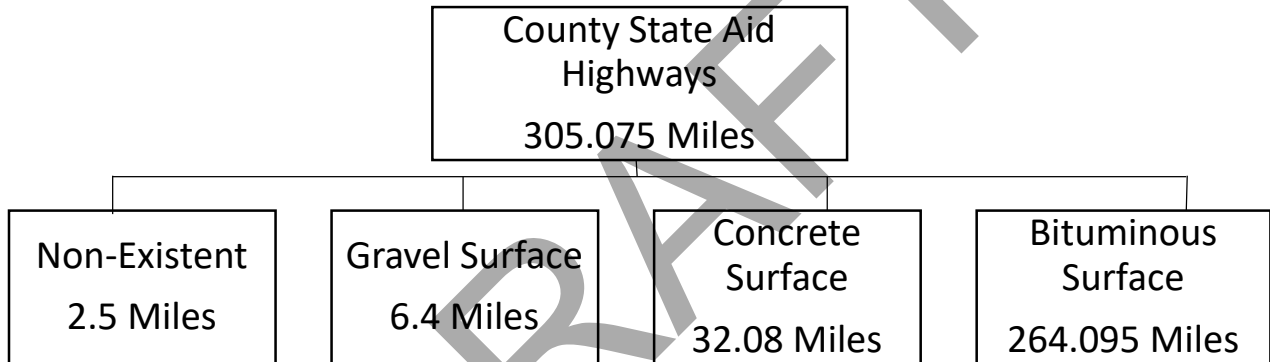
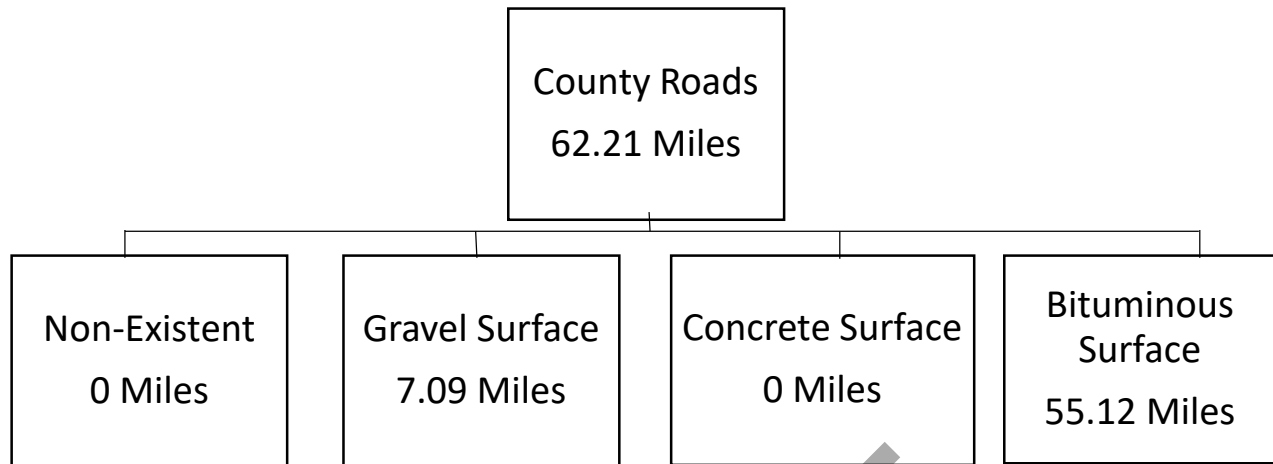
County State Aid Highways -	305.075
County Roads -	62.210
	367.285

NOT YET Reconciled with MnDOT CSAH NEEDS x/x/xxxx	
305.090	NEEDS milage
0.000	Needs banked mileage
305.090	TOTAL

2023 Changes

Added TH 14 turnback, CR 180	4.085
Transferred CR 180 to CSAH 2	1.050
Renumbered CSAH 34 to CSAH 77	-
CSAH 49 realignment	(0.350)
Revoke 11 overlap	(0.250)
Previous bank	(0.450)
New Bank	0.000

