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, AUGUST 27, 2024 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 August 13, 2024, Board Minutes (pg. 4)

6. Approve August 13, 2024, Board Work Session Minutes (pg. 7)

7. Approve Bills (pg. 9)

8. Approve Personnel Report (pg. 38)

9. Approving the DOC Work Release 2024 Amendment (pg. 39)

General Agenda

10. Adopt Resolution authorizing the Execution of Amendment Number 1 to MnDOT Contract No. 1053976 and authorize the Chair and Administrator to execute the agreement (pg. 44)

County Board Work Session – August 27, 2024

11. Accept Steele County Parking Lot Reconstruction Contract, Alternate #2 low bid from JJD Companies, LLC in an amount of $1,320,315.00 and authorize the Facilities & Fleet Director to execute the contract. (pg. 48)

12. Approve the Transition of Senior Services to Public Health and CCB services to MNPrairie (pg. 49)

13. Approve the County Administrator Salary Range of $150K - $190K & Wage Progression (pg. 50)

14. Approve the County Engineer Salary Range of $129K – $158K & Wage Progression (pg. 52)

Public Safety & Health Committee – Wednesday, August 14, 2024

15. Approve ACH Contract proposal authorizing ACH to supply nursing staff with a minimum RN Licensure (pg. 53)

Information Items

16. Public Safety & Health Committee Minutes – Wednesday, August 14, 2024 (pg. 56)

Presentations:

17. Ellendale Ambulance Service - 10 minutes (pg. 58)
    Garry Gordinier, Treasurer
    Greg Bartsch, Director

Commissioner Reports:

Next Meeting Notices:

Budget Workshop – **Wednesday, August 28th at 1 p.m. Admin Center Room 40**

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

Property & Maintenance Committee–**Thursday, Sept. 5th at 8 a.m. in the Boardroom**

MNP Annual All Commissioners Meeting **– Friday, Sept. 6th at 9 a.m. at OPU** County/

Township Annual Meeting– **Monday, Sept. 9th at 4 p.m. in the Community Center**

County Board Work Session – **Tuesday, Sept. 10th at 4 p.m. in the Boardroom** County

Board Meeting – **Tuesday, Sept. 10th 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 August 13, 2024

STATE OF MINNESOTA }
} ss
COUNTY OF STEELE }

The Steele County Board of Commissioners met in Special Session at 4:00 p.m. on August 13, 2024 with Commissioner's Abbe, Krueger, Brady, Glynn, and Gnemi present. Also present were County Attorney Robert Jarrett, County Assessor Brian Anderson, MNP Director Tara Reich, Assistant County Engineer Paul Sponholz, Highway Maintenance Supervisor Kevin Lindquist, Human Resources Director Julie Johnson, Finance Director Candi Lemarr, Assistant Human Resources Director Gina McGuire, Financia Analyst Jonathon Walstrom, IT Director Dave Purscell, Planning and Zoning Director Dale Oolman, and County Administrator Renae Fry.

Call to order and Pledge of Allegiance.

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

Public Comment: One person commented on the Safe Streets for All Funding.

Correspondence: None

Motion by Commissioner Glynn, seconded by Commissioner Gnemi to approve Consent Agenda. Ayes all.

Consent Agenda:

A. Approve the minutes of July 23, 2024 Board Meeting
B. Approve the minutes of July 23, 2024 Board Work Session
C. Approve Bills
D. Approve Personnel Report

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

Name	*Position/Dept.*	*Rating/Step*	*Date*
Gina McGuire (promotion)	Director of Human Resources/HR	E82/7	8/19/24

E. Adopt a **Resolution** accepting Veteran Services donations

ACCEPTANCE OF DONATION VETERAN'S SERVICES

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

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

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

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

- Canned food goods and toiletries

F. Approve installation of additional security cameras for the Administration Center

General Agenda:

Human Resource Director Julie Johnson read the August Anniversary Report

Name	Position-Dept	Anniv. Date	Yrs. Service
Scott Hanson	Chief Deputy – Sheriff's Office	08/01/24	24
Nick Flatgard	GIS Coordinator – IT Dept.	08/01/24	13
Amber Kniefel	Admin. Asst. – Community Corrections	08/07/24	7
Brianna Robran	Care Coordinator/Case Manager – PH	08/07/24	1
Rebecca Kubicek	Executive Assistant – Administration	08/13/24	6
Mary Ripple	Custodian – Facilities	08/19/24	10
Brian Bogen	Arena Maint. Worker – Park & Rec.	08/20/24	6
Christine Hoffmann	PHN – Public Health Dept.	08/20/24	12
Paul Prissel	Asst. Jail Administrator – Det. Ctr.	08/23/24	25
Rick Kvien	County Recorder – Recorder's Office	08/24/24	15
Greg Huebbe	Training & Programs Coord. – Det. Ctr.	08/27/24	12
Barb Jindra	Custodian – Bldg. & Grounds Dept.	08/28/24	6
Roxanne Rezac	Assessment Tech I – Assessor's Office	08/28/24	1
Jayson Teichroew	Deputy – Sheriff's Office	08/29/24	8

Motion by Commissioner Gnemi, seconded by Commissioner Krueger to accept the 2023 Financial Audit as presented by Bakertilly. Ayes all.

Motion by Commissioner Brady, seconded by Commissioner Gnemi to approve the low bid received for 2025 Health Insurance Plan and Costs from Incumbent Carrier, Southeast Service Cooperative (Medica). Ayes all.

Motion by Commissioner Glynn, seconded by Commissioner Krueger to authorize Commissioner Abbe and Brady to vote in favor of the Rice & Steele 911 Center 2025 Budget. Ayes all.

Motion by Commissioner Brady, seconded by Commissioner Krueger to approve the Agreement with Canadian Pacific Kansas City Railroad for crossing improvement at SE 18th Street. Ayes all.

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

SAFE STREETS FOR ALL (SS4A) FUNDING
TO DEVELOP COMPREHENSIVE SAFETY ACTION PLAN

WHEREAS, the U.S. Department of Transportation will award funding for the development of a Comprehensive Safety Action Plan through the Safe Streets and Roads for All discretionary grant program, and

WHEREAS, the Bipartisan Infrastructure Law (BIL) established the Safe Streets and Roads for All (SS4A) discretionary program with $5 billion in appropriated funds over five years from 2022-2026 with approximately $3 billion still available for future funding rounds, and

WHEREAS, the SS4A program supports the U.S. Department of Transportation's National Roadway Safety Strategy and funds regional, local, and tribal initiatives through grants to prevent roadway deaths and serious injuries, and

WHEREAS, crashes in Steele County resulting in serious injuries and loss of life continue to be a major concern, and

WHEREAS, a Comprehensive Safety Action Plan will set an eventual goal of zero roadway deaths and serious injuries on our region's roadways and create healthy, safe, equitable mobility for all, and

WHEREAS, a Comprehensive Safety Action Plan will identify a high-injury network and provide high-impact strategies that can be implemented to improve safety over a wide geographic area, and

WHEREAS, a Comprehensive Safety Action Plan will allow for the County to center efforts around the people most impacted by traffic crashes and, upon plan adoption, would make counties and municipalities eligible to apply for Implementation Grant funds through the Safe Streets and Roads for All discretionary grant program, and

WHEREAS, the grant application will be requesting $250,000 to develop a Comprehensive Safety Action Plan and if grant funds are awarded there is a 20% local match required.

NOW, THEREFORE BE IT RESOLVED the Board of Commissioners of Steele County, Minnesota, supports the submittal of the Safe Streets and Roads for All Comprehensive Safety Action Plan grant application and if awarded a Safe Streets and Roads for All grant, will contribute the local match funds required.

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 Property Tax & Elections Office.

Motion by Commissioner Brady, seconded by Commissioner Gnemi to approve Out of State Travel for highway and landfill staff to attend Caterpillar Governmental Training and Safety Days. Ayes all.

Motion by Commissioner Brady, seconded by Commissioner Gnemi to approve CUP # 439 for Steele/Waseca Cooperative to place a substation on property located in Medford Township with 4 conditions based on findings of fact. Ayes all.

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

ACCEPTANCE OF DONATION FOR PUBLIC HEALTH

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

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

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

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

- $150 Cash by Kiwanis Club, Owatonna MN
- Baby Bundles by Bundles of Love, Rochester MN
- Baby bag and blanket from Anonymous

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 Property Tax & Elections office.

Motion by Commissioner Brady, seconded by Commissioner Gnemi to authorize Commissioner Krueger and Abbe to notify MNP Joint Powers Board regarding the Steele County Board decision to terminate the contract to provide Human Resource Staffing for MNPrairie. Ayes all.

Motion by Commissioner Krueger, seconded by Commissioner Glynn to appropriate $1,500.00 to the Steele County Wellness Fund for 2024 Health Fair. Ayes all.

Commissioner Reports:

Commissioner Brady reported his attendance at the HR interviews, Planning and Zoning meeting, Internal Central Services Committee, County Engineer interviews and a Work Session.

Commissioner Glynn had no report.

Commissioner Gnemi reported his attendance at the Judicial Ditch #6 meeting, Drug Court meetings, Workforce Executive Committee meeting, Soil and Water meeting, Cannon River Watershed meeting, and Semcac Board meeting.

Commissioner Abbe reported his attendance at the Finance/Administrator meeting, Internal Central Services Committee, Rice/Steele 911 Joint Powers Board meeting and JD#6 meeting.

Commissioner Krueger reported his attendance at the South County Health Alliance Finance and JT Power Board, HR interviews, MNP Finance meeting, South County Health Alliance Utilization meeting, SE Minnesota Emergency Communication meeting, Engineer interviews, Finance/Administrator meeting, and a Work Session.

Administrator Renae Fry reported the All-Staff Budget meeting, FEMA briefing last week for the Emergency, Non-profit consortium meeting, and met with School district.

LISTING OF BILLS

August 13, 2024

Advanced Correctional Healthcare Inc	6,873.88
American Engineering Testing Inc	7,500.00
Baker Tilly US, LLP	17,132.00
Braun lntertec Eng Inc	8,349.25
BRN Lawn & Landscape LLC	2,950.00
Business Essentials	10,887.53
Central Farm Services	21,288.71
Community Co-op Oil Assn	8,409.86
Dahle Enterprises of Morristown LLC	3,116.01
Four Seasons Centre	9,693.75
I & S Group Inc	7,743.75
JCS Consulting LLC	2,100.00
L & L Street Rods & Sport Trucks	4,621.54
Lexipol LLC	2,888.00
Metal Culverts Inc	2,450.20
Midstates Equipment & Supply Inc	9,368.75
Mohs Contracting Inc	51,636.34
Polar Tank Trailer LLC	3,929.00
R & K Electric Inc	86,856.20
RCM Specialties Inc	4,205.10
Steele County Highway Dept	6,915.31
Summit Food Services LLC	14,208.13
Thompson Sanitation	148,475.96
Thomson Reuters - West	2,670.48
WHKS & Co	36,119.13
Willies Painting LLC	12,345.00
Wold Architects and Engineers	13,045.16
Ziegler,lnc	2,551.32
102 Payments less than 2000	46,420.43
Final Total:	**554,750.79**

Motion by Commissioner Gnemi, seconded by Commissioner Krueger to adjourn to the Call of the Chair at 5:33p.m. Ayes all.

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CHAIRMAN

ATTEST: ________________________
ADMINISTRATOR

PROCEEDINGS OF THE STEELE COUNTY BOARD OF COMMISSIONERS

SPECIAL SESSION August 13, 2024

STATE OF MINNESOTA }
} ss
COUNTY OF STEELE }

The Steele County Board of Commissioners met in Special Session at 3:00 p.m. on August 13, 2024 with Commissioner's Abbe, Krueger, Brady, Glynn, and Gnemi present. Also present Human Resources Director Julie Johnson, Assistant Human Resources Director Gina McGuire, Finance Director Candi Lemarr, County Attorney Robert Jarrett, IT Director Dave Purscell, Planning and Zoning Director Dale Oolman, County Assessor Brian Anderson, Public Health Specialist Ethan Rindfleisch, Public Health Intern Emma Johnson, MNP Director Tara Reich, MNP Finance Manager Kevin Venenga, Public Health Director Amber Aaseth, and County Administrator Renae Fry.

