



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, SEPTEMBER 24, 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. Board of Peace Officer Standards and Training Letter (pg. 4)

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

5. Approve September 10, 2024 Board Minutes (pg. 5)
6. Approve September 10, 2024 Board Work Session Minutes (pg. 8)
7. Approve Bills (pg. 10)

8. Approve Personnel Report (pg. 44)
9. Approve Amendment to the contract with WSB for Preliminary Engineering Services for East Side Corridor Project in an amount of \$127,480.00 (pg. 45)
10. Adopt Resolution Prioritizing Bridge Replacement List (pg. 49)
11. Approve Amendment No. 1 to Thompson Sanitation, Inc. Waste Delivery Contract 2024/2025 (pg. 51)

General Agenda

12. Adopt Resolution setting the Preliminary Net Tax Levy and Budget for 2025 (pg. 53)

Public Hearing – 5:15 p.m.

2025-2029 Highway Capital Improvement Plan – Draft (pg. 60)

Motion to open Public Hearing

Reason and Speaker

Open for public discussion

Further discussion

Motion to close

13. Adopt Resolution Approving the 2025-2029 Highway Capital Improvement Plan and Amending the Use of the Transportation Sales Tax (pg. 163)
14. Approve Agreement with Canadian Pacific Kansas City Railroad for Crossing Improvement at CR 180 School Street (pg. 165)
15. Adopt a Resolution appointing Paul Sponholz as the Steele County Engineer (pg. 176)
16. Adopt a Resolution reappointing Brian Anderson as the Steele County Assessor (pg. 178)
17. Approve purchase of MDCs (Mobile Dispatch Computers) for CCA and MDC Refresh for Sheriff Office. (pg. 182)
18. Approve CUP #440 for Herrmann (Home Occupation) with 4 conditions based on the Findings of Fact. (pg. 184)

County Board Work Session – September 24, 2024

19. Action Item

Information Items

20. Public Works Committee Minutes – Monday, September 9, 2024 (pg. 194)
21. Planning Commission Minutes – Monday, September 9, 2024 (pg. 196)

Presentations:

Commissioner Reports:

Next Meeting Notices:

Internal Central Services – **Wednesday, October 2nd at 8 a.m. in the Boardroom**

Property & Maintenance Committee – **Thursday, October 3rd at 8 a.m. in the Boardroom**

County Board Work Session – **Tuesday, October 8th at 4 p.m. in the Boardroom**

County Board Meeting – **Tuesday, October 8th 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.



Board of Peace Officer Standards and Training

1600 University Avenue, Suite 200, Saint Paul, MN 55104

Main: (651) 643-3060 | www.mn.gov/post/

September 10, 2024

Rena Fry
PO Box 890
Owatonna MN 55060

Dear Ms. Fry,

The Minnesota Board of Peace Officer Standards and Training (POST Board) is the occupational regulatory agency charged with the vital responsibility of maintaining selection, education and licensing standards for over 400 Minnesota law enforcement agencies that employ over 10,500 peace officers across our state.

While the POST Board performs many functions, a significant portion of its responsibility is dedicated to conducting "compliance reviews" of Minnesota law enforcement agencies to ensure they are meeting legislatively mandated training and department policies on Use of Force/Firearms training, Emergency Vehicle Operation and Pursuit Driving training; and mandated departmental policies.

On 09/09/2024, a POST Board Standards Coordinator conducted a review at the Steele County Sheriff's Office. After a comprehensive review of their records concerning mandated employee training and department policies, I am pleased to inform you that your sheriff's department passed the review.

Ensuring all law enforcement agencies around the state are in compliance plays a pivotal role in maintaining the high level of professionalism we have enjoyed in Minnesota for many years and that professionalism translates into quality law enforcement services for the citizens of Minnesota.

Please take a moment to recognize your police department for this important accomplishment.

Sincerely,

A handwritten signature in black ink, appearing to read 'Erik Misselt', with a long horizontal flourish extending to the right.

Erik Misselt
Executive Director

PROCEEDINGS OF THE STEELE COUNTY BOARD OF COMMISSIONERS

REGULAR SESSION

September 10, 2024

STATE OF MINNESOTA }
 } ss
COUNTY OF STEELE }

The Steele County Board of Commissioners met in Regular Session at 5:00 p.m. on September 10, 2024 with Commissioner's Brady, Glynn, Gnemi, Abbe and Krueger present. Also present were Human Resources Director Gina McGuire, IT Director Dave Purscell, County Assessor Brian Anderson, County Administrator Renae Fry and Executive Assistant Rebecca Kubicek.

Call to order and Pledge of Allegiance.

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

Public Comment: One person spoke regarding high-speed motor vehicle incidents and compared this to residing by the eastside corridor.

Correspondence: Federal Aviation Administration Letter

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

Consent Agenda:

- A. Approve the minutes of August 27, 2024 Board Meeting
- B. Approve the minutes of August 27, 2024 Board Work Session
- C. Approve Bills
- D. Approve Personnel Report

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

<i>Name</i>	<i>Position/Dept.</i>	<i>Rating/Step</i>	<i>Date</i>
Melissa Trihus(promotion)	Tech Clerk II/Recorder's Office	B23/8	09/23/2024

Resignations/Retirements/Terminations:

<i>Name</i>	<i>Position</i>	<i>Department</i>	<i>End Date</i>
Kendra Sirek	Probation Officer II	Corrections	09/13/2024
Jeremy Zierden	Appraiser III	Assessor	09/13/2024

Open Positions-Pending Board Approval:

<i>Position</i>	<i>Department</i>	<i>Notes</i>
Probation Officer I/II/III	Community Corrections	Backfill Sirek
Appraiser I/II/III	Assessor's Office	Backfill Zierden

- E. Approve renewal/upgrade of Microsoft (Enterprise 3-year Agreement) to M365 G5 at an annual cost of \$162,205.39 and authorize the IT Director execute the agreement.
- F. Approve the Maintenance & Support Contract with TriMin for IFS (Integrated Financial System) for

the period January 1, 2025 – December 31, 2027.

General Agenda:

Human Resource Director Gina McGuire read the September Anniversary Report

Name	Position-Dept	Anniv. Date	Yrs. Service
Jarred Robinson	Maintenance Tech – Highway	09/01/24	8
Stephen Tschopp	Engineering Tech III – Highway	09/01/24	8
Sean Witter	Int. Maint Sup/Maint Foreperson – Hwy	09/02/24	8
Josh Horejsi	Deputy – Sheriff's Office	09/03/24	9
Melissa Kofstad	Emerg. Prep. Coord./Care Coord. – PH	09/04/24	17
Michelle Bromley	Correctional Corporal – Detention Ctr.	09/05/24	7
Julia Spatenka	Legal Admin. Asst. – Attorney's Office	09/05/24	1
Michael Witter	Correctional Officer – Detention Ctr.	09/06/24	6
Jennifer Su	Probation Officer II – Comm. Corr.	09/07/24	17
Erin Edel	Accountant - Public Health	09/14/24	18
Carey Steffensmeier	Care Coordinator/Social Worker – PH	09/14/24	9
David Stenzel	Environmental Specialist	09/14/24	3
John Anderson	Correctional Officer – Detention Ctr.	09/16/24	5
Kindra Tapp	Records Supr. – Sheriff's Office	09/20/24	1
Mark Blowers	Network Support Specialist – IT	09/22/24	10
Greg Ilkka	County Engineer – Highway	09/25/24	7
Brianna Reese	Correctional Officer – Detention Ctr.	09/25/24	1
Brian Anderson	Assessor – Assessor's Office	09/26/24	8
Amber Aaseth	Director of Public Health – PH	09/28/24	26
Bobbie Herzog	Human Resources Generalist – HR	09/30/24	5
Mark Radue	Maint. Worker – Facilities	09/30/24	33
Amy Berg	Office Support Specialist – PH	09/30/24	2

Motion by Commissioner Glynn, seconded by Commissioner Krueger to approve the revisions to the Health Services Assistant – LPN job description to allow for utilization in other county departments. Ayes all.

Commissioner Reports:

Commissioner Brady reported his attendance at budget meeting, Board of Adjustment, Internal Central Services meeting, MNP All Commissioners, Public Works meeting, City/County Joint Transportation, County/Township meeting, Planning and Zoning meeting and a Work Session.

Commissioner Glynn reported his attendance at a Community Correction meeting, MNP meeting, MNP All Commissioners meeting, and the County/Township meeting.

Commissioner Gnemi reported his attendance at a budget meeting, Drug Court, Work Force Development, MNP All commissioners meeting and County/Township meeting.

Commissioner Abbe reported his attendance at budget meeting, MNP meeting, MNP budget, Internal Central Services meeting, MNP All Commissioner meeting and a Work Session.

Commissioner Krueger reported his attendance at a budget meeting, MNP Finance meetings, Joint Powers Board meeting, Health Symposium (South County Health Alliance), MNP All Commissioner meeting, Joint Transportation meeting, Township/County meeting, and a Work Session.

Administrator Fry will be attending the AMC conference. She attended the Joint Transportation meeting.

LISTING OF BILLS
September 10, 2024

7 Rivers Recycling LLC	3,779.25
APX Construction Group LLC	214,197.77
B & W Control Specialists	30,829.50
Braun Intertec Eng Inc	10,949.75
BRN Lawn & Landscape LLC	2,615.00
Central Farm Services	20,489.12
ICS Consulting LLC	2,100.00
Interstate Power Systems Inc	5,577.30
Jaster /Steve	9,450.00
Kappy's Collision Center	11,874.39
Loken Excavating & Drainage	56,233.20
Marvin Purrier Concrete & Masonry Const	11,150.00
Mike's Repair	4,435.90
Minnesota Valley Testing Labs	15,541.80
Mn Dept Of Transportation	3,314.88
Sign Solutions	6,762.74
Steele County Trail Assoc	2,831.18
Summit Food Services LLC	3,521.10
Thompson Sanitation	74,237.98
Univ Of Mn Regents	7,740.89
WHKS & Co	3,734.32
Willies Painting LLC	9,100.00
Wold Architects and Engineers	8,910.82
51 Payments less than 2000	<u>26,953.65</u>
Final Total:	546,330.54

Motion by Commissioner Gnemi, seconded by Commissioner Kruegerto adjourn to the Call of the Chair at 5:15 p.m. Ayes all.

CHAIRMAN

ATTEST: _____
ADMINISTRATOR

PROCEEDINGS OF THE STEELE COUNTY BOARD OF COMMISSIONERS

REGULAR SESSION

September 10, 2024

STATE OF MINNESOTA }
 } ss
COUNTY OF STEELE }

The Steele County Board of Commissioners held a Work Session at 4:00 p.m. on September 10, 2024, with Commissioner's Brady, Glynn, Gnemi, Abbe and Krueger present. Also present were IT Director Dave Purscell, Facilities and Fleet Director Jake Rysavy, County Assessor Brian Anderson, MNP Director Tara Reich, MNP Finance Manager Kevin Venenga, County Administrator Renae Fry and Executive Assistant Rebecca Kubicek.

Facilities and Fleet Director Jake Rysavy gave facilities update. At the Sheriff's office, they have completed the records area and have started working on the addition that will house the Sheriff's Department. Framing is going up and roof is going on. Windows are not here yet, but they are expected to arrive by the end of December. Looking at completion mid-January. Community Corrections' building foundation will be complete this week. Structural steel is on site and should start going up next week. Looking at completion mid-February. Community Center work includes the completion of the earthen berm removal and that's expected to be done in two weeks. The parking lots are scheduled to be completed yet this year. If there could be any delay in completion, the contractor is instructed to start at the Administration Building lots first. Finally, the Alexander Building should be complete in September and Emergency Management has moved in.

Vehicle policy was set by the Board in 2023 for Steele County Employees. The Commissioners agreed to follow the adopted fleet vehicle usage and mileage reimbursement rates applicable to employees.

Jacob Mulcahy, Housing Resource Specialist spoke regarding the request for the Steele County Housing Trust Fund project expenditure of \$200,000 to the Affordable Housing Project (creation of multiple affordable units). The Committee is looking to use the funds towards a longer-term solution to the housing and homeless needs versus spending the dollars on short-term solutions. The HTF Advisory Council has reviewed the proposal and is looking for the Board to approve the expenditure. The \$200K comes from the LHPA dollars which are explicit in use and need to be spent annually. The Commissioner would like to make sure the money is used for what is anticipated. They would also like to know of any other grants and amounts that are available or being applied for. The Board wanted staff to consider hometown local contractors for the project.

The Board may choose to place a condition on the funds subject to confirmed funding and validated expenditures. The Board has requested the item come forward to the Board meeting on September 24th for further review at which time they would like additional information as requested by the Board of Commissioners.

MNPrarie Joint Powers Board Budget Meeting Update. Kevin is still waiting on the poverty information and should have accurate information for the MNP meeting on the 17th. The budget assumptions will need to be built into the Steele County Budget review meeting on September 18th.

Meeting was adjourned at 4:45 p.m.

CHAIRMAN

ATTEST: _____
Administrator

SBENDORF
9/19/24 11:16AM

Steele County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Page 1

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

Explode Dist. Formulas Y

Paid on Behalf Of Name
on Audit List?: N

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

Save Report Options?: N

SBENDORF

9/19/24 11:16AM

10 Road & Bridge Fund

Steele County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Page 2

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
301	DEPT		Administration			
	8251 BRN Lawn & Landscape LLC					
5	10-301-000-0000-6512		180.00	August mow @ 828 Hoffman Dr	3170	Bldg Repair & Maintenance Y
6	10-301-000-0000-6512		540.00	August mow @PW bldg	3170	Bldg Repair & Maintenance Y
7	10-301-000-0000-6512		150.00	Trimming @ 828 Hoffman Dr	3170	Bldg Repair & Maintenance Y
	8251 BRN Lawn & Landscape LLC		870.00	3 Transactions		
	61505 Gopher State One-Call					
18	10-301-000-0000-6260		31.05	August locates	4081478	Consultants/Admin Fee N
	61505 Gopher State One-Call		31.05	1 Transactions		
	9753 OpenGov Inc					
21	10-301-000-0000-6301		1,807.22	AMS Subsc 9/4/24-9/3/25	INV15617	Equip/Software Maint Y
	9753 OpenGov Inc		1,807.22	1 Transactions		
	68420 Plunkett's Pest Control, Inc.					
22	10-301-000-0000-6512		114.00	Pest control - September	8761925	Bldg Repair & Maintenance N
	68420 Plunkett's Pest Control, Inc.		114.00	1 Transactions		
301	DEPT Total:		2,822.27	Administration	4 Vendors	6 Transactions
302	DEPT		Road & Bridge Maintenance Expense			
	8251 BRN Lawn & Landscape LLC					
1	10-302-000-0000-6537		150.00	Mow @ CSAH 48	3170	County Contracts Y
2	10-302-000-0000-6537		150.00	Mow @ CSAH 45	3170	County Contracts Y
3	10-302-000-0000-6537		150.00	Mow @ CSAH 34	3170	County Contracts Y
4	10-302-000-0000-6537		150.00	Mow @ CSAH 2	3170	County Contracts Y
8	10-302-000-0000-6537		150.00	Mow @ CSAH 7	3170	County Contracts Y
	8251 BRN Lawn & Landscape LLC		750.00	5 Transactions		
	23800 Fastenal Company					
16	10-302-000-0000-6801		28.81	First aid kit supplies	MNOWA247069	Osha/Safety Supplies N
	23800 Fastenal Company		28.81	1 Transactions		
	9163 Sign Solutions					
24	10-302-000-0000-6534		9,655.76	Sign inventory	413496	Supplies - Signing N
25	10-302-000-0000-6534		215.93	Sign inventory	413496	Supplies - Signing N
	9163 Sign Solutions		9,871.69	2 Transactions		

SBENDORF

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10 Road & Bridge Fund

Steele County

Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES



Page 3

	<u>Vendor Name</u>	<u>Rpt</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Description</u>	<u>1099</u>
	<u>No. Account/Formula</u>	<u>Accr</u>	<u>Amount</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>
302	DEPT Total:		10,650.50	Road & Bridge Maintenance Expense	3 Vendors	8 Transactions
304	DEPT			Equipment Maintenance & Shops		
	10150 Carquest Auto Parts					
9	10-304-000-0000-6520		448.02	Fittings & hoses	489949	Machinery/Vehicle Parts N
	10150 Carquest Auto Parts		448.02	1 Transactions		
	5365 Fleet Pride					
17	10-304-000-0000-6520		318.08	Hydraulic inspection	ROCH015684	Machinery/Vehicle Parts N
	5365 Fleet Pride		318.08	1 Transactions		
	51630 Mike's Repair					
19	10-304-000-0000-6520		1,005.80	Tire replacement - Unit 2153	107531	Machinery/Vehicle Parts Y
	51630 Mike's Repair		1,005.80	1 Transactions		
	56125 NAPA Auto Parts					
20	10-304-000-0000-6520		118.04	FHP Powerated belt	026458	Machinery/Vehicle Parts N
	56125 NAPA Auto Parts		118.04	1 Transactions		
	74005 Sherwin-Williams Company					
23	10-304-000-0000-6520		58.99	20" tip extensions, unit#9998	3811-6	Machinery/Vehicle Parts N
	74005 Sherwin-Williams Company		58.99	1 Transactions		
	85167 Stewart Sanitation					
26	10-304-000-0000-6514		114.61	August garbage services	0000872010	Utility Services N
	85167 Stewart Sanitation		114.61	1 Transactions		
	9376 Trueman Welters Inc					
27	10-304-000-0000-6520		210.69	Cross kit & ball collar	IE48003	Machinery/Vehicle Parts N
	9376 Trueman Welters Inc		210.69	1 Transactions		
304	DEPT Total:		2,274.23	Equipment Maintenance & Shops	7 Vendors	7 Transactions
310	DEPT			Capital Construction		
	22460 Erickson Engineering Co LLC					
10	10-310-000-0000-6262		120.00	Prof services 074-643-010	16753	Sales Tax Consultants Y
11	10-310-000-0000-6535		239.00	Prof services 074-599-043	16754	Town Bridges Y
12	10-310-000-0000-6535		270.00	Prof services 074-599-040	16755	Town Bridges Y

SBENDORF

9/19/24 11:16AM

10 Road & Bridge Fund

Steele County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Page 4

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
13	10-310-000-0000-6535		Prof services 074-599-042	16756	Town Bridges	Y
14	10-310-000-0000-6535		Prof services 074-599-041	16757	Town Bridges	Y
15	10-310-000-0000-6262		Prof services 074-618-031	16783	Sales Tax Consultants	Y
22460	Erickson Engineering Co LLC		6 Transactions			
9217	WHKS & Co					
28	10-310-000-0000-6262		Prof services 074-628-004	52015	Sales Tax Consultants	Y
29	10-310-000-0000-6262		Prof services 074-598-015	52016	Sales Tax Consultants	Y
9217	WHKS & Co		2 Transactions			
310	DEPT Total:		Capital Construction	2 Vendors	8 Transactions	
10	Fund Total:		Road & Bridge Fund		29 Transactions	
	Final Total:		16 Vendors	29 Transactions		

Steele County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Recap by Fund	<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>	
	10	57,705.16	Road & Bridge Fund	
	All Funds	57,705.16	Total	Approved by,
				
				

SBENDORF
9/19/24 11:16AM

Steele County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Page 1

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Explode Dist. Formulas Y

Paid on Behalf Of Name
on Audit List?: N

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

Save Report Options?: N

SBENDORF

9/19/24 11:16AM

1 General Revenue Fund

Steele County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Page 2

	Vendor Name	Rpt		Warrant Description	Invoice #	Account/Formula Description	1099
	No. Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name	
3	DEPT			County Wide			
	9173 Madden Galanter Hansen LLP						
30	01-003-000-0000-6194		360.00	Investigation follow up	09/09/2024	Personnel Policy	Y
	9173 Madden Galanter Hansen LLP		360.00	1 Transactions			
	8377 Schroeder/Kathleen						
110	01-003-000-0000-6194		150.00	Reimbursement for retirement	Eagles 8/29/24	Personnel Policy	N
	8377 Schroeder/Kathleen		150.00	1 Transactions			
	3786 Soldo Consulting PC						
40	01-003-000-0000-6194		5,142.50	DC EE investigation	09/10/2024	Personnel Policy	N
	3786 Soldo Consulting PC		5,142.50	1 Transactions			
3	DEPT Total:		5,652.50	County Wide	3 Vendors	3 Transactions	
5	DEPT			Board Of Commissioners			
	6032 APG Media of Southern Minnesota LLC						
7	01-005-000-0000-6242		9.45	Synopsis-8/13/24 Ad 1419723	1014798	Publishing	N
97	01-005-000-0000-6242		6.13	Synopsis-8/27/2024 1421142	1015634	Publishing	N
	6032 APG Media of Southern Minnesota LLC		15.58	2 Transactions			
5	DEPT Total:		15.58	Board Of Commissioners	1 Vendors	2 Transactions	
13	DEPT			Law Library			
	70550 Thomson Reuters - West						
58	01-013-000-0000-6501		1,229.20	West information charges-Aug	850690332	Books	N
	70550 Thomson Reuters - West		1,229.20	1 Transactions			
13	DEPT Total:		1,229.20	Law Library	1 Vendors	1 Transactions	
31	DEPT			County Administrator			
	9987 Fry/Renae						
173	01-031-000-0000-6331		250.18	Mileage - AMC conference	Sept 11-13, 2024	Mileage Reimbursement	N
	9987 Fry/Renae		250.18	1 Transactions			
31	DEPT Total:		250.18	County Administrator	1 Vendors	1 Transactions	

SBENDORF

9/19/24 11:16AM

1 General Revenue Fund

Steele County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Page 3

	<u>Vendor Name</u>	<u>Rpt</u>		<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Description</u>	<u>1099</u>
	<u>No. Account/Formula</u>	<u>Accr</u>	<u>Amount</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>	
41	DEPT			Auditor			
	37025 Innovative Office Solutions LLC						
15	01-041-000-0000-6410		52.42	Copy paper, sortkwik	4634822	Office Supplies	N
	37025 Innovative Office Solutions LLC		52.42	1 Transactions			
41	DEPT Total:		52.42	Auditor	1 Vendors	1 Transactions	
44	DEPT			Financial Administrator			
	8589 Baker Tilly US, LLP						
9	01-044-000-0000-6279		21,336.00	Final audit billing - FY 2023	BT2895801	Audit Costs	Y
	8589 Baker Tilly US, LLP		21,336.00	1 Transactions			
	37025 Innovative Office Solutions LLC						
16	01-044-000-0000-6410		47.98	Copy paper	4634822	Office Supplies	N
	37025 Innovative Office Solutions LLC		47.98	1 Transactions			
44	DEPT Total:		21,383.98	Financial Administrator	2 Vendors	2 Transactions	
62	DEPT			Central Services			
	8499 Counties Providing Technology						
12	01-062-000-0000-6301		4,525.00	Gen tech/assist/support-August	2338	Equip/Software Maint	Y
	8499 Counties Providing Technology		4,525.00	1 Transactions			
	16282 Crosstown Cartage Inc						
171	01-062-000-0000-6801		324.00	Contracted mail services	09132024	General Expense	N
172	01-062-000-0000-6802		120.00	Additional mail services	09132024	Internal Chargeback	N
	16282 Crosstown Cartage Inc		444.00	2 Transactions			
	9767 UKG Kronos Systems LLC						
115	01-062-000-0000-6301		3,713.37	HRIS operating cost - Aug 2024	12297838	Equip/Software Maint	N
	9767 UKG Kronos Systems LLC		3,713.37	1 Transactions			
62	DEPT Total:		8,682.37	Central Services	3 Vendors	4 Transactions	
63	DEPT			Auditor Elections			
	37025 Innovative Office Solutions LLC						
17	01-063-000-0000-6410		53.53	Laminating pouches, binder	4634822	Office Supplies	N

SBENDORF

9/19/24 11:16AM

1 General Revenue Fund

Steele County



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Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name
37025	Innovative Office Solutions LLC		53.53	1 Transactions		
63	DEPT Total:		53.53	Auditor Elections	1 Vendors	1 Transactions
91	DEPT			County Attorney		
37025	Innovative Office Solutions LLC					
18	01-091-000-0000-6410		22.82	Name plate - MESherman	4627993	Office Supplies N
37025	Innovative Office Solutions LLC		22.82	1 Transactions		
70550	Thomson Reuters - West					
59	01-091-000-0000-6410		1,339.23	Westlaw usage - August 2024	850681922	Office Supplies N
60	01-091-000-0000-6410		102.05	Library plan	850758251	Office Supplies N
70550	Thomson Reuters - West		1,441.28	2 Transactions		
91	DEPT Total:		1,464.10	County Attorney	2 Vendors	3 Transactions
103	DEPT			Assessor		
9886	MNCAR					
167	01-103-000-0000-6330		485.00	Quarterly membership-BAnderson	615202	Travel Expenses N
9886	MNCAR		485.00	1 Transactions		
83500	Steele County Highway Dept					
41	01-103-000-0000-6540		185.65	Fuel	2369	Gas & Oil N
83500	Steele County Highway Dept		185.65	1 Transactions		
103	DEPT Total:		670.65	Assessor	2 Vendors	2 Transactions
105	DEPT			Planning & Zoning		
6032	APG Media of Southern Minnesota LLC					
8	01-105-000-0000-6242		1.40	Public Notices-Sept PC meeting	1013557	Publishing N
6032	APG Media of Southern Minnesota LLC		1.40	1 Transactions		
13000	City Of Blooming Prairie					
11	01-105-000-0000-6805		291.18	Bldg permit reimb - Aug	September 2024	Bl Pr Reimb-Bldg Permit Y
13000	City Of Blooming Prairie		291.18	1 Transactions		
51300	Metro Sales Inc					
31	01-105-000-0000-6410		261.24	Copier contract	INV2597370	Office Supplies N

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No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name
51300	Metro Sales Inc		261.24	1 Transactions		
105	DEPT Total:		553.82	Planning & Zoning	3 Vendors	3 Transactions
111	DEPT			Buildings & Grounds		
9075	Access Tonna Lock Service					
1	01-111-049-0000-6300		94.95	Tail piece & lock repair	3725	Bldg Repairs & Maintenance Y
9075	Access Tonna Lock Service		94.95	1 Transactions		
85147	Stericycle Inc					
45	01-111-040-0000-6801		806.96	Paper shredding	8008137462	General Expense N
85147	Stericycle Inc		806.96	1 Transactions		
85167	Stewart Sanitation					
46	01-111-040-0000-6300		196.98	Trash/recycling - Admin	871343	Bldg Repairs & Maintenance N
47	01-111-041-0000-6300		89.39	Trash/recycling - Annex	872008	Bldg Repairs & Maintenance N
49	01-111-042-0000-6300		86.67	Trash/recycling - Courthouse	872011	Bldg Repairs & Maintenance N
50	01-111-043-0000-6300		64.27	Trash/recycling - Attorney	872011	Bldg Repairs & Maintenance N
85167	Stewart Sanitation		437.31	4 Transactions		
111	DEPT Total:		1,339.22	Buildings & Grounds	3 Vendors	6 Transactions
121	DEPT			Veteran Service		
37025	Innovative Office Solutions LLC					
19	01-121-000-0000-6410		40.99	Pens, tape, mouse pads	4631031	Office Supplies N
20	01-121-000-0000-6410		58.78	Air purifier supplies	4632312	Office Supplies N
37025	Innovative Office Solutions LLC		99.77	2 Transactions		
83500	Steele County Highway Dept					
42	01-121-000-0000-6540		253.26	Fuel	2378	Gas & Oil N
83500	Steele County Highway Dept		253.26	1 Transactions		
84035	Tri-M Graphics					
61	01-121-000-0000-6410		90.00	Business cards-MBergquist	104942	Office Supplies N
84035	Tri-M Graphics		90.00	1 Transactions		
121	DEPT Total:		443.03	Veteran Service	3 Vendors	4 Transactions

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No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
201	DEPT		Sheriff			
6	5205 ANCOM COMMUNICATIONS INC					
	01-201-000-0000-6211	674.60	6 speaker mics	123703	Radio-Computers-Cameras	N
	5205 ANCOM COMMUNICATIONS INC	674.60	1 Transactions			
22	9161 Kraft Mechanical LLC					
	01-201-297-0000-6301	1,339.00	Repair cooling unit	36137	T BI Pr-Equipment Repairs	N
	9161 Kraft Mechanical LLC	1,339.00	1 Transactions			
	4877 L & L Street Rods & Sport Trucks					
23	01-201-000-0000-6480	600.00	Install body cams - 6 units	4096	Non-Capitalized Inventory	Y
24	01-201-000-0000-6480	700.00	Install body cams - 7 units	4096	Non-Capitalized Inventory	Y
25	01-201-000-0104-6320	100.00	Remove & install battery	4096	Squad 7404 Maintenance	Y
26	01-201-000-0113-6320	100.00	Repair spotlight	4096	Squad 7411 Maintenance	Y
27	01-201-000-0117-6320	100.00	Install LED bumper lights	4096	Squad 7420 Maintenance	Y
	4877 L & L Street Rods & Sport Trucks	1,600.00	5 Transactions			
	5487 LexisNexis Risk Data Management					
29	01-201-000-0000-6425	200.00	Searches/reports-August 2024	1035910-2024083	Investigation Expense	N
	5487 LexisNexis Risk Data Management	200.00	1 Transactions			
	56125 NAPA Auto Parts					
35	01-201-000-0104-6320	329.91	Battery, windshield wash, etc	027952	Squad 7404 Maintenance	N
36	01-201-000-0104-6320	18.00-	Core deposit credit	027985	Squad 7404 Maintenance	N
	56125 NAPA Auto Parts	311.91	2 Transactions			
	9134 PirkI Gas Company					
37	01-201-000-0000-6345	46.47	30 gallons of propane	1514274411-6013	Somerset Tower	N
	9134 PirkI Gas Company	46.47	1 Transactions			
	83500 Steele County Highway Dept					
43	01-201-000-0000-6562	6,719.37	Fuel	2370	Gas & Oil Squads	N
	83500 Steele County Highway Dept	6,719.37	1 Transactions			
	5594 Water Systems Company					
63	01-201-000-0000-6410	11.30	5 gallons water	762179	Office Supplies	N
64	01-201-000-0000-6410	8.95	Monthly fee - September 2024	765954	Office Supplies	N
	5594 Water Systems Company	20.25	2 Transactions			

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	<u>Vendor Name</u>	<u>Rpt</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Description</u>	<u>1099</u>
	<u>No. Account/Formula</u>	<u>Accr</u>	<u>Amount</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>
201	DEPT Total:		10,911.60	Sheriff	8 Vendors	14 Transactions
207	DEPT			Sheriff Special Deputies		
	10010 Rosas/Mario					
109	01-207-000-0000-6410		112.50	Refund for deputy service	24-1578	Office Supplies N
	10010 Rosas/Mario		112.50	1 Transactions		
	85300 Streichers Inc					
52	01-207-000-0000-6192		114.99	1 duty shirt - MCruz	11716927	Uniform Allowance N
	85300 Streichers Inc		114.99	1 Transactions		
207	DEPT Total:		227.49	Sheriff Special Deputies	2 Vendors	2 Transactions
208	DEPT			Coroner		
	9860 Klapperich/Julie					
21	01-208-000-0000-6801		850.00	Death investigations - 10	August 2024	General Expense 6
	9860 Klapperich/Julie		850.00	1 Transactions		
	4229 Moore Md/Kellyanna J					
34	01-208-000-0000-6801		3,864.24	Coroner services - September	Sept 2024	General Expense 6
	4229 Moore Md/Kellyanna J		3,864.24	1 Transactions		
208	DEPT Total:		4,714.24	Coroner	2 Vendors	2 Transactions
251	DEPT			Jail		
	4346 Advanced Correctional Healthcare Inc					
5	01-251-000-0000-6270		301.30-	3rd qtr reconciliation	ARCM-000602	Medical Services 6
3	01-251-000-0000-6269		1,726.15	Onsite mental health services	RINV-002667	Site Mental Health Services 6
2	01-251-000-0000-6270		6,827.86	Onsite medical services	RINV-002667	Medical Services 6
4	01-251-000-0000-6270		370.00	Pool managment services	RINV-002667	Medical Services 6
	4346 Advanced Correctional Healthcare Inc		8,622.71	4 Transactions		
	83500 Steele County Highway Dept					
44	01-251-000-0000-6562		449.90	Fuel	2375	Gas & Oil N
	83500 Steele County Highway Dept		449.90	1 Transactions		
	8247 Summit Food Services LLC					
53	01-251-000-0000-6441		3,480.58	Inmate meals 8/17 - 8/23/24	INV2000218160	Prisoner Meals N