Steele County Highway Centerline Mileage Chart

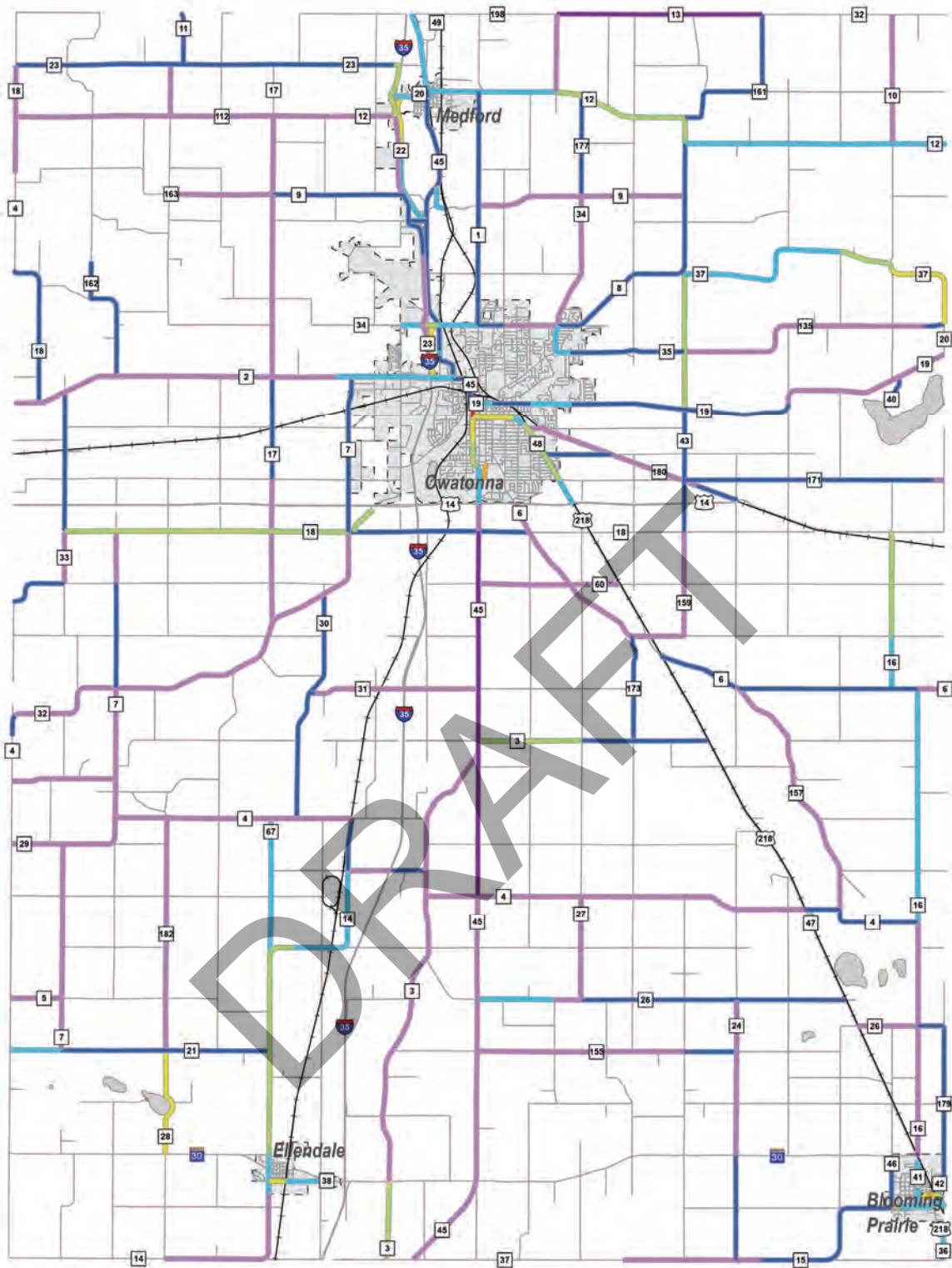


Pavement Condition Index Maps

Every two years, MnDOT collects pavement condition data using a digital inspection vehicle with multiple sensors that collect condition information about a highway, including pavement roughness and distresses. The County uses that information to determine the overall condition of the highway in a Pavement Condition Index (PCI) which rates the roadway on a 0-100 scale, with higher numbers indicating better pavement condition. The PCI ratings are determined for each segment of highway and are shown on the Pavement Condition Index maps following.