Public Health gave a review of the Non-Profit Community Partner Award application process. The goal of this new system is to enhance accountability of the funds awarded, improve transparency of the application and review processes, broaden the applicant pool to diversify the projects serving our community, and increase accountability by reporting on grant impacts. Board requested to see last year's award amounts. Board will need to decide the amount to distribute before any 2025 awards will be made.

Steele County Employee Wellness Program is looking for a budget transfer of $1500 to Steele County's Employee Wellness Program, Steele Fit, to supplement the Wellness Funding Support Program (WFSP) grant offered by the Southeast Service Cooperative, to fund the following programs ineligible for funding through the WFSP grant in 2024; Lunch for health fair vendors and attendees, giveaways and door prizes at the health fair, and expenses for non-health-related employee morale events (e.g., 'Tis the Season activities, Veteran's appreciation breakfast, scavenger hunts). Move item to Board for a vote.

Commissioner Krueger and Candi Lemarr gave a MNPrairie Finance Committee briefing report to the Board of Commissioners. The Board stressed the need for MNPrairie to provide the financial reports requested by Steele County staff as soon as possible.

The Board had their final review for the MNPrairie Human Resource Service Plan. The Steele County Board of Commissioners needs to make a decision regarding Human Resource Staffing for MNPrairie and authorize Commissioners Krueger and Abbe to notify MNP Joint Powers Board regarding the Board decision. Move item to Board for a vote.

Oak Hill Community Connections gave a presentation called "Building HOPE Together". Speakers were Jolayne Mohs, President/Oak Hill Community Connections Board & Director of Outreach at Trinity Lutheran

Church and Gregg Draegger, Treasurer/Oak Hill Community Connections Board & retired CPA at Clifton, Larsen, Allen.

Meeting was adjourned at 3:57 p.m.

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CHAIRMAN

ATTEST: ________________________
ADMINISTRATOR

Print List in Order By:	2	1 - Fund (Page Break by Fund) 2 - Department (Totals by Dept) 3 - Vendor Number 4 - Vendor Name	Page Break By:	1	1 - Page Break by Fund 2 - Page Break by Dept
Explode Dist. Formulas	Y				
Paid on Behalf Of Name on Audit List?:	N				
Type of Audit List:	D	D - Detailed Audit List S - Condensed Audit List			
Save Report Options?:	N				

Steele County

Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

	Vendor No.	Name / Account/Formula	Rpt Accr	Amount	Warrant Description / Service Dates	Invoice # / Paid On Bhf #	Account/Formula Description / On Behalf of Name	1099
301	DEPT				Administration			
	8251	BRN Lawn & Landscape LLC						
4		10-301-000-0000-6512		675.00	Lawn care PW Bldg	3119	Bldg Repair & Maintenance	Y
5		10-301-000-0000-6512		230.00	Weed control PW Bldg	3119	Bldg Repair & Maintenance	Y
	8251	BRN Lawn & Landscape LLC		905.00	2 Transactions			
	37025	Innovative Office Solutions LLC						
25		10-301-000-0000-6410		67.34	Copy paper & pencils	IN4605594	Office Supplies	N
	37025	Innovative Office Solutions LLC		67.34	1 Transactions			
	52550	MEI Total Elevator Solutions						
28		10-301-000-0000-6512		553.50	Service call for elevator	1087082	Bldg Repair & Maintenance	N
	52550	MEI Total Elevator Solutions		553.50	1 Transactions			
	68420	Plunkett's Pest Control, Inc.						
36		10-301-000-0000-6512		114.00	Pest control - August	8705079	Bldg Repair & Maintenance	N
	68420	Plunkett's Pest Control, Inc.		114.00	1 Transactions			
	10003	South Central Service Cooperative						
44		10-301-000-0000-6260		17,530.00	Executive search	23027	Consultants/Admin Fee	N
	10003	South Central Service Cooperative		17,530.00	1 Transactions			
	84035	Tri-M Graphics						
55		10-301-000-0000-6410		112.56	Business Cards-Witter, Andrist	104628	Office Supplies	N
	84035	Tri-M Graphics		112.56	1 Transactions			
301	DEPT Total:			19,282.40	Administration	6 Vendors	7 Transactions	
302	DEPT				Road & Bridge Maintenance Expense			
	8430	AWT LLC						
2		10-302-000-0000-6534		2,011.20	Removal of sheeting	24-5120	Supplies - Signing	Y
	8430	AWT LLC		2,011.20	1 Transactions			
	8251	BRN Lawn & Landscape LLC						
3		10-302-000-0000-6537		150.00	Mow Medians - CSAH 2	3119	County Contracts	Y
6		10-302-000-0000-6537		150.00	Roundabout mow - CSAH 7	3119	County Contracts	Y
7		10-302-000-0000-6537		150.00	Roundabout mow - CSAH 48	3119	County Contracts	Y
8		10-302-000-0000-6537		150.00	Roundabout mow - CSAH 34	3119	County Contracts	Y
9		10-302-000-0000-6537		150.00	Mowing of road front - CSAH 2	3119	County Contracts	Y

	Vendor No.	Name / Account/Formula	Rpt Accr	Amount	Warrant Description / Service Dates	Invoice # / Paid On Bhf #	Account/Formula Descripti / On Behalf of Name	1099
10		10-302-000-0000-6537		225.00	Mowing - 828 Hoffman Drive	3119	County Contracts	Y
11		10-302-000-0000-6537		150.00	Mow medians - CSAH 45	3119	County Contracts	Y
	8251	BRN Lawn & Landscape LLC		1,125.00	7 Transactions			
	9136	Kahn Tile Supply LLC						
26		10-302-000-0000-6537		168.14	15" & 18" yellow bar guard	24-3864	County Contracts	Y
	9136	Kahn Tile Supply LLC		168.14	1 Transactions			
	3690	Ramy Turf Products						
37		10-302-000-0000-6553		2,621.25	PP blend w/tack, oats & seed	107726	Weed Spray & Vegetation Supplies	Y
38		10-302-000-0000-6553		873.75	PP blend w/tack, oats & seed	107726	Weed Spray & Vegetation Supplies	Y
	3690	Ramy Turf Products		3,495.00	2 Transactions			
	74005	Sherwin-Williams Company						
40		10-302-000-0000-6537		169.06	White paint - CSAH 42	9212-2	County Contracts	N
41		10-302-000-0000-6537		169.06	White paint - CSAH 15	9212-2	County Contracts	N
42		10-302-000-0000-6537		169.06	White paint - CSAH 2	9212-2	County Contracts	N
43		10-302-000-0000-6537		169.07	White paint - CSAH 45	9212-2	County Contracts	N
	74005	Sherwin-Williams Company		676.25	4 Transactions			
	8967	Steele Waseca Cooperative Electric						
45		10-302-000-0000-6534		29.31	Maintain street lights CSAH 12	1094084	Supplies - Signing	N
46		10-302-000-0000-6534		31.78	Maintain street lights CSAH 2	1117342	Supplies - Signing	N
47		10-302-000-0000-6534		31.78	Maintain street lights CSAH 45	1117355	Supplies - Signing	N
48		10-302-000-0000-6534		9.68	Maintain street lights CSAH 1	120426	Supplies - Signing	N
49		10-302-000-0000-6534		9.68	Maintain street lights CSAH 14	25721	Supplies - Signing	N
50		10-302-000-0000-6534		7.46	Maintain street lights CSAH 19	25722	Supplies - Signing	N
51		10-302-000-0000-6534		38.05	Maintain street lights CSAH 6	26898	Supplies - Signing	N
	8967	Steele Waseca Cooperative Electric		157.74	7 Transactions			
	9923	Steve James Excavating Inc						
52		10-302-000-0000-6525		58.46	Durapatch propane - CSAH 14	15633	CSAH Supplies - Aggregate/Asphalt	N
53		10-302-000-0000-6525		58.46	Durapatch propane - CSAH 23	15633	CSAH Supplies - Aggregate/Asphalt	N
54		10-302-000-0000-6553		30.00	Screened dirt - CSAH 3	15652	Weed Spray & Vegetation Supplies	N
	9923	Steve James Excavating Inc		146.92	3 Transactions			
302		DEPT Total:		7,780.25	Road & Bridge Maintenance Expense	7 Vendors	25 Transactions	

303 DEPT Construction Expense

Vendor No.	Name / Account/Formula	Rpt Accr	Amount	Warrant Description / Service Dates	Invoice # / Paid On Bhf #	Account/Formula Descripti / On Behalf of Name	1099
56125	NAPA Auto Parts						
30	10-303-000-0000-6510		9.99	Nitrile dispos gloves for lab	024474	Engineering & Surveying Supplies	N
56125	NAPA Auto Parts		9.99	1 Transactions			
303	DEPT Total:		9.99	Construction Expense	1 Vendors	1 Transactions	
304	DEPT			Equipment Maintenance & Shops			
10150	Carquest Auto Parts						
12	10-304-000-0000-6520		24.96	Oil filter & engine filter	488420	Machinery/Vehicle Parts	N
13	10-304-000-0000-6520		36.61	Premium Gold brake pads	488432	Machinery/Vehicle Parts	N
14	10-304-000-0000-6520		116.99	Brake calibur w/hardware	488442	Machinery/Vehicle Parts	N
15	10-304-000-0000-6520		50.00-	Core return	488521	Machinery/Vehicle Parts	N
16	10-304-000-0000-6520		5.48	Pigtail	488522	Machinery/Vehicle Parts	N
17	10-304-000-0000-6520		88.68	Case of full syn Oil OW20	489477	Machinery/Vehicle Parts	N
10150	Carquest Auto Parts		222.72	6 Transactions			
3963	Clean Plus Inc - CPI Divisions						
18	10-304-000-0000-6511		155.70	Dry Wypes	2408066	Maint Shop Supplies & Materials	N
3963	Clean Plus Inc - CPI Divisions		155.70	1 Transactions			
4329	Express Pressure Washers Inc						
22	10-304-000-0000-6512		175.40	Matt clamp & ball valve	1-133097	Bldg Repair & Maintenance	N
4329	Express Pressure Washers Inc		175.40	1 Transactions			
5365	Fleet Pride						
23	10-304-000-0000-6520		158.79	4-way solenoid valve	119140601	Machinery/Vehicle Parts	N
5365	Fleet Pride		158.79	1 Transactions			
5096	Matheson Tri-Gas Inc						
27	10-304-000-0000-6511		116.40	Welding Acetylene, dissolved	0030107126	Maint Shop Supplies & Materials	N
5096	Matheson Tri-Gas Inc		116.40	1 Transactions			
51630	Mike's Repair						
29	10-304-000-0000-6252		199.50	Custom labor, unit#2200	107175	Contracted Services	Y
51630	Mike's Repair		199.50	1 Transactions			
56125	NAPA Auto Parts						
31	10-304-000-0000-6520		39.52	8 SS hold down nuts	024611	Machinery/Vehicle Parts	N