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No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name
55	01-251-000-0000-6418		27.34	Paper products	INV2000218722	Lock-Up Supplies N
54	01-251-000-0000-6441		3,460.80	Inmate meals 8/24 - 8/30/24	INV2000218722	Prisoner Meals N
56	01-251-000-0000-6441		3,460.80	Inmate meals 8/31 - 9/6/24	INV2000219678	Prisoner Meals N
8247	Summit Food Services LLC		10,429.52	4 Transactions		
618	Turnkey Corrections					
62	01-251-000-0000-6418		21.47	Indigent fees	13055	Lock-Up Supplies N
618	Turnkey Corrections		21.47	1 Transactions		
251	DEPT Total:		19,523.60	Jail	4 Vendors	10 Transactions
252	DEPT			Community Corrections		
8263	CRK Properties LLC					
14	01-252-000-0000-6341		768.79	Utilities	1311	Office Rent Y
13	01-252-000-0000-6341		5,922.00	Rent - October	September 2024	Office Rent Y
8263	CRK Properties LLC		6,690.79	2 Transactions		
6884	Language Line Services Inc					
28	01-252-000-0000-6284		280.66	Translator services	11385931	Interpreter Services Y
6884	Language Line Services Inc		280.66	1 Transactions		
9084	Metro FiberNet LLC					
102	01-252-000-0000-6210		30.18	Communication phone chrgs-Sept	1677765	Telephone Y
9084	Metro FiberNet LLC		30.18	1 Transactions		
51300	Metro Sales Inc					
104	01-252-000-0000-6410		145.66	Copier	INV2597382	Office Supplies N
51300	Metro Sales Inc		145.66	1 Transactions		
5830	Midwest Monitoring & Surveillance					
33	01-252-000-0000-6270		58.00	Lab svs & supplies-Aug 2024	DT0824145	Chemical Testing Y
5830	Midwest Monitoring & Surveillance		58.00	1 Transactions		
8522	Sirek/Kendra					
38	01-252-000-0000-6331		75.70	Mileage - Anthony Lewis Center	09/26/2024	Mileage Reimbursement N
8522	Sirek/Kendra		75.70	1 Transactions		
83500	Steele County Highway Dept					
111	01-252-000-0000-6540		227.77	Fuel	2380	Gas & Oil N

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No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name
83500	Steele County Highway Dept		227.77	1 Transactions		
7991	The SASSI Institute					
113	01-252-000-0000-6278		231.25	Online questionnaires	S145660-IN	Domestic Violence/SASSI Screening N
7991	The SASSI Institute		231.25	1 Transactions		
252	DEPT Total:		7,740.01	Community Corrections	8 Vendors	9 Transactions
253	DEPT			Law Enforcement Center		
4879	Shred Right					
39	01-253-000-0000-6254		53.70	Paper shredding	0031859	Garbage Disposal Y
4879	Shred Right		53.70	1 Transactions		
85167	Stewart Sanitation					
51	01-253-000-0000-6254		83.24	Garbage pick up 9/1 - 9/30/24	871342	Garbage Disposal N
85167	Stewart Sanitation		83.24	1 Transactions		
87305	Thompson Sanitation					
57	01-253-000-0000-6254		17.50	Cardboard recycle	73024	Garbage Disposal N
87305	Thompson Sanitation		17.50	1 Transactions		
253	DEPT Total:		154.44	Law Enforcement Center	3 Vendors	3 Transactions
281	DEPT			Emergency Management		
51300	Metro Sales Inc					
32	01-281-000-0000-6251		77.55	Monthly copier fee	2596392	Other Administrative Costs N
51300	Metro Sales Inc		77.55	1 Transactions		
281	DEPT Total:		77.55	Emergency Management	1 Vendors	1 Transactions
481	DEPT			Public Health Nursing		
115	Aaseth/Amber					
137	01-481-464-6061-6331		14.74	Mileage - August 2024	September 2024	Mileage Reimbursement N
115	Aaseth/Amber		14.74	1 Transactions		
8204	Adams/Penny					
138	01-481-460-6009-6331		68.34	Mileage - August 2024	September 2024	Mileage Reimbursement N

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Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
8204	Adams/Penny		68.34	1 Transactions		
139	3566 Anderson/Gaynelle		20.10	Mileage - August 2024	September 2024	Mileage Reimbursement N
	3566 Anderson/Gaynelle		20.10	1 Transactions		
140	2574 Archambault/Kristi		37.89	Mileage - August 2024	September 2024	Mileage Reimbursement N
	2574 Archambault/Kristi		37.89	1 Transactions		
116	8783 Availity LLC		20.00	Medicare billing charges	INV01218302	Contract Services N
	8783 Availity LLC		20.00	1 Transactions		
141	7 Bartsch/Christine		83.08	Mileage - August 2024	September 2024	Mileage Reimbursement N
	7 Bartsch/Christine		83.08	1 Transactions		
142	8486 Baumgartner/Ann		18.09	Mileage - August 2024	September 2024	Mileage Reimbursement N
	8486 Baumgartner/Ann		18.09	1 Transactions		
143	9966 Benschoter/Paula		19.43	Mileage - August 2024	September 2024	Mileage Reimbursement N
	9966 Benschoter/Paula		19.43	1 Transactions		
144	9413 Benson/Robert		31.28	Mileage - August 2024	September 2024	Mileage Reimbursement S
	9413 Benson/Robert		31.28	1 Transactions		
148	6267 Brinkman/Stacie Lynn		20.02	Mileage - August 2024	September 2024	Mileage Reimbursement N
146	01-481-461-6025-6331		3.06	Mileage - August 2024	September 2024	Mileage Reimbursement N
145	01-481-461-6031-6331		2.04	Mileage - August 2024	September 2024	Mileage Reimbursement N
147	01-481-461-6059-6331		1.70	Mileage - August 2024	September 2024	Mileage Reimbursement N
	6267 Brinkman/Stacie Lynn		26.82	4 Transactions		
149	12590 Christenson/Yukari		13.40	Mileage - August 2024	September 2024	Mileage Reimbursement N

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No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
12590	Christenson/Yukari		13.40	1 Transactions		
8789	Dahle/Teya F					
117	01-481-461-6034-6261		75.00	Reflective consulting	1596	Conference & Training Y
118	01-481-461-6059-6261		75.00	Reflective consulting	1596	Conference & Training Y
8789	Dahle/Teya F		150.00	2 Transactions		
2739	Edel/Erin					
120	01-481-460-6009-6330		15.99	Meals - MCHSA conference	08282024	Travel Expenses N
119	01-481-460-6009-6331		277.38	Mileage-MCHSA conference	08282024	Mileage Reimbursement N
2739	Edel/Erin		293.37	2 Transactions		
9722	Hanson/Whitney					
150	01-481-460-6009-6331		88.30	Mileage - August 2024	September 2024	Mileage Reimbursement N
9722	Hanson/Whitney		88.30	1 Transactions		
9892	Haroldson/Julie					
151	01-481-460-6009-6331		27.47	Mileage - August 2024	September 2024	Mileage Reimbursement N
9892	Haroldson/Julie		27.47	1 Transactions		
8389	Healthcare First					
121	01-481-460-6009-6383		111.02	HHCAHPS survey	INV5467426	Contract Services N
8389	Healthcare First		111.02	1 Transactions		
10011	Hidalgo/Joanna					
152	01-481-461-6068-6331		1.34	Mileage - July 2024	September 2024	Mileage Reimbursement N
153	01-481-461-6068-6331		3.35	Mileage - August 2024	September 2024	Mileage Reimbursement N
10011	Hidalgo/Joanna		4.69	2 Transactions		
37025	Innovative Office Solutions LLC					
122	01-481-000-0000-6410		19.91	6x9 envelopes & batteries	4632735	Office Supplies N
37025	Innovative Office Solutions LLC		19.91	1 Transactions		
9867	Lieske/Michelle					
154	01-481-460-6009-6331		52.93	Mileage - August 2024	September 2024	Mileage Reimbursement N
9867	Lieske/Michelle		52.93	1 Transactions		
9444	McIntee/Kelly					
123	01-481-461-6066-6331		138.02	Mileage - August 2024	61	Mileage Reimbursement Y

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No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name
9444	McIntee/Kelly		138.02	1 Transactions		
5754	McMann/Katy					
155	01-481-460-6009-6331		8.04	Mileage - August 2024	September 2024	Mileage Reimbursement N
5754	McMann/Katy		8.04	1 Transactions		
4776	NRHEG					
124	01-481-461-6032-6383		1,000.00	SHIP - snowshoes	091624	Contract Services N
4776	NRHEG		1,000.00	1 Transactions		
63730	Owatonna Public Library					
125	01-481-461-6032-6464		835.03	Comm Partner - signs, bench	9/16/2024	General Supplies & Outreach N
63730	Owatonna Public Library		835.03	1 Transactions		
9616	Parrott & Smith LLC					
126	01-481-461-6066-6341		265.00	Rent - October	September 2024	Office Rent 1
9616	Parrott & Smith LLC		265.00	1 Transactions		
2587	Piepho/Nancy June					
161	01-481-461-6031-6331		16.32	Mileage - August 2024	September 2024	Mileage Reimbursement N
160	01-481-461-6034-6331		20.40	Mileage - August 2024	September 2024	Mileage Reimbursement N
2587	Piepho/Nancy June		36.72	2 Transactions		
7944	Red Oxygen					
127	01-481-461-6011-6210		14.63	Texting services	660974	Telephone N
128	01-481-461-6040-6210		14.62	Texting services	660974	Telephone N
7944	Red Oxygen		29.25	2 Transactions		
8368	Rice County Public Health					
129	01-481-464-6061-6480		6,332.40	50 doses-COVID vaccines	09102024	Non-Capitalized Inventory N
8368	Rice County Public Health		6,332.40	1 Transactions		
9903	Rindfleisch/Ethan					
156	01-481-461-6032-6331		2.68	Mileage - July 2024	September 2024	Mileage Reimbursement N
157	01-481-461-6066-6331		14.07	Mileage - July & August 2024	September 2024	Mileage Reimbursement N
158	01-481-465-6057-6331		1.34	Mileage - August 2024	September 2024	Mileage Reimbursement N
9903	Rindfleisch/Ethan		18.09	3 Transactions		
9761	Robran/Brianna					

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No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
159	01-481-460-6012-6331	6.03	Mileage - August 2024	September 2024	Mileage Reimbursement	N
9761	Robran/Brianna	6.03	1 Transactions			
4597	Sanofi Pasteur Inc					
65	01-481-462-6047-6466	8,781.20	Flu vaccines	7141451625	Flu Vaccine	N
66	01-481-462-6047-6466	1,779.65-	Flu vaccine credit	7155008433	Flu Vaccine	N
4597	Sanofi Pasteur Inc	7,001.55	2 Transactions			
77316	Schroeder/Greg					
131	01-481-460-6009-6331	69.68	Physical therapy mileage-Aug	September 2024	Mileage Reimbursement	Y
130	01-481-460-6009-6383	822.15	Physical therapist - August 24	September 2024	Contract Services	Y
77316	Schroeder/Greg	891.83	2 Transactions			
4879	Shred Right					
132	01-481-000-0000-6322	42.53	Shredding service	31860	Service Agreements	Y
4879	Shred Right	42.53	1 Transactions			
74145	South Central Human Relations					
133	01-481-461-6032-6464	956.38	SHIP award-snacks, supplies	091624	General Supplies & Outreach	Y
74145	South Central Human Relations	956.38	1 Transactions			
83500	Steele County Highway Dept					
134	01-481-465-6057-6540	258.79	Fuel - County car - August 24	2372	Gas & Oil	N
83500	Steele County Highway Dept	258.79	1 Transactions			
9354	Straight River Taxi					
135	01-481-460-6012-6465	80.00	Client taxi services	168445	Pass Thru - Patient Supplies & Service	N
9354	Straight River Taxi	80.00	1 Transactions			
5619	Tonche/Denise					
162	01-481-460-6009-6331	19.43	Mileage - August 2024	September 2024	Mileage Reimbursement	N
5619	Tonche/Denise	19.43	1 Transactions			
90165	UC Lab					
136	01-481-463-6049-6322	316.45	Well water testing	121289	Well Water Service Agreements	N
90165	UC Lab	316.45	1 Transactions			
74928	Waypa/Lisa A					
163	01-481-461-6030-6331	2.01	Mileage - August 2024	September 2024	Mileage Reimbursement	N

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Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
164	01-481-461-6034-6331	4.69	Mileage - August 2024	September 2024	Mileage Reimbursement	N
74928	Waypa/Lisa A	6.70	2 Transactions			
4100	Wencl/Dianne Marie					
165	01-481-460-6009-6331	48.91	Mileage - August 2024	September 2024	Mileage Reimbursement	N
4100	Wencl/Dianne Marie	48.91	1 Transactions			
481	DEPT Total:	19,392.01	Public Health Nursing	39 Vendors	52 Transactions	
502	DEPT		Steele Co Community Ctr			
9985	Charter Communications					
10	01-502-000-0000-6301	124.98	Community Ctr Internet-Sept	237028501090124	Equip/Software Maint	N
9985	Charter Communications	124.98	1 Transactions			
85167	Stewart Sanitation					
48	01-502-000-0000-6300	36.50	Trash/recycling - Comm Ctr	872009	Bldg Repairs & Maintenance	N
85167	Stewart Sanitation	36.50	1 Transactions			
502	DEPT Total:	161.48	Steele Co Community Ctr	2 Vendors	2 Transactions	
521	DEPT		Park And Recreation			
8251	BRN Lawn & Landscape LLC					
99	01-521-000-0000-6304	160.00	Canoe landing mowings-Aug	3167	Lawn Mowing Contract	Y
98	01-521-000-0000-6304	475.00	Beaver Lake mowings-Aug	3168	Lawn Mowing Contract	Y
8251	BRN Lawn & Landscape LLC	635.00	2 Transactions			
72500	Rent N Save Portable					
174	01-521-000-0000-6823	220.00	Beaver Lake portapotty-Aug	79638	Beaver Lake	N
72500	Rent N Save Portable	220.00	1 Transactions			
83500	Steele County Highway Dept					
112	01-521-000-0000-6540	249.92	Fuel	2368	Gas & Oil	N
83500	Steele County Highway Dept	249.92	1 Transactions			
87305	Thompson Sanitation					
114	01-521-000-0000-6823	190.27	Beaver Lake dumpster	72725	Beaver Lake	N
87305	Thompson Sanitation	190.27	1 Transactions			

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Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formula Description	1099
No. Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name
521 DEPT Total:		1,295.19	Park And Recreation	4 Vendors	5 Transactions
550 DEPT			Four Seasons		
1960 Amerigas - Owatonna Mn					
169 01-550-000-0000-6258		406.85	Propane for zamboni	806050280	LP Gas N
1960 Amerigas - Owatonna Mn		406.85		1 Transactions	
6980 Block Plumbing & Heating Inc					
170 01-550-000-0000-6410		394.00	Unclog sewer line	68984	Operating Supplies - Contracts N
6980 Block Plumbing & Heating Inc		394.00		1 Transactions	
33550 Hillyard -Hutchinson					
100 01-550-000-0000-6410		202.00	Sharps containers/can liners	605583320	Operating Supplies - Contracts N
101 01-550-000-0000-6410		9.55	Keys for sharps containers	605586616	Operating Supplies - Contracts N
33550 Hillyard -Hutchinson		211.55		2 Transactions	
7860 Metropolitan Mechanical Contractors Inc					
103 01-550-000-0000-6410		1,160.60	Repairs to locker room furnace	10008229	Operating Supplies - Contracts N
7860 Metropolitan Mechanical Contractors Inc		1,160.60		1 Transactions	
9922 Owatonna Ace Hardware					
106 01-550-000-0000-6410		34.96	Solvent & caulk	1131/5	Operating Supplies - Contracts N
107 01-550-000-0000-6410		47.98	Fasteners	1204/5	Operating Supplies - Contracts N
105 01-550-000-0000-6410		39.54	Cable ties & fasteners	1208/5	Operating Supplies - Contracts N
9922 Owatonna Ace Hardware		122.48		3 Transactions	
71075 R & R Specialties Of Wisconsin Inc					
108 01-550-000-0000-6314		345.45	Edger blades	82967	Zamboni Repairs N
71075 R & R Specialties Of Wisconsin Inc		345.45		1 Transactions	
8242 SCR					
175 01-550-000-0000-6410		274.50	Repairs to west tower	W39138	Operating Supplies - Contracts N
8242 SCR		274.50		1 Transactions	
85167 Stewart Sanitation					
176 01-550-000-0000-6254		134.47	Monthly garbage	871319	Garbage Disposal N
85167 Stewart Sanitation		134.47		1 Transactions	

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1 General Revenue Fund

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<u>Vendor Name</u>		<u>Rpt</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Description</u>	<u>1099</u>
<u>No.</u>	<u>Account/Formula</u>	<u>Accr</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>	
550	DEPT Total:		3,049.90	Four Seasons	8 Vendors	11 Transactions
602	DEPT			Co-Op Extension		
14420	Culligan Inc					
166	01-602-000-0000-6410		87.97	Cooler rent & water-Sept 24	15396671-08312C	Office Supplies N
14420	Culligan Inc		87.97	1 Transactions		
51300	Metro Sales Inc					
178	01-602-000-0000-6321		409.69	Contract copy machine - fair	INV2596484	Maintenance Agreements N
177	01-602-000-0000-6410		215.00	Freight delivery charge - fair	INV2596484	Office Supplies N
179	01-602-000-0000-6410		215.00	Freight pick up charge - fair	INV2603617	Office Supplies N
180	01-602-000-0000-6410		275.87	Contract usage charge - fair	INV2603617	Office Supplies N
51300	Metro Sales Inc		1,115.56	4 Transactions		
602	DEPT Total:		1,203.53	Co-Op Extension	2 Vendors	5 Transactions
1	Fund Total:		110,241.62	General Revenue Fund		149 Transactions

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21 County Ditch Fund

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Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
631	DEPT		Judicial Ditch 1			
	7973 Houston Engineering Inc					
168	21-631-000-0000-6273	133.20	Drainage DB annual maint fee	72700	Attorney Fees	Y
	7973 Houston Engineering Inc	133.20	1 Transactions			
631	DEPT Total:	133.20	Judicial Ditch 1	1 Vendors	1 Transactions	
633	DEPT		Judicial Ditch 10			
	7973 Houston Engineering Inc					
168	21-633-000-0000-6273	133.20	Drainage DB annual maint fee	72700	Attorney Fees	Y
	7973 Houston Engineering Inc	133.20	1 Transactions			
633	DEPT Total:	133.20	Judicial Ditch 10	1 Vendors	1 Transactions	
634	DEPT		Judicial Ditch 5			
	7973 Houston Engineering Inc					
168	21-634-000-0000-6273	133.20	Drainage DB annual maint fee	72700	Attorney Fees	Y
	7973 Houston Engineering Inc	133.20	1 Transactions			
634	DEPT Total:	133.20	Judicial Ditch 5	1 Vendors	1 Transactions	
635	DEPT		Judicial Ditch 6 & Imp			
	5564 Behrends/Mark					
67	21-635-000-0000-6266	1,855.00	JD6 - 26.5 hrs @ \$70/hr	09/01/2024	Viewers	Y
68	21-635-000-0000-6266	68.34	JD6 - 102 miles @ .67	09/01/2024	Viewers	Y
	5564 Behrends/Mark	1,923.34	2 Transactions			
	10008 Dahl/Wesley					
69	21-635-000-0000-6266	120.00	JD6 - 2 hrs @ \$60/hr	09/03/2024	Viewers	Y
	10008 Dahl/Wesley	120.00	1 Transactions			
	7973 Houston Engineering Inc					
168	21-635-000-0000-6273	133.20	Drainage DB annual maint fee	72700	Attorney Fees	Y
	7973 Houston Engineering Inc	133.20	1 Transactions			
	73300 Rinke-Noonan Attorney at Law					
70	21-635-000-0000-6273	1,741.50	JD6 - Professional services	375786	Attorney Fees	Y

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Vendor Name		Rpt	Warrant Description		Invoice #	Account/Formula Description		1099
No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name		
73300	Rinke-Noonan Attorney at Law		1,741.50	1 Transactions				
635	DEPT Total:		3,918.04	Judicial Ditch 6 & Imp	4 Vendors	5 Transactions		
636	DEPT			Judicial Ditch 7				
7973	Houston Engineering Inc							
168	21-636-000-0000-6273		133.20	Drainage DB annual maint fee	72700	Attorney Fees		Y
7973	Houston Engineering Inc		133.20	1 Transactions				
636	DEPT Total:		133.20	Judicial Ditch 7	1 Vendors	1 Transactions		
637	DEPT			JD 11 (Ripley Ditch)				
7973	Houston Engineering Inc							
168	21-637-000-0000-6273		133.20	Drainage DB annual maint fee	72700	Attorney Fees		Y
7973	Houston Engineering Inc		133.20	1 Transactions				
637	DEPT Total:		133.20	JD 11 (Ripley Ditch)	1 Vendors	1 Transactions		
638	DEPT			Judicial Ditch 12				
7973	Houston Engineering Inc							
168	21-638-000-0000-6273		133.20	Drainage DB annual maint fee	72700	Attorney Fees		Y
7973	Houston Engineering Inc		133.20	1 Transactions				
638	DEPT Total:		133.20	Judicial Ditch 12	1 Vendors	1 Transactions		
639	DEPT			Judicial Ditch 23				
7973	Houston Engineering Inc							
168	21-639-000-0000-6273		133.20	Drainage DB annual maint fee	72700	Attorney Fees		Y
7973	Houston Engineering Inc		133.20	1 Transactions				
639	DEPT Total:		133.20	Judicial Ditch 23	1 Vendors	1 Transactions		
640	DEPT			Judicial Ditch 24				
7973	Houston Engineering Inc							
168	21-640-000-0000-6273		133.20	Drainage DB annual maint fee	72700	Attorney Fees		Y
7973	Houston Engineering Inc		133.20	1 Transactions				

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	<u>No. Account/Formula</u>	<u>Accr</u>	<u>Amount</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>
640	DEPT Total:		133.20	Judicial Ditch 24	1 Vendors	1 Transactions
641	DEPT			County Ditch 1 - Orig		
	7973 Houston Engineering Inc					
168	21-641-000-0000-6273		133.20	Drainage DB annual maint fee	72700	Attorney Fees Y
	7973 Houston Engineering Inc		133.20	1 Transactions		
641	DEPT Total:		133.20	County Ditch 1 - Orig	1 Vendors	1 Transactions
642	DEPT			County Ditch 1 - Church Branch		
	7973 Houston Engineering Inc					
168	21-642-000-0000-6273		133.20	Drainage DB annual maint fee	72700	Attorney Fees Y
	7973 Houston Engineering Inc		133.20	1 Transactions		
642	DEPT Total:		133.20	County Ditch 1 - Church Branch	1 Vendors	1 Transactions
643	DEPT			County Ditch 2		
	7973 Houston Engineering Inc					
168	21-643-000-0000-6273		133.20	Drainage DB annual maint fee	72700	Attorney Fees Y
	7973 Houston Engineering Inc		133.20	1 Transactions		
643	DEPT Total:		133.20	County Ditch 2	1 Vendors	1 Transactions
644	DEPT			County Ditch 4		
	7973 Houston Engineering Inc					
168	21-644-000-0000-6273		133.20	Drainage DB annual maint fee	72700	Attorney Fees Y
	7973 Houston Engineering Inc		133.20	1 Transactions		
644	DEPT Total:		133.20	County Ditch 4	1 Vendors	1 Transactions
645	DEPT			County Ditch 5		
	7973 Houston Engineering Inc					
168	21-645-000-0000-6273		133.20	Drainage DB annual maint fee	72700	Attorney Fees Y
	7973 Houston Engineering Inc		133.20	1 Transactions		
645	DEPT Total:		133.20	County Ditch 5	1 Vendors	1 Transactions

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Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
646	DEPT		County Ditch 19			
	7973 Houston Engineering Inc					
168	21-646-000-0000-6273	133.20	Drainage DB annual maint fee	72700	Attorney Fees	Y
	7973 Houston Engineering Inc	133.20	1 Transactions			
646	DEPT Total:	133.20	County Ditch 19	1 Vendors	1 Transactions	
647	DEPT		County Ditch 20			
	7973 Houston Engineering Inc					
168	21-647-000-0000-6273	133.20	Drainage DB annual maint fee	72700	Attorney Fees	Y
	7973 Houston Engineering Inc	133.20	1 Transactions			
647	DEPT Total:	133.20	County Ditch 20	1 Vendors	1 Transactions	
648	DEPT		County Ditch 21			
	7973 Houston Engineering Inc					
168	21-648-000-0000-6273	133.20	Drainage DB annual maint fee	72700	Attorney Fees	Y
	7973 Houston Engineering Inc	133.20	1 Transactions			
	77449 Schultz Excavating					
71	21-648-000-0000-6305	10,601.00	CD31 MR32 Bratsh/Voss	3143	Construction And Repairs	Y
	77449 Schultz Excavating	10,601.00	1 Transactions			
648	DEPT Total:	10,734.20	County Ditch 21	2 Vendors	2 Transactions	
649	DEPT		County Ditch 22			
	7973 Houston Engineering Inc					
168	21-649-000-0000-6273	133.20	Drainage DB annual maint fee	72700	Attorney Fees	Y
	7973 Houston Engineering Inc	133.20	1 Transactions			
649	DEPT Total:	133.20	County Ditch 22	1 Vendors	1 Transactions	
650	DEPT		County Ditch 23			
	7973 Houston Engineering Inc					
168	21-650-000-0000-6273	133.20	Drainage DB annual maint fee	72700	Attorney Fees	Y
	7973 Houston Engineering Inc	133.20	1 Transactions			

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<u>Vendor Name</u>		<u>Rpt</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Description</u>	<u>1099</u>
<u>No.</u>	<u>Account/Formula</u>	<u>Accr</u>	<u>Amount</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>
650	DEPT Total:		133.20	County Ditch 23	1 Vendors	1 Transactions
651	DEPT			County Ditch 24		
7973	Houston Engineering Inc					
168	21-651-000-0000-6273		133.20	Drainage DB annual maint fee	72700	Attorney Fees Y
7973	Houston Engineering Inc		133.20	1 Transactions		
651	DEPT Total:		133.20	County Ditch 24	1 Vendors	1 Transactions
652	DEPT			County Ditch 25		
7973	Houston Engineering Inc					
168	21-652-000-0000-6273		133.60	Drainage DB annual maint fee	72700	Attorney Fees Y
7973	Houston Engineering Inc		133.60	1 Transactions		
652	DEPT Total:		133.60	County Ditch 25	1 Vendors	1 Transactions
653	DEPT			County Ditch 27		
7973	Houston Engineering Inc					
168	21-653-000-0000-6273		133.60	Drainage DB annual maint fee	72700	Attorney Fees Y
7973	Houston Engineering Inc		133.60	1 Transactions		
653	DEPT Total:		133.60	County Ditch 27	1 Vendors	1 Transactions
654	DEPT			Public Tile Ditch 7		
7973	Houston Engineering Inc					
168	21-654-000-0000-6273		133.60	Drainage DB annual maint fee	72700	Attorney Fees Y
7973	Houston Engineering Inc		133.60	1 Transactions		
654	DEPT Total:		133.60	Public Tile Ditch 7	1 Vendors	1 Transactions
655	DEPT			Public Tile Ditch 8		
7973	Houston Engineering Inc					
168	21-655-000-0000-6273		133.60	Drainage DB annual maint fee	72700	Attorney Fees Y
7973	Houston Engineering Inc		133.60	1 Transactions		
655	DEPT Total:		133.60	Public Tile Ditch 8	1 Vendors	1 Transactions

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Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
656	DEPT		Public Tile Ditch 9			
	7973 Houston Engineering Inc					
168	21-656-000-0000-6273		Drainage DB annual maint fee	72700	Attorney Fees	Y
	7973 Houston Engineering Inc		1 Transactions			
656	DEPT Total:		Public Tile Ditch 9	1 Vendors	1 Transactions	
657	DEPT		Public Tile Ditch 10			
	7973 Houston Engineering Inc					
168	21-657-000-0000-6273		Drainage DB annual maint fee	72700	Attorney Fees	Y
	7973 Houston Engineering Inc		1 Transactions			
657	DEPT Total:		Public Tile Ditch 10	1 Vendors	1 Transactions	
658	DEPT		Public Tile Ditch 11			
	7973 Houston Engineering Inc					
168	21-658-000-0000-6273		Drainage DB annual maint fee	72700	Attorney Fees	Y
	7973 Houston Engineering Inc		1 Transactions			
658	DEPT Total:		Public Tile Ditch 11	1 Vendors	1 Transactions	
659	DEPT		Public Tile Ditch 17			
	7973 Houston Engineering Inc					
168	21-659-000-0000-6273		Drainage DB annual maint fee	72700	Attorney Fees	Y
	7973 Houston Engineering Inc		1 Transactions			
659	DEPT Total:		Public Tile Ditch 17	1 Vendors	1 Transactions	
660	DEPT		Public Tile Ditch 18			
	7973 Houston Engineering Inc					
168	21-660-000-0000-6273		Drainage DB annual maint fee	72700	Attorney Fees	Y
	7973 Houston Engineering Inc		1 Transactions			
660	DEPT Total:		Public Tile Ditch 18	1 Vendors	1 Transactions	
665	DEPT		JD 2 Redetermination			
	7973 Houston Engineering Inc					

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Vendor Name		Rpt	Warrant Description		Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name	
168	21-665-000-0000-6273		133.60	Drainage DB annual maint fee	72700	Attorney Fees	Y
	7973 Houston Engineering Inc		133.60	1 Transactions			
665	DEPT Total:		133.60	JD 2 Redetermination	1 Vendors	1 Transactions	
21	Fund Total:		18,385.84	County Ditch Fund		35 Transactions	

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38 Capital Outlay Fund

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Vendor Name		Rpt	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
11	DEPT		District Court Admin.			
	3832 I & S Group Inc					
74	38-011-000-0000-6600		Courthouse pkg lot bill-Aug 24	108546	Capital Outlay - District Court	Y
	3832 I & S Group Inc		1 Transactions			
11	DEPT Total:		District Court Admin.	1 Vendors	1 Transactions	
111	DEPT		Buildings & Grounds			
	3832 I & S Group Inc					
73	38-111-040-0000-6600		Admin pkg lot bill - Aug 2024	108547	Capital Outlay - SCAC	Y
	3832 I & S Group Inc		1 Transactions			
	61560 Owatonna Public Utilities					
75	38-111-045-0000-6600		Install gas line - new CCA	862	Capital Outlay - CCA Bldg	N
76	38-111-045-0000-6600		Sales tax	862	Capital Outlay - CCA Bldg	N
	61560 Owatonna Public Utilities		2 Transactions			
111	DEPT Total:		Buildings & Grounds	2 Vendors	3 Transactions	
201	DEPT		Sheriff			
	9783 Alternative Business Furniture					
72	38-201-000-0000-6600		Office furniture-Sheriff addn	70443	Capital Outlay - Sheriff	N
	9783 Alternative Business Furniture		1 Transactions			
201	DEPT Total:		Sheriff	1 Vendors	1 Transactions	
550	DEPT		Four Seasons			
	3810 Asbestrol Inc					
95	38-550-000-0000-6600		Remove tiles from old lobby	10178	Capital Outlay - Four Seasons	N
	3810 Asbestrol Inc		1 Transactions			
	5889 Wold Architects and Engineers					
96	38-550-000-0000-6600		FS upgrades to bathrooms-Aug	95767	Capital Outlay - Four Seasons	Y
	5889 Wold Architects and Engineers		1 Transactions			
550	DEPT Total:		Four Seasons	2 Vendors	2 Transactions	