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DRAFT



Steele County

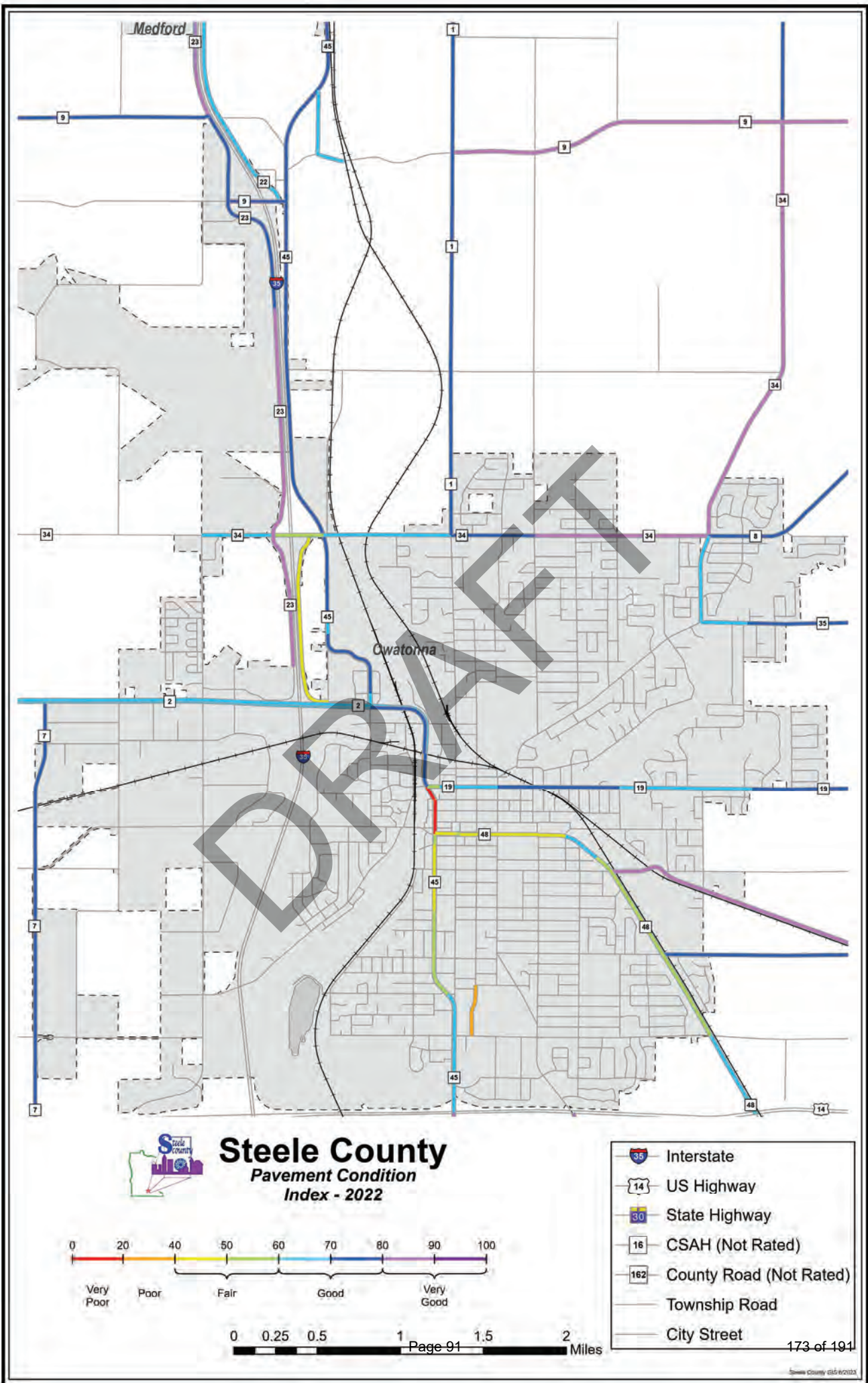
**Pavement Condition
Index - 2022**



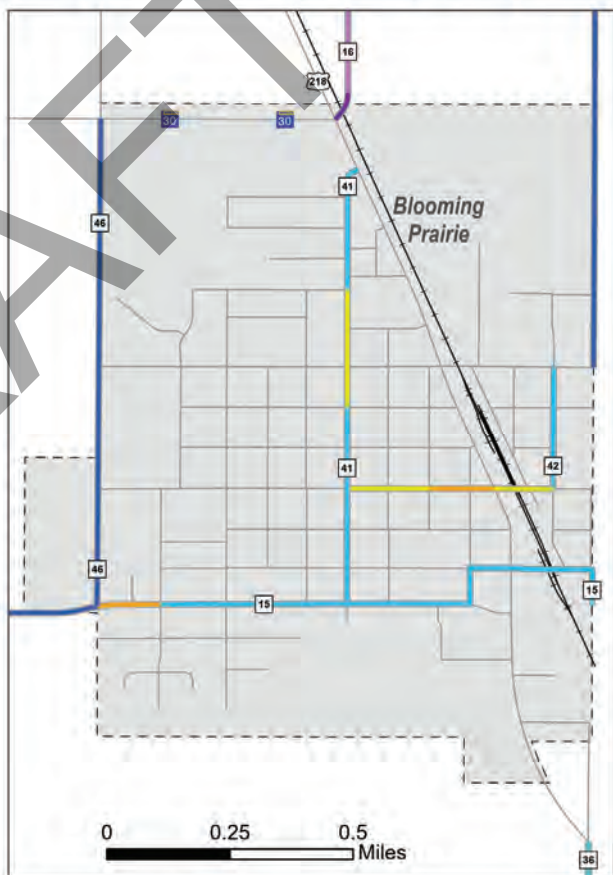
0 1 2 4 6
Page 39 Miles

- Interstate
- US Highway
- State Highway
- CSAH (Not Rated)
- County Road (Not Rated)
- Township Road
- City Street

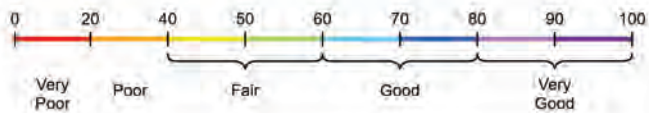
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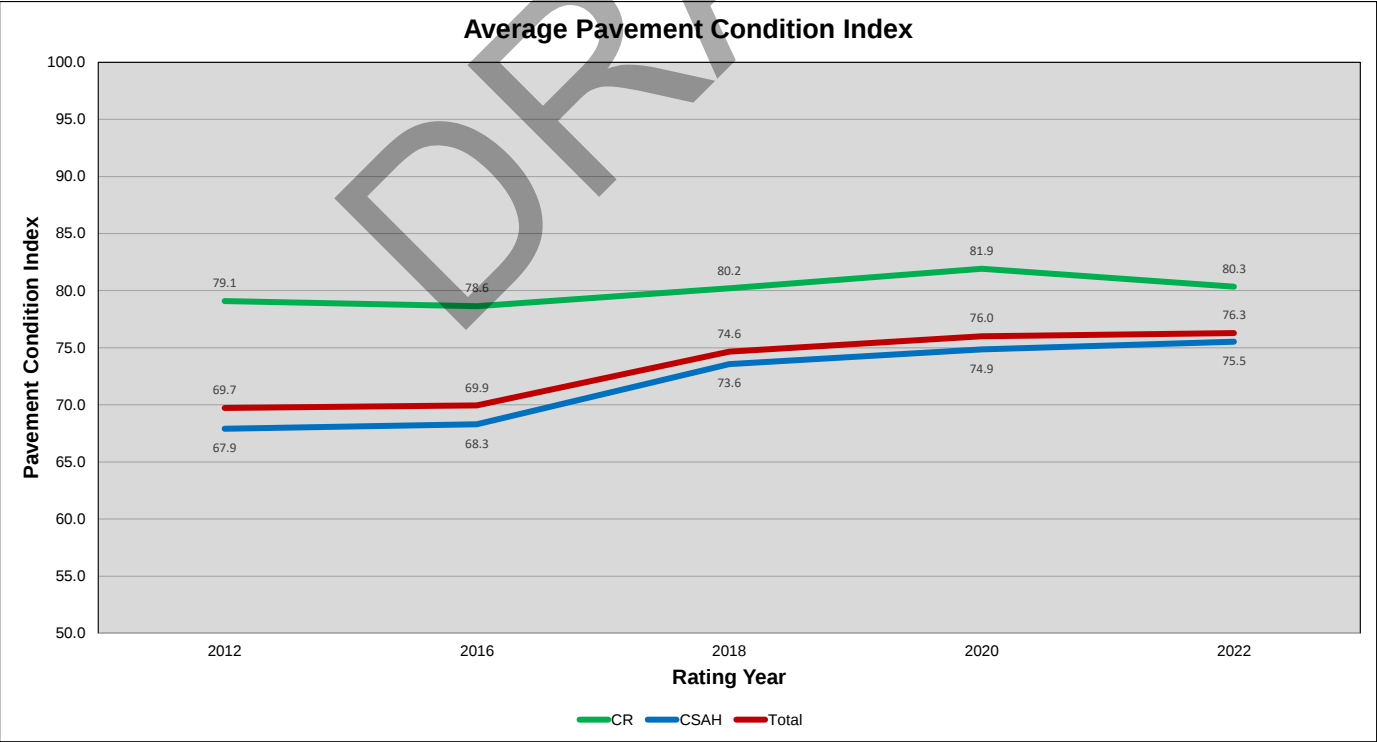
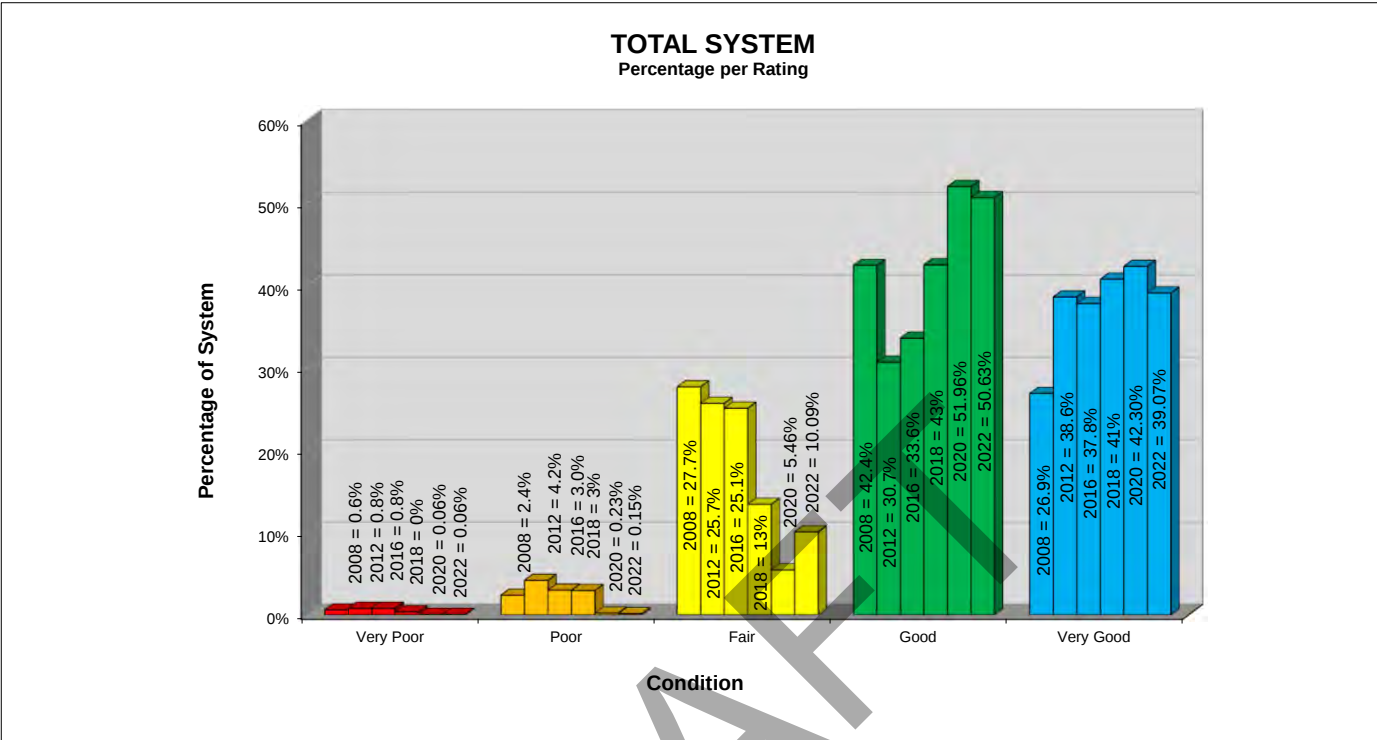