	Vendor No.	Name / Account/Formula	Rpt Accr	Amount	Warrant Description / Service Dates	Invoice # / Paid On Bhf #	Account/Formula Descripti / On Behalf of Name	1099
	56125	NAPA Auto Parts		39.52	1 Transactions			
	4097	Nuss Truck & Equipment						
32		10-304-000-0000-6520		90.69	Brake chamber - Unit 2200	PSO1291291	Machinery/Vehicle Parts	N
33		10-304-000-0000-6252		2,821.41	Custom labor, unit#2140	SWO0309711	Contracted Services	N
34		10-304-000-0000-6520		6,207.28	Parts for repair, unit#2140	SWO0309711	Machinery/Vehicle Parts	N
	4097	Nuss Truck & Equipment		9,119.38	3 Transactions			
	10004	Painters Gear Inc						
35		10-304-000-0000-6520		268.50	Valve repair kit	83442	Machinery/Vehicle Parts	N
	10004	Painters Gear Inc		268.50	1 Transactions			
	3743	RDO Equipment Co, Inc.						
39		10-304-000-0000-6520		256.30	Oil filters, seals & elements	P4561602	Machinery/Vehicle Parts	N
	3743	RDO Equipment Co, Inc.		256.30	1 Transactions			
	3897	Venture Hydraulics Inc						
56		10-304-000-0000-6520		92.11	Hose & fittings	39660	Machinery/Vehicle Parts	N
	3897	Venture Hydraulics Inc		92.11	1 Transactions			
304		DEPT Total:		10,804.32	Equipment Maintenance & Shops	11 Vendors	18 Transactions	
310		DEPT			Capital Construction			
	8686	Anderson/James Hurd						
1		10-310-000-0000-6517		2,404.30	Prof services 074-649-001	240702	Sales Tax Right of Way	Y
	8686	Anderson/James Hurd		2,404.30	1 Transactions			
	22460	Erickson Engineering Co LLC						
19		10-310-000-0000-6535		95.00	Prof services 074-599-040	16696	Town Bridges	Y
20		10-310-000-0000-6535		52.00	Prof services 074-599-042	16697	Town Bridges	Y
21		10-310-000-0000-6262		315.00	Prof services 074-618-031	16722	Sales Tax Consultants	Y
	22460	Erickson Engineering Co LLC		462.00	3 Transactions			
	3832	I & S Group Inc						
24		10-310-000-0000-6262		2,070.00	Prof services 074-649-001	107655	Sales Tax Consultants	Y
	3832	I & S Group Inc		2,070.00	1 Transactions			

Steele County

Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor No.	Name / Account/Formula	Rpt / Accr	Amount	Warrant Description / Service Dates	Invoice # / Paid On Bhf #	Account/Formula Descripti / On Behalf of Name	1099
310	DEPT Total:		4,936.30	Capital Construction	3 Vendors	5 Transactions	
10	Fund Total:		42,813.26	Road & Bridge Fund		56 Transactions	
	Final Total:		42,813.26	28 Vendors	56 Transactions		

Steele County

Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Recap by Fund	Fund	AMOUNT	Name		
	10	42,813.26	Road & Bridge Fund		
	All Funds	42,813.26	Total	Approved by,	. . . .
					. . . .
					. . . .

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

Vendor No.	Name / Account/Formula	Rpt Accr	Amount	Warrant Description / Service Dates	Invoice # / Paid On Bhf #	Account/Formula Descripti / On Behalf of Name	1099
3	DEPT			County Wide			
9173	Madden Galanter Hansen LLP						
34	01-003-000-0000-6194		97.00	Email to arbitrator	August 8, 2024	Personnel Policy	Y
9173	Madden Galanter Hansen LLP		97.00	1 Transactions			
3	DEPT Total:		97.00	County Wide	1 Vendors	1 Transactions	
5	DEPT			Board Of Commissioners			
6032	APG Media of Southern Minnesota LLC						
3	01-005-000-0000-6242		7.00	Synopsis - 07/09/2024 1413157	1011007	Publishing	N
6032	APG Media of Southern Minnesota LLC		7.00	1 Transactions			
5	DEPT Total:		7.00	Board Of Commissioners	1 Vendors	1 Transactions	
32	DEPT			Human Resources			
9348	Vault Health						
65	01-032-000-0000-6801		366.96	DOT 3rd quarter randoms	FLOO642039	General Expense	N
9348	Vault Health		366.96	1 Transactions			
32	DEPT Total:		366.96	Human Resources	1 Vendors	1 Transactions	
44	DEPT			Financial Administrator			
8917	Girard's Business Solutions, Inc.						
15	01-044-000-0000-6480		1,764.00	Check scanner service contract	2409STLCTY	Non-Capitalized Inventory	N
8917	Girard's Business Solutions, Inc.		1,764.00	1 Transactions			
44	DEPT Total:		1,764.00	Financial Administrator	1 Vendors	1 Transactions	
61	DEPT			Information Technology			
18450	Office of MN IT Services						
42	01-061-000-0000-6212		1,100.44	Monthly fees	DV24070396	M-Net Expenses	N
18450	Office of MN IT Services		1,100.44	1 Transactions			
61	DEPT Total:		1,100.44	Information Technology	1 Vendors	1 Transactions	
62	DEPT			Central Services			
8499	Counties Providing Technology						

	Vendor No.	Name / Account/Formula	Rpt Accr	Amount	Warrant Description / Service Dates	Invoice # / Paid On Bhf #	Account/Formula Description / On Behalf of Name	1099
8		01-062-000-0000-6301		4,605.00	Gen tech/assist/support-July	2284	Equip/Software Maint	Y
	8499	Counties Providing Technology		4,605.00	1 Transactions			
	4636	CPS Technology Solutions						
9		01-062-000-0000-6301		3,735.00	AS400 quarterly hosting	385342	Equip/Software Maint	Y
	4636	CPS Technology Solutions		3,735.00	1 Transactions			
	16282	Crosstown Cartage Inc						
146		01-062-000-0000-6801		324.00	Contracted mail services	08/16/2024	General Expense	N
147		01-062-000-0000-6802		65.00	Additional mail services	08/16/2024	Internal Chargeback	N
	16282	Crosstown Cartage Inc		389.00	2 Transactions			
	8859	Quadient Leasing USA Inc						
46		01-062-000-0000-6215		1,241.34	Coverage 8/28 - 11/27/24	Q1439679	Postage	N
	8859	Quadient Leasing USA Inc		1,241.34	1 Transactions			
	9767	UKG Kronos Systems LLC						
60		01-062-000-0000-6301		3,658.42	HRIS operating cost - July 24	12283247	Equip/Software Maint	N
	9767	UKG Kronos Systems LLC		3,658.42	1 Transactions			
62		DEPT Total:		13,628.76	Central Services	5 Vendors	6 Transactions	
63		DEPT			Auditor Elections			
	21920	Election Systems & Software Inc						
14		01-063-000-0000-6410		21.00	Media burn remaining balance	CD2095316	Office Supplies	N
	21920	Election Systems & Software Inc		21.00	1 Transactions			
	5925	Government Forms and Supplies						
16		01-063-000-0000-6410		29.02	Absentee summary wksheets	0349194	Office Supplies	N
	5925	Government Forms and Supplies		29.02	1 Transactions			
	37473	Intab Inc						
29		01-063-000-0000-6410		102.92	Thermo rolls & seals	217276A	Office Supplies	N
	37473	Intab Inc		102.92	1 Transactions			
63		DEPT Total:		152.94	Auditor Elections	3 Vendors	3 Transactions	
91		DEPT			County Attorney			

Vendor No.	Name / Account/Formula	Rpt Accr	Amount	Warrant Description / Service Dates	Invoice # / Paid On Bhf #	Account/Formula Descripti / On Behalf of Name	1099
14420	Culligan Inc						
12	01-091-000-0000-6315		45.70	Water delivery - July	15133397-07312C	County Attorney Forfeiture Expenditu	N
14420	Culligan Inc		45.70	1 Transactions			
37469	Insty Prints						
27	01-091-000-0000-6410		647.24	Envelopes - 6000 count	160921	Office Supplies	N
28	01-091-000-0000-6410		104.75	Billing tracker pads	161501	Office Supplies	N
37469	Insty Prints		751.99	2 Transactions			
9363	PITNEY BOWES GLOBAL FINANACIAL SVC						
47	01-091-000-0000-6410		163.53	Postage meter lease 7/1-9/30	3106785865	Office Supplies	N
9363	PITNEY BOWES GLOBAL FINANACIAL SVC		163.53	1 Transactions			
91	DEPT Total:		961.22	County Attorney	3 Vendors	4 Transactions	
101	DEPT			County Recorder			
37025	Innovative Office Solutions LLC						
155	01-101-000-0000-6410		24.47	Pens & paper clips	4617720	Office Supplies	N
37025	Innovative Office Solutions LLC		24.47	1 Transactions			
101	DEPT Total:		24.47	County Recorder	1 Vendors	1 Transactions	
103	DEPT			Assessor			
9764	Rezac/Roxanne						
51	01-103-000-0000-6330		19.55	Meal - CPT training	08/07/2024	Travel Expenses	N
9764	Rezac/Roxanne		19.55	1 Transactions			
5273	Standke/Lacy						
52	01-103-000-0000-6330		19.09	Meal - CPT training	08/07/2024	Travel Expenses	N
5273	Standke/Lacy		19.09	1 Transactions			
83500	Steele County Highway Dept						
53	01-103-000-0000-6540		164.64	Fuel	2356	Gas & Oil	N
83500	Steele County Highway Dept		164.64	1 Transactions			
103	DEPT Total:		203.28	Assessor	3 Vendors	3 Transactions	
105	DEPT			Planning & Zoning			

Vendor No.	Name / Account/Formula	Rpt Accr	Amount	Warrant Description / Service Dates	Invoice # / Paid On Bhf #	Account/Formula Description / On Behalf of Name	1099
13000	City Of Blooming Prairie						
145	01-105-000-0000-6805		277.66	Bldg permit reimb - July	August 2024	Bl Pr Reimb-Bldg Permit	N
13000	City Of Blooming Prairie		277.66	1 Transactions			
83500	Steele County Highway Dept						
150	01-105-000-0000-6540		142.34	Fuel	2360	Gas & Oil	N
83500	Steele County Highway Dept		142.34	1 Transactions			
105	DEPT Total:		420.00	Planning & Zoning	2 Vendors	2 Transactions	
121	DEPT			Veteran Service			
83500	Steele County Highway Dept						
90	01-121-000-0000-6540		215.88	Fuel	2363	Gas & Oil	N
83500	Steele County Highway Dept		215.88	1 Transactions			
121	DEPT Total:		215.88	Veteran Service	1 Vendors	1 Transactions	
201	DEPT			Sheriff			
1064	Kappy's Collision Center						
30	01-201-000-0102-6320		298.65	AC freon charge - Unit 7414	4382	Squad 7414 Maintenance	Y
1064	Kappy's Collision Center		298.65	1 Transactions			
4877	L & L Street Rods & Sport Trucks						
31	01-201-000-0000-6320		46.13	Parts shipping/handling fee	4076	Vehicle Maintenance	Y
81	01-201-000-0102-6320		220.00	Install body cam in squad	4077	Squad 7414 Maintenance	Y
84	01-201-000-0103-6320		220.00	Install body cam in squad	4077	Squad 7410 Maintenance	Y
82	01-201-000-0108-6320		220.00	Install body cam in squad	4077	Squad 7418 Maintenance	Y
83	01-201-000-0117-6320		220.00	Install body cam in squad	4077	Squad 7420 Maintenance	Y
4877	L & L Street Rods & Sport Trucks		926.13	5 Transactions			
5487	LexisNexis Risk Data Management						
33	01-201-000-0000-6425		200.00	Searches/reports - July 2024	1035910-2024073	Investigation Expense	N
5487	LexisNexis Risk Data Management		200.00	1 Transactions			
5251	MHSRC-Range						
35	01-201-000-0000-6261		1,575.00	EVOC/PIT refresher-MT,JW,AR	337900-11126	Conference & Training	N
36	01-201-000-0000-6261		2,580.00	Precision driving-MT,JW,CS,AR	337900-11142	Conference & Training	N