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Vendor Name		Rpt	Warrant Description		Invoice #	Account/Formula Description
No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name
38	Fund Total:		47,641.43	Capital Outlay Fund		7 Transactions

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53 Landfill Fund

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Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
398	DEPT		Landfill			
8424	Cintas					
77	53-398-000-0000-6304	143.23	Rugs & mats	4201793914	Contract Services	Y
8424	Cintas	143.23		1 Transactions		
14420	Culligan Inc					
78	53-398-000-0000-6304	78.65	Water	4636915	Contract Services	N
79	53-398-000-0000-6304	12.94	Cooler rental	4645796	Contract Services	N
80	53-398-000-0000-6304	37.15	Softener rental	4647468	Contract Services	N
81	53-398-000-0000-6304	39.99	Softener rental	4653764	Contract Services	N
14420	Culligan Inc	168.73		4 Transactions		
38160	J R's Advanced Recyclers Inc					
82	53-398-000-0000-6304	620.00	119 appliances	113857	Contract Services	N
38160	J R's Advanced Recyclers Inc	620.00		1 Transactions		
73956	Road Machinery & Supplies Co					
86	53-398-000-0000-6301	1,125.87	Mirrors	S5816401	Equip Repairs	N
87	53-398-000-0000-6301	734.40	Mirrors	S5885701	Equip Repairs	N
84	53-398-000-0000-6301	1,618.76	Bomag def leak	W4897801	Equip Repairs	N
85	53-398-000-0000-6301	3,904.53	Bomag error codes	W4923701	Equip Repairs	N
83	53-398-000-0000-6301	2,704.50	Repair Bomag hose leak	W4937501	Equip Repairs	N
73956	Road Machinery & Supplies Co	10,088.06		5 Transactions		
77570	Short Elliott Hendrickson Inc					
89	53-398-000-0000-6542	2,877.11	Solid waste planning - August	473570	Testing & Monitoring	N
88	53-398-000-0000-6542	1,344.69	Landfill services - August	473572	Testing & Monitoring	N
90	53-398-000-0000-6542	524.70	Landfill expansion - August	473574	Testing & Monitoring	N
77570	Short Elliott Hendrickson Inc	4,746.50		3 Transactions		
83500	Steele County Highway Dept					
91	53-398-000-0000-6301	4,578.43	Repair roll off & leachate	2377	Equip Repairs	N
92	53-398-000-0000-6388	294.24	Labor costs	2377	Labor costs-Highway	N
83500	Steele County Highway Dept	4,872.67		2 Transactions		
85167	Stewart Sanitation					
93	53-398-000-0000-6544	1,642.68	Waste treatment plant	872049	Leachate Treatment	N
85167	Stewart Sanitation	1,642.68		1 Transactions		

SBENDORF
9/19/24 11:16AM
53 Landfill Fund

Steele County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Page 27

Vendor Name		Rpt	Warrant Description		Invoice #	Account/Formula Description
No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name
398	DEPT Total:		22,281.87	Landfill	7 Vendors	17 Transactions
53	Fund Total:		22,281.87	Landfill Fund		17 Transactions

SBENDORF
9/19/24 11:16AM
70 Tax Collections Fund

Steele County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Page 28

Vendor Name		Rpt	Warrant Description		Invoice #	Account/Formula Description
No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name
0	DEPT			...		
	91 Sheriff Of Steele County					
94	70-000-000-0000-2162		68.02	Notice - Exp Krahmer 173010201	202401125	Unapportioned Rev Sale Forfeited Lan N
	91 Sheriff Of Steele County		68.02	1 Transactions		
0	DEPT Total:		68.02	...	1 Vendors	1 Transactions
70	Fund Total:		68.02	Tax Collections Fund		1 Transactions
	Final Total:		198,618.78	157 Vendors	209 Transactions	

Steele County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Recap by Fund	<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>	
	1	110,241.62	General Revenue Fund	
	21	18,385.84	County Ditch Fund	
	38	47,641.43	Capital Outlay Fund	
	53	22,281.87	Landfill Fund	
	70	68.02	Tax Collections Fund	
	All Funds	198,618.78	Total	Approved by,
				
				

PERSONNEL REPORT
September 24, 2024 at 5:00 pm

ACTION ITEMS

1. Personnel Actions:

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

<i>Name</i>	<i>Position/Dept.</i>	<i>Rating/Step</i>	<i>Date</i>
Emma Johnson	Health Educator/Public Health	C42/1	09/16/2024
Paul Sponholz (Promotion)	County Engineer/Highway	D63/10+	09/25/2024
Bryan Hannah	Appraiser I/Assessor	C41/1	10/07/2024
Ryan Rasmusson	Appraiser III/Assessor	C43/5	10/14/2024

Resignations/Retirements/Terminations/Change in Status:

<i>Name</i>	<i>Position</i>	<i>Department</i>	<i>End Date</i>
-------------	-----------------	-------------------	-----------------

Open Positions-Pending Board Approval:

<i>Position</i>	<i>Department</i>	<i>Notes</i>
Assistant County Engineer	Highway	Backfill Sponholz

STAFFING STATUS (Information Only – No Action Required)

Open Positions - Approved to Fill:

<i>Position</i>	<i>Department</i>	<i>Notes</i>
Registered Nurse (.5 FTE)	Public Health	Offer Pending
IT Security Analyst	IT	Working on Job Description
Correctional Officer (2)	Det. Center/Sheriff's Office	Recruiting/Backgrounding
Technical Clerk I/II	Recorders	Recruiting
Correctional Corporal	Det. Center / Sheriff's Office	Interviewing
Juvenile Probation Officer	Community Corrections	Recruiting

Open Positions – In Committee:

<i>Position</i>	<i>Department</i>	<i>Notes</i>
Lead Custodian	Facilities & Grounds	On Hold



Steele County Agenda Item

Request for Board Action

Subject: Amendment with WSB for Preliminary Engineering Services for East Side Corridor Project

Department: Highway

Committee: Public Works

Committee Meeting Date: September 9, 2024

Work Session Date: N/A

Board Meeting Date: September 24, 2024

Consent Agenda: ☒ Yes ☐ No

Resolution: ☐ Yes ☒ No

Policy Committee Recommendation:

Committee recommends approving - move to consent

Recommendation:

Approve Amendment with WSB for Preliminary Engineering Services for East Side Corridor Project and Authorize the County Engineer to sign the Amendment.

Background *(Including Budget Impact)*:

The 2040 Steele County Transportation Plan identified the East Side Corridor as a needed addition to the Steele County highway system. The county contracted with WSB to complete the necessary state and federal environmental documentation required for the project and WSB began work in January 2022.

The Federal Highway Administration (FHWA) changed direction to the County regarding required steps in the environmental process, including the level of required environmental documentation. That has caused delays and required WSB to rework previously completed work and to complete additional effort outside the scope of the original contract. The original contract amount was \$298,564. The cost for the additional services amounts to \$127,480. The revised not-to-exceed contract total is \$426,044.

The original contract is being funded with \$223,984 from the Coronavirus Response and Relief Supplemental Appropriations Act (CRRSAA) funds and Sales Tax revenues. The additional cost will be funded with Sales Tax revenue reserves.

Attachments:

WSB Amendment Request

Memorandum

To: Paul Sponholz, Steele County

From: Andrew Plowman, WSB

Date: September 3, 2024

Re: East Side Corridor Project
WSB Project No. 019850-000
Contract Amendment No. 1

Pursuant to our discussions, WSB respectfully submits this amendment request for additional design services associated with the following tasks:

- Additional Noise Analysis
- Additional Concept Development and Analysis
- Public Engagement – Website Updates
- Right of Entries
- Additional Meetings and Coordination
- Visual Quality and Mitigation

The original contract total amount is \$298,564. WSB respectfully requests compensation for these additional services in the not-to-exceed amount of \$127,480, resulting in a revised contract total of \$426,044, as summarized below:

If this Proposal is acceptable, please issue the appropriate Amendment incorporating this letter for our review and signature.

We thank you for the opportunity to submit this Proposal and look forward to continuing to with you on this Project. If you have any questions, please let me know.

The following outlines the request for additional fee and details the scope of services for the project:

Additional Noise Analysis

Noise analysis is being completed to evaluate noise impacts for various alternatives, instead of just one build alternative. This includes background data for the various alternatives and running multiple models.

Analyzed 8', 10' and 20' walls and concrete versus wood for estimate and analysis of different options for berms and other mitigation items. The original scope assumed analysis only of the officially-mapped corridor option.

The revised scope also includes the gathering of materials for possible implementation of any justifiable sound walls. This includes background materials, meetings and voting procedures.

The total cost for this task is \$56,000, which is based on 400 hours of time with an average cost per hour of \$140/hr.

Additional Concept Development and Analysis

The FHWA gave a great deal of different direction regarding what type of environmental documentation and/or level of analysis of previously analyzed options from earlier studies. Initially they had proposed completing a hybrid Environmental Assessment, then changed direction requiring the county to complete a Programmatic Categorical Exclusion document and then again change direction requiring the county complete a Non Programmatic Categorical Exclusion Document. While we were able to reuse some of the documentation and analysis, these changes required significant rework of other efforts. Additional concepts also had to be considered and analyzed.

The total cost for this task is \$25,600, which is based on 160 hours of time with an average cost per hour of \$160/hr.

Public Engagement – Website Updates

It was anticipated that there would be 3 open houses and 5 website updates. There has been significantly more updates to website and materials, and this is based upon the review and representation of past concepts that were believed to be eliminated and responding and providing information in an effort to respond to disseminated information that was inaccurate or needed clarification.

The total cost for this task is \$12,000, which is based on 96 hours of time with an average cost per hour of \$125/hr.

Right of Entries

Right of entries were needed for wetland delineation, noise monitoring and archaeological investigation. WSB developed the mailings and tried different methods, including door knocking in an effort to get the right of entries signed.

The total cost for this task is \$4,480, which is based on 28 hours of time with an average cost per hour of \$160/hr.

Additional Meetings and Coordination

The general coordination and additional meetings are beyond the original scope. This includes the additional project management team meetings, neighborhood meeting preparations and coordination with MnDOT and FHWA.

The total cost for this task is \$16,800, which is based on 105 hours of time with an average cost per hour of \$160/hr.

Visual Quality and Mitigation

With the change in the required environmental document, it is anticipated that visual quality and mitigation measures will need to be analyzed with the final configuration. It was not anticipated to

be required in the original scope of work. Each of these options will require some degree of visualization. We included visualization, but we anticipate it will take a larger effort to show the different options and how each option will fit with the existing area.

The total cost for this task is \$12,600, which is based on 72 hours of time with an average cost per hour of \$175/hr.

Sincerely,



Andrew Plowman, P.E.
Sr. Project Manager

ACCEPTANCE:

Signature: _____

Title: _____

Date: _____



Steele County Agenda Item

Request for Board Action

Subject: Resolution for Prioritized Bridge Replacement List

Department: Highway

Committee: Public Works

Committee Meeting Date: September 9, 2024

Work Session Date: NA

Board Meeting Date: September 24, 2024

Consent Agenda: ☒ Yes ☐ No

Resolution: ☒ Yes ☐ No

Policy Committee Recommendation:

Committee recommends approving - move to consent agenda

Recommendation:

Approve Resolution – Prioritized Bridge Replacement List

Background (*Including Budget Impact*):

Each year the MNDOT Office of State Aid requests local agencies provide a prioritized bridge replacement list in the form of a resolution.

The resolution satisfies statutory requirements for requesting Bridge Bonding money as well as for State-Aid to release Township Bridge monies.

In addition, it is used at the Legislature to document statewide funding needs for local bridge replacement.

The county is responsible for administering township bridge projects for the township to use state funding.

Bridge L5573 is the closed historical structure in Clinton Falls. It is anticipated that most of the funding to remove, refurbish, and relocate this structure will be State and Federal dollars.

Bridge 4686 carries CR 180 over the Izaak Walton Creek, directly under the Canadian Pacific railroad bridge. These are in preliminary engineering and are also anticipated to be mostly funded with State and Federal dollars.

Attachments:

Resolution – Prioritized Bridge Replacement List

RESOLUTION - PRIORITIZED BRIDGE REPLACEMENT LIST

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

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

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

Old Bridge Number	Road and Crossing	LPI (1)	Total Project Cost	Township or State Bridge Funds	Federal Funds	Local or State Aid Funds	Proposed Construction Year
74519	CSAH 43 over Ditch	52	\$873,649	\$327,443	\$0	\$546,206	2025
L5798	76th St NE over Rush Creek	55	\$340,000	\$320,000	\$0	\$20,000	2025
74524	14th Ave NE over Medford Cr	48	\$430,000	\$410,000	\$0	\$20,000	2025
74507	34th Ave NE over Rush Creek	50	\$450,000	\$430,000	\$0	\$20,000	2025
L8592	64th Ave NE over Maple Cr	55	\$225,000	\$205,000	\$0	\$20,000	2025
4686	CR 180 over Izaak Walton Cr	48	\$500,000	\$300,000	\$0	\$200,000	2026
6037	Canadian Pacific RR over CR 180 & Izaak Walton Creek	NA	\$6,250,000	\$5,000,000	\$0	\$1,250,000	2026
L5573	50th St NW over Straight River	22	\$670,000	\$670,000	\$0	\$0	2027
92567	CSAH 18 over Crane Creek	50	\$850,000	\$400,000	\$0	\$450,000	2027
95786	18th St SE over Ditch	54	\$275,000	\$255,000	\$0	\$20,000	2027
6743	CSAH 45 over Turtle Creek	53	\$750,000	\$325,000	\$0	\$425,000	2028
74510	CSAH 18 over Straight River	58	\$1,000,000	\$500,000	\$0	\$500,000	2029
92566	CSAH 13 over Rush Creek	59	\$850,000	\$400,000	\$0	\$450,000	2029
1. Local Planning Index (LPI) is a measurement of the bridge's condition on a 1-100 point scale, factoring both the consequence of a service interruption and the probability of service interruption. To be eligible for funding, the bridge must have a LPI of less than 60. LPI does not apply to railroad bridges.							

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

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

STEELE COUNTY
BOARD OF COMMISSIONERS

Jim Abbe, Chair

CERTIFICATION

STATE OF MINNESOTA
COUNTY OF STEELE

I hereby certify that the foregoing Resolution is a true and correct copy of the Resolution presented to and adopted by the Steele County Board at a duly authorized meeting thereof held on the 24th day of September, 2024, as shown by the minutes of said meeting in my possession.

Steele County Administrator



Steele County Agenda Item

Request for Board Action

**Subject: Approve Amendment No. 1 to Thompson Sanitation, Inc. Waste Delivery Contract
2024/2025**

Department: Landfill

Committee: Public Works

Committee Meeting Date: September 9, 2024

Work Session Date: N/A

Board Meeting Date: September 24, 2024

Consent Agenda: ☒ Yes ☐ No

Resolution: ☐ Yes ☒ No

Policy Committee Recommendation:

Committee recommends approving - Move to Consent agenda

Recommendation:

Approve Amendment No. 1 to Thompson Sanitation, Inc's waste Contract 2024/2025 and authorize the Chair and Administrator to sign the amendment.

Background (*Including Budget Impact*):

Thompson Sanitation, Inc. has requested an amendment to their waste contract to allow an increase from 1,000 tons to 1,300 tons per year. This increase is mainly driven by new customers they have taken on as a result of the county-wide recycling contract they were awarded late last year.

Attachments:

Amendment No.1

Steele County Waste Delivery Contract 2024/2025

Amendment No. 1

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

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

Except as otherwise provided in this Contract, Hauler agrees to deliver any and all Acceptable Waste that it collects in the Service Area to the Facility. The Hauler shall provide the County with documentation of the quantity of Acceptable Waste collected in Steele County at the beginning of Contract and as subsequently requested by the County. Based upon Hauler projections, the Hauler intends to collect from the Service Area an annual tonnage of Acceptable Waste of One Thousand Three Hundred (1,300) tons.

In witness whereof, the Parties have caused this Amendment No. 1 to be executed as of the latest date below.

**STEELE COUNTY
BOARD OF COMMISSIONERS**

THOMPSON SANITATION, INC.

Jame R. Abbe, Chair

Date

Renae Fry, Administrator

Date

Date



Steele County Agenda Item

Subject: 2025 Preliminary Budget and Tax Levy

Department: Finance

Committee Meeting Date: September 24, 2024

Board Meeting Date: September 24, 2024

Consent Agenda: ☐ Yes ☒ No

Resolution: ☒ Yes ☐ No

Policy Committee Recommendation:

Recommendation:

Adopt the resolution to set the 2025 preliminary tax levy.

Background (*Including Budget Impact*):

The proposed 2025 preliminary property tax levy is \$31,503,710, equating a 7.2% increase over 2024. This is the maximum amount allowed when the final levy is approved in December 2024.

The 2025 proposed preliminary budget and tax levy includes the annual increases relating to wage and tax adjustments along with a 23.75% health insurance premium increase. The budget also includes major capital projects being completed in 2025.

Per the Steele County Board Budget Retreat on September 18, 2024, attached are four property tax levy options, with resolutions for all options being presented. More discussions will be had in the subsequent months to ensure that the levy is set to the most appropriate level when it is finalized in December. However, that amount cannot exceed the proposed preliminary levy that we are requesting being approved tonight.

Attachments:

2025 Preliminary Executive Budget Summary

2025 Preliminary Property Tax Levy Options

2025 Preliminary Budget and Tax Levy Resolutions

Steele County
Comparative Summary of Actual & Budget Revenues

Revenues	2024 Budget	2025 Prelim Budget	\$ Increase (Decrease)	% Increase (Decrease)
Current Property Taxes	\$ 29,394,452	\$ 31,503,710	\$ 2,109,258	7.2%
Intergovernmental	14,918,098	18,122,959	3,204,861	21.5%
Charges for Services	7,454,868	6,645,039	(809,829)	(10.9%)
Other Taxes & Assessments	5,281,500	5,265,500	(16,000)	(0.3%)
Investment Income	315,000	330,000	15,000	4.8%
License, Fines & Contributions	307,500	298,000	(9,500)	(3.1%)
Miscellaneous/Other Financing Sources	9,413,110	4,646,224	(4,766,886)	(50.6%)
Total Revenues	\$ 67,084,528	\$ 66,811,432	\$ (273,096)	(0.4%)
<i>Personnel Services</i>				
Wages and Overtime	\$ 17,792,076	\$ 18,473,775	\$ 681,699	3.8%
Health, Life and Disability Insurance	3,434,807	4,100,939	666,132	19.4%
PERA Contributions	1,564,527	1,646,674	82,147	5.3%
FICA / Medicare Tax	1,178,426	1,286,063	107,637	9.1%
Other Payroll Related Expenses	492,232	432,816	(59,416)	(12.1%)
Total Personnel Services	24,462,068	25,940,267	1,478,199	6.0%
Services & Charges	13,025,920	13,262,411	236,491	1.8%
Supplies & Materials	16,794,186	16,759,944	(34,242)	(0.2%)
Capital Expenditures	9,802,600	8,251,202	(1,551,398)	(15.8%)
Debt Service	1,911,130	1,138,515	(772,615)	(40.4%)
Other Expenditures	1,088,624	1,459,093	370,469	34.0%
Total Expenditures	67,084,528	66,811,432	(273,096)	(0.4%)
Net Expenditures (Over) Under Revenues	\$ -	\$ -	\$ -	

Steele County

2025 Preliminary Tax Levy Options

Description	Option 1	Option 2	Option 3	Option 4
Proposed Property Tax Levy	\$ 31,503,710	\$ 31,503,710	\$ 31,503,710	\$ 31,503,710
Hold MNPrairie to 2024 Contribution	-	(111,687)	-	(111,687)
Utilize MNPrairie Equity Payment for Capital Projects	-	-	(1,200,000)	(1,200,000)
Total Change in Proposed Tax Levy	-	(111,687)	(1,200,000)	(1,311,687)
Proposed 2025 Tax Levy After Changes	31,503,710	31,392,023	30,303,710	30,192,023
2024 Property Tax Levy	29,394,452	29,394,452	29,394,452	29,394,452
Increase in Tax Levy from Prior Year 2024	\$ 2,109,258	\$ 1,997,571	\$ 909,258	\$ 797,571
Preliminary Tax Levy Increase	7.2%	6.8%	3.1%	2.7%
Change from Option 1		(0.4%)	(4.1%)	(4.5%)

Resolution

BE IT RESOLVED, that the preliminary net tax levy for 202p be set at \$0Mꞛрлоꞛтмл and the preliminary total budget be set at \$ccꞛуммꞛпон.

Upon the vote being taken, ____ Commissioners voted aye, ____ Commissioners voted nay, and ____ Commissioners were absent and not voting.

September 2пꞛ нлнп

CHAIRMAN

ATTEST: _____
ADMINISTRATOR

CERTIFICATION

I hereby certify that the above is a true and correct copy of a Resolution duly passed, adopted and approved by the County Board of said County on the 24th day of September, 2024.

Steele County Administator

Resolution

BE IT RESOLVED, that the preliminary net tax levy for 202p be set at \$31,392,023 and the preliminary total budget be set at \$66,699,745.

Upon the vote being taken, ____ Commissioners voted aye, ____ Commissioners voted nay, and ____ Commissioners were absent and not voting.

September 2пї НЛНП

CHAIRMAN

ATTEST: _____
ADMINISTRATOR

CERTIFICATION

I hereby certify that the above is a true and correct copy of a Resolution duly passed, adopted and approved by the County Board of said County on the 24th day of September, 2024.

Steele County Administator

Resolution

BE IT RESOLVED, that the preliminary net tax levy for 202p be set at \$30,303,710 and the preliminary total budget be set at \$66,811,432.

Upon the vote being taken, ____ Commissioners voted aye, ____ Commissioners voted nay, and ____ Commissioners were absent and not voting.

September 2пї НЛНП

CHAIRMAN

ATTEST: _____
ADMINISTRATOR

CERTIFICATION

I hereby certify that the above is a true and correct copy of a Resolution duly passed, adopted and approved by the County Board of said County on the 24th day of September, 2024.

Steele County Administator

Resolution

BE IT RESOLVED, that the preliminary net tax levy for 202p be set at \$30,192,023 and the preliminary total budget be set at \$66,699,745.

Upon the vote being taken, ____ Commissioners voted aye, ____ Commissioners voted nay, and ____ Commissioners were absent and not voting.

September 2пї НЛНП

CHAIRMAN

ATTEST: _____
ADMINISTRATOR

CERTIFICATION

I hereby certify that the above is a true and correct copy of a Resolution duly passed, adopted and approved by the County Board of said County on the 24th day of September, 2024.

Steele County Administator



Steele County Agenda Item

Informational

Subject: Conduct Public Hearing for the 2025-2029 Highway Capital Improvement Plan

Department: Highway

Committee: Public Works

Committee Meeting Date: September 9, 2024

Work Session Date: NA

Board Meeting Date: September 24, 2024

Purpose:

To conduct a Public Hearing on the 2025-2029 Highway Capital Improvement Plan (CIP) to gather public input.

Background:

A Public Hearing is scheduled at 5:15 pm on September 24, 2024 to gather public input on the 2025 – 2029 Highway Capital Improvement Plan.

A Public Notice for the hearing was published two weeks in a row in the Owatonna People's Press on September 10th & 17th. A media release was also sent out September 18th. In addition, each of the Cities and Townships within the County was notified that the Highway CIP is available.

The proposed 2025-2029 Highway CIP is on the County website at:

https://www.steelcountymn.gov/highway/capital_improvement_plan_long_range_plans.php.

Board members have previously received a hard copy of the document.

Highway department staff will do a short presentation on the proposed plan and then the Board will receive public comment.

Financial Impacts:

Main sources of funding for construction on an annual basis are: State-Aid of approximately \$4.0 million, Sales Tax revenue of approximately \$3.5 million, Wheelage Tax of approximately \$730,000. Maintenance overlays are programmed at \$1.3 million annually and funded as a combination of CSAH Maintenance and sales tax, depending on the highway segments.

Attachments:

2025 – 2029 Highway Capital Improvement Plan



1

Planning Objectives

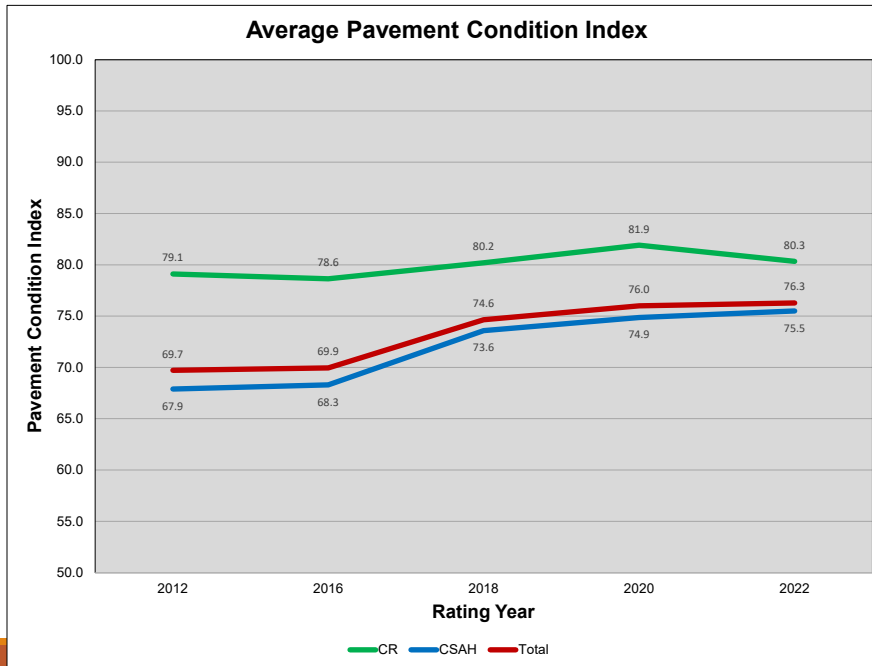
1. Safety
2. Preservation and Maintenance
3. Rehabilitation
4. Operational/Capacity Improvements

2

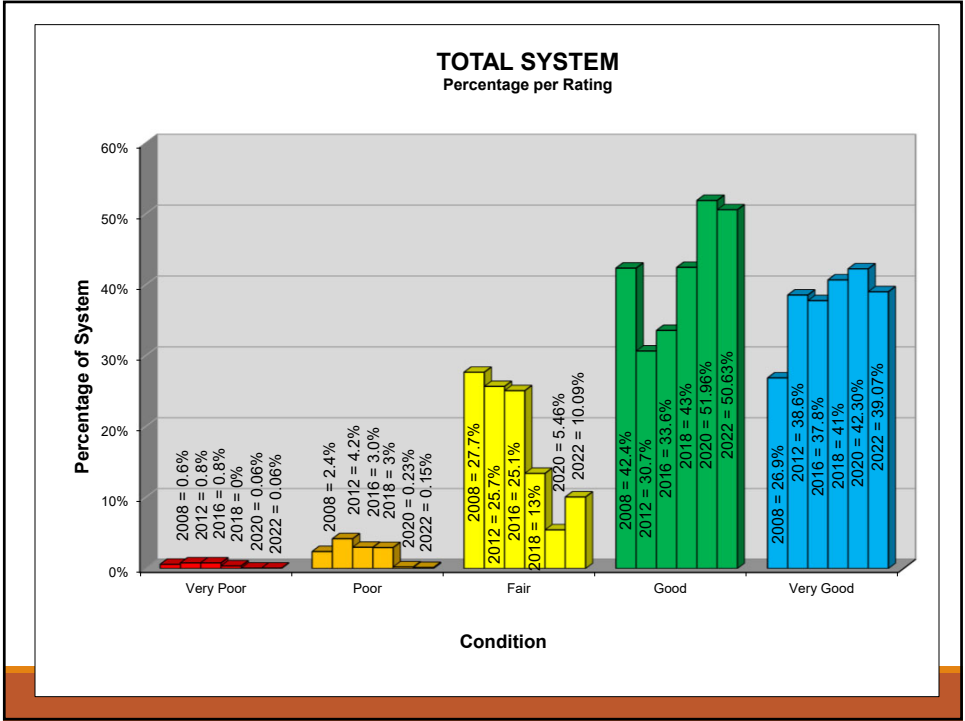
Priority Factors

Crash History and Safety
Preservation of Existing Infrastructure
Funding Availability
Traffic Volumes
Highway Functional Classification
Cost Participation by Others (State, Cities, Neighboring Counties)
Project Grouping to Minimize Mobilization Costs
Municipal Input
Public Input
Economic Opportunity
Pavement Conditions Index Ratings
Bridge Condition Ratings

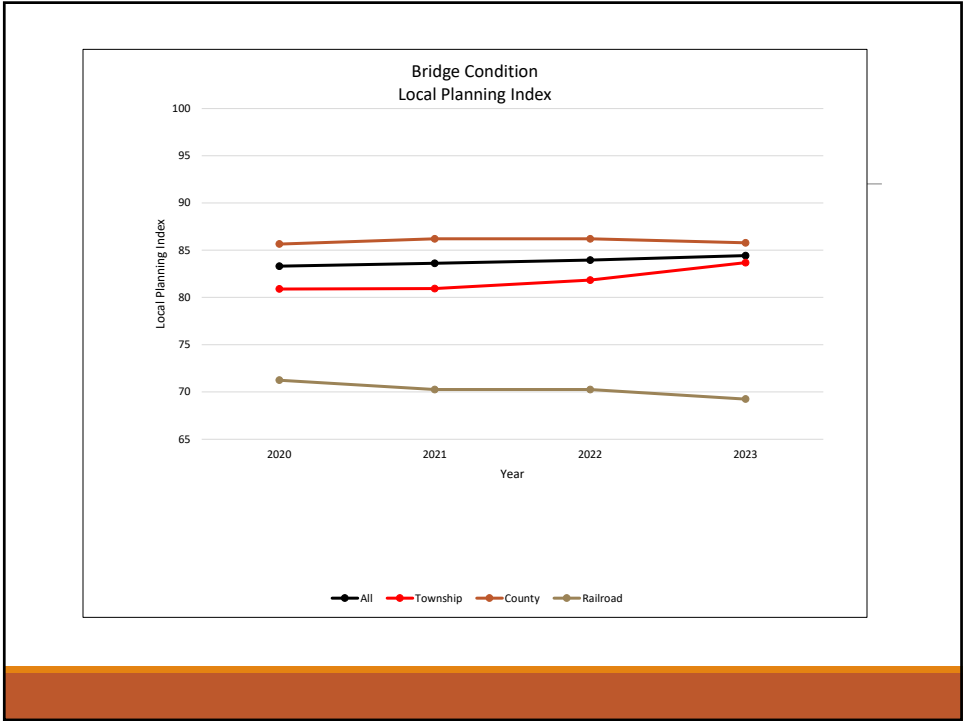
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4