Steele County Pavement Condition Index - 2022

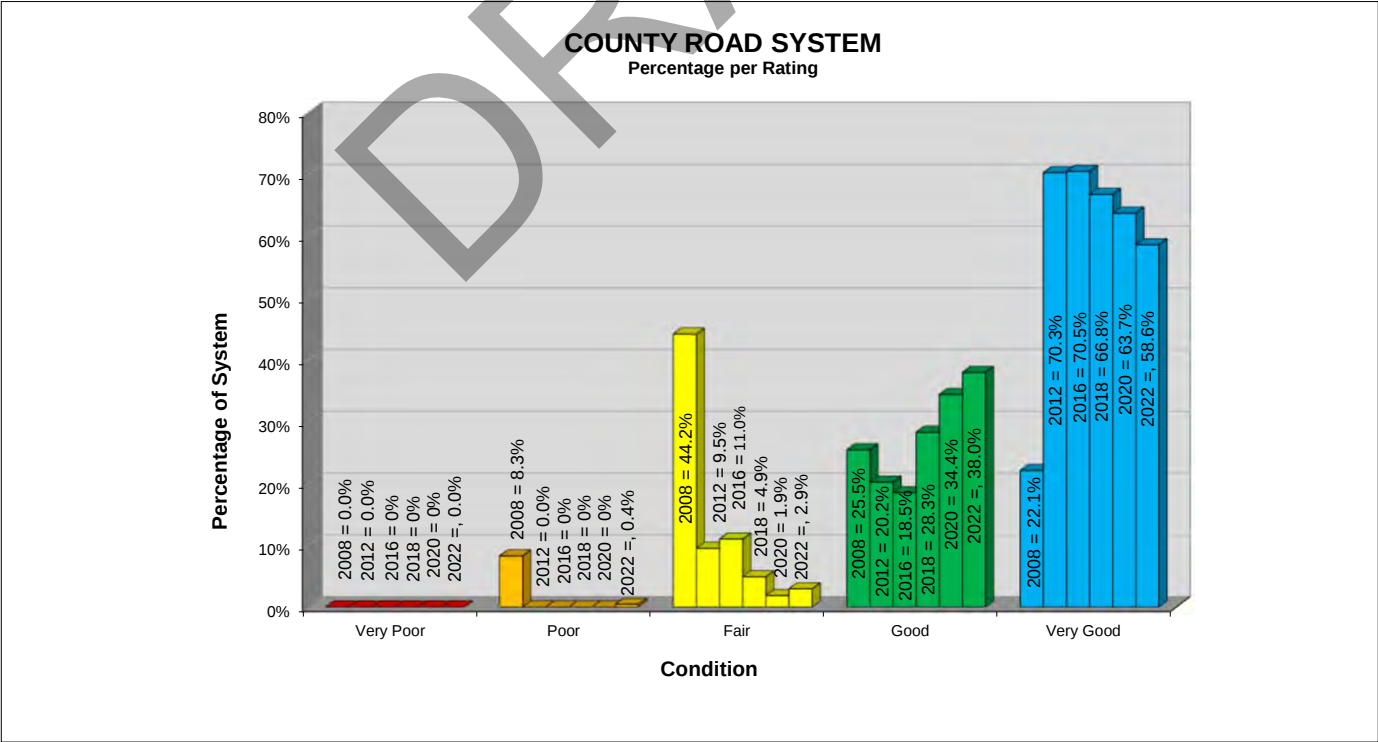
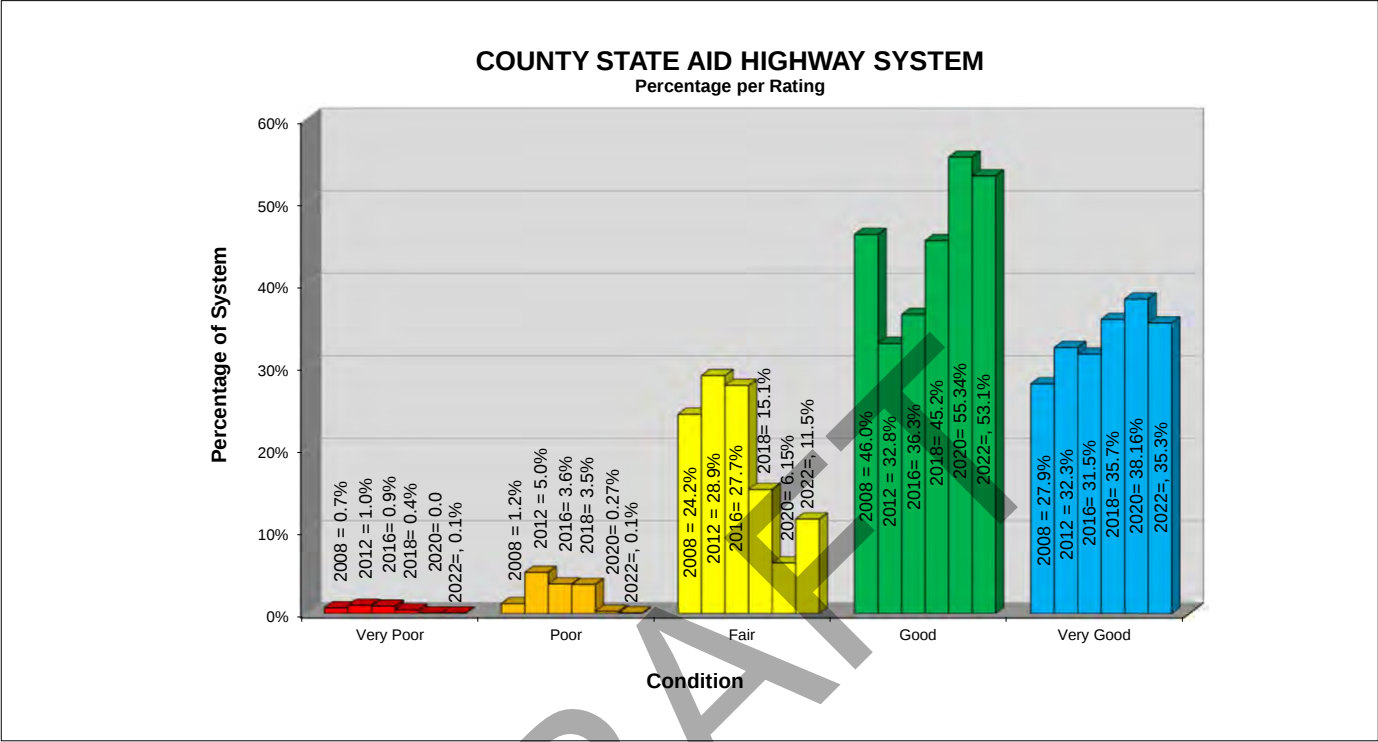