Steele County

Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor No.	Name / Account/Formula	Rpt Accr	Amount	Warrant Description / Service Dates	Invoice # / Paid On Bhf #	Account/Formula Descripti / On Behalf of Name	1099
5251	MHSRC-Range		4,155.00	2 Transactions			
56125	NAPA Auto Parts						
39	01-201-000-0102-6320		23.49	Air filter	023908	Squad 7414 Maintenance	N
40	01-201-000-0000-6320		60.97	Windshield wipers - Old 7426	024272	Vehicle Maintenance	N
56125	NAPA Auto Parts		84.46	2 Transactions			
18450	Office of MN IT Services						
85	01-201-000-0000-6210		574.22	Sheriff telecom - July 2024	W24070568	Telephone	N
18450	Office of MN IT Services		574.22	1 Transactions			
83255	Rice-Steele 911 Center						
49	01-201-000-0000-6304		217.50	Repair connection to GIS site	2024-JT-20	Contracts	N
83255	Rice-Steele 911 Center		217.50	1 Transactions			
1663	Sign Pro Of Owatonna, Inc.						
89	01-201-000-0117-6320		300.00	Replace graphics - 7420	SA001237	Squad 7420 Maintenance	N
1663	Sign Pro Of Owatonna, Inc.		300.00	1 Transactions			
83500	Steele County Highway Dept						
91	01-201-000-0000-6562		6,167.55	Fuel	2357	Gas & Oil Squads	N
83500	Steele County Highway Dept		6,167.55	1 Transactions			
5594	Water Systems Company						
66	01-201-000-0000-6410		11.30	5 gallons of water	735308	Office Supplies	N
67	01-201-000-0000-6410		11.30	5 gallons of water	748788	Office Supplies	N
68	01-201-000-0000-6410		8.95	Monthly fee - August	751825	Office Supplies	N
5594	Water Systems Company		31.55	3 Transactions			
201	DEPT Total:		12,955.06	Sheriff	10 Vendors	18 Transactions	
207	DEPT			Sheriff Special Deputies			
85300	Streichers Inc						
57	01-207-000-0000-6192		104.99	Duty shirt - MCruz	I1712942	Uniform Allowance	N
56	01-207-000-0000-6192		10.00	Nameplate - MCruz	I1712958	Uniform Allowance	N
85300	Streichers Inc		114.99	2 Transactions			

Vendor No.	Name / Account/Formula	Rpt Accr	Amount	Warrant Description / Service Dates	Invoice # / Paid On Bhf #	Account/Formula Descripti / On Behalf of Name	1099
207	DEPT Total:		114.99	Sheriff Special Deputies	1 Vendors	2 Transactions	
208	DEPT			Coroner			
4229	Moore Md/Kellyanna J						
38	01-208-000-0000-6801		3,864.24	Coroner services - August	August 2024	General Expense	6
4229	Moore Md/Kellyanna J		3,864.24	1 Transactions			
208	DEPT Total:		3,864.24	Coroner	1 Vendors	1 Transactions	
251	DEPT			Jail			
5750	Bob Barker Company Inc						
152	01-251-000-0000-6418		199.43	Hygiene kits	INV2050860	Lock-Up Supplies	N
5750	Bob Barker Company Inc		199.43	1 Transactions			
9595	Compcare Occupational Medicine & Urge						
153	01-251-000-0000-6196		165.00	Pre-employment exam-JR	1.222.25.195	Employee Phys And Exams	6
154	01-251-000-0000-6196		165.00	Pre-employment exam-GM	1.222.25.242	Employee Phys And Exams	6
9595	Compcare Occupational Medicine & Urge		330.00	2 Transactions			
9084	Metro FiberNet LLC						
141	01-251-000-0000-6304		325.00	Dark fiber lease - DC Sept	1675291	Contract Serv./Bldg Maint	Y
9084	Metro FiberNet LLC		325.00	1 Transactions			
5830	Midwest Monitoring & Surveillance						
156	01-251-000-0000-6451		27.50	Drug screening	DT0724152	Operating Supplies	Y
5830	Midwest Monitoring & Surveillance		27.50	1 Transactions			
18450	Office of MN IT Services						
43	01-251-000-0000-6211		42.50	Fiber management fees	DV24070396	Radio - Computers - Cameras	N
87	01-251-000-0000-6410		91.07	Jail telecom - July 2024	W24070568	Office Supplies	N
18450	Office of MN IT Services		133.57	2 Transactions			
3248	Personnel Evaluation, Inc						
158	01-251-000-0000-6196		50.00	Personnel eval profile-ML, GM	52236	Employee Phys And Exams	6
3248	Personnel Evaluation, Inc		50.00	1 Transactions			
8247	Summit Food Services LLC						
167	01-251-000-0000-6441		3,493.76	Inmate meals 8/3 - 8/9/2024	INV2000216608	Prisoner Meals	N

Vendor No.	Name / Account/Formula	Rpt Accr	Amount	Warrant Description / Service Dates	Invoice # / Paid On Bhf #	Account/Formula Description / On Behalf of Name	1099
8247	Summit Food Services LLC		3,493.76	1 Transactions			
618	Turnkey Corrections						
168	01-251-000-0000-6418		26.32	Indigent fees	12493	Lock-Up Supplies	N
618	Turnkey Corrections		26.32	1 Transactions			
251	DEPT Total:		4,585.58	Jail	8 Vendors	10 Transactions	
252	DEPT			Community Corrections			
4064	Alcohol Monitoring System Inc						
2	01-252-000-0000-6274		883.70	Translator services	318160	Scram Monitoring	N
4064	Alcohol Monitoring System Inc		883.70	1 Transactions			
8263	CRK Properties LLC						
11	01-252-000-0000-6341		659.09	Utilities	1303	Office Rent	Y
10	01-252-000-0000-6341		5,922.00	Rent - September	August 2024	Office Rent	Y
8263	CRK Properties LLC		6,581.09	2 Transactions			
6884	Language Line Services Inc						
32	01-252-000-0000-6284		207.31	Translator services	11362286	Interpreter Services	Y
6884	Language Line Services Inc		207.31	1 Transactions			
9084	Metro FiberNet LLC						
142	01-252-000-0000-6210		300.00	Dark fiber lease - CCA Sept	1677937	Telephone	Y
9084	Metro FiberNet LLC		300.00	1 Transactions			
5830	Midwest Monitoring & Surveillance						
37	01-252-000-0000-6270		198.51	Lab svs & supplies - July 2024	DT0724109	Chemical Testing	Y
5830	Midwest Monitoring & Surveillance		198.51	1 Transactions			
10002	Rodriguez/Natalie						
50	01-252-000-0000-5538		140.00	SCRAM reimbursement	8/12/2024	Scram Revenue	N
10002	Rodriguez/Natalie		140.00	1 Transactions			
83500	Steele County Highway Dept						
92	01-252-000-0000-6540		102.02	Fuel	2365	Gas & Oil	N
83500	Steele County Highway Dept		102.02	1 Transactions			

Vendor No.	Name / Account/Formula	Rpt Accr	Amount	Warrant Description / Service Dates	Invoice # / Paid On Bhf #	Account/Formula Description / On Behalf of Name	1099
252	DEPT Total:		8,412.63	Community Corrections	7 Vendors	8 Transactions	
253	DEPT			Law Enforcement Center			
37025	Innovative Office Solutions LLC						
18	01-253-000-0000-6410		385.28	Headset, pens, paper, tape	4595701	Office Supplies	N
17	01-253-000-0000-6410		22.89	Battery pack & shipping fee	4595805	Office Supplies	N
37025	Innovative Office Solutions LLC		408.17	2 Transactions			
18450	Office of MN IT Services						
86	01-253-000-0000-6211		78.03	LEC telecom - July 2024	W24070568	Radio And Telephone	N
18450	Office of MN IT Services		78.03	1 Transactions			
4879	Shred Right						
88	01-253-000-0000-6254		53.70	Paper shredding	0029856	Garbage Disposal	Y
4879	Shred Right		53.70	1 Transactions			
85167	Stewart Sanitation						
54	01-253-000-0000-6254		83.24	Garbage pick up 8/1 - 8/31	865890	Garbage Disposal	N
85167	Stewart Sanitation		83.24	1 Transactions			
87305	Thompson Sanitation						
58	01-253-000-0000-6254		17.50	Cardboard recycle	71275	Garbage Disposal	N
87305	Thompson Sanitation		17.50	1 Transactions			
253	DEPT Total:		640.64	Law Enforcement Center	5 Vendors	6 Transactions	
281	DEPT			Emergency Management			
9151	Advanced First Aid Inc						
1	01-281-000-0000-6199		4,230.00	AED batteries	0724-452	Safety Program	N
9151	Advanced First Aid Inc		4,230.00	1 Transactions			
9922	Owatonna Ace Hardware						
45	01-281-000-0000-6410		55.84	Keys for EM trailer	941/5	Office Supplies	N
9922	Owatonna Ace Hardware		55.84	1 Transactions			
281	DEPT Total:		4,285.84	Emergency Management	2 Vendors	2 Transactions	
391	DEPT			Environmental Services			

Vendor No.	Name / Account/Formula	Rpt Accr	Amount	Warrant Description / Service Dates	Invoice # / Paid On Bhf #	Account/Formula Description / On Behalf of Name	1099
435	OSI Environmental Inc						
148	01-391-000-0000-6550		50.00	Used filter disposal	20109451	Household Hazardous Waste	N
435	OSI Environmental Inc		50.00	1 Transactions			
61527	Owatonna Peoples Press						
149	01-391-000-0000-6361		247.00	Annual subscription	OPP-16043	Recycling Education	N
61527	Owatonna Peoples Press		247.00	1 Transactions			
391	DEPT Total:		297.00	Environmental Services	2 Vendors	2 Transactions	
481	DEPT			Public Health Nursing			
8204	Adams/Penny						
93	01-481-460-6009-6331		69.68	Milege - July 2024	August 2024	Mileage Reimbursement	N
8204	Adams/Penny		69.68	1 Transactions			
3566	Anderson/Gaynelle						
94	01-481-460-6009-6331		11.39	Milege - July 2024	August 2024	Mileage Reimbursement	N
95	01-481-460-6009-6331		3.35	Mileage - June 2024	August 2024	Mileage Reimbursement	N
3566	Anderson/Gaynelle		14.74	2 Transactions			
9803	Anselmo/Jocelyn M						
69	01-481-461-6066-6464		180.00	Tobacco grant student payment	July 2024	General Supplies & Outreach	N
9803	Anselmo/Jocelyn M		180.00	1 Transactions			
2574	Archambault/Kristi						
96	01-481-460-6009-6331		56.95	Mileage - July 2024	August 2024	Mileage Reimbursement	N
2574	Archambault/Kristi		56.95	1 Transactions			
8783	Availity LLC						
151	01-481-460-6009-6383		20.00	Medicare billing charges	INV01200717	Contract Services	N
8783	Availity LLC		20.00	1 Transactions			
7	Bartsch/Christine						
97	01-481-460-6009-6331		68.41	Mileage - July 2024	August 2024	Mileage Reimbursement	N
7	Bartsch/Christine		68.41	1 Transactions			
8486	Baumgartner/Ann						
98	01-481-460-6009-6331		10.72	Mileage - July 2024	August 2024	Mileage Reimbursement	N

Vendor No.	Name / Account/Formula	Rpt Accr	Amount	Warrant Description / Service Dates	Invoice # / Paid On Bhf #	Account/Formula Descripti / On Behalf of Name	1099
8486	Baumgartner/Ann		10.72	1 Transactions			
9966	Benschoter/Paula						
99	01-481-460-6009-6331		14.74	Mileage - July 2024	August 2024	Mileage Reimbursement	N
100	01-481-460-6009-6331		1.34	Mileage - June 2024	August 2024	Mileage Reimbursement	N
9966	Benschoter/Paula		16.08	2 Transactions			
9413	Benson/Robert						
101	01-481-460-6009-6331		22.78	Mileage - July 2024	August 2024	Mileage Reimbursement	N
9413	Benson/Robert		22.78	1 Transactions			
6267	Brinkman/Stacie Lynn						
104	01-481-461-6025-6331		52.90	Mileage - July 2024	August 2024	Mileage Reimbursement	N
102	01-481-461-6030-6331		4.76	Mileage - July 2024	August 2024	Mileage Reimbursement	N
103	01-481-461-6059-6331		12.19	Mileage - July 2024	August 2024	Mileage Reimbursement	N
6267	Brinkman/Stacie Lynn		69.85	3 Transactions			
12590	Christenson/Yukari						
105	01-481-460-6009-6331		96.48	Mileage - July 2024	August 2024	Mileage Reimbursement	N
12590	Christenson/Yukari		96.48	1 Transactions			
9742	DeLaRosa/Aliyanna						
70	01-481-461-6066-6464		60.00	Tobacco grant student payment	July 2024	General Supplies & Outreach	N
9742	DeLaRosa/Aliyanna		60.00	1 Transactions			
9741	DeLaRosa/Naomie						
71	01-481-461-6066-6464		60.00	Tobacco grant student payment	July 2024	General Supplies & Outreach	N
9741	DeLaRosa/Naomie		60.00	1 Transactions			
9841	Farr/Whitney						
106	01-481-460-6012-6331		1.34	Mileage - June 2024	August 2024	Mileage Reimbursement	N
107	01-481-460-6012-6331		2.01	Mileage - May 2024	August 2024	Mileage Reimbursement	N
9841	Farr/Whitney		3.35	2 Transactions			
8735	Hanson/Julie						
108	01-481-460-6012-6331		2.68	Mileage - June 2024	August 2024	Mileage Reimbursement	N
109	01-481-460-6012-6331		1.34	Mileage - May 2024	August 2024	Mileage Reimbursement	N
8735	Hanson/Julie		4.02	2 Transactions			