5



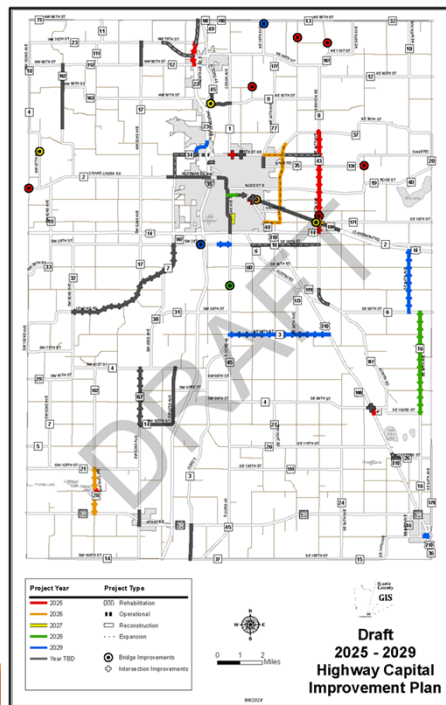
6

Source	Approximate Funding
State Aid (Regular Construction)	\$4,000,000
State Aid (Municipal Construction)	350,000
Sales Tax	3,500,000*
State Aid Maintenance	900,000
Wheelage Tax	730,000
Federal and Other Grants	Varies
State Bridge Funds	Varies
Township Bridge	Varies
Total	\$9,480,000+

* REQUIRES PUBLIC HEARING TO AMEND USE

Annual Funding

7



2025-2029 Highway Capital Improvement Plan

8



2025 Reconstruction Projects

- **CSAH 28 / Beaver Lake Park**

9



2025 Pavement Rehab Projects

- **CSAH 12 & 23 (NW 66th St to NW 76th St)**
- **CSAH 43 (US 14 to CSAH 8)**
- **CSAH 47 (Bixby Lane)**

10



2025 Maintenance Overlay Project

CSAH 45
(CSAH 45 TO RICE CO LINE)

11



2024 Operational/Safety Improvement Projects

Rural Intersection Lighting

CSAH 34 @ Landmark Drive Median modifications

12



Drainage Rehab Projects

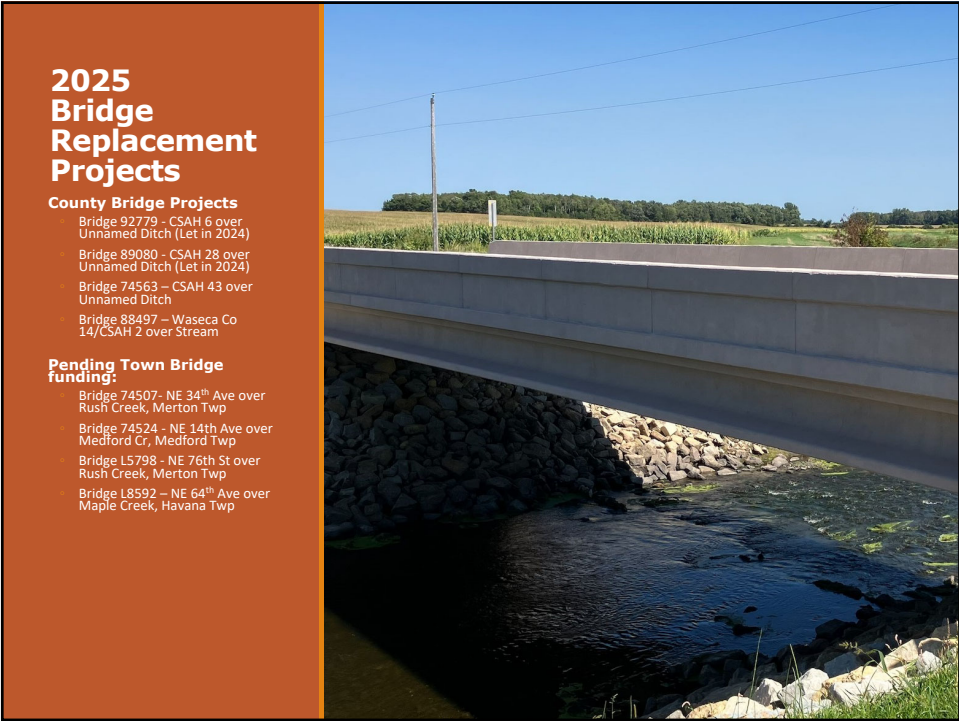
2025

- None

2026

- **CSAH 16 (CSAH 4 to CSAH 6)**
- **CSAH 16 (CSAH 6 to US 14)**

13



2025 Bridge Replacement Projects

County Bridge Projects

- Bridge 92779 - CSAH 6 over Unnamed Ditch (Let in 2024)
- Bridge 89080 - CSAH 28 over Unnamed Ditch (Let in 2024)
- Bridge 74563 - CSAH 43 over Unnamed Ditch
- Bridge 88487 - Waseca Co 14/CSAH 2 over Stream

Pending Town Bridge funding:

- Bridge 74507- NE 34th Ave over Rush Creek, Merton Twp
- Bridge 74524 - NE 14th Ave over Medford Cr, Medford Twp
- Bridge L5798 - NE 76th St over Rush Creek, Merton Twp
- Bridge L8592 - NE 64th Ave over Maple Creek, Havana Twp

14

2025 CIP Budget

Construction	\$15,518,000
Design & Preliminary Engineering	\$2,699,000
Right of Way Acquisition	\$2,075,000
Utility	\$310,000
Total	\$20,602,000

15



2026 and Beyond

- East Side Corridor
- CSAH 48 (Main St) Reconstruction
- CSAH 2/CSAH 43/CR 171/CR 180 Intersection Improvements
- CR 180 Bridges at Izaak Walton Cr & Railroad

16

Future considerations

North & West Beltlines (CSAH's 34 & 7)

CSAH 23 Re-alignment around Hospital

CSAH 34 at I-35 Intersections

Reconstruction of CSAH 2/45 Hoffman/Oak/Cedar Corridors



17

Questions/Comments

- Fill out comment form
- Send comments to: Hwy@SteeleCountyMN.gov



18



Steele County Highway Department

2025-2029 Highway Capital Improvement Plan



DRAFT SEPTEMBER 24, 2024

DRAFT

Table of Contents

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On the cover:

Bridge No. 74562, CR 162 over Crane Creek, was constructed in 2024 to replace a deteriorating and load posted timber slab span bridge.

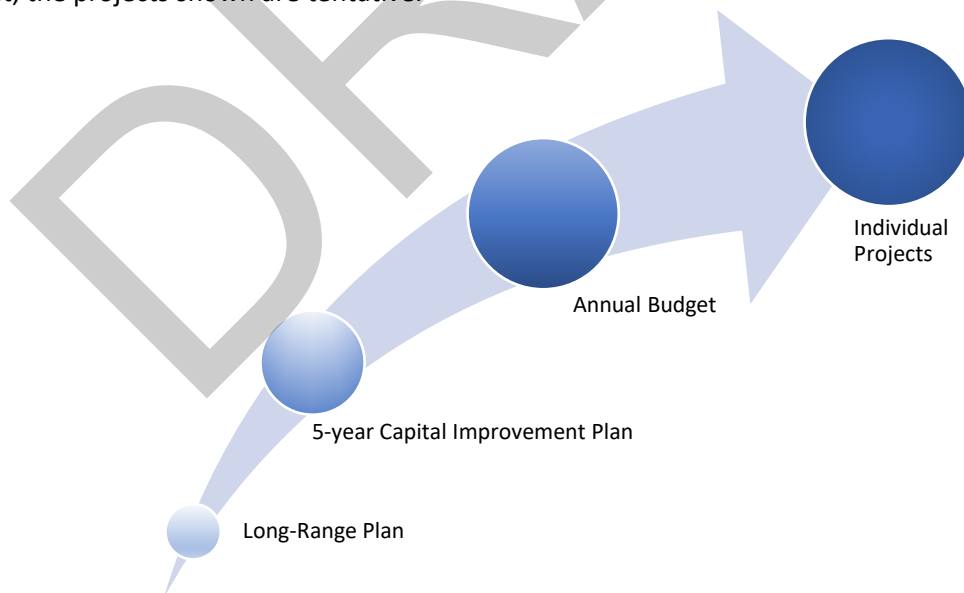
Executive Summary

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

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

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

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



Highway Project Implementation Process

Planning Objectives and Project Selection

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

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

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

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

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

- Steele County Transportation Plan 2020 – 2040
- Steele County Transportation Plan 2005 – 2025
- Steele County: County Roadway Safety Plan, August 2012
- CSAH 48 -Main Street (Oak Avenue to Chambers Avenue) Feasibility Report, April 2023
- CSAH 34 Traffic & Infrastructure Improvement Needs Study, April 2015
- Owatonna Beltline Corridor Study, December 2011
- Steele County: Road Safety Audit, August 2006
- Americans with Disabilities Act Transition Plan, 2020
- Traffic Signal System Study, May 2020
- CR 180 under Canadian Pacific Railroad Bridge Feasibility Study, August 2022

Highway Project Life Cycle

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

Planning

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

Preliminary Engineering

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

Design Engineering

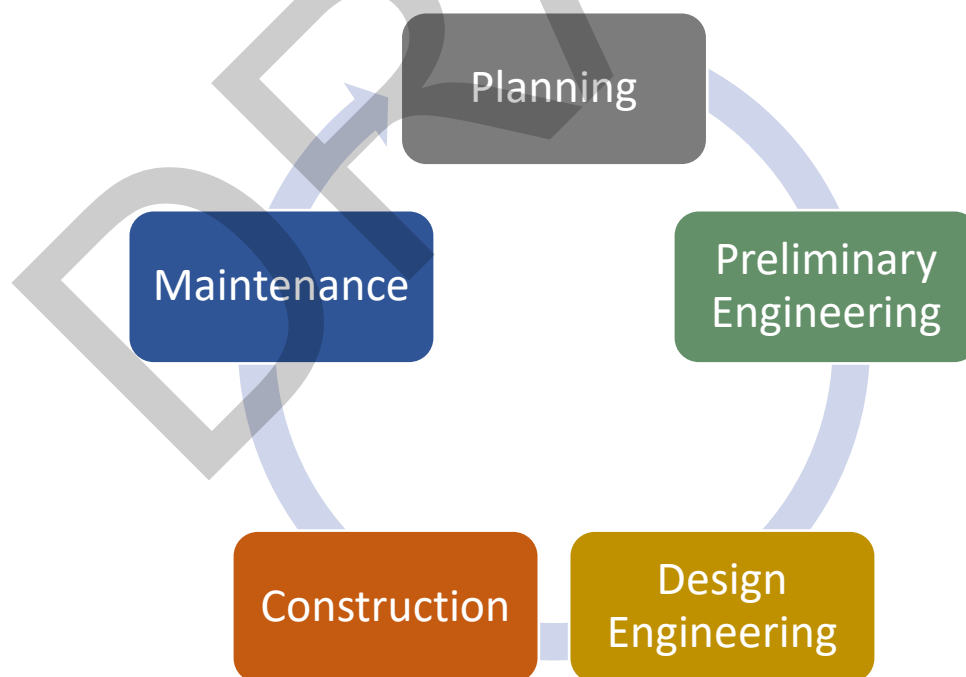
Translates a preliminary engineering report into final contract plans, specifications and cost estimates for land acquisition and construction.

Construction

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

Maintenance

After construction, maintenance is work necessary to preserve or extend the highway or bridge throughout its useful life and keep it in safe operation for the public to use. Maintenance includes work such as snow plowing, vegetation management, refresh pavement markings, patching, crack sealing cracks, or chip seal.



Highway Project Life Cycle

Project Type

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

Maintenance

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

Resurfacing

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

Rehabilitation

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

Reconstruction

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

Operational/Safety

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

Expansion

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

Bridge Rehabilitation

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

Bridge Replacement

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

Funding Sources

There are several sources of funding for highway improvement projects. Some of these sources require a local cost share but bring significant funds into the improvement program. The sources include, but are not limited to:

Tax levy

County funds generated by property taxes.

County State Aid Highway – Regular and Maintenance

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

County State Aid Highway - Municipal

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

Bridge Bonding & Township Bridge

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

Wheelage Tax Revenue

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

State Park Road Account

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

Sales Tax Revenue

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

Highway Safety Improvement Program

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

Federal Funds

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

Acronyms and Definitions

Average Daily Traffic (ADT)

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

County Road (CR)

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

County State Aid Highway (CSAH)

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

Functional Classification

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

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

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

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

Legal Load Limit

The axle weight limit a road is designed for.

Local Planning Index (LPI)

Measurement of the bridge's condition on a 1-100 point scale, factoring both the consequence of a service interruption and the probability of service interruption.

Minnesota Department of Transportation (MnDOT)

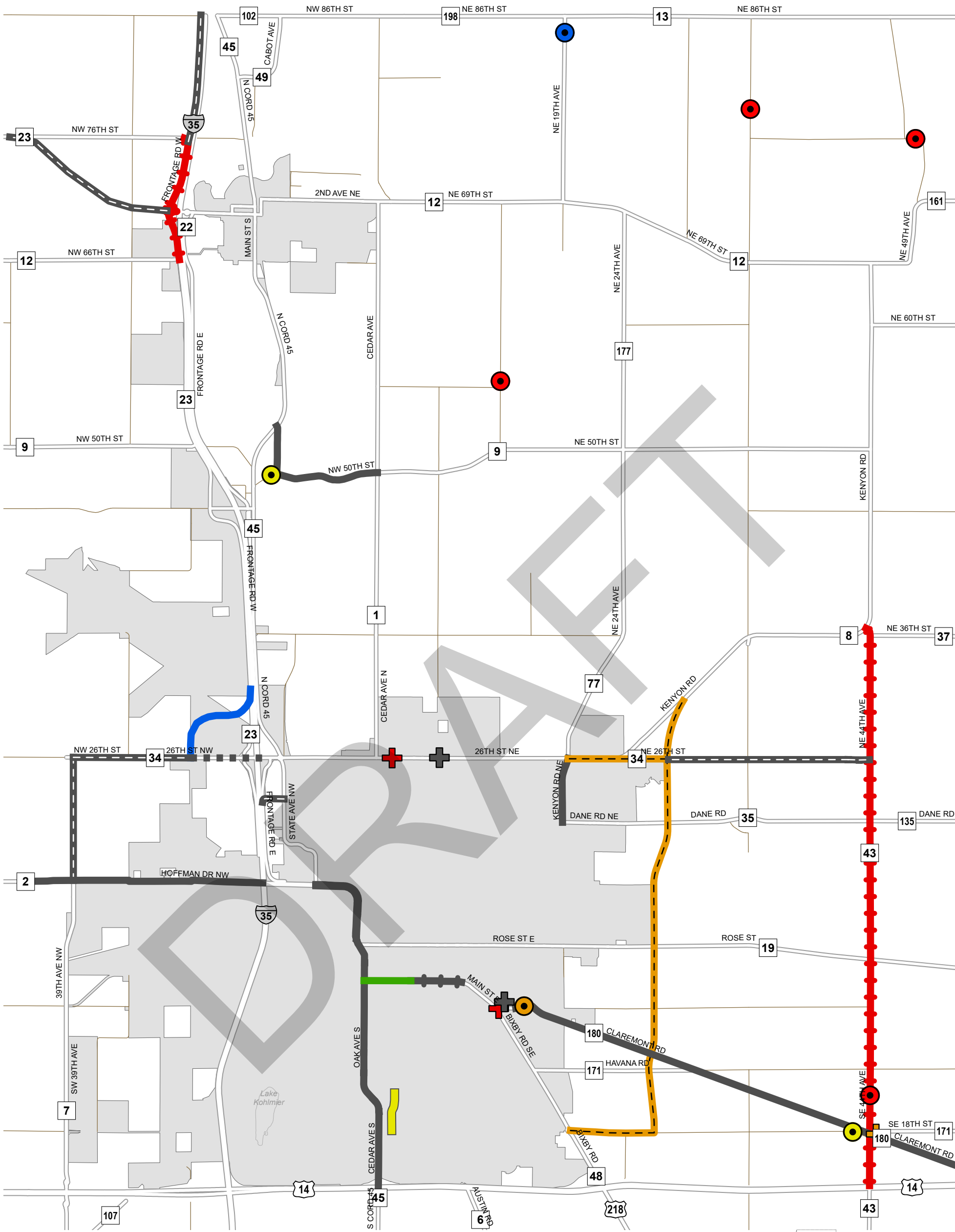
State agency that builds and maintains the state trunk highway network, including I-35, US 14, US 218, Minnesota 30. Also administers several funding programs that the county uses for the construction and maintenance of county highways.

Pavement Condition Index (PCI)

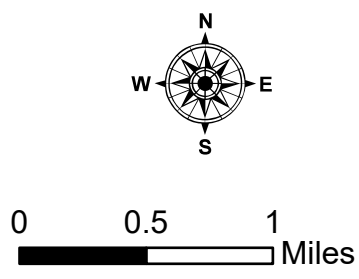
MnDOT collects pavement condition data using a digital inspection vehicle with multiple sensors that collect pavement condition information, including roughness and distresses. That information is compiled to make up the Pavement Condition Index (PCI) rating the roadway on a 0-100 scale, with higher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

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Project Year	Project Type
— 2025	000 Rehabilitation
— 2026	■ Operational
— 2027	□ Reconstruction
— 2028	--- Expansion
— 2029	⊙ Bridge Improvements
— Year TBD	+ Intersection Improvements



2025- 2029 Highway Capital Improvement Plan

Annual Project Expenditures and Funding

	Bridge Funding - Fund 29	County Levy	Federal Funds	Fund Balance	MnDOT Local Partnership Program	Other Local	Safety Grants	Sales Tax Revenue	State Aid	State Aid Maintenance	State Aid Municipal	State Park Funds	To Be Determined	Township Bridge	Wheelage Tax Revenue	Grand Total
2025																
Construction																
Bridge 74507 - NE 34th Ave over Rush Cr						10,000								415,000		425,000
Bridge 74524 - NE 14th Ave over Medford Cr						10,000								395,000		405,000
Bridge 74563 - CSAH 43 over Ditch	350,000									550,000						900,000
Bridge 88497-CSAH 14/CSAH 2 over Stream						425,000				175,000						600,000
Bridge L5798 - NE 76th St over Rush Creek						10,000								305,000		315,000
Bridge L8592 - NE 64th Ave over Maple Cr						10,000								190,000		200,000
County-wide Concrete Patching								250,000								250,000
County-wide Maintenance Overlays									1,500,000	900,000						2,400,000
County-wide Seal Coat								100,000							750,000	850,000
CR 180 at Canadian Pacific Railway Crossing			350,000			75,000		125,000	100,000							650,000
CSAH 12 & CSAH 23 (NW 66th St to NW 76th St)						150,000			350,000		350,000					850,000
CSAH 28 (Beaver Lake Rd S to Beaver Lake Rd N)		2,000,000				423,000			1,000,000			500,000				3,923,000
CSAH 34 at Landmark Dr								150,000								150,000
CSAH 43 (US 14 to CSAH 8)								1,300,000	1,800,000							3,100,000
CSAH 47 (Bixby Lane)								500,000								500,000
Design Engineering																
Bridge 95786 - SE 18th St over ditch						10,000								15,000		25,000
CR 174 Elm Ave (18th St SE to Park St)								54,000								54,000
CSAH 2/CSAH 43/CR 171 (East)/CR 180								150,000								150,000
CSAH 48 Main St (Oak Ave to Grove Ave)						125,000		375,000								500,000
East Side Corridor						50,000		1,450,000								1,500,000
Traffic Signal Emergency Vehicle Preemption						10,000		10,000								20,000
Preliminary Engineering																
East Side Corridor				200,000												200,000
Safe Streets For All Comp. Safety Action Plan							200,000	50,000								250,000
Right of Way																
CSAH 2/CSAH 43/CR 171 (East)/CR 180								500,000								500,000
CSAH 48 Main St (Oak Ave to Grove Ave)								75,000								75,000
East Side Corridor						75,000		1,425,000								1,500,000
Utility																
CSAH 2/CSAH 43/CR 171 (East)/CR 180								10,000								10,000
East Side Corridor						15,000		285,000								300,000
2025 Total	350,000	2,000,000	350,000	200,000		1,398,000	200,000	6,809,000	5,475,000	900,000	350,000	500,000		1,320,000	750,000	20,602,000

Annual Project Expenditures and Funding

	Bridge Funding - Fund 29	County Levy	Federal Funds	Fund Balance	MnDOT Local Partnership Program	Other Local	Safety Grants	Sales Tax Revenue	State Aid	State Aid Maintenance	State Aid Municipal	State Park Funds	To Be Determined	Township Bridge	Wheelage Tax Revenue	Grand Total
2026																
Construction																
Bridge 4686 - CR 180 over Izaak Walton Cr	4,000,000					750,000		2,250,000								7,000,000
County-wide Maintenance Overlays								400,000		900,000						1,300,000
County-wide Seal Coat								100,000							750,000	850,000
CSAH 16 (CSAH 4 to CSAH 6)									650,000							650,000
CSAH 16 (CSAH 6 to TH 14)									250,000							250,000
CSAH 2/CSAH 43/CR 171 (East)/CR 180													2,000,000			2,000,000
CSAH 28 (TH 30 to CSAH 21)								785,000	215,000							1,000,000
East Side Corridor			4,000,000			450,000		3,400,000	3,150,000							11,000,000
Traffic Signal Emergency Vehicle Preemption						100,000			100,000							200,000
Design Engineering																
Bridge 6743 - CSAH 45 over Turtle Creek								65,000								65,000
Bridge L5573 - Twp 95 over Straight River														70,000		70,000
2026 Total	4,000,000		4,000,000			1,300,000		7,000,000	4,365,000	900,000			2,000,000	70,000	750,000	24,385,000

Annual Project Expenditures and Funding

	Bridge Funding - Fund 29	County Levy	Federal Funds	Fund Balance	MnDOT Local Partnership Program	Other Local	Safety Grants	Sales Tax Revenue	State Aid	State Aid Maintenance	State Aid Municipal	State Park Funds	To Be Determined	Township Bridge	Wheelage Tax Revenue	Grand Total
2027																
Construction																
Bridge 95786 - SE 18th St over ditch						10,000								240,000		250,000
Bridge L5573 - Twp 95 over Straight River														600,000		600,000
Bridge No. 92567 - CSAH 18 over Crane Creek	400,000								450,000							850,000
County Wide Rumble Strips			575,900													575,900
County-wide Concrete Patching								250,000								250,000
County-wide Maintenance Overlays								400,000		900,000						1,300,000
County-wide Seal Coat								100,000							750,000	850,000
CR 174 Elm Ave (18th St SE to Park St)								540,000								540,000
CSAH 18 (UPRR to CSAH 45)									50,000							50,000
CSAH 3 (CSAH 45 to 24th Ave)									200,000							200,000
East Side Corridor						350,000		5,250,000	3,400,000							9,000,000
Preliminary Engineering																
CSAH 23 (CSAH 34 to Airport) Realignment						37,500		112,500								150,000
2027 Total	400,000		575,900			397,500		6,652,500	4,100,000	900,000				840,000	750,000	14,615,900

Annual Project Expenditures and Funding

	Bridge Funding - Fund 29	County Levy	Federal Funds	Fund Balance	MnDOT Local Partnership Program	Other Local	Safety Grants	Sales Tax Revenue	State Aid	State Aid Maintenance	State Aid Municipal	State Park Funds	To Be Determined	Township Bridge	Wheelage Tax Revenue	Grand Total
2028																
Construction																
Bridge 6743 - CSAH 45 over Turtle Creek	325,000							225,000	200,000							750,000
County-wide Maintenance Overlays								400,000		900,000						1,300,000
County-wide Seal Coat								100,000							750,000	850,000
CSAH 16 (CSAH 4 to CSAH 6)									2,100,000							2,100,000
CSAH 48 Main St (Oak Ave to Grove Ave)			450,000			1,650,000		2,850,000	2,100,000							7,050,000
Design Engineering																
Bridge No. 74510 CSAH 18 over Straight River								50,000								50,000
Bridge No. 92566 CSAH 13 over Rush Creek								60,000								60,000
CSAH 23 (CSAH 34 to Airport) Realignment						37,500		112,500								150,000
Preliminary Engineering																
CSAH 2 (CSAH 7 to I-35)								300,000								300,000
Right of Way																
Bridge No. 74510 CSAH 18 over Straight River								10,000								10,000
Bridge No. 92566 CSAH 13 over Rush Creek								10,000								10,000
CSAH 23 (CSAH 34 to Airport) Realignment						120,000		360,000								480,000
Utility																
CSAH 48 Main St (Oak Ave to Grove Ave)						1,055,000										1,055,000
2028 Total	325,000		450,000			2,862,500		4,477,500	4,400,000	900,000					750,000	14,165,000

Annual Project Expenditures and Funding

	Bridge Funding - Fund 29	County Levy	Federal Funds	Fund Balance	MnDOT Local Partnership Program	Other Local	Safety Grants	Sales Tax Revenue	State Aid	State Aid Maintenance	State Aid Municipal	State Park Funds	To Be Determined	Township Bridge	Wheelage Tax Revenue	Grand Total
2029																
Construction																
Bridge No. 74510 CSAH 18 over Straight River	500,000								500,000							1,000,000
Bridge No. 92566 CSAH 13 over Rush Creek	400,000								450,000							850,000
County-wide Concrete Patching								300,000								300,000
County-wide Maintenance Overlays								400,000		900,000						1,300,000
County-wide Seal Coat								100,000							750,000	850,000
CSAH 15 (2nd Ave SE to US 218)						125,000					375,000					500,000
CSAH 16 (CSAH 6 to TH 14)									1,300,000							1,300,000
CSAH 18 (UPRR to CSAH 45)								230,000								230,000
CSAH 23 (CSAH 34 to Airport) Realignment						687,500			2,062,500							2,750,000
CSAH 3 (CSAH 45 to 24th Ave)								2,040,000								2,040,000
(blank)									500,000							500,000
Design Engineering																
CSAH 2 (CSAH 7 to I-35)								300,000								300,000
2029 Total	900,000					812,500		3,370,000	4,812,500	900,000	375,000				750,000	11,920,000

Unscheduled Projects

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

Project Name	Project Type	Length	Unscheduled Amount
CR 162 (NW 30th St to CR 112)	Rural Reconstruction	2.8	4,700,000
CR 180 (CSAH 48 to East of CSAH 43)	Rural Reconstruction	4	8,000,000
CR 190 Realignment	Safety	0.2	860,000
CSAH 14 (2300 ft east of CSAH 67 to CSAH 4)	Rural Reconstruction	2.5	4,275,000
CSAH 14 (CSAH 38-8th Ave to 148th St)	Urban Reconstruction	0.7	2,200,000
CSAH 17 (CSAH 12 to CSAH 23)	Rural Reconstruction	1	1,700,000
CSAH 18 (CSAH 6 to CSAH 43)	Expansion	3	6,725,000
CSAH 2 (CSAH 7 to I-35)	Urban Reconstruction	1.9	10,600,000
CSAH 23 (CSAH 17 to CSAH 12) Realignment	Expansion	0	3,700,000
CSAH 26 at US 218	Safety	0.3	300,000
CSAH 3 (Freeborn Co to MN 30)	Rural Reconstruction	1.5	3,300,000
CSAH 34 (24th Ave to CR 190 E. Frontage Rd)	Operational	0.7	6,040,000
CSAH 34 (CSAH 8 to CSAH 43)	Expansion	1.5	3,800,000
CSAH 34 (Future CSAH 7 to 24th Ave NW)	Expansion	1	1,920,000
CSAH 34 at St Paul Road	Operational	NA	1,650,000
CSAH 4 (CSAH 14 to 32 Ave)	Urban Reconstruction	1	4,280,000
CSAH 4 at US 218	Safety	0	400,000
CSAH 45 (TH 14 to State Ave)	Urban Reconstruction	2.5	12,550,000
CSAH 48 - Main St (Grove Ave to Chambers Ave)	Rehabilitation	0.4	2,400,000
CSAH 48 at CR 180 Intersection Improvement	Safety	0.3	1,420,000
CSAH 6 at US 218	Safety	1	2,200,000
CSAH 67 (CSAH 14 to CSAH 4)	Rehabilitation	2.6	1,350,000
CSAH 7 (CSAH 2 to CSAH 34)	Expansion	1	1,980,000
CSAH 7 (CSAH 32 to CSAH 18)	Rehabilitation	6.1	900,000
CSAH 8 Kenyon Rd (CSAH 35 to CSAH 34)	Urban Reconstruction	0.6	2,840,000
CSAH 9 (CSAH 45 to CSAH 1)	Rural Reconstruction	1.2	2,080,000
West Frontage Road Extension	Expansion	1	2,500,000
			\$ 94,670,000

County Wide Rumble Strips

Various

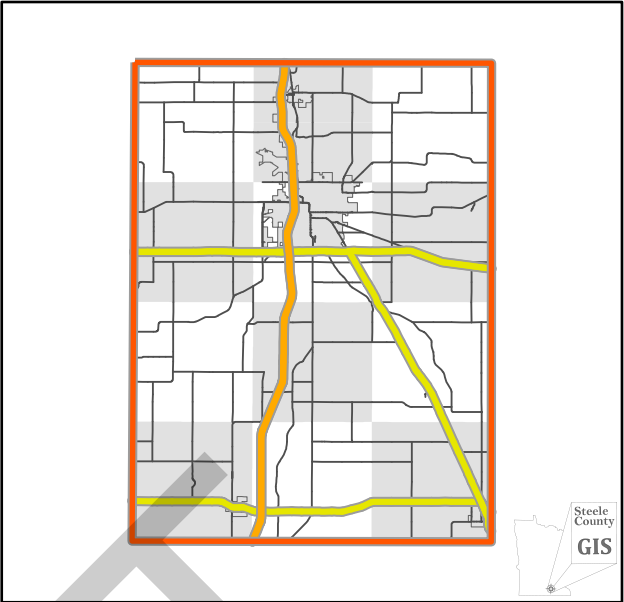
Project Number	Project Type
074-070-011	Safety

Functional Classification

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

Project Description

The project will install rumble strips on all concrete county highways. In 2023, the county installed rumble strips on on bituminous county highways that have at least a 1-foot paved shoulder. Highway Safety Improvement Program funding has been awarded for 100 percent of the costs.