	Interstate
	US Highway
	State Highway
	CSAH (Not Rated)
	County Road (Not Rated)
	Township Road
	City Street

Steele County Pavement Conditions



Steele County Pavement Conditions



Bridge Sufficiency Ratings/Local Planning Index & Bridge Conditions

In 2020, MnDOT changed the bridge rating system from "Sufficiency Ratings" to "Local Planning Index". Both measure the bridge's condition on a 0-100 point scale, but have differing calculations. In the table below, the Sufficiency Rating and Local Planning Index are shown for comparison.

Bridge Owner	Sufficiency Rating					
	2018		2019		2020	
	Number	Average Rating *	Number	Average Rating *	Number	Average Rating *
All	129	88.6	126	90.0	128	90.1
Township	54	79.3	51	85.6	51	87.9
County	71	89.9	71	89.9	73	90.1
Railroad	4	-	4	-	4	-

	LPI					
	2020		2021		2022	
	Number	Average Rating**	Number	Average Rating**	Number	Average Rating**
All	128	83.3	128	83.6	128	84.0
Township	51	80.9	51	80.9	51	81.8
County	73	85.7	73	86.2	73	86.2
Railroad	4	71.3	4	70.3	4	70.3

Notes:

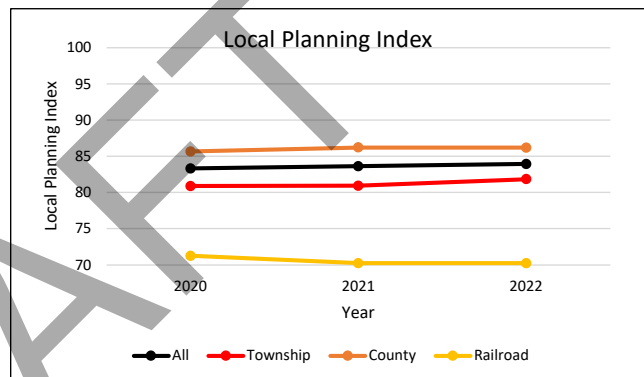
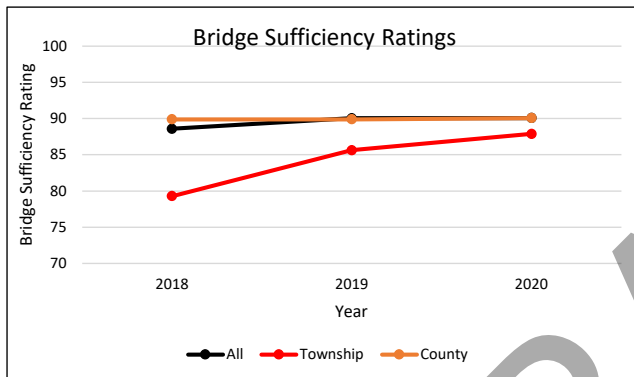
2018 Two township bridges reconstructed

2019 Three private access bridges were removed from the inventory

*Does not include railroad bridges

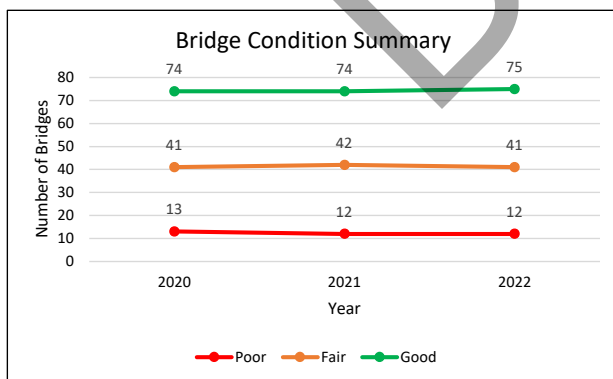
**LPis for Railroad bridges are not relevant to replacement or rehabilitation funding criteria

2020 Added 2 bridges (CSAH 43 and CSAH 18), replacing less than 10' structures



Bridge Condition Summary

Condition	2020				2021				2022			
	All	County	Township	Railroad	All	County	Township	Railroad	All	County	Township	Railroad
Poor	13	5	5	3	12	4	5	3	12	4	5	3
Fair	41	23	17	1	42	24	17	1	41	24	16	1
Good	74	45	29	0	74	45	29	0	75	45	30	0



Bridges are rated Poor, Fair, or Good based on their National Bridge Inventory (NBI) condition as follows:

Poor NBI 0-4

Fair NBI 5-6

Good NBI 7-9

RESOLUTION - PRIORITIZED BRIDGE REPLACEMENT LIST

WHEREAS, Steele County has reviewed the pertinent data on bridges requiring replacement, rehabilitation, or removal, supplied by local citizenry and local units of government, and

WHEREAS, Steele County has identified those bridges that are high priority and that require replacement, rehabilitation, or removal within the next five years.