Steele County

Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

	Vendor No.	Name / Account/Formula	Rpt Accr	Amount	Warrant Description / Service Dates	Invoice # / Paid On Bhf #	Account/Formula Descripti / On Behalf of Name	1099
	9722	Hanson/Whitney						
110		01-481-460-6009-6331		132.26	Mileage - July 2024	August 2024	Mileage Reimbursement	N
	9722	Hanson/Whitney		132.26	1 Transactions			
	9892	Haroldson/Julie						
111		01-481-460-6009-6331		36.18	Mileage - July 2024	August 2024	Mileage Reimbursement	N
	9892	Haroldson/Julie		36.18	1 Transactions			
	9998	Hilgendorf/Anna						
72		01-481-461-6066-6464		60.00	Tobacco grant student payment	July 2024	General Supplies & Outreach	Y
	9998	Hilgendorf/Anna		60.00	1 Transactions			
	9770	Holmen/Molly						
73		01-481-461-6066-6464		20.00	Tobacco grant student payment	July 2024	General Supplies & Outreach	N
	9770	Holmen/Molly		20.00	1 Transactions			
	9867	Lieske/Michelle						
112		01-481-460-6009-6331		43.55	Mileage - July 2024	August 2024	Mileage Reimbursement	N
	9867	Lieske/Michelle		43.55	1 Transactions			
	9769	Maas/Carlin Ray						
74		01-481-461-6066-6464		100.00	Tobacco grant student payment	July 2024	General Supplies & Outreach	N
	9769	Maas/Carlin Ray		100.00	1 Transactions			
	5754	McMann/Katy						
113		01-481-460-6009-6331		13.40	Mileage - July 2024	August 2024	Mileage Reimbursement	N
	5754	McMann/Katy		13.40	1 Transactions			
	9616	Parrott & Smith LLC						
157		01-481-461-6066-6341		265.00	Rent - September	August 2024	Office Rent	1
	9616	Parrott & Smith LLC		265.00	1 Transactions			
	2587	Piepho/Nancy June						
114		01-481-461-6034-6331		13.94	Mileage - July 2024	August 2024	Mileage Reimbursement	N
	2587	Piepho/Nancy June		13.94	1 Transactions			
	9565	Richardson/Karys						
75		01-481-461-6066-6464		20.00	Tobacco grant student payment	July 2024	General Supplies & Outreach	N

Vendor No.	Name / Account/Formula	Rpt Accr	Amount	Warrant Description / Service Dates	Invoice # / Paid On Bhf #	Account/Formula Descripti / On Behalf of Name	1099
9565	Richardson/Karys		20.00	1 Transactions			
9903	Rindfleisch/Ethan						
159	01-481-461-6066-6464		19.95	Reimb water for Fair booth	08/08/2024	General Supplies & Outreach	N
9903	Rindfleisch/Ethan		19.95	1 Transactions			
9761	Robran/Brianna						
115	01-481-460-6012-6331		2.68	Mileage - June 2024	August 2024	Mileage Reimbursement	N
9761	Robran/Brianna		2.68	1 Transactions			
77316	Schroeder/Greg						
161	01-481-460-6009-6331		127.30	Mileage - July 2024	August 2024	Mileage Reimbursement	Y
160	01-481-460-6009-6383		943.95	Physical therapist - July 2024	August 2024	Contract Services	Y
77316	Schroeder/Greg		1,071.25	2 Transactions			
4879	Shred Right						
162	01-481-000-0000-6322		42.53	Shredding service	29857	Service Agreements	Y
4879	Shred Right		42.53	1 Transactions			
83500	Steele County Highway Dept						
163	01-481-465-6057-6540		182.13	Fuel - County car - July 2024	2359	Gas & Oil	N
83500	Steele County Highway Dept		182.13	1 Transactions			
7978	Steffensmeier/Carey L						
116	01-481-460-6012-6331		3.35	Mileage - July 2024	August 2024	Mileage Reimbursement	N
7978	Steffensmeier/Carey L		3.35	1 Transactions			
9354	Straight River Taxi						
164	01-481-460-6012-6465		60.00	Client taxi services	168437	Patient Supplies & Services	N
166	01-481-460-6012-6465		40.00	Client taxi services	168438	Patient Supplies & Services	N
165	01-481-460-6012-6465		80.00	Client taxi services	168442	Patient Supplies & Services	N
9354	Straight River Taxi		180.00	3 Transactions			
74928	Waypa/Lisa A						
117	01-481-465-6056-6331		2.01	Mileage - April 2024	August 2024	Mileage Reimbursement	N
74928	Waypa/Lisa A		2.01	1 Transactions			
10005	Weinberg Construction LLC						
169	01-481-460-6012-6465		405.00	Install grab bars for patient	08082024	Patient Supplies & Services	N

Vendor No.	Name / Account/Formula	Rpt Accr	Amount	Warrant Description / Service Dates	Invoice # / Paid On Bhf #	Account/Formula Description / On Behalf of Name	1099
10005	Weinberg Construction LLC		405.00	1 Transactions			
4100	Wencl/Dianne Marie						
118	01-481-460-6009-6331		25.46	Mileage - July 2024	August 2024	Mileage Reimbursement	N
4100	Wencl/Dianne Marie		25.46	1 Transactions			
9647	Werk/Aubrianna Jo						
76	01-481-461-6066-6464		120.00	Tobacco grant student payment	July 2024	General Supplies & Outreach	N
9647	Werk/Aubrianna Jo		120.00	1 Transactions			
481	DEPT Total:		3,511.75	Public Health Nursing	36 Vendors	45 Transactions	
521	DEPT			Park And Recreation			
8251	BRN Lawn & Landscape LLC						
7	01-521-000-0000-6304		200.00	July mowings - canoe landing	3117	Lawn Mowing Contract	Y
6	01-521-000-0000-6304		380.00	July mowings - Beaver Lake	3118	Lawn Mowing Contract	Y
8251	BRN Lawn & Landscape LLC		580.00	2 Transactions			
56125	NAPA Auto Parts						
41	01-521-000-0000-6320		101.98	Jack for small stage	024399	Stage/Showmobile Expense	N
56125	NAPA Auto Parts		101.98	1 Transactions			
87305	Thompson Sanitation						
59	01-521-000-0000-6823		190.27	Beaver Lake dumpster - July	70628	Beaver Lake	N
87305	Thompson Sanitation		190.27	1 Transactions			
521	DEPT Total:		872.25	Park And Recreation	3 Vendors	4 Transactions	
550	DEPT			Four Seasons			
1967	BATTERIES PLUS BULBS						
4	01-550-000-0000-6410		34.45	Battery for exit light	P74892733	Operating Supplies - Contracts	Y
5	01-550-000-0000-6410		31.04	Exit light sign	P74892871	Operating Supplies - Contracts	Y
1967	BATTERIES PLUS BULBS		65.49	2 Transactions			
37025	Innovative Office Solutions LLC						
19	01-550-000-0000-6410		22.78	Keyboard duster	4605693	Operating Supplies - Contracts	N
20	01-550-000-0000-6410		9.58	Utility knife	4606530	Operating Supplies - Contracts	N

Vendor No.	Name / Account/Formula	Rpt Accr	Amount	Warrant Description / Service Dates	Invoice # / Paid On Bhf #	Account/Formula Description / On Behalf of Name	1099
37025	Innovative Office Solutions LLC		32.36	2 Transactions			
585	Olympic Fire Protection Corp						
44	01-550-000-0000-6410		470.00	Annual fire system inspection	10003505	Operating Supplies - Contracts	N
585	Olympic Fire Protection Corp		470.00	1 Transactions			
71075	R & R Specialties Of Wisconsin Inc						
48	01-550-000-0000-6314		175.00	Zamboni blade sharpening	82650	Zamboni Repairs	N
71075	R & R Specialties Of Wisconsin Inc		175.00	1 Transactions			
85167	Stewart Sanitation						
55	01-550-000-0000-6254		134.47	Monthly garbage	865867	Garbage Disposal	N
85167	Stewart Sanitation		134.47	1 Transactions			
550	DEPT Total:		877.32	Four Seasons	5 Vendors	7 Transactions	
602	DEPT			Co-Op Extension			
14420	Culligan Inc						
13	01-602-000-0000-6410		53.22	Cooler & water rent - August	15396671-07312C	Office Supplies	N
14420	Culligan Inc		53.22	1 Transactions			
37025	Innovative Office Solutions LLC						
22	01-602-000-0000-6410		47.98	Copy paper - 1 box	4594882	Office Supplies	N
23	01-602-000-0000-6410		93.80	Rubberbands,labels,clips,paper	4595631	Office Supplies	N
24	01-602-000-0000-6410		130.98	Tyvek envelopes	4595685	Office Supplies	N
25	01-602-000-0000-6410		58.46	Clips, labels, tape	4598502	Office Supplies	N
26	01-602-000-0000-6410		95.01	Paper, laminating pouches	4603383	Office Supplies	N
21	01-602-000-0000-6410		47.98	Copy paper - 1 box	4608283	Office Supplies	N
37025	Innovative Office Solutions LLC		474.21	6 Transactions			
72120	Univ Of Mn Regents						
61	01-602-000-0000-6306		726.00	CKath 35 hrs 6/17-7/14/24	0300034709	Contracted Services	N
62	01-602-000-0000-6306		1,949.28	ASteckelberg 124 hrs 6/17-7/14	0300034709	Contracted Services	N
63	01-602-000-0000-6306		396.00	MDinse 18 hrs 7/1-7/14/24	0300034709	Contracted Services	N
64	01-602-000-0000-6306		573.25	MRysavy 30.5 hrs 6/17-7/14/24	0300034727	Contracted Services	N
72120	Univ Of Mn Regents		3,644.53	4 Transactions			

Steele County

Vendor No.	Name / Account/Formula	Rpt Accr	Amount	Warrant Description / Service Dates	Invoice # / Paid On Bhf #	Account/Formula Descripti / On Behalf of Name	1099
602	DEPT Total:		4,171.96	Co-Op Extension	3 Vendors	11 Transactions	
1	Fund Total:		63,531.21	General Revenue Fund		141 Transactions	

Steele County

Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor No.	Name / Account/Formula	Rpt Accr	Amount	Warrant Description / Service Dates	Invoice # / Paid On Bhf #	Account/Formula Description / On Behalf of Name	1099
301	DEPT			Administration			
9084	Metro FiberNet LLC						
143	10-301-000-0000-6210		300.00	Dark fiber fee - PW Sept	1677937	Telephone	Y
144	10-301-000-0000-6210		30.02	Elevator phone - PW Sept	1677937	Telephone	Y
9084	Metro FiberNet LLC		330.02	2 Transactions			
301	DEPT Total:		330.02	Administration	1 Vendors	2 Transactions	
10	Fund Total:		330.02	Road & Bridge Fund		2 Transactions	