Project Justification

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

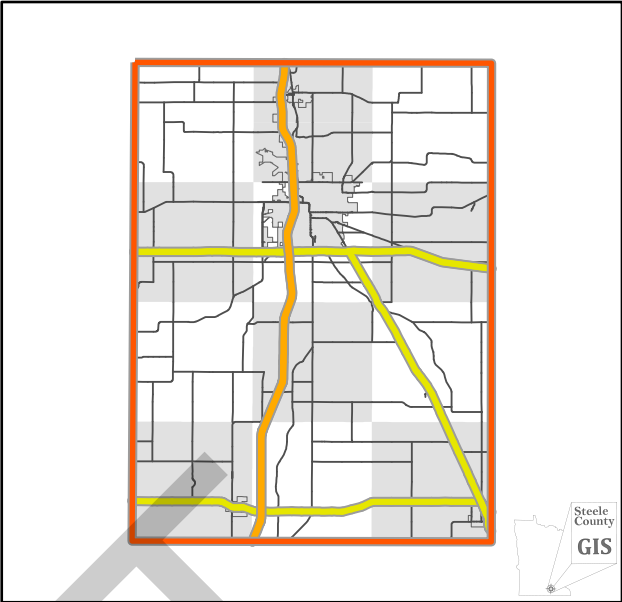
Funding Source	Prev. Years	2025	2026	2027	2028	2029	Fut. Years	Total
Federal Funds				575,900				575,900
Total				575,900				575,900

Expenditure Type	Prev. Years	2025	2026	2027	2028	2029	Fut. Years	Total
Construction				575,900				575,900
Total				575,900				575,900

County-wide Concrete Patching
Various

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

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



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



Funding Source	Prev. Years	2025	2026	2027	2028	2029	Fut. Years	Total
Sales Tax Revenue		250,000		250,000		300,000		800,000
Total		250,000		250,000		300,000		800,000

Expenditure Type	Prev. Years	2025	2026	2027	2028	2029	Fut. Years	Total
Construction		250,000		250,000		300,000		800,000
Total		250,000		250,000		300,000		800,000

County-wide Maintenance Overlays

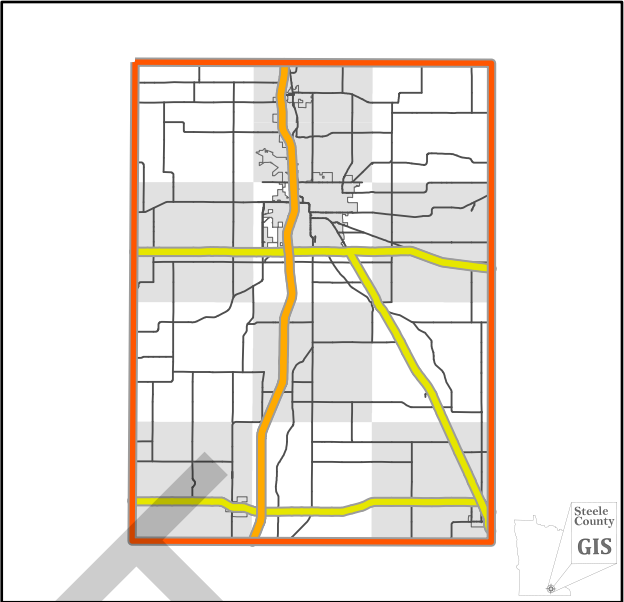
Various

Project Number	Project Type
CP 074-0xx-002	Maintenance

Functional Classification

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

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



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

Funding Source	Prev. Years	2025	2026	2027	2028	2029	Fut. Years	Total
Sales Tax Revenue			400,000	400,000	400,000	400,000		1,600,000
State Aid		1,500,000						1,500,000
State Aid Maintenance		900,000	900,000	900,000	900,000	900,000		4,500,000
Total		2,400,000	1,300,000	1,300,000	1,300,000	1,300,000		7,600,000

Expenditure Type	Prev. Years	2025	2026	2027	2028	2029	Fut. Years	Total
Construction		2,400,000	1,300,000	1,300,000	1,300,000	1,300,000		7,600,000
Total		2,400,000	1,300,000	1,300,000	1,300,000	1,300,000		7,600,000

County-wide Seal Coat

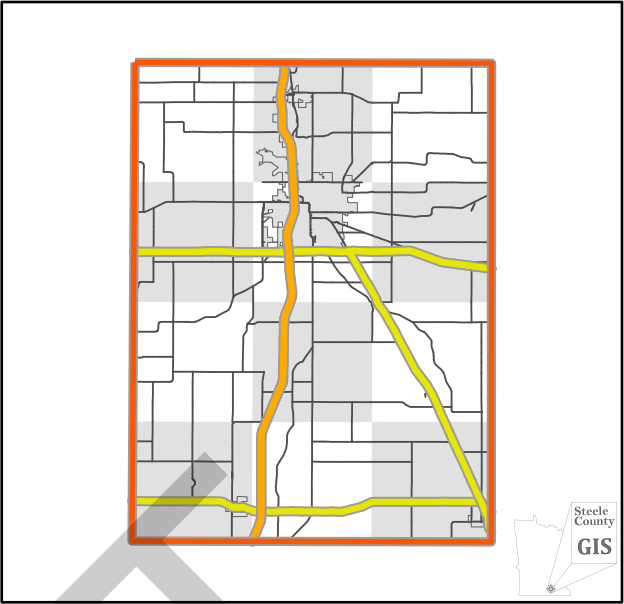
Various

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

Functional Classification

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

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



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

Funding Source	Prev. Years	2025	2026	2027	2028	2029	Fut. Years	Total
Sales Tax Revenue		100,000	100,000	100,000	100,000	100,000		500,000
Wheelage Tax Revenue		750,000	750,000	750,000	750,000	750,000		3,750,000
Total		850,000	850,000	850,000	850,000	850,000		4,250,000

Expenditure Type	Prev. Years	2025	2026	2027	2028	2029	Fut. Years	Total
Construction		850,000	850,000	850,000	850,000	850,000		4,250,000
Total		850,000	850,000	850,000	850,000	850,000		4,250,000

Construction Year: 2026

East Side Corridor

City of Owatonna & Owatonna Township

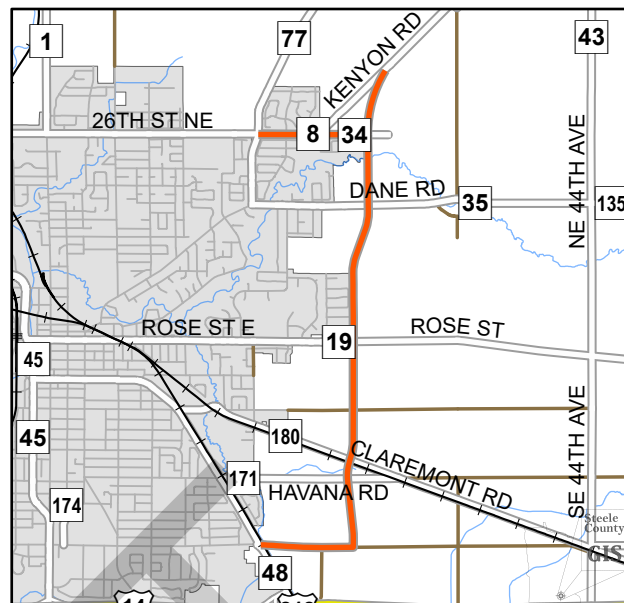
Project Number	Project Type
074-070-010 & 074-021-006	Expansion

Functional Classification
Major Collector

Pavement Condition Index	ADT Existing	Legal Load Limit	Length
NA	NA	NA	5.01

Project Description

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



Project Justification

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

Funding Source	Prev. Years	2025	2026	2027	2028	2029	Fut. Years	Total
Federal Funds	223,984		4,000,000					4,223,984
Fund Balance		200,000						200,000
Other Local		140,000	450,000	350,000				940,000
Sales Tax Revenue	20,000	3,160,000	3,400,000	5,250,000				11,830,000
State Aid			3,150,000	3,400,000				6,550,000
Total	243,984	3,500,000	11,000,000	9,000,000				23,743,984

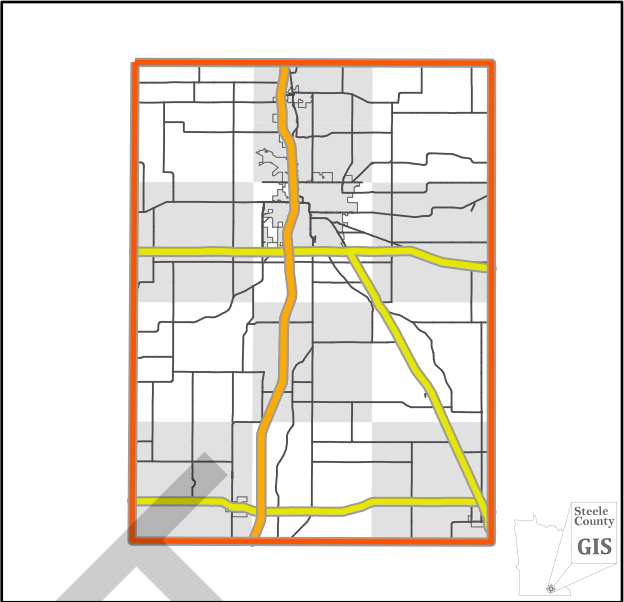
Expenditure Type	Prev. Years	2025	2026	2027	2028	2029	Fut. Years	Total
Design Engineering		1,500,000						1,500,000
Preliminary Engineering	243,984	200,000						443,984
Right of Way		1,500,000						1,500,000
Utility		300,000						300,000
Construction			11,000,000	9,000,000				20,000,000
Total	243,984	3,500,000	11,000,000	9,000,000				23,743,984

Safe Streets For All Comp. Safety Action Plan
Steele County

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

Project Description
This study project will develop a Comprehensive Safety Action Plan that will set an eventual goal of zero roadway deaths and serious injuries. The plan will develop actions that will help the county reach that goal and will make the county eligible to apply for Implementation Grant funds through the Safe Streets and Roads for All federal discretionary grant program.

Project Justification
To improve the safety of county roads with the goal of zero roadway deaths and serious injuries.



Funding Source	Prev. Years	2025	2026	2027	2028	2029	Fut. Years	Total
Safety Grants		200,000						200,000
Sales Tax Revenue		50,000						50,000
Total		250,000						250,000

Expenditure Type	Prev. Years	2025	2026	2027	2028	2029	Fut. Years	Total
Preliminary Engineering		250,000						250,000
Total		250,000						250,000

Traffic Signal Emergency Vehicle Preemption

City of Owatonna

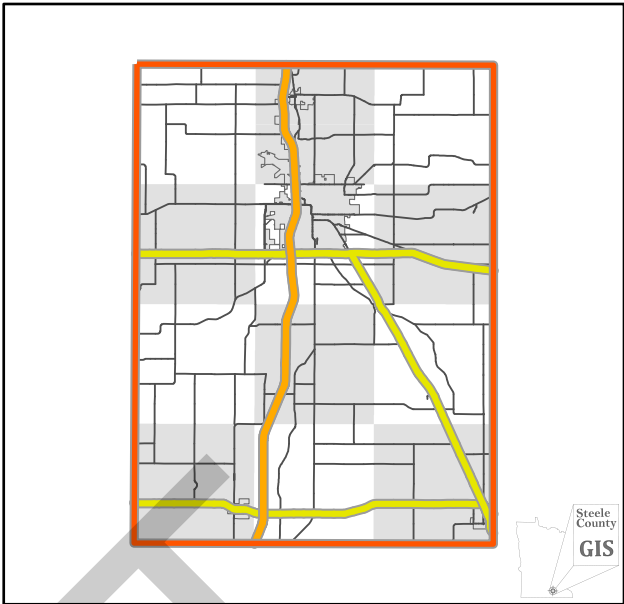
Project Number	Project Type
SAP 074-030-012	Operational

Functional Classification

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

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

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



Funding Source	Prev. Years	2025	2026	2027	2028	2029	Fut. Years	Total
Other Local		10,000	100,000					110,000
Sales Tax Revenue		10,000						10,000
State Aid			100,000					100,000
Total		20,000	200,000					220,000

Expenditure Type	Prev. Years	2025	2026	2027	2028	2029	Fut. Years	Total
Construction			200,000					200,000
Design Engineering		20,000						20,000
Total		20,000	200,000					220,000

Construction Year: Unscheduled

West Frontage Road Extension
Medford Township

Project Number	Project Type
N/A	Expansion

Functional Classification

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

Project Description
The project will extend the west frontage road from CSAH 23 to the Rice County Line, connecting into Ableman Trail north of the county line. The project is unscheduled at this time until development and area traffic needs change its priority.



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

Funding Source	Prev. Years	2025	2026	2027	2028	2029	Fut. Years	Total
To Be Determined							2,500,000	2,500,000
Total							2,500,000	2,500,000

Expenditure Type	Prev. Years	2025	2026	2027	2028	2029	Fut. Years	Total
Construction							2,000,000	2,000,000
Design Engineering							200,000	200,000
Right of Way							300,000	300,000
Total							2,500,000	2,500,000

Construction Year: Unscheduled

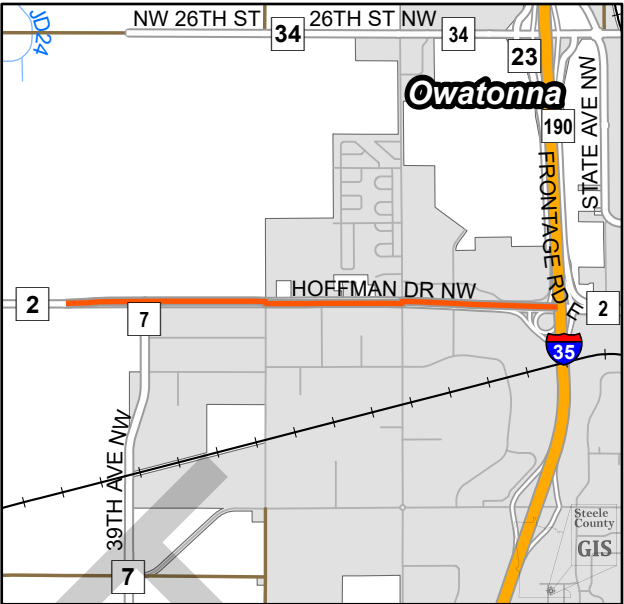
CSAH 2 (CSAH 7 to I-35)
City of Owatonna

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

Functional Classification
Minor Arterial

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

Project Description
The project will reconstruct the roadway to improve pavement condition.



Project Justification
The pavement condition is in fair condition and continuing to deteriorate. The project is anticipated to be constructed within the next 5 to 10 years, so preliminary engineering and design are programmed in this 5-year plan.

Funding Source	Prev. Years	2025	2026	2027	2028	2029	Fut. Years	Total
Other Local							2,000,000	2,000,000
Sales Tax Revenue					300,000	300,000	8,000,000	8,600,000
Total					300,000	300,000	10,000,000	10,600,000

Expenditure Type	Prev. Years	2025	2026	2027	2028	2029	Fut. Years	Total
Construction							10,000,000	10,000,000
Design Engineering						300,000		300,000
Preliminary Engineering					300,000			300,000
Total					300,000	300,000	10,000,000	10,600,000

Construction Year: 2026

CSAH 2/CSAH 43/CR 171 (East)/CR 180

Havana Township

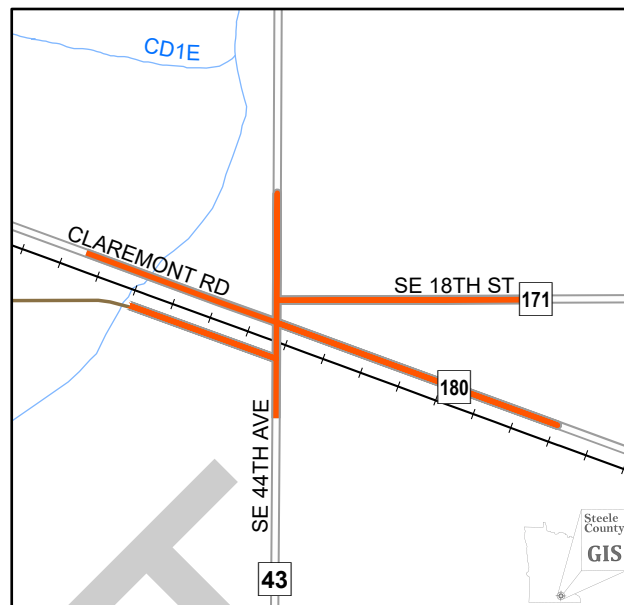
Project Number	Project Type
SAP 074-602-008 & 074-643-005	Safety

Functional Classification
Major Collector

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

Project Description

The project will reconstruct the intersections to improve safety. Several realignment concepts are being considered, but some right of way has already been acquired based on a 2011 study. Project construction to be funded with US 14 Turnback funds.



Project Justification

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

Funding Source	Prev. Years	2025	2026	2027	2028	2029	Fut. Years	Total
Sales Tax Revenue	150,000	660,000						810,000
To Be Determined			2,000,000					2,000,000
Total	150,000	660,000	2,000,000					2,810,000
Expenditure Type	Prev. Years	2025	2026	2027	2028	2029	Fut. Years	Total
Construction			2,000,000					2,000,000
Design Engineering		150,000						150,000
Preliminary Engineering	150,000							150,000
Right of Way		500,000						500,000
Utility		10,000						10,000
Total	150,000	660,000	2,000,000					2,810,000

Construction Year: 2029

CSAH 3 (CSAH 45 to 24th Ave)

Somerset Township

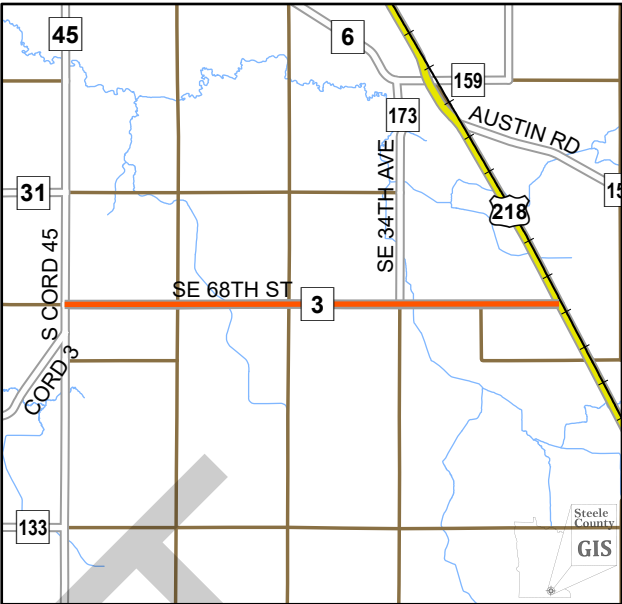
Project Number	Project Type
N/A	Rehabilitation

Functional Classification
Minor Collector

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

Project Description

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



Project Justification

To restore drainage and pavement condition.

Funding Source	Prev. Years	2025	2026	2027	2028	2029	Fut. Years	Total
Sales Tax Revenue						2,040,000		2,040,000
State Aid				200,000				200,000
Total				200,000		2,040,000		2,240,000

Expenditure Type	Prev. Years	2025	2026	2027	2028	2029	Fut. Years	Total
Construction				200,000		2,040,000		2,240,000
Total				200,000		2,040,000		2,240,000

Construction Year: Unscheduled

CSAH 3 (Freeborn Co to MN 30)

Summit Township

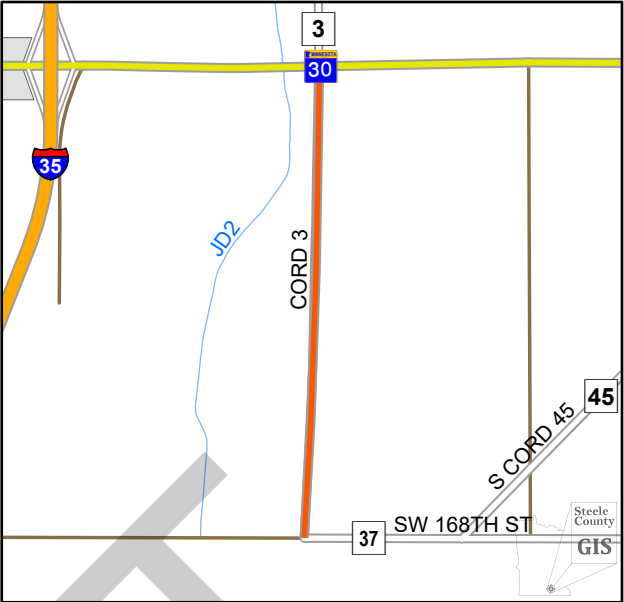
Project Number	Project Type
N/A	Rural Reconstruction

Functional Classification
Minor Collector

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

Project Description

Reconstruct roadway to current State Aid Standards.



Project Justification

To improve roadway condition and remove an old state highway narrow concrete pavement that contributes to poor performance of the bituminous overlays. Pavement conditions are adequate at this time so project is unscheduled.

Funding Source	Prev. Years	2025	2026	2027	2028	2029	Fut. Years	Total
Sales Tax Revenue							3,300,000	3,300,000
Total							3,300,000	3,300,000

Expenditure Type	Prev. Years	2025	2026	2027	2028	2029	Fut. Years	Total
Construction							3,000,000	3,000,000
Design Engineering							300,000	300,000
Total							3,300,000	3,300,000

Construction Year: Unscheduled

CSAH 4 (CSAH 14 to 32 Ave)
Somerset Township (Unincorporated Hope)

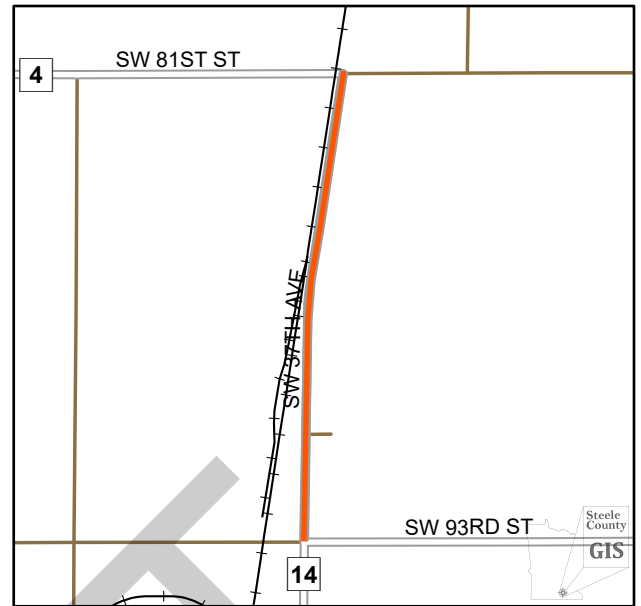
Project Number	Project Type
N/A	Urban Reconstruction

Functional Classification
Major Collector

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

Project Description

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



Project Justification

The area of Hope experiences regular flooding. Portions of the roadway have a rural cross section with very shallow or non existant ditches. A portion of the roadway has curb and gutter with an existing storm sewer that is inadequate. In 2017, a drainage study recommended improvements. Due to adequate pavement conditions and other priority projects, this project is unscheduled.

Funding Source	Prev. Years	2025	2026	2027	2028	2029	Fut. Years	Total
To Be Determined							4,280,000	4,280,000
Total							4,280,000	4,280,000

Expenditure Type	Prev. Years	2025	2026	2027	2028	2029	Fut. Years	Total
Construction							3,800,000	3,800,000
Design Engineering							380,000	380,000
Right of Way							100,000	100,000
Total							4,280,000	4,280,000

Construction Year: Unscheduled

CSAH 4 at US 218

Aurora Township

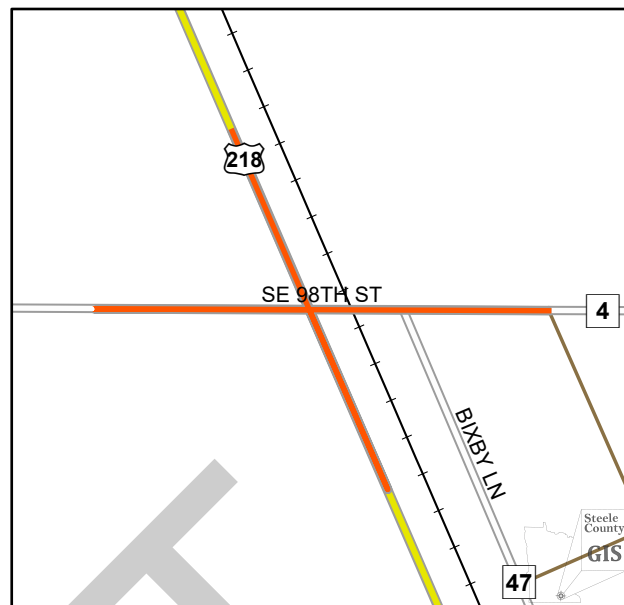
Project Number	Project Type
N/A	Safety

Functional Classification
Major Collector

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

Project Description

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



Project Justification

Intersection is identified as high risk and listed as priority by the 2012 County Roadway Safety Plan. The house obstructs sight lines of US 218 creating a hazardous condition. The intersection and railroad crossings are on a skew. While the improvements would proactively address safety concerns, due to existing low crash rates and low traffic volume, other projects have higher priority so the project is unscheduled.

Funding Source	Prev. Years	2025	2026	2027	2028	2029	Fut. Years	Total
MnDOT Local Partnership Program							100,000	100,000
Sales Tax Revenue							200,000	200,000
State Aid							100,000	100,000
Total							400,000	400,000

Expenditure Type	Prev. Years	2025	2026	2027	2028	2029	Fut. Years	Total
Construction							200,000	200,000
Right of Way							200,000	200,000
Total							400,000	400,000

Construction Year: Unscheduled

CSAH 6 at US 218

Aurora Township

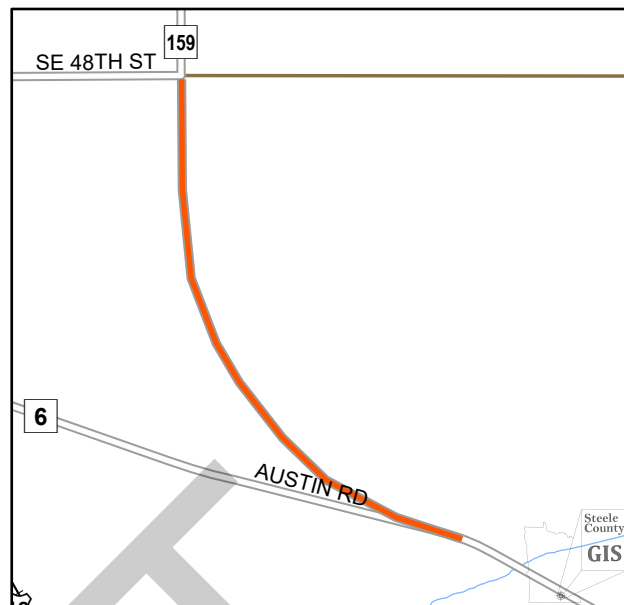
Project Number	Project Type
N/A	Safety

Functional Classification
Minor Collector

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

Project Description

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



Project Justification

The CSAH 6 (East) and US 218 intersection is identified as high risk and listed as high priority by the 2012 County Roadway Safety Plan due to its skewed alignment on a curve with close proximity of the intersection to the railroad crossing. Realigning the road would eliminate this high risk intersection and rail crossing and provide better north-south connectivity of county highways in the area. The project is a candidate for a Federal/State program to consolidate and eliminate at-grade rail crossings to eliminate hazards at railway-highway crossings. While the improvements would proactively address safety concerns, due to existing low crash rates and low traffic volume, other projects have higher priority so the project is unscheduled.

Funding Source	Prev. Years	2025	2026	2027	2028	2029	Fut. Years	Total
To Be Determined							2,200,000	2,200,000
Total							2,200,000	2,200,000

Expenditure Type	Prev. Years	2025	2026	2027	2028	2029	Fut. Years	Total
Construction							2,000,000	2,000,000
Design Engineering							200,000	200,000
Total							2,200,000	2,200,000

Construction Year: Unscheduled

CSAH 7 (CSAH 2 to CSAH 34)

Owatonna Township

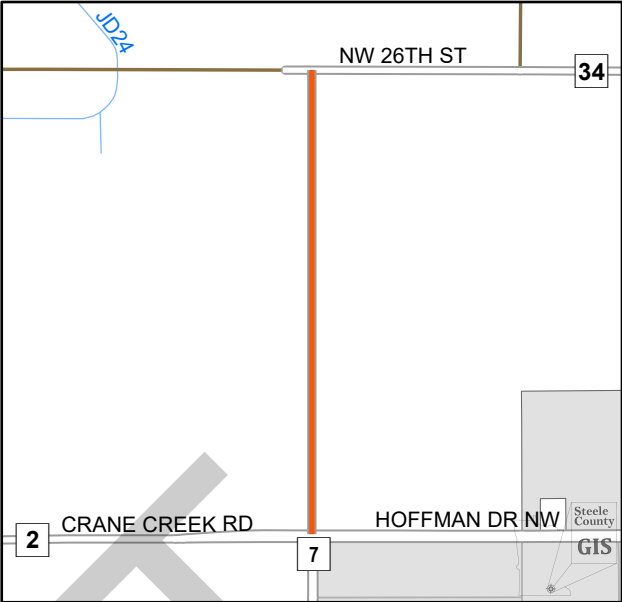
Project Number	Project Type
N/A	Expansion

Functional Classification
N/A

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

Project Description

Construct a highway on a new alignment. See also CSAH 34 (Future CSAH 7 to 24th Ave NW) which will be constructed at the same time.



Project Justification

This corridor has been identified for the Owatonna West Beltline to improve regional mobility and traffic flow and promote regional economic development through improved mobility and access. The project is unscheduled as CSAH 2 Hoffman Drive and 24th Avenue serve as alternative routes. Until more development occurs in the area, the project is not justified at this time.