NOW, THEREFORE BE IT RESOLVED that the following bridges are high priority for replacement, major rehabilitation or removal and Steele County intends to replace, rehabilitate, or remove these bridges as soon as possible when funds are available, and

Old Bridge Number	Road and Crossing	LPI (1)	Total Project Cost	Township or State Bridge Funds	Federal Funds	Local or State Aid Funds	Proposed Construction Year
L5798	76th St NE over Rush Creek	55	\$340,000	\$320,000	\$0	\$20,000	2024
74524	14th Ave NE over Medford Cr	48	\$430,000	\$410,000	\$0	\$20,000	2024
92779	CSAH 6 over Ditch	48	\$252,500	\$100,000	\$0	\$152,500	2024
89080	CSAH 28 over Ditch	57	\$300,000	\$100,000	\$0	\$200,000	2024
L5573	50th St NW over Straight River	22	\$670,000	\$670,000	\$0	\$0	2025
4686	CR 180 over Izaak Walton Cr	48	\$500,000	\$300,000	\$0	\$200,000	2025
6037	Canadian Pacific RR over CR 180 & Izaak Walton Creek	NA	\$6,250,000	\$5,000,000	\$0	\$1,250,000	2025
74519	CSAH 43 over Ditch	52	\$785,000	\$315,000	\$0	\$470,000	2026
74507	34th Ave NE over Rush Creek	50	\$450,000	\$430,000	\$0	\$20,000	2026
L8592	64th Ave NE over Maple Cr	55	\$225,000	\$205,000	\$0	\$20,000	2027
95786	18th St SE over Ditch	54	\$275,000	\$255,000	\$0	\$20,000	2027
6743	CSAH 45 over Turtle Creek	53	\$750,000	\$325,000	\$0	\$425,000	2028
1. Local Planning Index (LPI) is a measurement of the bridge's condition on a 1-100 point scale, factoring both the consequence of a service interruption and the probability of service interruption. To be eligible for funding, the bridge must have a LPI of less than 60. LPI does not apply to railroad bridges.							

BE IT FURTHER RESOLVED, Steele County does hereby request authorization to replace, rehabilitate, or remove such bridges; and

BE IT FURTHER RESOLVED, Steele County does hereby request financial assistance with eligible approach grading and engineering costs on township bridges, as provided by law.

STEELE COUNTY
BOARD OF COMMISSIONERS

Greg Krueger, Chair

CERTIFICATION

STATE OF MINNESOTA
COUNTY OF STEELE

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

Steele County Auditor

DRAFT



**STEELE COUNTY
HIGHWAY DEPARTMENT**

PO Box 890 • 3000 Hoffman Dr NW • Owatonna, MN 55060-0890
(507) 444-7670 • Hwy@SteeleCountyMN.gov



Steele County Agenda Item

Subject: Resolution - Approve Final Payment for Contract No. 229935; SAPs 074-599-035, 074-599-037, 074-599-038, and 074-599-039

Department: Highway

Committee Meeting Date: N/A

Board Meeting Date: October 10, 2023

Consent Agenda: ☐ Yes ☒ No

Resolution: ☒ Yes ☐ No

Policy Committee Recommendation:

N/A

Recommendation:

Resolution – Approve Final Payment for Contract No. 229935: SAPs 074-599-035, 074-599-037, 074-599-038, and 074-599-039 to Fitzgerald Excavating & Trucking in the amount of \$28,441.42.

Background (*Including Budget Impact*):

This project replaced four structures in three townships and was fully funded by Township Bridge funds. Two structures located in Blooming Prairie Township, one on SE 34th Ave and one on SE 44th Ave, one structure in Meriden Township located on SW 8th Street, and one structure in Clinton Falls Township located on NE 34th Ave. The final contract amount was \$1,103,496.48

Attachments:

Resolution – Certificate of Final Acceptance

Contract No.: 229935
Final Pay Request No.: 4

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

Contract Number: 229935
Contractor: Fitzgerald Excavating & Trucking
Date Certified: September 1, 2023
Final Pay Request Number: 4

Whereas; Contract No. 229935 has in all things been completed, and the County Board being fully advised in the premises, now then be resolved; that we do hereby accept said completed project for and in behalf of the Steele County Highway Department and authorize final payment as specified herein.

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

State of Minnesota
County of Steele

Dated this ____ day of _____, 20__

At _____

Signed by _____
County Auditor
(SEAL)



Steele County Agenda Item

Subject: Statewide Affordable Housing Aid Allocation

Department: Administrator's Office

Committee Meeting Date: October 10, 2023

Board Meeting Date: October 10, 2023

Consent Agenda: ☐ Yes ☒ No

Resolution: ☐ Yes ☒ No

Recommendation:

Appropriate 100% of the County's Statewide Affordable Housing Aid to the Local Housing Trust Fund.

Background (*Including Budget Impact*):

A Local Housing Trust Fund (LHTF) serves as a designated source of funding dedicated to addressing the affordable and workforce housing needs within the local community.

On June 13, 2023 the Steele County Board of Commissioners adopted an ordinance establishing the LHTF. In addition, the Board passed a resolution to allocate 90% of the County's Local Homeless Prevention Aid (LHPA) funds to seed the LHTF, with the remaining 10% of LHPA allocated for hotel shelter vouchers to assist individuals in Steele County who are experiencing homelessness.

Since June, we have become aware of an additional funding source established by the 2023 Legislature known as the Statewide Affordable Housing Aid. This annual allocation to counties has two components:

1. Base aid
2. Cost-burdened household aid

A cost-burdened household is defined as one in which the gross rent or home ownership expenses constitute 30% or more of the household's income.

Statewide Affordable Housing Aid assists local governments in both the preservation and creation of affordable housing with a goal of preventing families from facing housing instability and assisting those currently experiencing homelessness to find suitable housing solutions. Statewide Affordable Housing Aid begins in 2023 and will be disbursed to counties through a single payment from the MN Department of Revenue on December 26, 2023. Beginning in 2024, counties will receive their aid in two equal installments, with the first half issued on July 20 and the second half on December 26.

Statewide Affordable Housing Aid must be spent by December 31 of the fourth year after it was received. Transfers to a LHTF are considered expended. Funds transferred to a LHTF must be allocated to a project that aligns with affordability criteria.

Steele County's certified Statewide Affordable Housing Aid allocation for both 2023 and 2024 is set at \$119,261 per year.