Vendor No.	Name / Account/Formula	Rpt / Accr	Amount	Warrant Description / Service Dates	Invoice # / Paid On Bhf #	Account/Formula Description / On Behalf of Name	1099
635	DEPT			Judicial Ditch 6 & Imp			
5345	Dahle Enterprises of Morristown LLC						
172	21-635-000-0000-6305		2,000.00	JD6 repairs Sec 10-Deerfield	13496	Construction And Repairs	N
5345	Dahle Enterprises of Morristown LLC		2,000.00	1 Transactions			
635	DEPT Total:		2,000.00	Judicial Ditch 6 & Imp	1 Vendors	1 Transactions	
640	DEPT			Judicial Ditch 24			
5345	Dahle Enterprises of Morristown LLC						
170	21-640-000-0000-6305		3,682.88	JD24 repairs Sec 6-Owatonna	13494	Construction And Repairs	N
171	21-640-000-0000-6305		2,015.00	JD24 repairs Sec 1-Meriden Twp	13495	Construction And Repairs	N
5345	Dahle Enterprises of Morristown LLC		5,697.88	2 Transactions			
640	DEPT Total:		5,697.88	Judicial Ditch 24	1 Vendors	2 Transactions	
21	Fund Total:		7,697.88	County Ditch Fund		3 Transactions	

Vendor No.	Name / Account/Formula	Rpt Accr	Amount	Warrant Description / Service Dates	Invoice # / Paid On Bhf #	Account/Formula Descripti / On Behalf of Name	1099
111	DEPT			Buildings & Grounds			
6032	APG Media of Southern Minnesota LLC						
77	38-111-040-0000-6600		21.00	Article for bids-parking lots	1010065	Capital Outlay - SCAC	N
6032	APG Media of Southern Minnesota LLC		21.00	1 Transactions			
5889	Wold Architects and Engineers						
80	38-111-049-0000-6600		656.25	Maint fac quote pkg-July	95000	Capital Outlay - B&G Shop	Y
5889	Wold Architects and Engineers		656.25	1 Transactions			
111	DEPT Total:		677.25	Buildings & Grounds	2 Vendors	2 Transactions	
550	DEPT			Four Seasons			
71066	R & K Electric Inc						
78	38-550-000-0000-6600		1,965.00	New lights in old restrooms	65038	Capital Outlay - Four Seasons	N
71066	R & K Electric Inc		1,965.00	1 Transactions			
71075	R & R Specialties Of Wisconsin Inc						
79	38-550-000-0000-6600		13,620.83	Batteries for electric zamboni	82649	Capital Outlay - Four Seasons	N
71075	R & R Specialties Of Wisconsin Inc		13,620.83	1 Transactions			
550	DEPT Total:		15,585.83	Four Seasons	2 Vendors	2 Transactions	
38	Fund Total:		16,263.08	Capital Outlay Fund		4 Transactions	

Vendor No.	Name / Account/Formula	Rpt Accr	Amount	Warrant Description / Service Dates	Invoice # / Paid On Bhf #	Account/Formula Description / On Behalf of Name	1099
398	DEPT			Landfill			
9087	7 Rivers Recycling LLC						
140	53-398-000-0000-6304		3,946.55	160 mattresses & box springs	9062	Contract Services	Y
9087	7 Rivers Recycling LLC		3,946.55	1 Transactions			
5465	B To Z Hardware						
119	53-398-000-0000-6301		139.16	Fly ribbons, toilet paper	B368901	Equip Repairs	N
5465	B To Z Hardware		139.16	1 Transactions			
11215	Central Farm Services						
120	53-398-000-0000-6540		1,021.02	330 gals diesel	27302	Machine Fuel	N
121	53-398-000-0000-6540		1,856.40	600 gals diesel	27329	Machine Fuel	N
122	53-398-000-0000-6540		1,828.52	500 gals diesel, 90 gal unlead	27373	Machine Fuel	N
124	53-398-000-0000-6540		1,005.55	325 gals diesel	27408	Machine Fuel	N
123	53-398-000-0000-6540		125.00	Filter	509581	Machine Fuel	N
11215	Central Farm Services		5,836.49	5 Transactions			
8424	Cintas						
125	53-398-000-0000-6304		76.48	Rugs	4197575147	Contract Services	Y
126	53-398-000-0000-6304		68.04	Rugs	4198275067	Contract Services	Y
127	53-398-000-0000-6304		76.62	Rugs	4198939474	Contract Services	Y
8424	Cintas		221.14	3 Transactions			
14420	Culligan Inc						
128	53-398-000-0000-6304		45.70	Water	4565114	Contract Services	N
129	53-398-000-0000-6304		12.94	Cooler rental	4572609	Contract Services	N
130	53-398-000-0000-6304		37.15	Softener rental	4576926	Contract Services	N
131	53-398-000-0000-6304		39.99	Softener rental	4584800	Contract Services	N
14420	Culligan Inc		135.78	4 Transactions			
51630	Mike's Repair						
132	53-398-000-0000-6301		987.50	Replace 2 tires	106963	Equip Repairs	Y
51630	Mike's Repair		987.50	1 Transactions			
52975	Minnesota Valley Testing Labs						
133	53-398-000-0000-6545		296.00	Stormwater testing	1266387	Water Testing	N
52975	Minnesota Valley Testing Labs		296.00	1 Transactions			
56125	NAPA Auto Parts						

Vendor No.	Name / Account/Formula	Rpt Accr	Amount	Warrant Description / Service Dates	Invoice # / Paid On Bhf #	Account/Formula Descripti / On Behalf of Name	1099
134	53-398-000-0000-6301		3.99	Pipe cap	814114	Equip Repairs	N
56125	NAPA Auto Parts		3.99	1 Transactions			
8761	Quality Flow Systems Inc						
135	53-398-000-0000-6301		499.50	Repair leachate pump	47419	Equip Repairs	N
8761	Quality Flow Systems Inc		499.50	1 Transactions			
77570	Short Elliott Hendrickson Inc						
137	53-398-000-0000-6542		1,361.46	Solid waste planning - July	471734	Testing & Monitoring	N
136	53-398-000-0000-6542		1,083.32	Landfill services - July	471736	Testing & Monitoring	N
77570	Short Elliott Hendrickson Inc		2,444.78	2 Transactions			
83500	Steele County Highway Dept						
138	53-398-000-0000-6301		2,578.03	Fix roll off & leachate trucks	2362	Equip Repairs	N
139	53-398-000-0000-6388		718.30	Leachate hauling	2362	Labor costs-Highway	N
83500	Steele County Highway Dept		3,296.33	2 Transactions			
398	DEPT Total:		17,807.22	Landfill	11 Vendors	22 Transactions	
53	Fund Total:		17,807.22	Landfill Fund		22 Transactions	
	Final Total:		105,629.41	124 Vendors	172 Transactions		

Recap by Fund	Fund	AMOUNT	Name		
	1	63,531.21	General Revenue Fund		
	10	330.02	Road & Bridge Fund		
	21	7,697.88	County Ditch Fund		
	38	16,263.08	Capital Outlay Fund		
	53	17,807.22	Landfill Fund		
	All Funds	105,629.41	Total	Approved by,	....
					....
					....

PERSONNEL REPORT
August 27, 2024 at 5:00 pm

ACTION ITEMS

1. Personnel Actions:

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

Name	*Position/Dept.*	*Rating/Step*	*Date*
Kindra Tapp (promotion)	Records Supervisor	C41/1/$33.48	08/26/2024
Madisyn Hiniker	Juvenile Probation Officer I	C42/1/$35.31	08/26/2024
Gavin Meyer	Correctional Officer	B24/1/$28.45	08/26/2024
Mary (Esther) Sherman	Asst. County Attorney I	C45/5/$47.29	09/05/2024
Jacob Ryg	Correctional Officer	B24/1/$28.45	09/09/2024

Resignations/Retirements/Terminations/Change in Status:

Name	*Position*	*Department*	*End Date*
Seth Hummel	Correctional Corporal	Det.Center/Sheriff	08/14/2024
Penny Miller	Technical Clerk I	Recorder's Office	08/27/2024

Open Positions-Pending Board Approval:

Position	*Department*	*Notes*
Correctional Corporal	Det. Center/Sheriff	Backfill Hummel
Technical Clerk I or II	Recorder's Office	Backfill Miller

STAFFING STATUS *(Information Only – No Action Required)*

Open Positions - Approved to Fill:

Position	*Department*	*Notes*
Appraiser I/II/III	Assessor's Office	Recruiting
Registered Nurse (.5 FTE)	Public Health	Recruiting
County Engineer	Highway	Offer Pending
Health Educator	Public Health	Offer Pending
IT Security Analyst	IT	Working on Job Description
Correctional Officer (2)	Det. Center/Sheriff's Office	Recruiting

Open Positions – In Committee:

Position	*Department*	*Notes*
Lead Custodian	Facilities & Grounds	On Hold
HR Generalist	Human Resources	Included in 2024 Budget; Not Approved to Fill by Board Yet

Steele County
Agenda Item
Request for Board Action

Subject: DOC Work Release 2024 Amendment

Department: Sheriff's Office

Committee: Public Safety & Health **Committee Meeting Date:** August 14, 2024

Work Session Date: Enter a date. **Board Meeting Date:** August 27, 2024

Consent Agenda: ☒ Yes ☐ No **Resolution:** ☐ Yes ☒ No

Policy Committee Recommendation:

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

Recommendation:

Recommendation is to approve the contract amendment with DOC

Background *(Including Budget Impact)*:

This contract amendment is to reinstate our contracted agreement to house work release inmates for the DOC.

As part of this agreement, there will not be a minimum or maximum number of inmates that are guaranteed but will be on an as needed basis.

Budget impact will be positive since we will be generating revenue for housing minimum risk detainees.

Attachments: Contract Amendment

AMENDMENT COVER SHEET

(Minn. Stat. §§ 16C.05, subd. 2(c), 16C.08, subd. 2 and 3)

Instructions:

1. Complete this form for contract amendments that extend the end date of a contract, add/reduce work and money, or change any other term or condition of the contract.
2. Attach this form to the amendment when sending to the Department of Administration for approval. **Please always include copies of the original certification form, solicitation document, single source justification, the original contract, and any previous amendments as these are used for reference.**
3. Admin will retain this cover sheet for its files.

Agency: Corrections (Work Release) **Name of Contractor**: Steele County-Steele County Detention Center

Current Contract Term: 7/1/20 – 6/30/24 **Project Identification**: 178646

Amendments to contracts must entail tasks that are substantially similar to those in the original contract or involve tasks that are so closely related to the original contract that it would be impracticable for a different contractor to perform the work. The commissioner or an agency official to whom the commissioner has delegated contracting authority under Minn. Stat. § 16C.03, subd. 16, must determine that an amendment would serve the interest of the state better than a new contract and would cost no more. An amendment should be in effect before the contract expires.

What changes are being made to the to the contract? Complete appropriate box(es) for the amendment submitted.

1. ☒ **Amendment to the Expiration Date of the contract**
   a. Proposed New Expiration Date: 6/30/2025
   b. Why is it necessary to amend the Expiration Date? *DOC would like services under this agreement to continue for an additional year.*

2. ☒ **Amend Duties and Cost** ☐ **Amend Duties Only**
   a. Describe the amendment: *The nature of the services is not changing, this amendment just extends them for another year.*
   b. If cost is amended, insert the amount of the original contract AND amount of each amendment below:

   Original Agreement: *$150,000.00*

   Amendment 1: *$150,000.00*

   Amendment 2: *$150,000.00*

   Amendment 3: *$150,000.00*

   Amendment 4 (This amendment): *$150,000.00*

3. ☐ Amendment to change other terms and conditions of the contract:

a. Describe the changes that are being made:

Amendment 4 to Joint Powers Agreement 178646

Contract Effective Date:	July 1, 2020	Total Contract Amount:	$750,000.00
Original Contract Expiration Date:	June 30, 2021	Original Contract:	$150,000.00
Current Contract Expiration Date:	June 30, 2024	Previous Amendment(s) Total:	$450,000.00
Requested Contract Expiration Date:	June 30, 2025	This Amendment:	$150,000.00

This amendment is by and between the State of Minnesota, acting through its Commissioner Corrections, Department of Corrections, Work release Unit, 1450 Energy Park Drive, Suite 200, St. Paul, MN 55108 ("State") and Steele County-Steele County Detention Center whose designated business address is 2500 Alexander Street W., Owatonna, MN 55060 ("Governmental Unit"). State and Governmental Unit may be referred to jointly as "Parties."

Recitals

1. The State has a Joint Powers Agreement with the Governmental Unit identified as 178646 ("Original Contract") to provide work release services.
2. The Original Contract is being amended to continue services for an additional year.
3. The Parties are willing to amend the Original Contract as stated below.