Funding Source	Prev. Years	2025	2026	2027	2028	2029	Fut. Years	Total
Sales Tax Revenue							150,000	150,000
State Aid							1,830,000	1,830,000
Total							1,980,000	1,980,000

Expenditure Type	Prev. Years	2025	2026	2027	2028	2029	Fut. Years	Total
Construction							1,500,000	1,500,000
Design Engineering							150,000	150,000
Right of Way							300,000	300,000
Utility							30,000	30,000
Total							1,980,000	1,980,000

Construction Year: Unscheduled

CSAH 7 (CSAH 32 to CSAH 18)

Lemond, Meriden, & Owatonna Townships

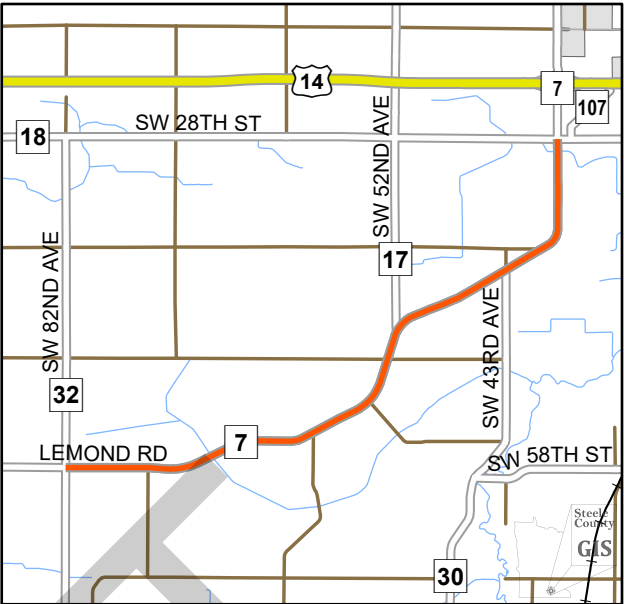
Project Number	Project Type
N/A	Rehabilitation

Functional Classification
Major Collector

Pavement Condition Index	ADT Existing	Legal Load Limit	Length
85	1150	10-ton	6.21

Project Description

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



Project Justification

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

Funding Source	Prev. Years	2025	2026	2027	2028	2029	Fut. Years	Total
To Be Determined							900,000	900,000
Total							900,000	900,000

Expenditure Type	Prev. Years	2025	2026	2027	2028	2029	Fut. Years	Total
Construction							900,000	900,000
Total							900,000	900,000

Construction Year: Unscheduled

CSAH 8 Kenyon Rd (CSAH 35 to CSAH 34)

City of Owatonna

Project Number	Project Type
N/A	Urban Reconstruction

Functional Classification
Major Collector

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

Project Description

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



Project Justification

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

Funding Source	Prev. Years	2025	2026	2027	2028	2029	Fut. Years	Total
Other Local							685,000	685,000
Sales Tax Revenue							2,155,000	2,155,000
Total							2,840,000	2,840,000

Expenditure Type	Prev. Years	2025	2026	2027	2028	2029	Fut. Years	Total
Construction							2,400,000	2,400,000
Design Engineering							240,000	240,000
Right of Way							200,000	200,000
Total							2,840,000	2,840,000

Construction Year: Unscheduled

CSAH 9 (CSAH 45 to CSAH 1)

Clinton Falls Township

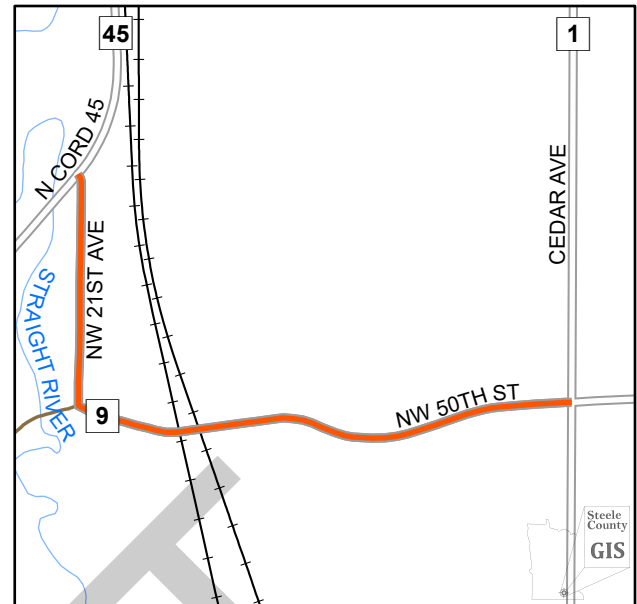
Project Number	Project Type
N/A	Rural Reconstruction

Functional Classification
Minor Collector

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

Project Description

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



Project Justification

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

Funding Source	Prev. Years	2025	2026	2027	2028	2029	Fut. Years	Total
To Be Determined							2,080,000	2,080,000
Total							2,080,000	2,080,000

Expenditure Type	Prev. Years	2025	2026	2027	2028	2029	Fut. Years	Total
Construction							1,800,000	1,800,000
Design Engineering							180,000	180,000
Right of Way							100,000	100,000
Total							2,080,000	2,080,000

Construction Year: 2025

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

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

Functional Classification
Major Collector

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

Project Description

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



Project Justification

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

Funding Source	Prev. Years	2025	2026	2027	2028	2029	Fut. Years	Total
Other Local		150,000						150,000
State Aid		350,000						350,000
State Aid Municipal		350,000						350,000
Total		850,000						850,000

Expenditure Type	Prev. Years	2025	2026	2027	2028	2029	Fut. Years	Total
Construction		850,000						850,000
Total		850,000						850,000

Construction Year: Unscheduled

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

Somerset Township

Project Number	Project Type
N/A	Rural Reconstruction

Functional Classification
Major Collector

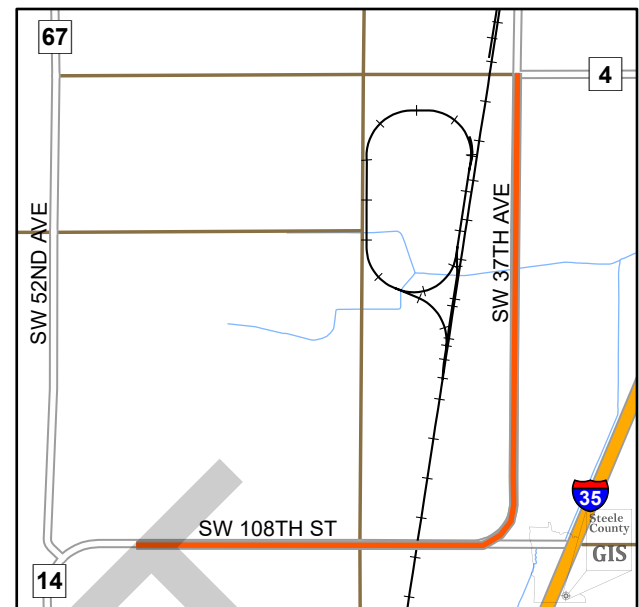
Pavement Condition Index	ADT Existing	Legal Load Limit	Length
70	690	9 ton	2.67

Project Description

The project should complete a feasibility study before proceeding and consider various alternatives. One alternative would reconstruct CSAH 14 to current safety standards, bringing the slopes up to minimum MNDOT state aid standards and adding wider shoulders on an important truck route to Hope grain elevators. Alternatively, the project could consider federal rail crossing consolidation program, close the CSAH 14 crossing, upgrade the 93rd St crossing, transfer jurisdiction of 93rd St SW to county, and reconstruct and pave 93rd St from CSAH 4 to CSAH 67, and reconfigure the CSAH 14/CSAH 67 intersection..

Project Justification

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



Funding Source	Prev. Years	2025	2026	2027	2028	2029	Fut. Years	Total
To Be Determined							4,275,000	4,275,000
Total							4,275,000	4,275,000

Expenditure Type	Prev. Years	2025	2026	2027	2028	2029	Fut. Years	Total
Construction							3,750,000	3,750,000
Design Engineering							375,000	375,000
Right of Way							100,000	100,000
Utility							50,000	50,000
Total							4,275,000	4,275,000

Construction Year: Unscheduled

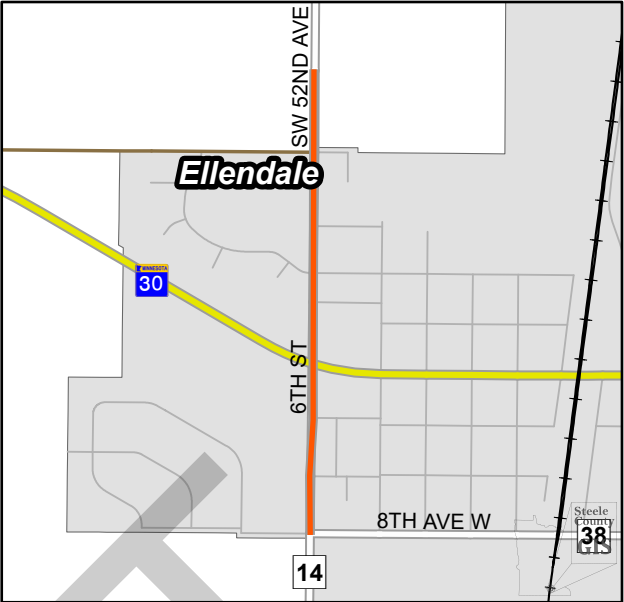
CSAH 14 (CSAH 38-8th Ave to 148th St)
City of Ellendale

Project Number	Project Type
N/A	Urban Reconstruction

Functional Classification
Major Collector

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

Project Description
Reconstruct to urban cross section.



Project Justification

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

Funding Source	Prev. Years	2025	2026	2027	2028	2029	Fut. Years	Total
Other Local							500,000	500,000
State Aid Municipal							1,700,000	1,700,000
Total							2,200,000	2,200,000

Expenditure Type	Prev. Years	2025	2026	2027	2028	2029	Fut. Years	Total
Construction							2,000,000	2,000,000
Design Engineering							200,000	200,000
Total							2,200,000	2,200,000

Construction Year: 2029

CSAH 15 (2nd Ave SE to US 218)

City of Blooming Prairie

Project Number	Project Type
N/A	Rehabilitation

Functional Classification
Minor Collector

Pavement Condition Index	ADT Existing	Legal Load Limit	Length
55	1000 (2019)	9 ton	0.45

Project Description

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



Project Justification

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

Funding Source	Prev. Years	2025	2026	2027	2028	2029	Fut. Years	Total
Other Local						125,000		125,000
State Aid Municipal						375,000		375,000
Total						500,000		500,000

Expenditure Type	Prev. Years	2025	2026	2027	2028	2029	Fut. Years	Total
Construction						500,000		500,000
Total						500,000		500,000

Construction Year: 2028

CSAH 16 (CSAH 4 to CSAH 6)

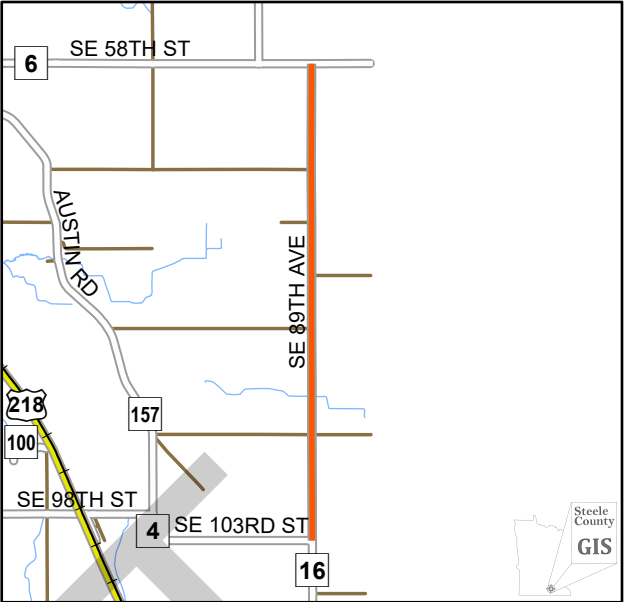
Aurora Township

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

Functional Classification
Major Collector

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

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



Project Justification
To restore pavement condition.

Funding Source	Prev. Years	2025	2026	2027	2028	2029	Fut. Years	Total
State Aid			650,000		2,100,000			2,750,000
Total			650,000		2,100,000			2,750,000

Expenditure Type	Prev. Years	2025	2026	2027	2028	2029	Fut. Years	Total
Construction			650,000		2,100,000			2,750,000
Total			650,000		2,100,000			2,750,000

Construction Year: 2029

CSAH 16 (CSAH 6 to TH 14)

Aurora & Havana Townships

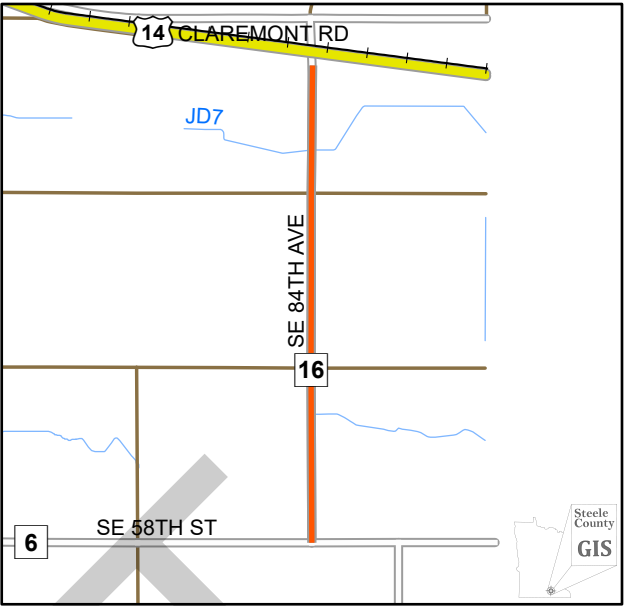
Project Number	Project Type
074-616-009 & 074-616-010	Rehabilitation

Functional Classification
Major Collector

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

Project Description

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



Project Justification

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

Funding Source	Prev. Years	2025	2026	2027	2028	2029	Fut. Years	Total
State Aid			250,000			1,300,000		1,550,000
Total			250,000			1,300,000		1,550,000

Expenditure Type	Prev. Years	2025	2026	2027	2028	2029	Fut. Years	Total
Construction			250,000			1,300,000		1,550,000
Total			250,000			1,300,000		1,550,000

Construction Year: Unscheduled

CSAH 17 (CSAH 12 to CSAH 23)

Town of Deerfield

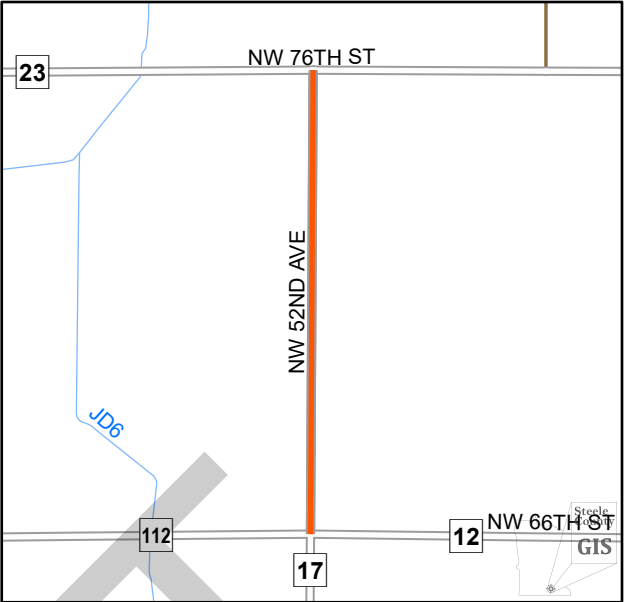
Project Number	Project Type
N/A	Rural Reconstruction

Functional Classification
Major Collector

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

Project Description

Reconstruct existing gravel highway with a paved surface.



Project Justification

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

Funding Source	Prev. Years	2025	2026	2027	2028	2029	Fut. Years	Total
To Be Determined							1,700,000	1,700,000
Total							1,700,000	1,700,000

Expenditure Type	Prev. Years	2025	2026	2027	2028	2029	Fut. Years	Total
Construction							1,500,000	1,500,000
Design Engineering							150,000	150,000
Right of Way							50,000	50,000
Total							1,700,000	1,700,000

Construction Year: Unscheduled

CSAH 18 (CSAH 6 to CSAH 43)

Havana & Owatonna Townships

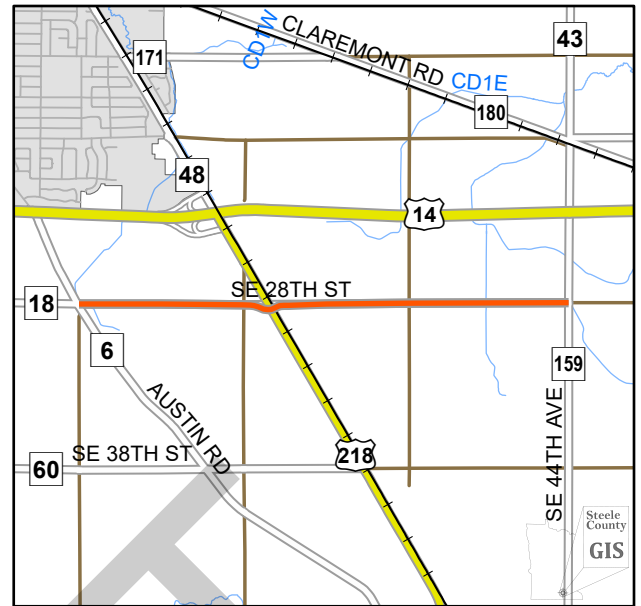
Project Number	Project Type
N/A	Expansion

Functional Classification
Major Collector

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

Project Description

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



Project Justification

This corridor has been identified for the Owatonna South Beltline to improve regional mobility and traffic flow and promote regional economic development through improved mobility and access. The County Board recorded an Official Map designating the corridor in 2009. The project is unscheduled as US 14 and CSAH 60 serve as alternative paved routes. Until more development occurs in the area, the project is not justified at this time.

Funding Source	Prev. Years	2025	2026	2027	2028	2029	Fut. Years	Total
To Be Determined							6,725,000	6,725,000
Total							6,725,000	6,725,000

Expenditure Type	Prev. Years	2025	2026	2027	2028	2029	Fut. Years	Total
Construction							4,500,000	4,500,000
Design Engineering							675,000	675,000
Right of Way							1,500,000	1,500,000
Utility							50,000	50,000
Total							6,725,000	6,725,000

Construction Year: 2029

CSAH 18 (UPRR to CSAH 45)

Owatonna Township

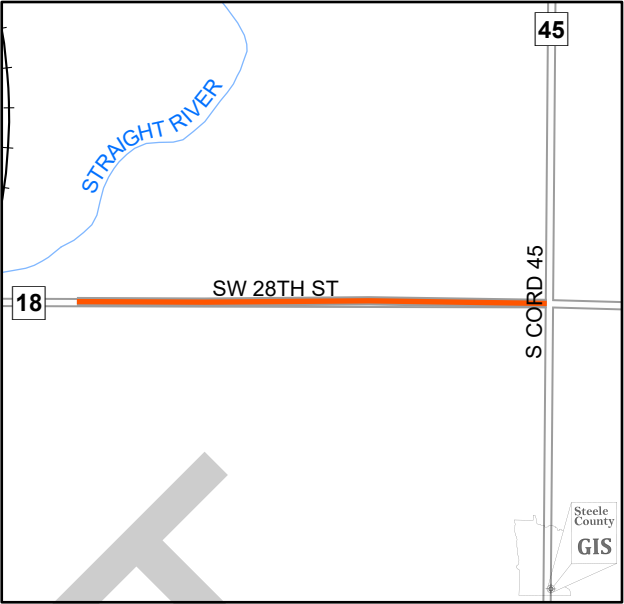
Project Number	Project Type
N/A	Rehabilitation

Functional Classification
Major Collector

Pavement Condition Index	ADT Existing	Legal Load Limit	Length
65	960 (2019)	9 ton	0.5

Project Description

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



Project Justification

To restore pavement condition.

Funding Source	Prev. Years	2025	2026	2027	2028	2029	Fut. Years	Total
Sales Tax Revenue						230,000		230,000
State Aid				50,000				50,000
Total				50,000		230,000		280,000

Expenditure Type	Prev. Years	2025	2026	2027	2028	2029	Fut. Years	Total
Construction				50,000		230,000		280,000
Total				50,000		230,000		280,000

Construction Year: Unscheduled

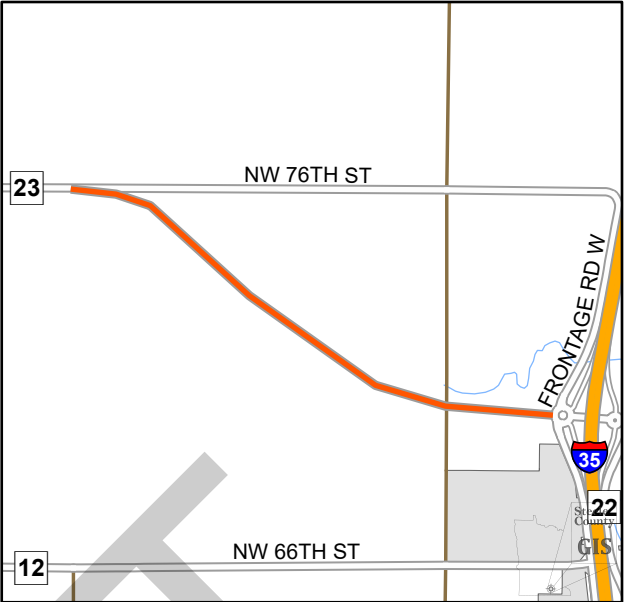
CSAH 23 (CSAH 17 to CSAH 12) Realignment
Medford and Deerfield Townships

Project Number	Project Type
N/A	Expansion

Functional Classification

Pavement Condition Index	ADT Existing	Legal Load Limit	Length
			1.45

Project Description
The project will reconstruct CSAH 23 on a new alignment.



Project Justification
The 2005-2025 Transportation Plan identified a long term need to realign CSAH 23 to address future growth of the City of Medford. This alignment would provide a more direct connection of CSAH 23 to the I-35 interchange and eliminate a low speed tight curve. CSAH 23 is a important route that connects Medford with Waterville and Waseca and MN-30. Until development occurs, the project is not justified at this time.

Funding Source	Prev. Years	2025	2026	2027	2028	2029	Fut. Years	Total
To Be Determined							3,700,000	3,700,000
Total							3,700,000	3,700,000

Expenditure Type	Prev. Years	2025	2026	2027	2028	2029	Fut. Years	Total
Construction							3,000,000	3,000,000
Design Engineering							300,000	300,000
Right of Way							400,000	400,000
Total							3,700,000	3,700,000

Construction Year: 2029

CSAH 23 (CSAH 34 to Airport) Realignment

City of Owatonna & Clinton Falls Township

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

Functional Classification
Major Collector

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

Project Description

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



Project Justification

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

Funding Source	Prev. Years	2025	2026	2027	2028	2029	Fut. Years	Total
Other Local				37,500	157,500	687,500		882,500
Sales Tax Revenue				112,500	472,500			585,000
State Aid						2,062,500		2,062,500
Total				150,000	630,000	2,750,000		3,530,000

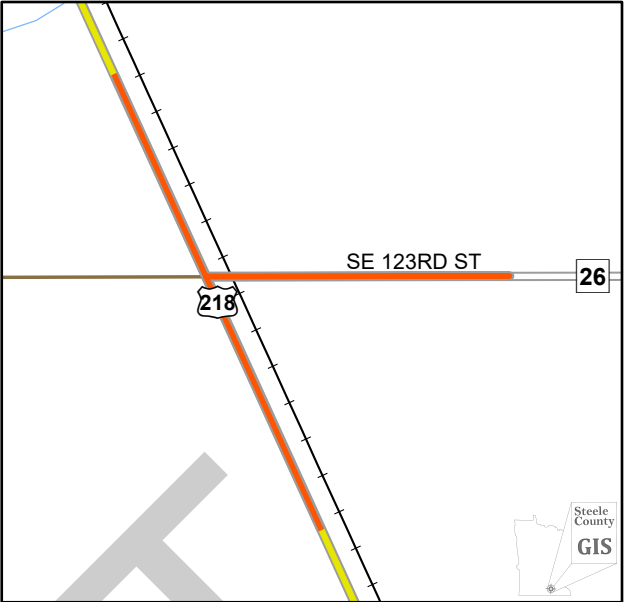
Expenditure Type	Prev. Years	2025	2026	2027	2028	2029	Fut. Years	Total
Construction						2,750,000		2,750,000
Design Engineering					150,000			150,000
Preliminary Engineering				150,000				150,000
Right of Way					480,000			480,000
Total				150,000	630,000	2,750,000		3,530,000

Construction Year: Unscheduled

CSAH 26 at US 218
Blooming Prairie Township

Project Number		Project Type	
N/A		Safety	
Functional Classification			
Local Road			
Pavement Condition Index	ADT Existing	Legal Load Limit	Length
75	80 (2019)	9 ton	0.91

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



Project Justification
To improve safety and truck access.

Funding Source	Prev. Years	2025	2026	2027	2028	2029	Fut. Years	Total
MnDOT Local Partnership Program							150,000	150,000
State Aid							150,000	150,000
Total							300,000	300,000

Expenditure Type	Prev. Years	2025	2026	2027	2028	2029	Fut. Years	Total
Construction							300,000	300,000
Total							300,000	300,000

Construction Year: 2025

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

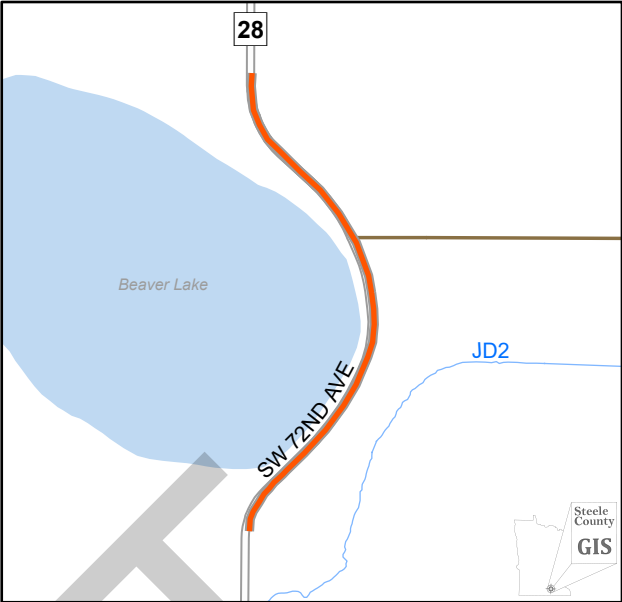
Project Number	Project Type
SAP 074-628-004	Rural Reconstruction

Functional Classification
Minor Collector

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

Project Description

The project will reconstruct the road corridor on a new alignment away from the lake making room to move most of the park amenities to the lake side of the road. A multiuse trail will be constructed from Beaver Lake Road South to Beaver Lake Road North. The boat landing will be moved and parking moved next to the landing. To date, the County has been awarded \$500,000 in State Park Road Account funding, \$250,000 in DNR Local Trail Connections Program funding, and \$173,000 in DNR Water Access funding.



Project Justification

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

Funding Source	Prev. Years	2025	2026	2027	2028	2029	Fut. Years	Total
County Levy		2,000,000						2,000,000
Other Local		423,000						423,000
Sales Tax Revenue	660,000							660,000
State Aid		1,000,000						1,000,000
State Park Funds		500,000						500,000
Total	660,000	3,923,000						4,583,000

Expenditure Type	Prev. Years	2025	2026	2027	2028	2029	Fut. Years	Total
Construction		3,923,000						3,923,000
Design Engineering	300,000							300,000
Preliminary Engineering	150,000							150,000
Right of Way	200,000							200,000
Utility	10,000							10,000
Total	660,000	3,923,000						4,583,000

Construction Year: 2026

CSAH 28 (TH 30 to CSAH 21)

Berlin Township

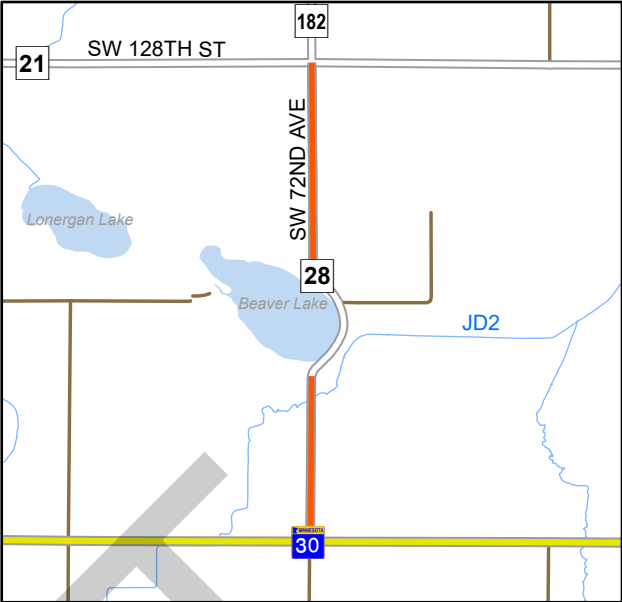
Project Number	Project Type
N/A	Rehabilitation

Functional Classification
Major Collector

Pavement Condition Index	ADT Existing	Legal Load Limit	Length
51	365 (2012)	9 ton	1.52

Project Description

The project will reclaim existing pavement and place a new pavement surface, make drainage improvements, and other minor improvements. This project does not include the segment between Beaver Lake Road South and Beaver Lake Road North which is included in a separate project.



Project Justification

To restore pavement condition.

Funding Source	Prev. Years	2025	2026	2027	2028	2029	Fut. Years	Total
Sales Tax Revenue			785,000					785,000
State Aid	400,000		215,000					615,000
Total	400,000		1,000,000					1,400,000

Expenditure Type	Prev. Years	2025	2026	2027	2028	2029	Fut. Years	Total
Construction	400,000		1,000,000					1,400,000
Total	400,000		1,000,000					1,400,000

Construction Year: Unscheduled

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

City of Owatonna, Clinton Falls Township, & Owatonna Township

Project Number	Project Type
N/A	Operational

Functional Classification
Major Collector

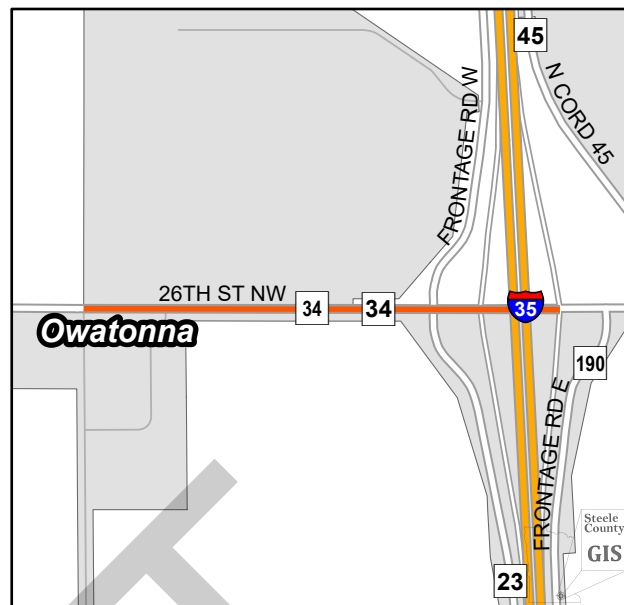
Pavement Condition Index	ADT Existing	Legal Load Limit	Length
70	9900	9 ton	0.59

Project Description

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

Project Justification

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



Funding Source	Prev. Years	2025	2026	2027	2028	2029	Fut. Years	Total
MnDOT Local Partnership Program							1,000,000	1,000,000
To Be Determined							5,040,000	5,040,000
Total							6,040,000	6,040,000

Expenditure Type	Prev. Years	2025	2026	2027	2028	2029	Fut. Years	Total
Construction							5,000,000	5,000,000
Design Engineering							500,000	500,000
Right of Way							400,000	400,000
Right of Way Consultant							40,000	40,000
Utility							100,000	100,000
Total							6,040,000	6,040,000

Construction Year: Unscheduled

CSAH 34 (CSAH 8 to CSAH 43)

Owatonna Township

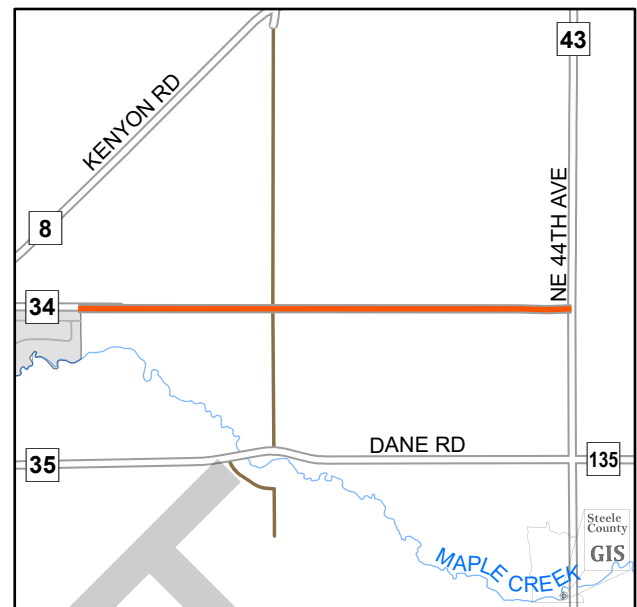
Project Number	Project Type
SAP 074-634-020	Expansion

Functional Classification
N/A

Pavement Condition Index	ADT Existing	Legal Load Limit	Length
N/A	N/A	N/A	1.62

Project Description

Construct highway on new alignment as recorded on Official Map.



Project Justification

This corridor has been identified for the Owatonna North Beltline to improve regional mobility and traffic flow and promote regional economic development through improved mobility and access. The County Board recorded an Official Map designating the corridor in 2009. The project is unscheduled as Dane Road and Kenyon Road serve as alternative routes. Until more development occurs in the area, the project is not justified at this time.

Funding Source	Prev. Years	2025	2026	2027	2028	2029	Fut. Years	Total
Fund Balance							3,000,000	3,000,000
To Be Determined							800,000	800,000
Total							3,800,000	3,800,000

Expenditure Type	Prev. Years	2025	2026	2027	2028	2029	Fut. Years	Total
Construction							3,000,000	3,000,000
Design Engineering							300,000	300,000
Right of Way							500,000	500,000
Total							3,800,000	3,800,000

Construction Year: Unscheduled

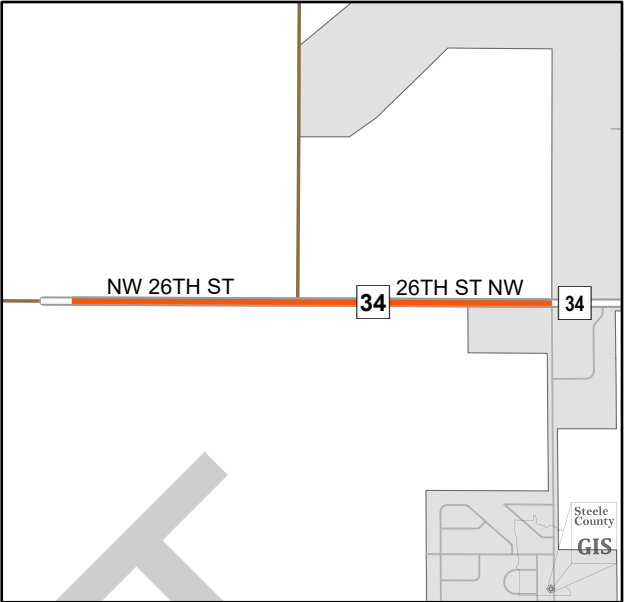
CSAH 34 (Future CSAH 7 to 24th Ave NW)
City of Owatonna, Clinton Falls Township, & Owatonna Township

Project Number	Project Type
SAP 074-634-019	Expansion

Functional Classification
Minor Collector

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

Project Description
Reconstruct gravel highway with paved surface. See also CSAH 7 (CSAH 2 to CSAH 34) which will be constructed at the same time.