Attachments:

- 1. 2023 Statewide Affordable Housing Aid Amounts**
- 2. 2024 Statewide Affordable Housing Aid Amounts**

**Minutes
of the
Steele County Board of Adjustments
Oct. 3rd, 2023**

Call to Order:

The meeting was called to order by Chair Schmidt at 7:00 pm. Members present were Schmidt, Jaster, Nelson, Ulrich, and staff member Oolman.

Agenda:

Motion by Ulrich, second by Nelson to approve the agenda as submitted. Motion passed

Minutes:

Motion by Nelson, second by Ulrich to approve the Aug. 1st, 2023, minutes as submitted. Motion passed 4 to 0.

Public Hearing – Variance #658 (Krell- Front Yard Setback)

This hearing is to consider a variance request from Rodney Krell to construct a new storage structure 80 feet from the centerline of SE 74th Ave. The property is located in the E ½ of the SE ¼, Section 10, Blooming Prairie Township. The property address is 12458 74th Ave. SE.

Questions & Comments by board members:

- Ulrich- if the variance is granted with a condition, does the condition stay with the property?
Oolman- Yes, variances are recorded on the property and any condition would remain.
- Schmidt- A couple of the existing buildings are closer to the road, were they there before the ordinances were made?
Oolman- Yes, the loafing shed on the north side of the building site was probably built before ordinances were adopted. The house, built in 1979, is 100 feet from center of road and was built after setbacks were established.
- Michelle Krell- Explained the reasons they are asking for a variance. The area to the north is low and floods in the spring and during wet weather. Other areas are cropped. They purchased the farm in 1999 although it has been in the family for 120 years. They are looking to continue to grow our family farm, and this would help with storage.
- Ulrich- Could the building be turned to meet the ordinance?
Krell- It would make it difficult to turn heavy equipment in the driveway and a well is located in that area.
- Schmidt- Will there be footings dug or will it be a floating slab?
Krell- Floating slab.
- Jaster- Could you put fill in the low land?
Krell- The drop off in this area is 8 feet lower than the road and 4 feet lower than the other building in that area. Fill would add an additional cost.

The public hearing was opened.

As there were no public comments the public hearing was closed.

Further questions and comments by the board.

- Ulrich felt that there are other buildings at 80 feet from center of road, so he does not oppose this variance.
- Schmidt, Jaster feel that there are at least two other alternative building sites including hauling in fill to the low area to the north of the driveway or turning the building. Also expressed concerns with safety issues with the building so close to the road.

The board reviewed the criteria for considering variance request #658

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

All members felt the variance request was in harmony with the comprehensive plan and ordinance.

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

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

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

Schmidt, Jaster, and Nelson did not feel the uniqueness of the property contributed to the plight of the applicant. Ulrich felt that it did.

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

All members felt the landowner did not create the circumstance.

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

All members felt the character of the locality would remain the same.

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

Ulrich and Nelson felt that the variance request involved more than economic considerations. Schmidt, and Jaster felt that it did not.

Motion by Jaster, second by Schmidt to deny variance request #658 based upon the findings of the board. Motion to deny failed with Jaster, Schmidt voting aye and Nelson, Ulrich voting nay.

Motion by Ulrich, second by Nelson to approve variance request 658 with one condition.

1. The landowner acknowledges that the minimum setback requirements from which he or she is requesting a variance are in place to provide for the general safety and welfare of the residents of Steele County. The landowner also acknowledges that his or her request for a variance from those standards places the landowner and landowners' property at increased risk of damage due to the decreased distance from the public right-of-way. With that knowledge, the landowner agrees to hold Blooming Prairie Township, its employees, and officials harmless from any claims, demands or actions or causes of action, including reasonable attorney's fees and expenses, arising out of any act or omission by Blooming Prairie Township in the normal course of its business, which results in damage to the landowner's property. Activities in the normal course of business include, but are not limited to, snow removal, maintenance of ditches, maintenance of any Township maintained culverts, and road work including patching, grading, or resurfacing, regardless of whether such activities are performed negligently or not.

Motion to approve failed with Ulrich, Nelson voting aye and Schmidt, Jaster voting nay.

Additional discussion by board members:

- Jaster and Schmidt reiterated the building could be placed in a different location compliant with the ordinance if fill was brought in. Based on their experience with the construction of their own buildings, this was reasonable.
- Ulrich conceded that other options exist.

Motion to deny variance request #658 based upon the findings of the board. Motion to deny passed by a 4 to 0 vote.

Adjournment:

Motion by Ulrich, second by Nelson to adjourn. Motion passed. Meeting adjourned at 7:53 PM.



STEELE COUNTY
PROPERTY & MAINTENANCE POLICY COMMITTEE MINUTES
Steele County Administration Center – 630 Florence Ave - Owatonna, MN 55060

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

Thursday, October 5, 2023 at 8:00 a.m. – Steele County Boardroom

Attendees: Commissioner Glynn, Commissioner Abbe, Facilities and Fleet Director Jake Rysavy, Community Corrections Director Tim Schammel and IT Director Dave Purscell.

Consent Agenda:

1. Committee recommends approving advertisement for bids for the Steele County/City of Owatonna LEC Generator.

Information:

Community Corrections new renderings - Trying to match the ascetics of the building with the Owatonna downtown appearance without the pricing being prohibitive and without sacrificing any safety measures and needs of the department. Brick around the bottom will hold up better than other coatings. There were discussions regarding EIFS panels and the quality/warranty of the product along with the metal column locations in the renderings. The lockers in the front area need to be placed into the renderings. Protection and safety measures were discussed along with the back entry location. Looking at bringing this item to a work session for review.

Courthouse parking lot concepts - Currently the gravel parking lot behind the courthouse is being used as overflow for the courthouse. This parking lot will no longer exist as it will become Community Correction parking lot and the courthouse will need additional parking space.

Snow removal - Three bids were received. Bids were giving for parking lots and sidewalks separately. More discussion regarding sidewalk snow removal took place when looking at the cost of a new mower.

New Mower - The cost of a mower and having county employees mow compared to hiring the mowing to be done is almost a wash in cost. The new mower will be converted for use in snow removal for the sidewalks. Sidewalk snow removal based on average removal per season would be roughly \$82K per year. During the winter we have inhouse work capacity for sidewalk snow removal and in would provide a quicker response time. Rotation of equipment with the Four Seasons was also discussed. There is usually no overtime when it comes to plowing sidewalks. Need to review the area of the contract/bids that covers salting, sanding, and pretreating.