Contract Amendment

In this Amendment, changes to pre-existing Contract language will use ~~strike through~~ for deletions and underlining for insertions.

REVISION 1. Clause 1. "**Term of Agreement**" is being amended as follows:

1. **Term of Agreement**

   1.1 ***Effective date.*** July 1, 2020, or the date the State obtains all required signatures under Minn. Stat. § 16C.05, subd. 2, whichever is later.

   1.2 ***Expiration date.*** June 30, ~~2024~~, 2025, or until all obligations have been satisfactorily fulfilled, whichever occurs first.

REVISION 2. Clause 3. "Payment" is as follows:

The State will pay Sixty and 00/100 dollars ($60.00) per day per State offender participating in the Governmental Unit's work release program and twenty one dollars and 12/100 ($21.12) per day per offender on Phase 2 (electronic monitoring/GPS; for offender's participating in the Contractor's work release program) inclusive of date of arrival and not inclusive of date of departure. Payment will be consistent with the fiscal section in the Work Release Program Guidelines Manual. This agreement does not include any additional reimbursement for travel and subsistence expenses incurred by the Governmental Unit in the performance of this agreement.

The total obligation of the State under this agreement will not exceed ~~Six Hundred Thousand and 00/100~~ Seven Hundred Fifty Thousand Dollars and 00/100 (~~$600,000.00~~ $750,000.00).

The Original Contract and any previous amendments are incorporated into this amendment by reference. Except as amended herein, the terms and conditions of the Original Contract and all previous amendments remain in full force and effect.

1. State Encumbrance Verification
Individual certifies that funds have been encumbered as required by Minn. Stat. §§ 16A.15 and 16C.05

Print Name: Mary Myers

DocuSigned by:

Signature: Mary Myers

CFC5559E734244C...

Title: Accounting Officer Date: 6/26/2024

SWIFT Contract No. c-178646 FY25 PO 3-165006

2. Governmental Unit

Print Name: ____________________

Signature: ____________________

Title: ____________ Date: ____________

Print Name: ____________________

Signature: ____________________

Title: ____________ Date: ____________

3. State Agency
With delegated authority

Print Name: ____________________

Signature: ____________________

Title: ____________ Date: ____________

4. Commissioner of Administration
As delegated to The Office of State Procurement

Print Name: ____________________

Signature: ____________________

Title: ____________ Date: ____________

Admin ID

Steele County
Agenda Item

Subject: Resolution – Approve Amendment Number 1 to MnDOT Contract No. 1053976 and Authorize the Chair and Administrator to Execute the Contract.

Department: Highway

Committee Meeting Date: N/A

Board Meeting Date: August 27, 2024

Consent Agenda: ☐ Yes ☒ No **Resolution:** ☒ Yes ☐ No

Policy Committee Recommendation:

N/A

Recommendation:

Adopt Resolution - Approve Amendment Number 1 to MnDOT Contract No. 1053976 and authorize the Chair and Administrator to execute the agreement.

Background *(Including Budget Impact)*:

MnDOT Professional and Technical Services Contract No. 1053976 is a contract for Phase I and II Architecture-History and Archaeological Investigations for the eastside corridor environmental assessment worksheet with MnDOT and Westwood Professional Services, Inc. By using the MnDOT contract, federal highway funds pay 80% of the costs of the investigations.

The original agreement was approved by the County Board at its September 26, 2023, meeting. The County requested an amendment to the construction limits which requires additional survey for archaeology and architecture/history. There is no change to the scope or the budget, it is only to amend the contract for additional time to allow the Contractor to complete all duties required.

Attachments:

Resolution
Amendment Number 1 to MnDOT Contract No. 1053976

RESOLUTION AUTHORIZING EXECUTION OF

AMENDMENT NUMBER 1 TO MNDOT CONTRACT NO. 1053976

WHEREAS, The Minnesota Department of Transportation has a contract with Westwood Professional Services, Inc.("Contractor") identified as MnDOT Contract Number 1053976 ("Original Contract") to complete Phase I and Phase II Architecture-History and Archaeological Investigations for the East Side Corridor (referred to as the CSAH 8 Realignment in the Original Contract); and

WHEREAS, the County has requested an amendment of the construction limits which requires additional survey for archaeology and architecture-history, and

WHEREAS, the State and Contractor are willing to amend the original contract.

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

That the County of Steele hereby approves Amendment Number 1 to 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 amendment to 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 "Amendment Number 1 to Minnesota Department of Transportation Professional and Technical Services Contract No. 1053976", a copy of which said amendment was before the County Board and which is made a part hereof by reference.

STEELE COUNTY
BOARD OF COMMISSIONERS

____
Jim Abbe, Chair

CERTIFICATION

STATE OF MINNESOTA
COUNTY OF STEELE

I hereby certify that the above 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 27th day of August 2024, as shown by the minutes of said meeting in my possession.

____
Steele County Administrator

DEPARTMENT OF TRANSPORTATION

AMENDMENT NUMBER 1 TO MnDOT CONTRACT NUMBER: 1053976

Contract Start Date: October 04, 2023	Original Contract Amount:	$ 99,277.24
Original Contract Expiration Date: July 31, 2024	Previous Amendment(s) Total:	$ N/A
Current Contract Expiration Date: July 31, 2024	Current Amendment Amount:	$ 0.00
New Contract Expiration Date: January 31, 2025	Total Amended Contract Amount:	$ 99,277.24

Federal Project Number: STBG 8824(056)
State Project Number (SP): 074-070-009/8816-3550
Trunk Highway Number (TH): CSAH 8
Project Identification: Phase I and Phase II Architecture-History and Archaeological Investigations

This amendment is by and between the State of Minnesota, through its Commissioner of Transportation ("State") and **Steele County,** Address: 630 Florence Avenue, Owatonna, MN 55060-0890 ("County") and **Westwood Professional Services, Inc.,** Address: 12701 Whitewater Drive, #300, Minnetonka, MN 55343 ("Contractor").

RECITALS

1. State has a contract with Contractor identified as MnDOT Contract Number 1053976 ("Original Contract") to complete Phase I and Phase II Architecture-History and Archaeological Investigations for the CSAH 8 Realignment in Steele County, MN.

2. The County has changed the scope of the project and the construction limits which requires additional survey for archaeology and architecture/history. There is no change to the scope or the budget. It is necessary to amend this contract for additional time to allow Contractor to complete all duties required.

3. State and Contractor are willing to amend the Original Contract as stated below.

CONTRACT AMENDMENT

Unless otherwise noted, in this amendment, deleted contract terms will be struck out and the added contract terms will be bolded and underlined.

REVISION 1. Subarticle 1.2 is amended as follows:

1.2 **Expiration date.** This contract will expire on ~~July 31, 2024~~ **January 31, 2025**, or when all obligations have been satisfactorily fulfilled, whichever occurs first.

The Original Contract and any previous amendments are incorporated into this amendment by reference. Except as amended herein, the terms and conditions of the Original Contract and any previous amendment remain in full force and effect.

THE BALANCE OF THIS PAGE HAS BEEN INTENTIONALLY LEFT BLANK

STATE ENCUMBRANCE VERIFICATION

Individual certifies that funds have been encumbered as required by Minnesota Statutes §16A.15 and §16C.05.

Signed:

Date:

DEPARTMENT OF TRANSPORTATION

(with delegated authority)

Signed:

Title:

Date:

CONTRACTOR

Contractor certifies that the appropriate person(s) have executed the amendment on behalf of Contractor as required by applicable articles, bylaws or resolutions.

Signed: DocuSigned by: Rob Copouls 0D11B83641D848D...

Title: Senior Vice President, PI

Date: 8/5/2024

COMMISSIONER OF ADMINISTRATION

Signed:

Date:

STEELE COUNTY

Signed:

Date:

Steele County
Agenda Item

Subject: Steele County Parking Lot Reconstruction/Contract Award

Department: Building & Grounds

Committee Meeting Date: August 27, 2024

Board Meeting Date: August 27, 2024

Consent Agenda: ☐ Yes ☒ No **Resolution:** ☐ Yes ☒ No

Policy Committee Recommendation:

N/A

Recommendation:

To approve the Facilities and Fleet Director to accept the low bid alternate #2 from JJD Companies, LLC in the amount of $1,320,315.00 and to execute the contract for the Steele County Parking Lot Reconstruction.

Background *(Including Budget Impact)*:

Previously the County Board authorized the Facilities and Fleet Director to Advertise for Bids for the Steele County Parking Lot Reconstruction Project. Six bids were received on August 20, 2024.

After review of the two options of concrete versus bituminous (asphalt) and reviewing the financial impacts of each, for the long term best return on investment the option that we are recommending to the Board for approval is to move forward with the concrete bid with JJD companies as it will cost us less financially, will cost less in upkeep and maintenance and will not need to be fully replaced for 30-40 years. By moving forward with the concrete versus bituminous (asphalt) we will save the county $68,496.68 in hard cost savings in 20 years in materials and labor. In addition to this, the concrete is expected to last an additional 10-20 years beyond the life of asphalt.

This is included in the CIP plan. Will be funded by highway reserves.

Attachments:

Recommendation Letter

Bid Tab

Life Cycle Cost Comparison

Steele County Agenda Item

Request for Board Action

Subject: Transitioning of services between Public Health and MNPrairie

Department: Public Health

Committee: Choose an item. **Committee Meeting Date:** Enter a date.

Work Session Date: August 27, 2024 **Board Meeting Date:** August 27, 2024

Consent Agenda: ☐ Yes ☐ No **Resolution:** ☐ Yes ☐ No

Policy Committee Recommendation:

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

Recommendation:

Transition of Senior Services to Public Health and CCB services to MNPrairie

Background *(Including Budget Impact)*:

Last fall MNPrairie met with Dodge, Steele, and Waseca County Public Health directors to discuss the variations in the way services are being provided between the counties. After much discussion and data analysis, any change is services was tabled. Since that time, MNPrairie and Steele County have met again to discuss the idea, to align waivered services across all three counties, which would mean transitioning senior services to Steele County Public Health and CCB services to MNPrairie. MNPrairie currently has 2 open positions in their Senior Services area. Caseloads would be swapped between Public Health and MNPrairie. Public Health would be giving approximately 100 clients to MNPraire and MNPrairie would be giving approximately 250 clients to Public Health. Public Health will need to evaluate the number of FTE that will be required to manage the number of clients being transferred.

Attachments:

List each of the attachments to be included with the agenda item. If no attachments, list "N/A"

Steele County Agenda Item

Request for Board Action

Subject: County Administrator Salary Range & Wage Progression

Department: Human Resources

Committee: Internal Central Services **Committee Meeting Date:** August 7, 2024

Work Session Date: Enter a date. **Board Meeting Date:** August 27, 2024

Consent Agenda: ☐ Yes ☐ No **Resolution:** ☐ Yes ☒ No

Policy Committee Recommendation:

Recommendation:

Adopt New County Administrator Salary Range of $150,000 - $190,000 and Wage Progression of:

- 3% annual "step" increase on anniversary with overall satisfactory performance evaluation; AND
- Receive the same board approved cost of living adjustment (COLA) as all other regular, exempt employees in County

Background *(Including Budget Impact)*:

The County conducted an unsuccessful County Administrator search this spring and made the decision to increase the County Administrator salary wage outside of the County's established classification/compensation system. The new salary range established by the Board of Commissioners for this position was $150,000 - $190,000.

A second search was successful with the hiring of Renae Fry. Administrator Fry's employment agreement did not include how she would progress through the newly established salary range. The employment agreement with Fry says, "The Employer agrees to consider an increase in compensation to the Employee dependent upon the results of the performance evaluation at twelve months. This Agreement shall be amended automatically to reflect increases in compensation due to annual performance reviews and to reflect increases due to cost-of-living adjustments and or step adjustments that are provided to non-union employees or as otherwise required by the employer's compensation policies." The board has not yet adopted a wage step plan for this position. The recommendation is to have Ms. Fry progress through the wage range consistent with all other full-time, exempt employees in the County, which is: 1) annual step increase (approximately 3%) with an overall satisfactory performance review on their anniversary date; AND 2) Cost of living adjustment (COLA) consistent with what all other regular, exempt employees receive.