Project Justification
This corridor has been identified for the Owatonna North Beltline to improve regional mobility and traffic flow and promote regional economic development through improved mobility and access. The project is unscheduled as CSAH 2 Hoffman Drive and 24th Avenue serve as alternative routes. Until more development occurs in the area, the project is not justified at this time.

Funding Source	Prev. Years	2025	2026	2027	2028	2029	Fut. Years	Total
Sales Tax Revenue							1,920,000	1,920,000
Total							1,920,000	1,920,000

Expenditure Type	Prev. Years	2025	2026	2027	2028	2029	Fut. Years	Total
Construction							1,500,000	1,500,000
Design Engineering							150,000	150,000
Right of Way							200,000	200,000
Utility							70,000	70,000
Total							1,920,000	1,920,000

Construction Year: 2025

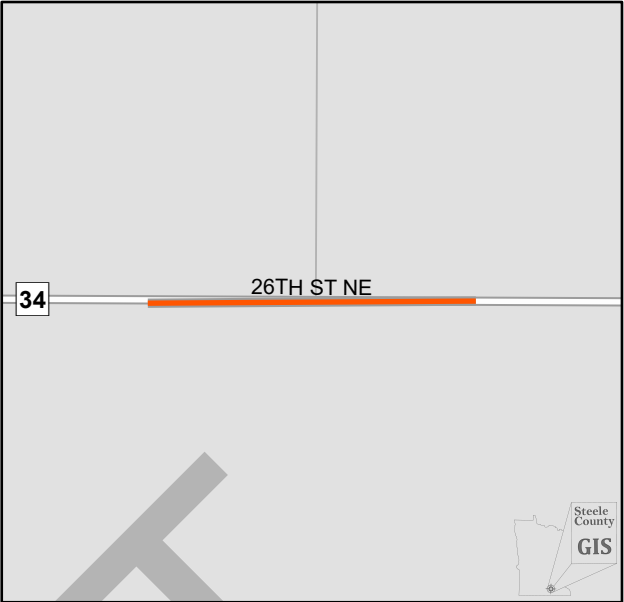
CSAH 34 at Landmark Dr
City of Owatonna

Project Number	Project Type
TBD	Safety

Functional Classification
Minor Arterial

Pavement Condition Index	ADT Existing	Legal Load Limit	Length
75	8000 (2019)	10 Ton	0.05

Project Description
Remove westbound left turn lane and reconstruct island to prevent southbound left turns.



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

Funding Source	Prev. Years	2025	2026	2027	2028	2029	Fut. Years	Total
Sales Tax Revenue		150,000						150,000
Total		150,000						150,000

Expenditure Type	Prev. Years	2025	2026	2027	2028	2029	Fut. Years	Total
Construction		150,000						150,000
Total		150,000						150,000

Construction Year: Unscheduled

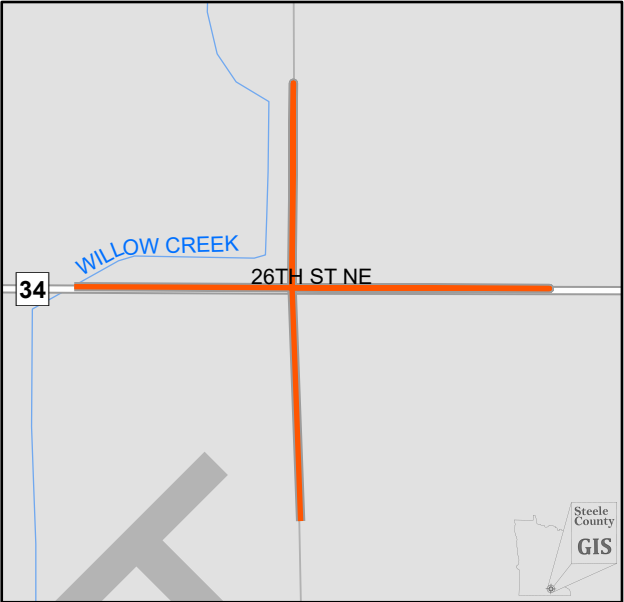
CSAH 34 at St Paul Road
City of Owatonna

Project Number	Project Type
N/A	Operational

Functional Classification
Major Collector

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

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



Project Justification
The CSAH 34 Traffic & Infrastructure Improvement Needs Study completed in 2015 made recommendations to improve traffic flow and safety. This intersection was identified for upgrading the traffic control when opportunity or development occurs. Until then, the project will be unscheduled.

Funding Source	Prev. Years	2025	2026	2027	2028	2029	Fut. Years	Total
To Be Determined							1,650,000	1,650,000
Total							1,650,000	1,650,000

Expenditure Type	Prev. Years	2025	2026	2027	2028	2029	Fut. Years	Total
Construction							1,500,000	1,500,000
Design Engineering							150,000	150,000
Total							1,650,000	1,650,000

Construction Year: 2025

CSAH 43 (US 14 to CSAH 8)

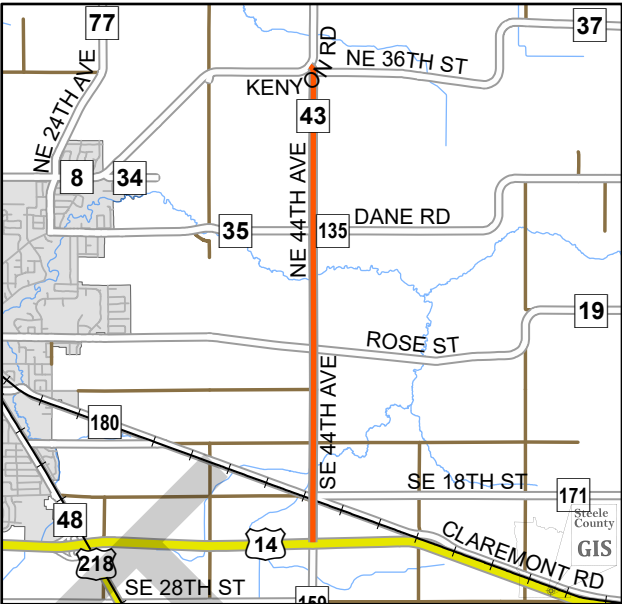
Havana and Merton Townships

Project Number	Project Type
N/A	Rehabilitation

Functional Classification
Major Collector

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

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



Project Justification
To restore pavement condition and drainage.

Funding Source	Prev. Years	2025	2026	2027	2028	2029	Fut. Years	Total
Sales Tax Revenue	500,000	1,300,000						1,800,000
State Aid		1,800,000						1,800,000
Total	500,000	3,100,000						3,600,000

Expenditure Type	Prev. Years	2025	2026	2027	2028	2029	Fut. Years	Total
Construction	500,000	3,100,000						3,600,000
Total	500,000	3,100,000						3,600,000

Construction Year: Unscheduled

CSAH 45 (TH 14 to State Ave)

City of Owatonna

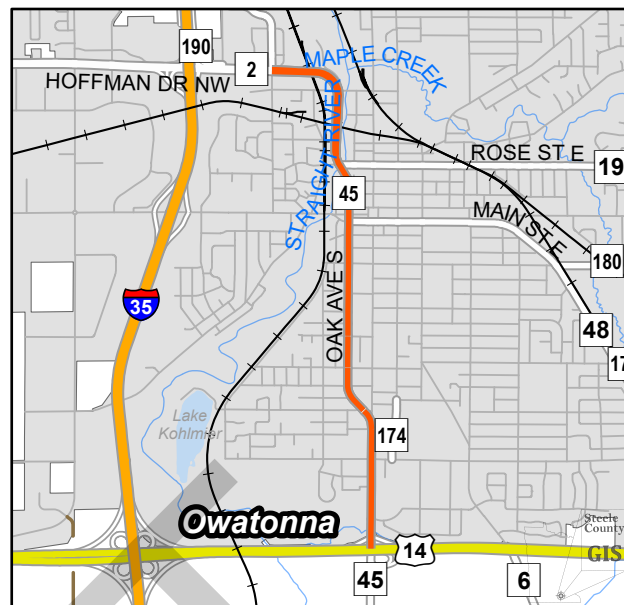
Project Number	Project Type
N/A	Urban Reconstruction

Functional Classification
Minor Arterial

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

Project Description

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



Project Justification

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

Funding Source	Prev. Years	2025	2026	2027	2028	2029	Fut. Years	Total
Federal Funds							5,000,000	5,000,000
To Be Determined							7,550,000	7,550,000
Total							12,550,000	12,550,000
Expenditure Type	Prev. Years	2025	2026	2027	2028	2029	Fut. Years	Total
Construction							10,000,000	10,000,000
Design Engineering							1,000,000	1,000,000
Preliminary Engineering							50,000	50,000
Right of Way							500,000	500,000
Utility							1,000,000	1,000,000
Total							12,550,000	12,550,000

Construction Year: 2025

CSAH 47 (Bixby Lane)

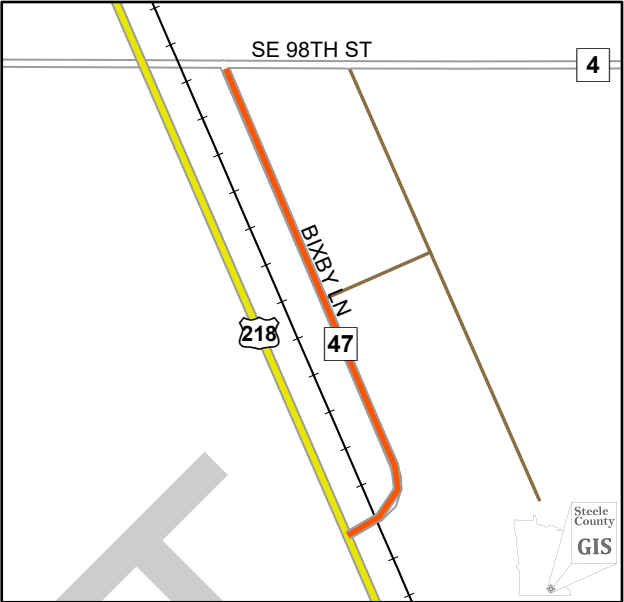
Aurora Township

Project Number	Project Type
SAP 074-647-002	Rehabilitation

Functional Classification
Local Road

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

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



Project Justification
Pavement is failing and drainage is poor.

Funding Source	Prev. Years	2025	2026	2027	2028	2029	Fut. Years	Total
Sales Tax Revenue		500,000						500,000
Total		500,000						500,000

Expenditure Type	Prev. Years	2025	2026	2027	2028	2029	Fut. Years	Total
Construction		500,000						500,000
Total		500,000						500,000

Construction Year: Unscheduled

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

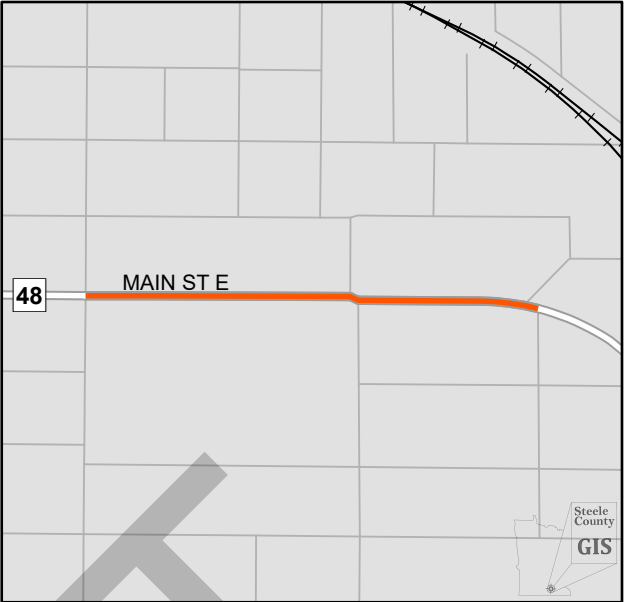
Project Number	Project Type
SAP 074-648-008	Rehabilitation

Functional Classification
Minor Arterial

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

Project Description

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



Project Justification

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

Funding Source	Prev. Years	2025	2026	2027	2028	2029	Fut. Years	Total
Other Local	50,000						550,000	600,000
Sales Tax Revenue	150,000						1,150,000	1,300,000
State Aid							500,000	500,000
Total	200,000						2,200,000	2,400,000

Expenditure Type	Prev. Years	2025	2026	2027	2028	2029	Fut. Years	Total
Construction							2,000,000	2,000,000
Design Engineering							200,000	200,000
Preliminary Engineering	200,000							200,000
Total	200,000						2,200,000	2,400,000

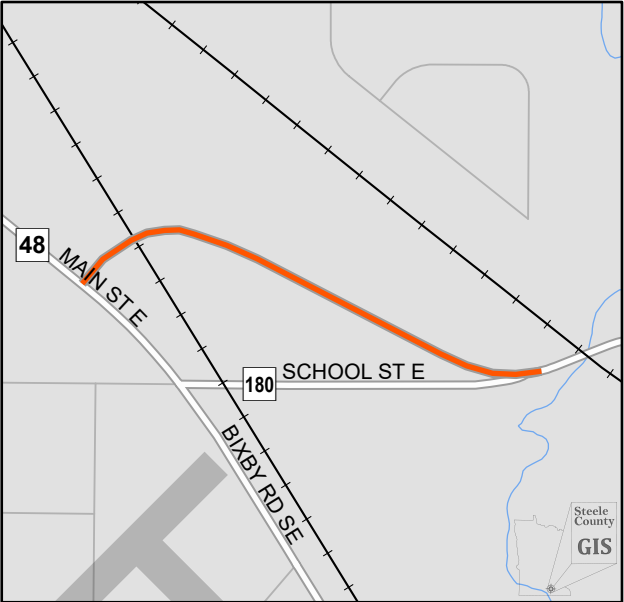
Construction Year: Unscheduled

CSAH 48 at CR 180 Intersection Improvement
City of Owatonna

Project Number		Project Type	
N/A		Safety	
Functional Classification			
Minor Arterial			
Pavement Condition Index	ADT Existing	Legal Load Limit	Length
80	1800	9-ton	0.29

Project Description

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



Project Justification

The skewed intersection and railroad crossing, especially with CSAH 48 on a curve, limits sight lines of motorists and creates a high-risk intersection. This project will improve those sight lines and safety of the intersection. While the improvements would proactively address safety concerns, due to existing low crash rates and low traffic volume, other projects have higher priority so the project is unscheduled.

Funding Source	Prev. Years	2025	2026	2027	2028	2029	Fut. Years	Total
Other Local							355,000	355,000
Sales Tax Revenue							1,065,000	1,065,000
Total							1,420,000	1,420,000

Expenditure Type	Prev. Years	2025	2026	2027	2028	2029	Fut. Years	Total
Construction							1,200,000	1,200,000
Design Engineering							120,000	120,000
Right of Way							100,000	100,000
Total							1,420,000	1,420,000

Construction Year: 2028

CSAH 48 Main St (Oak Ave to Grove Ave)

City of Owatonna

Project Number	Project Type
074-648-008 & 074-070-012	Urban Reconstruction

Functional Classification
Minor Arterial

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

Project Description

The project will reconstruct the corridor, update turn lane configurations, replace traffic signal at Elm Ave, construct a roundabout at Grove Ave, add streetscaping elements, replace underground city utilities, and other improvements. The county has received \$450,000 in federal Highway Safety Improvement Program funding for improvements at the Main Steet & Elm Avenue intersection.



Project Justification

Restore pavement condition and improve corridor safety.

Funding Source	Prev. Years	2025	2026	2027	2028	2029	Fut. Years	Total
Federal Funds					450,000			450,000
Other Local	50,000	125,000			2,705,000			2,880,000
Sales Tax Revenue	150,000	450,000			2,850,000			3,450,000
State Aid					2,100,000			2,100,000
Total	200,000	575,000			8,105,000			8,880,000

Expenditure Type	Prev. Years	2025	2026	2027	2028	2029	Fut. Years	Total
Construction					7,050,000			7,050,000
Design Engineering		500,000						500,000
Preliminary Engineering	200,000							200,000
Right of Way		75,000						75,000
Utility					1,055,000			1,055,000
Total	200,000	575,000			8,105,000			8,880,000

Construction Year: Unscheduled

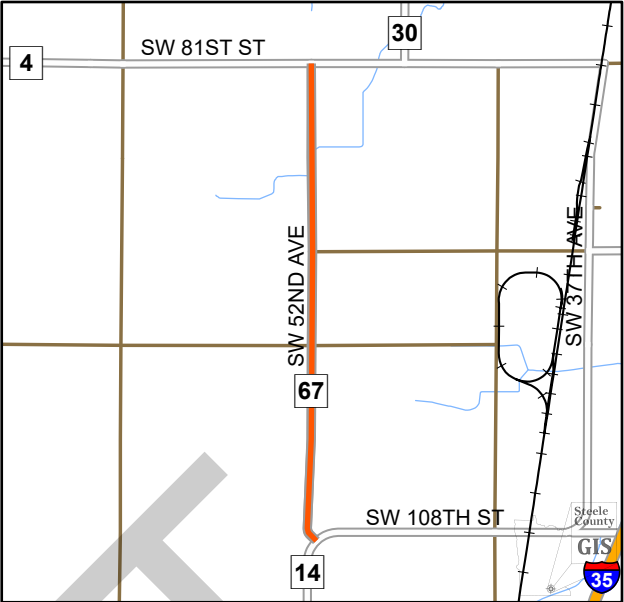
CSAH 67 (CSAH 14 to CSAH 4)
Somerset & Summit Townships

Project Number	Project Type
N/A	Rehabilitation

Functional Classification
Local Road

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

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



Project Justification
To restore pavement condition and drainage.

Funding Source	Prev. Years	2025	2026	2027	2028	2029	Fut. Years	Total
To Be Determined							1,350,000	1,350,000
Total							1,350,000	1,350,000

Expenditure Type	Prev. Years	2025	2026	2027	2028	2029	Fut. Years	Total
Construction							1,350,000	1,350,000
Total							1,350,000	1,350,000

Construction Year: Unscheduled

CR 162 (NW 30th St to CR 112)

Deerfield Township

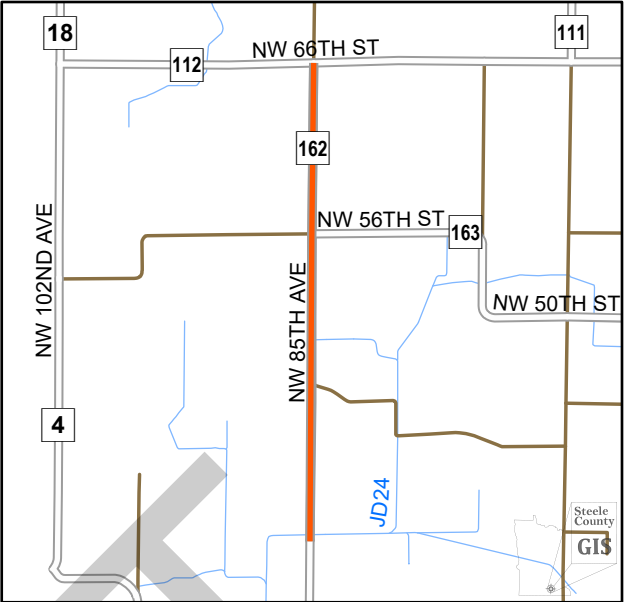
Project Number	Project Type
N/A	Rural Reconstruction

Functional Classification
Major Collector

Pavement Condition Index	ADT Existing	Legal Load Limit	Length
Gravel	65	9 ton	2.79

Project Description

Reconstruct and pave the existing aggregate road.



Project Justification

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

Funding Source	Prev. Years	2025	2026	2027	2028	2029	Fut. Years	Total
To Be Determined							4,700,000	4,700,000
Total							4,700,000	4,700,000

Expenditure Type	Prev. Years	2025	2026	2027	2028	2029	Fut. Years	Total
Construction							4,200,000	4,200,000
Design Engineering							400,000	400,000
Right of Way							100,000	100,000
Total							4,700,000	4,700,000

Construction Year: 2027

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

City of Owatonna

Project Number	Project Type
N/A	Urban Reconstruction

Functional Classification
Local Road

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

Project Description

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



Project Justification

To improve drainage and restore pavement.

Funding Source	Prev. Years	2025	2026	2027	2028	2029	Fut. Years	Total
Sales Tax Revenue		54,000		540,000				594,000
Total		54,000		540,000				594,000

Expenditure Type	Prev. Years	2025	2026	2027	2028	2029	Fut. Years	Total
Construction				540,000				540,000
Design Engineering		54,000						54,000
Total		54,000		540,000				594,000

Construction Year: Unscheduled

CR 180 (CSAH 48 to East of CSAH 43)

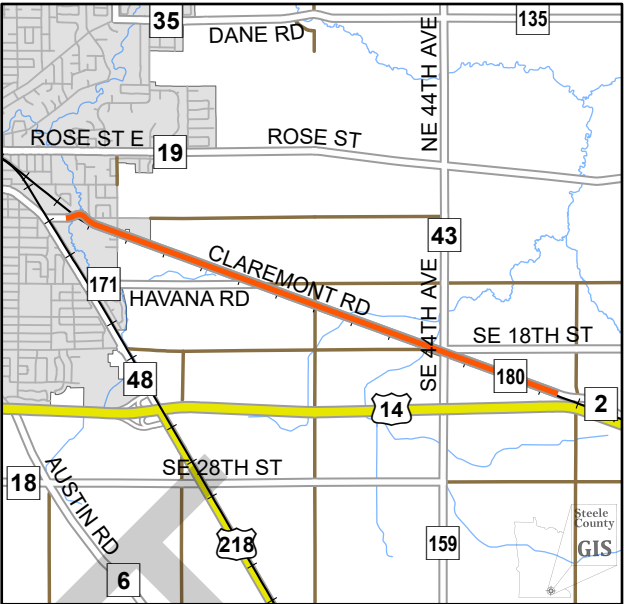
City of Owatonna, Owatonna & Havana Townships

Project Number	Project Type
N/A	Rural Reconstruction

Functional Classification
Minor Collector

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

Project Description
Reconstruct the roadway to current State Aid Standards.



Project Justification
To improve pavement condition, widen shoulders and flatten foreslopes to improve safety. The 2020-2040 Transportation Plan identified CR 180 to be redesignated as a CSAH and reclassify it as a Major Collector. It serves as a regional connector between Owatonna and Claremont.

Funding Source	Prev. Years	2025	2026	2027	2028	2029	Fut. Years	Total
To Be Determined							8,000,000	8,000,000
Total							8,000,000	8,000,000

Expenditure Type	Prev. Years	2025	2026	2027	2028	2029	Fut. Years	Total
Construction							8,000,000	8,000,000
Total							8,000,000	8,000,000

Construction Year: 2025

CR 180 at Canadian Pacific Railway Crossing
City of Owatonna

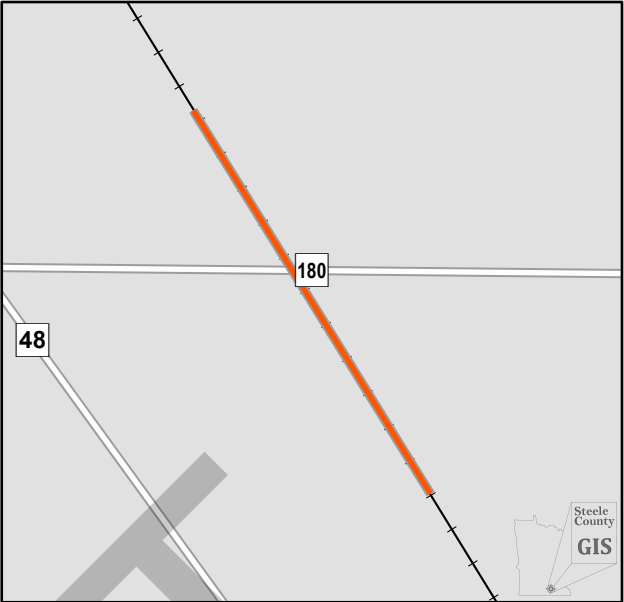
Project Number	Project Type
SAP 074-596-003/SP 74-00139	Safety

Functional Classification
Minor Collector

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

Project Description

The project will add railroad crossing gates and signals to the crossing, extend a multiuse trail along side the road, and resurface the crossing and approaches. The existing crossing control is crossbuck and Stop signs. The crossing gates and signals are 100% funded by the Minnesota Railroad-Highway Grade Crossing Safety Improvement Program. Crossing surface and approach work and trail work will be shared costs between the County and City of Owatonna.



Project Justification

To improve railroad crossing safety.

Funding Source	Prev. Years	2025	2026	2027	2028	2029	Fut. Years	Total
Federal Funds		350,000						350,000
Other Local		75,000						75,000
Sales Tax Revenue		125,000						125,000
State Aid		100,000						100,000
Total		650,000						650,000

Expenditure Type	Prev. Years	2025	2026	2027	2028	2029	Fut. Years	Total
Construction		650,000						650,000
Total		650,000						650,000

Construction Year: Unscheduled

CR 190 Realignment

City of Owatonna and Owatonna Township

Project Number	Project Type
N/A	Safety

Functional Classification

Pavement Condition Index	ADT Existing	Legal Load Limit	Length
	100		0.19

Project Description

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



Project Justification

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

Funding Source	Prev. Years	2025	2026	2027	2028	2029	Fut. Years	Total
Sales Tax Revenue							860,000	860,000
Total							860,000	860,000

Expenditure Type	Prev. Years	2025	2026	2027	2028	2029	Fut. Years	Total
Construction							700,000	700,000
Design Engineering							60,000	60,000
Right of Way							100,000	100,000
Total							860,000	860,000

Construction Year: 2026

Bridge 4686 - CR 180 over Izaak Walton Cr

City of Owatonna

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

Functional Classification
Minor Collector

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

Project Description

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

Project Justification

Bridge No. 4686 has a Local Planning Index of 48 out of 100 and is deteriorating. County Board Resolution places it on the Prioritized Bridge Replacement List. Besides crossing the stream at this location, the highway passes under a railroad bridge and only has a 13-foot vertical clearance. A 14'6" minimum clearance or a 16'4" desired clearance is the current standard. The bridge has been hit by trucks several times. Trucks often divert into nearby residential streets to get around the bridge. In addition to the low clearance, CR 180 is prone to flooding at this location. There is no safe pedestrian route across the railroad.



Funding Source	Prev. Years	2025	2026	2027	2028	2029	Fut. Years	Total
Bridge Funding - Fund 29			4,000,000					4,000,000
Other Local	87,500		750,000					837,500
Sales Tax Revenue	362,500		2,250,000					2,612,500
Total	450,000		7,000,000					7,450,000

Expenditure Type	Prev. Years	2025	2026	2027	2028	2029	Fut. Years	Total
Construction			7,000,000					7,000,000
Design Engineering	300,000							300,000
Preliminary Engineering	100,000							100,000
Right of Way	50,000							50,000
Total	450,000		7,000,000					7,450,000

Construction Year: 2028

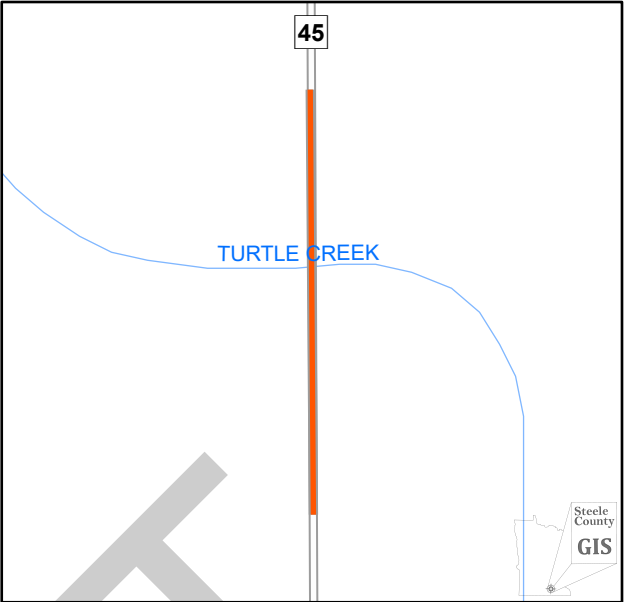
Bridge 6743 - CSAH 45 over Turtle Creek
Owatonna Township

Project Number	Project Type
SAP 074-645-043	Bridge Replacement

Functional Classification
Major Collector

Pavement Condition Index	ADT Existing	Legal Load Limit	Length
95	3750	10 ton	0.03

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



Project Justification
The bridge has a Local Planning Index of 53 out of 100 and is deteriorating. County Board Resolution places it on the Prioritized Bridge Replacement List.