All the **grant funds** for the Alexander building were spent. Some of the items purchased were shelving for storage and a generator.

Old maintenance shop/garage needs further discussion regarding the disposal or sale/move options.

Department Head Reports

None were given



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, October 3, 2023 at 8:00 a.m. – Steele County Boardroom

Attendees: Commissioner Abbe, Commissioner Glynn, Interim Finance Director Cathy Piepho, Human Resource Director Julie Johnson, Interim Auditor Brenda Blood, IT Director Dave Purscell, and Administrator Scott Golberg.

Consent Agenda

1. Committee recommends approving the Out of state Travel Request for HR Generalist to attend the annual UKG/Kronos user conference in November.
2. Committee recommends approving OpenGov Contract Renewal for 2024-2027

Information

Local Housing Trust Fund Advisory Committee. Need to appointment a commissioner to the committee. Moving this item to the Work Session.

Department Head Reports

Treasurer/Finance: Audit was just finalized. Auditor will be coming soon. Tax collection is happening. Conference she just went to there was a lot of talk about hiring, retention and impact on the budgets (i.e. Anoka County approved a 15% preliminary levy).

Human Resources: Open enrollment starts this month - October 17-30. Friday December 1st is the recognition party. Department continues to try and fill vacancies. Union updates: tentative agreement for law enforcement center to be brought to the County Board, MNP negotiations were last week and ended with a tentative agreement to be brought to Joint Powers Board. There has been an increase in COVID cases with employees. Attending training sessions and conferences trying to figure out all the new legislation including implementing new sick and safe leave. Conference from Wednesday thru Friday this week hoping to gain further insight on the new legislation.

Administration: Conversations with the city continue regarding the LEC building. Property Tax and Elections position closed yesterday. Finance director position still working on. Attending MACA Conference Wednesday – Friday this week.

Auditor Office: Attending a conference regarding the Presidential Nomination Primary Election. Working on the cash drawer.

IT: Working on refresh for MNPrairie. Several monitors are being replaced along with rolling out new computers. 4-year refresh with a 3-year warranty is how the program is working. Saves money. PCs for people is where our old computers and monitors (recycled equipment) goes. They also accept all of our old electronic waste. Cyber security – lots of activity is happening. Working with other counties to find better solutions. Wrapping up the construction electronics for Administration downstairs.

**Minutes of the
Steele County Planning Commission
Oct 2nd, 2023**

Call to Order:

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

Agenda:

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

Minutes:

Motion by Queen, second by Spatenka to approve the July 3rd, 2023, minutes as submitted. Motion passed.

Building Permits:

The building permits for June, July, and August were reviewed.

County Board Action

Oolman reported the County Board approved CUP #399 (Christy Mulert – Tails and Trails Kennel) as recommended by the planning commission.

IUP# 2023-02 (EESolar17, LLC- Buscho Solar Garden)

This request is from EESolar33, LLC to construct and operate a 1 MW Community Solar Project on property located in the NE¼ of the NE¼, Section 31 Clinton Falls Township owned by the Buscho Trust.

Questions and comments of the commission.

- Dinse asked if the Township is made aware of the project in relation to the road?
Oolman: The township is given notice of the project and would also have to authorize any access permit.
Evan Carlson from Enterprise Energy indicated he has reached out to the township.
- Commissioner Brady expressed the importance of controlling the weeds onsite after development. The county has had to go in and take care of weeds and assessed that cost back to the property owner.
Carlson: We will be putting down pollinator seed and mowing regularly to prevent invasive weeds along with a screen fence. It is in the lease that my company pays for the property taxes, If the grounds are not taken care of, it effects my company.
- Dinse: Do you sell the project after it is built?
Carlson: Yes, I am a developer. Typically, once a project is developed it is sold to an Independent Power Broker. That owner would be bound by all the legal requirements in the lease.

The public hearing was opened.

As there were no public comments the public hearing was closed.

Discussion by the commission:

- Ingvaldson indicated he would like to see a condition added that requires the landowner to acknowledge that they are aware they are responsible for decommissioning should the developer default.
- Additional discussion was held with Carlson on the process to decommission a site.

Motion by Spatenka, second by Ingvaldson to recommend approval of IUP #2023-02 with 17 conditions:

1. This permit allows for the construction and operation of a 1 MW AC solar energy system in the location identified on the submitted application. Any additional expansion of the project will require the permit to be amended.
2. This permit shall expire on December 31, 2058 and all solar components and accessory facilities removed by December 31, 2059.
3. If the project ceases to generate electricity before the permit expiration date, all solar components and accessory facilities shall be removed within one year of the discontinuation of use/operation.
4. The operator shall notify the Steele County planning and zoning office of any changes in management or ownership of the project.
5. Any private drainage tile servicing adjoining properties shall be protected during construction and maintained throughout the life of the project.
6. A wetland determination shall be completed and submitted to the Steele Soil and Water Conservation District. The applicant shall follow all procedures and requirements of the wetland conservation act.
7. The developer shall construct a security fence around the perimeter of the solar panels to deter unauthorized entrance. The fence shall utilize woven wire and be a maximum of 8 feet tall without barbed or razor wire.
8. Permanent vegetative shall be planted within the fenced project area.
9. All noxious weeds shall be controlled throughout the life of the project. If the weeds are not controlled the operator shall allow the county access to the site to implement weed control and the costs assessed back to the property.
10. If required by the township, an access permit shall be obtained from the township.
11. Prior to the start of construction, the developer shall document with the township the condition of the haul road(s) to be used during the construction of the project. Any haul road(s) degradation cause by construction traffic shall be remedied by the developer.
12. All construction crew vehicles must park on the site unless site conditions prohibit it. If vehicles must park on the road because of site conditions, vehicle parking shall be limited to a single side of the road.
13. The developer must obtain a 911 address and sign for the site.
14. The developer shall obtain building permit(s) from the Steele County Building Inspection office.
15. The developer and/or operator is responsible to acquire or maintain any federal, state, or local permits required in the construction, operation, and maintenance of the solar energy system.
16. A vegetative screen shall be planted between the fence and the neighboring property to the east. The screen shall consist of healthy, hardy plant materials that provides a minimum screen height of 8 feet and a minimum density of 75% at maturity. An alternative planting plan may be used if approved by the neighboring property owner.
17. Prior to the start of construction, the developer shall provide a letter of agreement from the land owner that states they understand they are liable for decommissioning if EESolar17, LLC or future lessees abandon the site.

Motion passed unanimously.

Adjournment:

Motion by Spatenka, second by Dinse to adjourn at 7:37pm. Motion passed.