Attachments: N/A

Steele County Agenda Item

Request for Board Action

Subject: County Engineer Salary Range & Wage Progression

Department: Human Resources

Committee: Internal Central Services **Committee Meeting Date:**

Work Session Date: Enter a date. **Board Meeting Date:** August 27, 2024

Consent Agenda: ☐ Yes ☐ No **Resolution:** ☐ Yes ☒ No

Policy Committee Recommendation:

Recommendation:

Adopt New County Engineer Salary Range of $129,000 – $158,000 and Wage Progression of:

- 3% annual "step" increase on anniversary with overall satisfactory performance evaluation; AND
- Receive the same board approved cost of living adjustment (COLA) as all other regular, exempt employees in County

Background *(Including Budget Impact)*:

The County hired the South Central Service Cooperative to lead the County Engineer recruitment process. Discussion about the County Engineer wage range took place during the board work session on May 28, 2024. The discussed and advertised wage range was $129,000 - $158,000.

The recommendation is to have the next County Engineer progress through the wage range consistent with all other full-time, exempt employees in the County, which is: 1) annual step increase (approximately 3%) with an overall satisfactory performance review on their anniversary date; AND 2) Cost of living adjustment (COLA) consistent with what all other regular, exempt employees receive.

Attachments: N/A

Steele County Agenda Item

Request for Board Action

Subject: ACH Contract Proposal

Department: Sheriff's Office

Committee: Public Safety & Health

Committee Meeting Date: August 14, 2024

Work Session Date: Enter a date.

Board Meeting Date: August 27, 2024

Consent Agenda: ☐ Yes ☒ No

Resolution: ☐ Yes ☒ No

Policy Committee Recommendation:

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

Recommendation:

Recommendation is to approve the contract amendment with ACH.

Background *(Including Budget Impact)*:

A recent ACH policy change has generated this proposal. ACH's internal policy is that they will be supplying nursing staff with a minimum RN licensure. This means that with our current structure, we would no longer be able to use county nursing. Budget impact would be roughly $2,531 dollars factoring the increase in contracted price and the loss of 1.25 FTEs.

Attachments: Contract Amendment

ADVANCED Correctional Healthcare, Inc. **FREEDOM** BEHAVIORAL HEALTH, INC.

Steele County, Minnesota
6/14/2024

Price(s) good for 60 days. Contract states 30 days' notice of termination.	**Current** 3/1/24-2/28/25	**Add Nursing** *This option gives the county back the CPI increase for 2024*	**Behavioral Health Only**
Annual Price	$107,088.07	$236,119	$100,326
Price per Contract Hour	$185	$95	$179
ADP	30 *We refunded our clients over $844K in 2023*		
Per Diem Rate	$0.43		
Prescriber	Onsite one time every other week (estimate 1 hour) + unlimited 24/7/365 on-call by phone		**Not Included**
Nursing *ACH met 108% of contracted nursing hours nationwide in 2023*	**Not Included** County nursing	32 hours per week | RNs only | does not include holiday/pto/sick coverage	**Not Included** County nursing
Qualified Mental Health Professional (QMHP)	6 hours per week | minimum Master's level		
On-call QMHP (minimum 1 hour increments)	$200 per hour in-person | $150 per hour via telehealth		
Monthly Cap	$3,700 per month | $44,400 per year | Prices are at cost | ACH does not "mark up" these items		
Medical Claims Re-pricing (bill scrubbing)	**Included** upon request for $17/claim | We do NOT charge "savings fees" on denied claims | *We saved our clients over $23M nationwide in 2023*		
Officer Training Spark Training, LLC	**Included** On-site and online LMS (learning management system)		
Occupational Health / Officer Wellness for jail, dispatch, first responders, patrol, support staff, etc.	**Included** | CIERR Program (Critical Incident Employee Rapid Response) **Face-to-Face Wellness Checks** | **Routine and/or State Mandated** | Price ranges from $150 per hour to $300 per hour (minimum 1 hour increments) | In-person or telehealth **Fitness for Duty Evaluations** | **Evaluation for Hire, Routine Evaluation, Triggered Evaluation** | Price is case-by-case | In-person or telehealth		

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Assistant Director of Business Development & Client Services
256.316.2822 / Ana.Maria.Franklin@advancedch.com

Prison Rape Elimination Act of 2003 (PREA) Compliance	**Included – Victim Advocacy** | The county may designate Freedom Behavioral Health, Inc. to provide post-incident victim advocacy as required in PREA Standard 115.21, and outside confidential support services as required in PREA Standard 115.53. Upon the county's request, we will provide a QMHP at the rate of $175 per hour (with a minimum of 1 hour per visit). Services may be provided in-person or via tele-health (as mutually agreed upon). QMHP responsiveness will depend upon the amount of notice given. **Included – Medical Specialty Training** | Upon the county's request, Spark Training, LLC will provide annual PREA medical specialty training for medical and mental health team members. (This training is in addition to the annual PREA training that is already required.) This training is usually presented electronically as a specialized track for medical and mental health team members, covering topics such as evidence collection and emotional support post-incident. Proof of this training is specifically requested by PREA auditors.
DetainEMR *Advanced Inmate Medical Management, LLC*	**Not Included –** *USMS will reportedly require EMR this year* Software updates/upgrades are automatic and free, online training is free and unlimited, troubleshooting is free and unlimited, user accounts are free and unlimited. EMR per diem is $0.33 for Software as a Service (SaaS) costs. EMR per diems do not reconcile down. County must pay one-time startup costs.
Discharge Planner	**Not Included** This professional assists patients with re-entry and release planning. Components include patient education and connection to needed community resources.
Addiction Professional: Substance Abuse Counselor / Substance Use Disorder Evaluator	**Not Included** This professional evaluates the presence of substance abuse and addiction; creates individualized treatment plans; coordinates with community treatment resources; and provides stabilization, treatment, and support for those struggling with an addiction to drugs or alcohol.
ASQ Suicide Prevention Tool	The county agrees to implement the nationally validated ASQ suicide prevention tool for use by the security team, as appropriate. For example, it's the county's responsibility to screen patients returning from court, as appropriate.
DO YOU NEED ANY TRAINING?	Spark Training provides training on a variety of topics, including but not limited to medical, behavioral health, officer wellness, and Mental Health First Aid (MHFA) certification. Training is upon your request and on the topic(s) you choose. Sign up for Spark Training's blog list by sending an email here: Training@sparktraining.us

Agreed to by:
Option: ______ Sign: ______________ Print: ______________ Date: ________

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STEELE COUNTY
PUBLIC SAFETY & HEALTH COMMITTEE MINUTES
Steele County Administration Building – 630 Florence - Owatonna, MN 55060

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

Wednesday, August 14, 2024 at 8:00 a.m. – Board Room

Attendees: Commissioner Gnemi, Commissioner Glynn, EM&S Director Kristen Sailer, County Attorney Robert Jarrett, Community Corrections Director Tim Schammel, Jail Administrator Anthony Buttera, Finance Director Candi Lemarr, Executive Assistant Rebecca Kubicek and Administrator Renae Fry.

Consent Agenda

1. Committee recommends approving the DOC Work Release 2024 Amendment

General Agenda

2. Committee recommends bringing the ACH Contract proposal to the full Board

   ACH policy has changed to now require doctor oversight for health care services being rendered at the Detention Center and they require that all registered nurses providing the care be directly employed through their group. This will impact two employees at the DC, the part-time RN and the full time LPN. ACH currently provides the Medical Director that is a requirement to keep the detention center open. With this change from ACH, there will be an increase in cost of $3K and we would lose our nursing staff at the DC. As the DC is trying to locate another service, they are requesting that ACH defer action on the change in the terms of agreement to the end of the year to give us time to work with the two Steele County employees that are impacted and avoid a budget impact for 2024. Even if they are not willing to defer implementation to the start of next year, staff are requesting time to complete a transition to a new group but the other providers may not be able to work with the timeline given by ACH.

   Bring to the next full board. Note: September 15th is the signature date for the ACH contract. We also will need to engage with the union when a decision is made. The budget currently has the new ACH cost and still has the employee's wages till a decision is made if the contract will be signed.

Department Head Reports

Community Corrections: Fair week monitoring increases workload. CCA works with police department on info sharing regarding juveniles. The team attends the fair to monitor for these juveniles. Working with 911 Dispatch on the MOU and the procedures to increase efficiencies. Trying to ensure privatizing their calls to dispatch. Offered a position for juvenal officer.

Detention Center: Construction is moving along. Planning on moving records department back into their location. Still working towards being fully staffed.

Attorney's Office: Meeting with city on problem properties in Owatonna since he is their prosecuting attorney. Training for new County Attorney's is coming up. Office cleaning day tomorrow. Spending time with MNP along with the other two counties to figure out any services the three county attorneys could provide for them. Will be fully staff as of September 5th. Reporter calling about truancy looking for information and a statement. Looking at adding back truancy court. Tim and Rob to discuss what is currently happening in truancy since Covid.

Emergency Management: Still working on Federal disaster relief. The process with FEMA claims has started. Applicants will work with FEMA to turn in costs. The reimbursement process can be long. The new office space is great. Badge access is not set up yet.

Finance: Getting ready for the budget meeting on August 28th with Commissioners

Administration: Toured 911 dispatch Center. Renae will be meeting with the county attorney, sheriff, police chief, city administrator and Amber to discuss policy and enforcement regarding cannabis use. Once there is consensus with Owatonna, Steele County staff will reach out to other cities. There is a 10% sales tax that will be imposed by the state on cannabis sales; a portion of which will be paid to the county.

Human Resource: Still filling vacancies. Today is Julie's last day. Gina is moving to the Director position.

Ellendale Ambulance Service

The Ellendale Ambulance Service began in 1956 through the efforts of the Ellendale Fire Department. In those early days the volunteers were trained with only basic first aide skills. Today the EMT's that volunteer for the ambulance service must complete a 120 hour course and pass a State and National Registry test. Ongoing training is required each year with recertification every two years.

The service currently has seven EMT's with five new recruits that should complete the course work and hopefully pass all the testing by the end of August, 2024. This class began with nine and four have dropped out.

The Ambulance Service is owned by a Joint Powers Board that is made up of parts of five Townships and the Cities of Ellendale and Geneva. This group contributes $23,149.78 annually which covers the cost of our required full time EMT, work comp and vehicle insurance. The fee schedule was established many years ago based on households.

Along with the generous support of the above Townships and Cities, appropriation from Steele County and other donations we are currently in good financial condition. These funds are placed in CD's and will be used for equipment purchases and some day to replace one of our two ambulances.

Ellendale Ambulance Service

2024 BUDGET

Income

City of Ellendale	$ 6,375.58
Lemond Township	$ 986.70
City of Geneva	$ 4,554.00
Summit Township	$ 4,580.00
Bath Township	$ 1,214.40
Berlin Township	$ 4,781.70
Geneva Township	$ 657.80
Estimated Run Income	$ 115,000.00
Steele County Donation	$ 5,000.00
Total Income	$ 143,150.18

Expense

Daytime On Call	$ 19,831.00
Doerhoefer CPA	$ 1,200.00
Crew week-end call	$ 4,160.00
Crew holiday coverage	$ 600.00
Crew Run calls (320)	$ 19,200.00
Intercepts with Mayo Ambulance	$ 3,500.00
Hot Spots	$ 564.00
Work Comp	$ 3,075.00
Expert T Billing	$ 10,500.00
Fuel	$ 5,500.00
Oxegen	$ 900.00
EMT Class (9)	$ 14,600.00
Misc Crew Expense	$ 2,000.00
Insurance Trucks	$ 1,992.00
Bank Payment	$ 5,639.71
Maintenance & Supplies	$ 5,500.00
Equipment Purchases	$ 9,500.00
Treasurer	$ 1,800.00
Director Fee	$ 3,600.00
1st Responders	$ 4,500.00
Consortium & E-Dispatch	$ 1,088.00
	$ 119,249.71
Surplus/Deficet	$ 23,900.47