Funding Source	Prev. Years	2025	2026	2027	2028	2029	Fut. Years	Total
Bridge Funding - Fund 29					325,000			325,000
Sales Tax Revenue			65,000		225,000			290,000
State Aid					200,000			200,000
Total			65,000		750,000			815,000

Expenditure Type	Prev. Years	2025	2026	2027	2028	2029	Fut. Years	Total
Construction					750,000			750,000
Design Engineering			65,000					65,000
Total			65,000		750,000			815,000

Construction Year: 2025

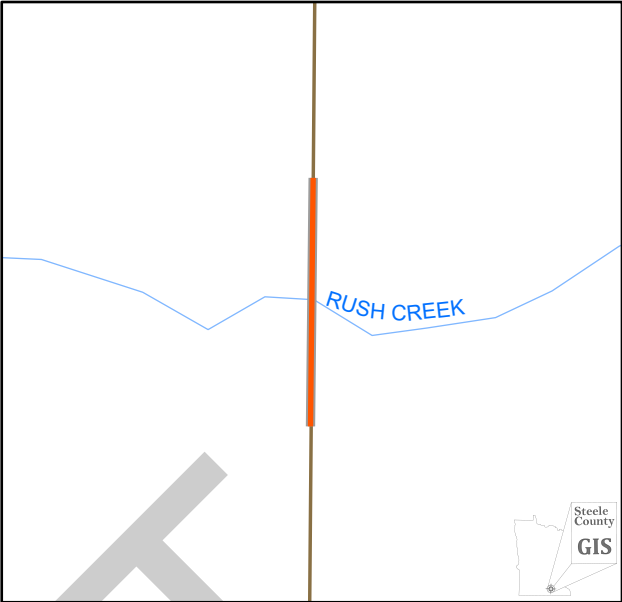
Bridge 74507 - NE 34th Ave over Rush Cr
Merton Township

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

Functional Classification
Local Road

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

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



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

Funding Source	Prev. Years	2025	2026	2027	2028	2029	Fut. Years	Total
Other Local	10,000	10,000						20,000
Township Bridge	15,000	415,000						430,000
Total	25,000	425,000						450,000

Expenditure Type	Prev. Years	2025	2026	2027	2028	2029	Fut. Years	Total
Construction		425,000						425,000
Design Engineering	25,000							25,000
Total	25,000	425,000						450,000

Construction Year: 2025

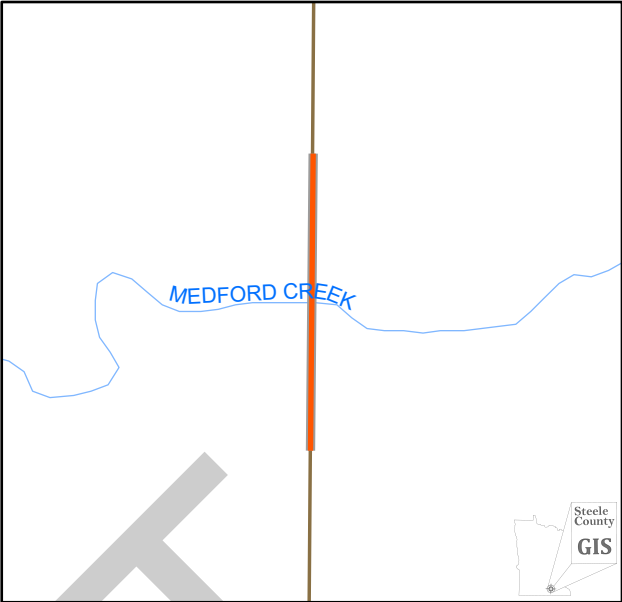
Bridge 74524 - NE 14th Ave over Medford Cr
Medford Township

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

Functional Classification
Local Road

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

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



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

Funding Source	Prev. Years	2025	2026	2027	2028	2029	Fut. Years	Total
Other Local	10,000	10,000						20,000
Township Bridge	15,000	395,000						410,000
Total	25,000	405,000						430,000

Expenditure Type	Prev. Years	2025	2026	2027	2028	2029	Fut. Years	Total
Construction		405,000						405,000
Design Engineering	25,000							25,000
Total	25,000	405,000						430,000

Construction Year: 2025

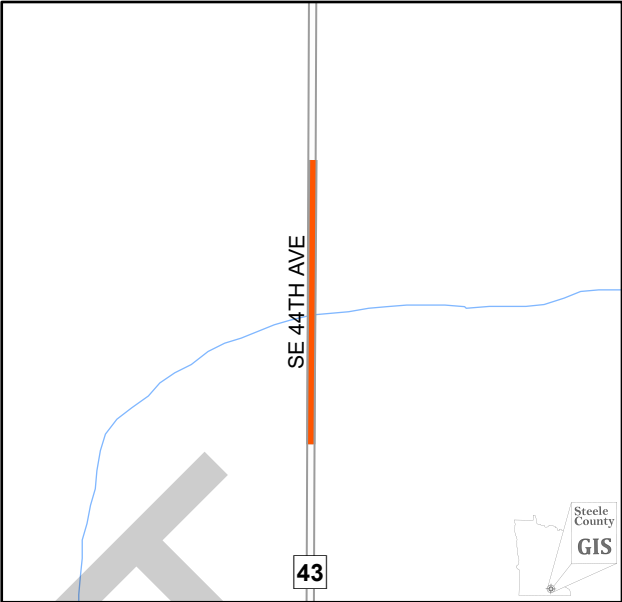
Bridge 74563 - CSAH 43 over Ditch
Havana Township

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

Functional Classification
Major Collector

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

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



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



Funding Source	Prev. Years	2025	2026	2027	2028	2029	Fut. Years	Total
Bridge Funding - Fund 29		350,000						350,000
Sales Tax Revenue	55,000							55,000
State Aid		550,000						550,000
Total	55,000	900,000						955,000

Expenditure Type	Prev. Years	2025	2026	2027	2028	2029	Fut. Years	Total
Construction		900,000						900,000
Design Engineering	50,000							50,000
Right of Way	5,000							5,000
Total	55,000	900,000						955,000

Construction Year: 2025

Bridge 88497-CSAH 14/CSAH 2 over Stream

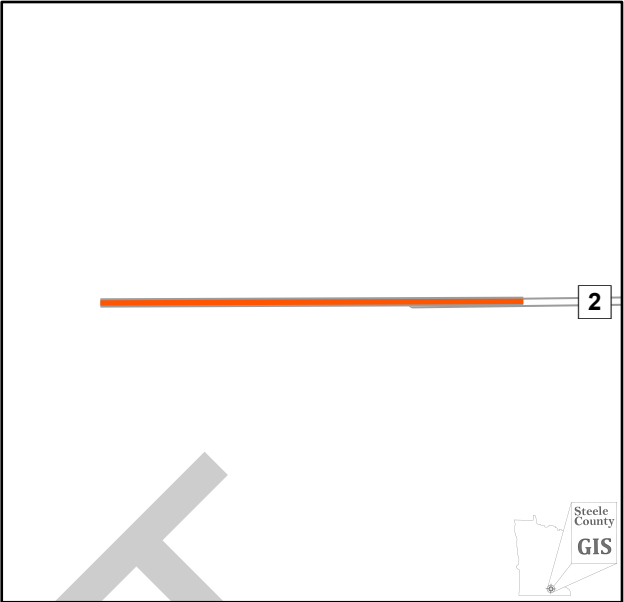
Meriden Township & Woodville Township, Waseca County

Project Number	Project Type
N/A	Bridge Replacement

Functional Classification

Pavement Condition Index	ADT Existing	Legal Load Limit	Length
	3331		0.03

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



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

Funding Source	Prev. Years	2025	2026	2027	2028	2029	Fut. Years	Total
Other Local		425,000						425,000
State Aid		175,000						175,000
Total		600,000						600,000

Expenditure Type	Prev. Years	2025	2026	2027	2028	2029	Fut. Years	Total
Construction		600,000						600,000
Total		600,000						600,000

Construction Year: 2027

Bridge 95786 - SE 18th St over ditch

Havana Township

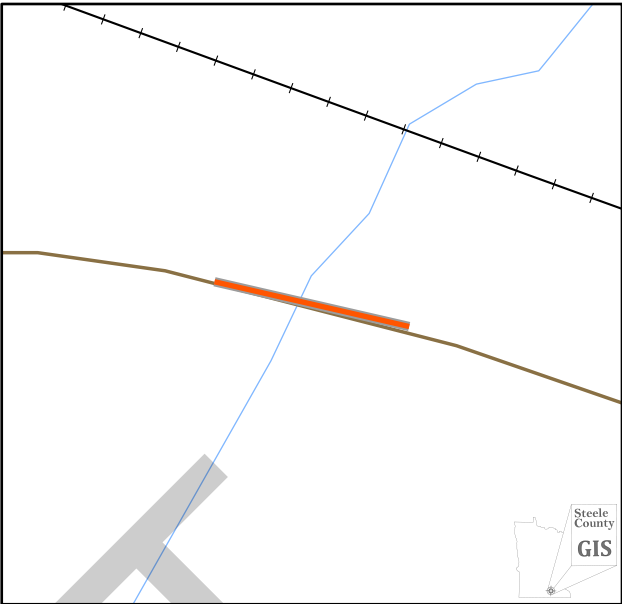
Project Number	Project Type
N/A	Bridge Replacement

Functional Classification
Local Road

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

Project Description

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



Project Justification

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



Funding Source	Prev. Years	2025	2026	2027	2028	2029	Fut. Years	Total
Other Local		10,000		10,000				20,000
Township Bridge		15,000		240,000				255,000
Total		25,000		250,000				275,000

Expenditure Type	Prev. Years	2025	2026	2027	2028	2029	Fut. Years	Total
Construction				250,000				250,000
Design Engineering		25,000						25,000
Total		25,000		250,000				275,000

Construction Year: 2027

Bridge L5573 - Twp 95 over Straight River

Clinton Falls Township

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

Functional Classification
Closed

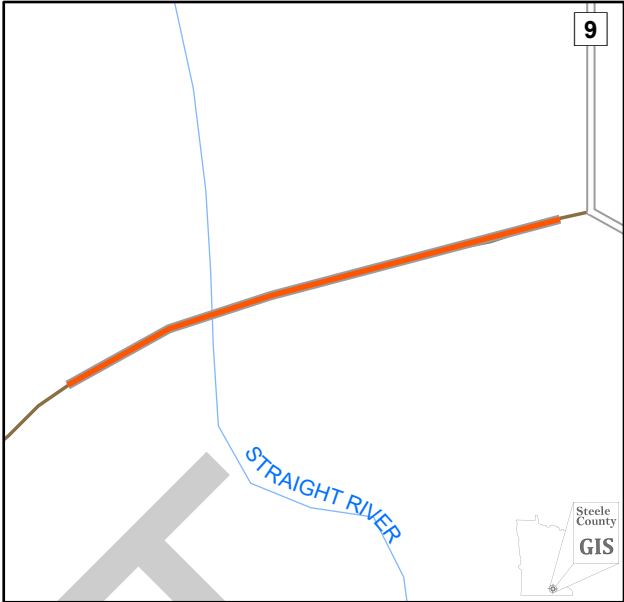
Pavement Condition Index	ADT Existing	Legal Load Limit	Length
NA	0	Closed	0.09

Project Description

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

Project Justification

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



Funding Source	Prev. Years	2025	2026	2027	2028	2029	Fut. Years	Total
Township Bridge			70,000	600,000				670,000
Total			70,000	600,000				670,000

Expenditure Type	Prev. Years	2025	2026	2027	2028	2029	Fut. Years	Total
Construction				600,000				600,000
Design Engineering			70,000					70,000
Total			70,000	600,000				670,000

Construction Year: 2025

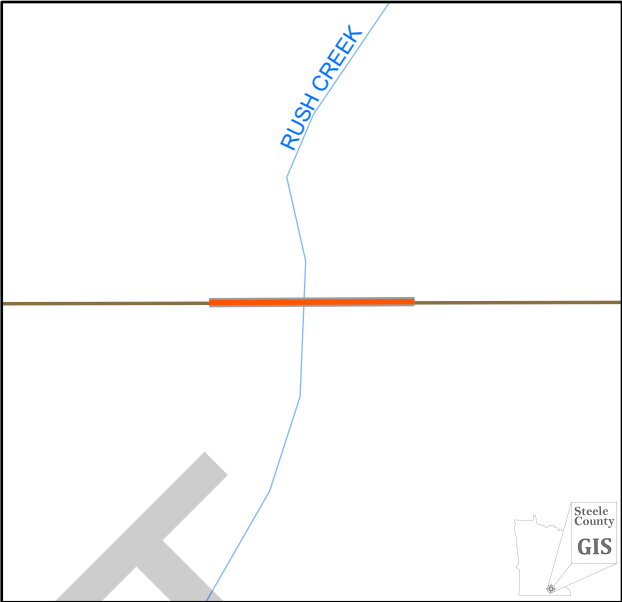
Bridge L5798 - NE 76th St over Rush Creek
Merton Township

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

Functional Classification
Local Road

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

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



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



Funding Source	Prev. Years	2025	2026	2027	2028	2029	Fut. Years	Total
Other Local	10,000	10,000						20,000
Township Bridge	15,000	305,000						320,000
Total	25,000	315,000						340,000

Expenditure Type	Prev. Years	2025	2026	2027	2028	2029	Fut. Years	Total
Construction		315,000						315,000
Design Engineering	25,000							25,000
Total	25,000	315,000						340,000

Construction Year: 2025

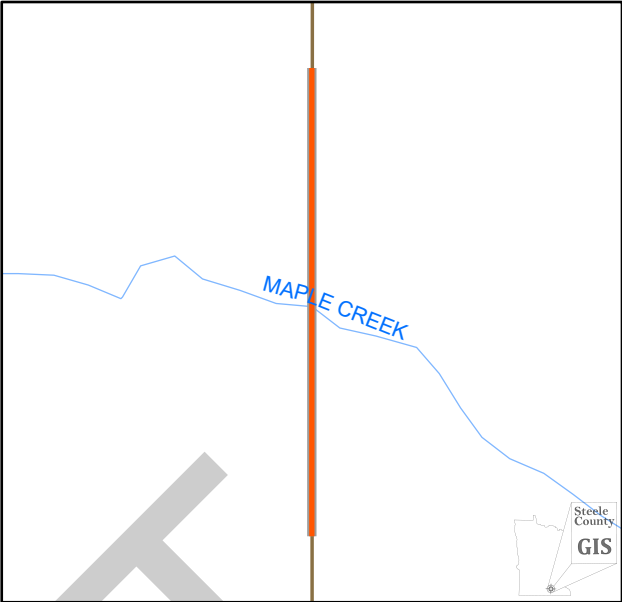
Bridge L8592 - NE 64th Ave over Maple Cr
Havana Township

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

Functional Classification
Local Road

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

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



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

Funding Source	Prev. Years	2025	2026	2027	2028	2029	Fut. Years	Total
Other Local	10,000	10,000						20,000
Township Bridge	15,000	190,000						205,000
Total	25,000	200,000						225,000

Expenditure Type	Prev. Years	2025	2026	2027	2028	2029	Fut. Years	Total
Construction		200,000						200,000
Design Engineering	25,000							25,000
Total	25,000	200,000						225,000

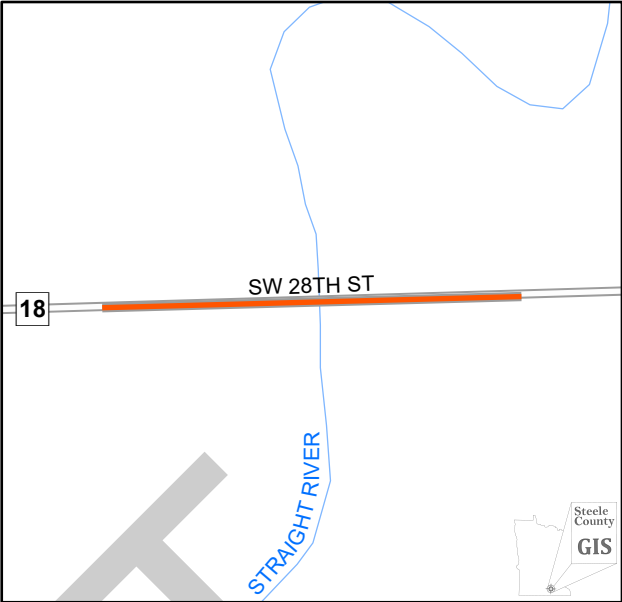
Construction Year: 2029

Bridge No. 74510 CSAH 18 over Straight River
Owatonna Township

Project Number		Project Type	
N/A		Bridge Replacement	
Functional Classification			
Major Collector			
Pavement Condition Index	ADT Existing	Legal Load Limit	Length
	990	9-ton/axle	0.1

Project Description

Project will replace existing Bridge No. 74510, a two span, 91' precast slab span structure built in 1996.



Project Justification

The structure has a Local Planning Index of 58 out of 100 and is deteriorating. County Board resolution places it on the Prioritized Replacement List.



Funding Source	Prev. Years	2025	2026	2027	2028	2029	Fut. Years	Total
Bridge Funding - Fund 29						500,000		500,000
Sales Tax Revenue					60,000			60,000
State Aid						500,000		500,000
Total					60,000	1,000,000		1,060,000

Expenditure Type	Prev. Years	2025	2026	2027	2028	2029	Fut. Years	Total
Construction						1,000,000		1,000,000
Design Engineering					50,000			50,000
Right of Way					10,000			10,000
Total					60,000	1,000,000		1,060,000

Construction Year: 2029

Bridge No. 92566 CSAH 13 over Rush Creek
Medford Township

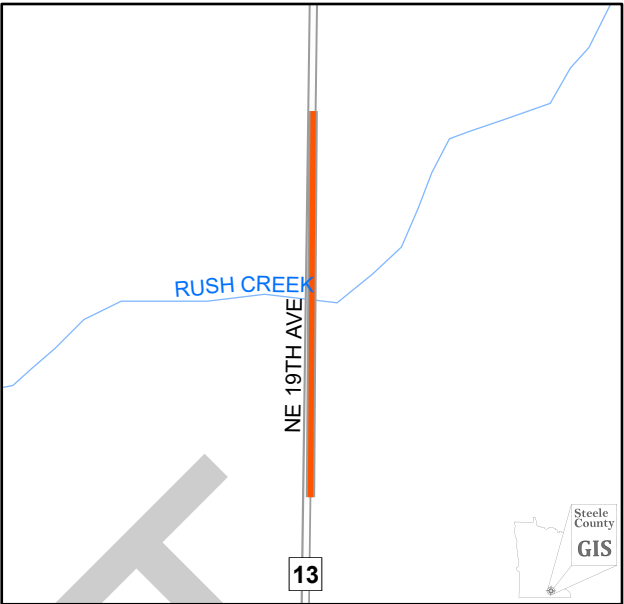
Project Number	Project Type
N/A	Bridge Replacement

Functional Classification
Major Collector

Pavement Condition Index	ADT Existing	Legal Load Limit	Length
	850	9-ton/axle	0.06

Project Description

The project will replace existing Bridge No. 92556, a 19'3" x 12'4" steel arch pipe culvert that was built in 1969.



Project Justification

The structure has a Local Planning Index of 59 out of 100 and is deteriorating. County Board Resolution places it on the Prioritized Bridge Replacement List.



Funding Source	Prev. Years	2025	2026	2027	2028	2029	Fut. Years	Total
Bridge Funding - Fund 29						400,000		400,000
Sales Tax Revenue					70,000			70,000
State Aid						450,000		450,000
Total					70,000	850,000		920,000

Expenditure Type	Prev. Years	2025	2026	2027	2028	2029	Fut. Years	Total
Construction						850,000		850,000
Design Engineering					60,000			60,000
Right of Way					10,000			10,000
Total					70,000	850,000		920,000

Construction Year: 2027

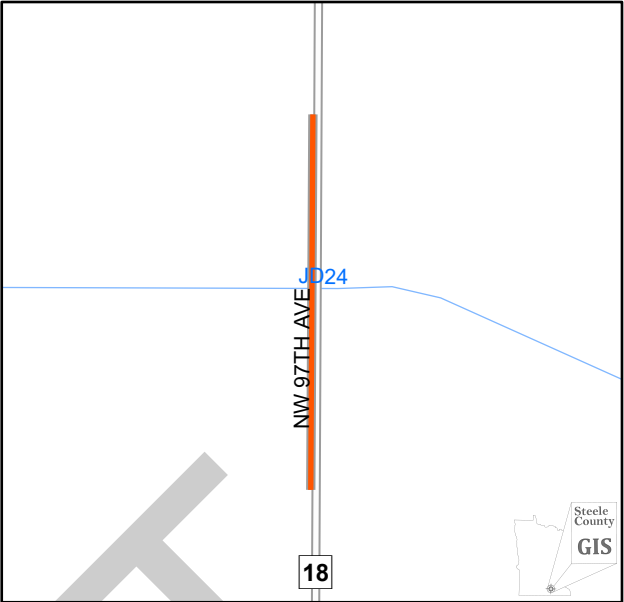
Bridge No. 92567 - CSAH 18 over Crane Creek
Deerfield Township

Project Number	Project Type
SAP 074-618-031	Bridge Replacement

Functional Classification
Major Collector

Pavement Condition Index	ADT Existing	Legal Load Limit	Length
	310 (2019)	9-ton	0.09

Project Description
Replace existing Bridge No. 92567, a 154" x 100" steel pipe arch pipe culvert that was built in 1968.



Project Justification
The structure has a Local Planning Index of 50 out of 100 and is deteriorating. County Board resolution places it on the Prioritized Bridge Replacement List.

Funding Source	Prev. Years	2025	2026	2027	2028	2029	Fut. Years	Total
Bridge Funding - Fund 29				400,000				400,000
Sales Tax Revenue	60,000							60,000
State Aid				450,000				450,000
Total	60,000			850,000				910,000

Expenditure Type	Prev. Years	2025	2026	2027	2028	2029	Fut. Years	Total
Construction				850,000				850,000
Design Engineering	60,000							60,000
Total	60,000			850,000				910,000

Steele County, Minnesota

Pavement Centerline Mileage & Surface Type

For Year Ended December 31, 2024

COUNTY STATE AID REGULAR						COUNTY STATE AID MUNICIPAL				
Road No	SURFACE-MILES				Total Miles	Road No	SURFACE-MILES			
	Gravel	Concrete	Bituminous	Non-Existent			Municipality	Concrete	Bituminous	Total Miles
1			4.500		4.500	12	Medford	0.500	0.900	1.400
2		8.560	5.135		13.695	14	Ellendale		0.750	0.750
3			14.900		14.900	15	Blooming Praire		1.170	1.170
4			19.500		19.500	16	Blooming Praire		0.040	0.040
5			1.000		1.000	20	Medford		0.250	0.250
6			9.400		9.400	38	Ellendale		1.120	1.120
7		8.760	8.540	1.000	18.300	41	Blooming Praire		0.910	0.910
8			5.680		5.680	42	Blooming Praire	0.440	0.200	0.640
9	0.700		7.900		8.600	45	Medford		0.680	0.680
10			2.500		2.500	46	Blooming Praire		1.000	1.000
11			1.050		1.050	Totals		0.940	7.020	7.960
12			12.600		12.600					
13			5.100		5.100					
14			10.200		10.200					
15			6.000		6.000					
16			12.000		12.000					
17	1.000		9.800		10.800					
18	3.000		16.700		19.700					
19		1.680	8.100		9.780	Road No	Gravel	Concrete	Bituminous	Total Miles
21			5.000		5.000	100	0.400		0.100	0.500
22			2.500		2.500	102 ^c	0.250			0.250
23			12.300		12.300	107			0.620	0.620
24			5.000		5.000	111			1.000	1.000
26	0.300		8.700		9.000	112			5.000	5.000
27			2.000		2.000	133	1.000			1.000
28			2.100		2.100	135			5.400	5.400
29			1.000		1.000	155			5.000	5.000
30			4.500		4.500	157			4.970	4.970
31			3.300		3.300	159			2.690	2.690
32			5.400		5.400	161			3.410	3.410
33			2.200		2.200	162	2.640		2.720	5.360
34	1.400	2.320	0.750	1.500	5.970	163	2.000		2.000	4.000
35			2.500		2.500	171			6.320	6.320
36			0.260		0.260	173			2.010	2.010
37			6.500		6.500	174			0.250	0.250
40			0.500		0.500	177			1.910	1.910
43			5.200		5.200	179 ^c			1.500	1.500
45		9.300	15.620		24.920	180			3.400	3.400
47			0.300		0.300	182			4.500	4.500
48		0.520	2.290		2.810	190			1.170	1.170
49			0.750		0.750	199 ^c			1.150	1.150
60			2.700		2.700	CR 73 ^{c,d}	0.800			0.800
67			2.500		2.500					
77			2.600		2.600					
Totals	6.400	31.140	257.075	2.500	297.115	Totals	7.090	0.000	55.120	62.210

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

Summary:

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

County State Aid Highways - 305.075
County Roads - 62.210
367.285

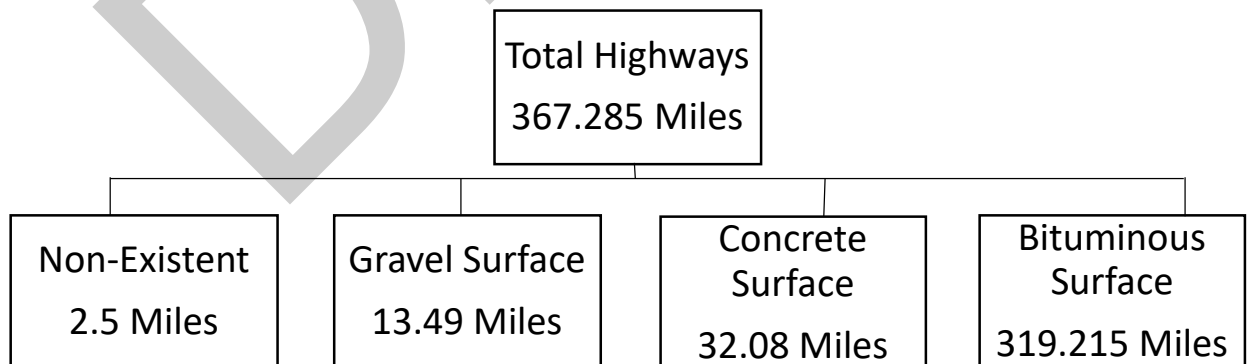
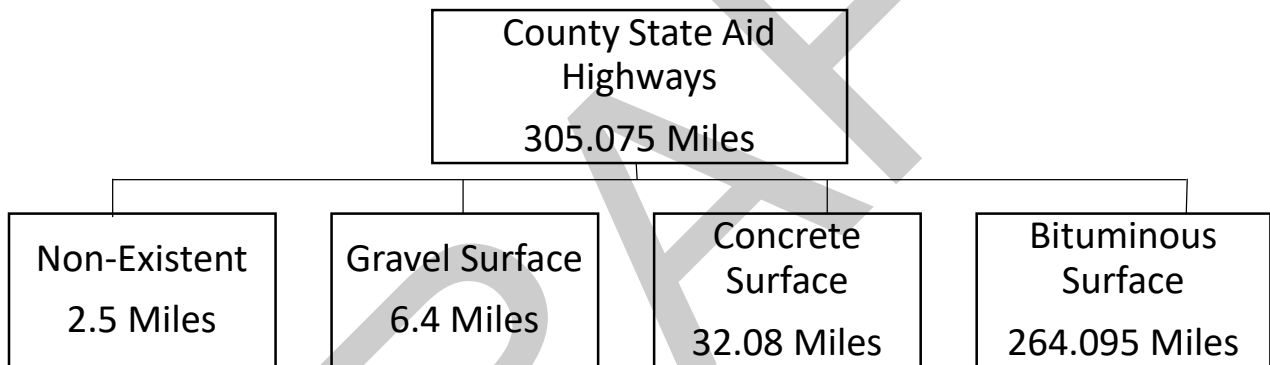
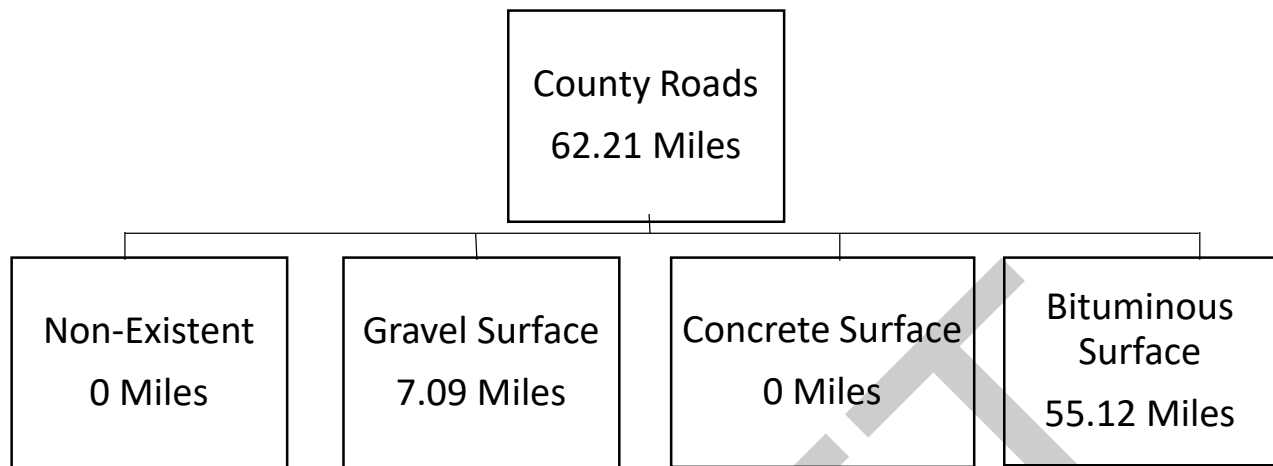
NOT Reconciled with MnDOT CSAH NEEDS x/x/xxxx

305.090 NEEDS mileage
0.000 Needs banked mileage
305.090 TOTAL

2024 Changes

None 0.000
Previous bank 0.000
New Bank 0.000

Steele County Highway Centerline Mileage Chart

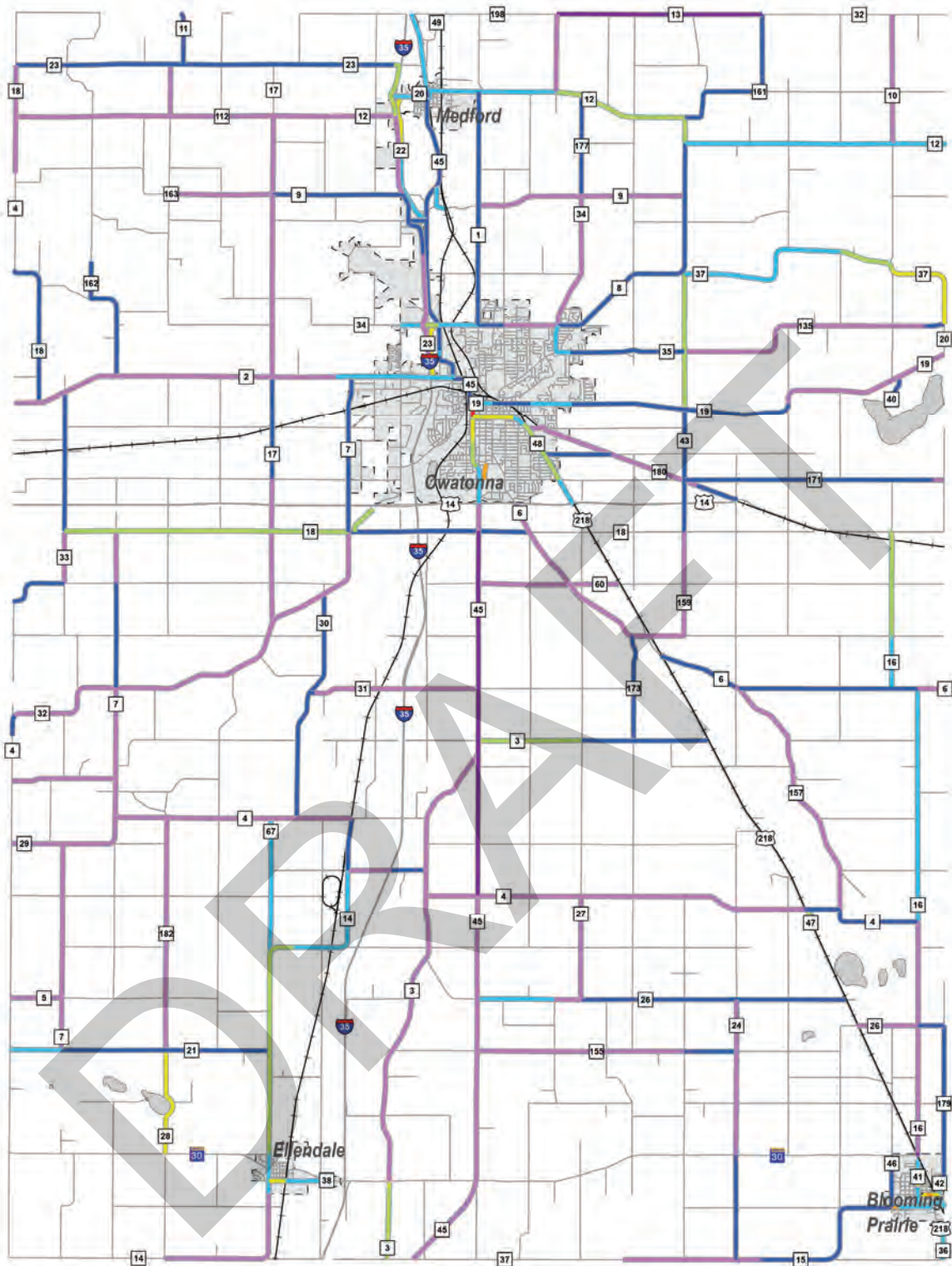


Pavement Condition Index Maps

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

2024 data was not available at the time of this report, so 2022 data is shown.

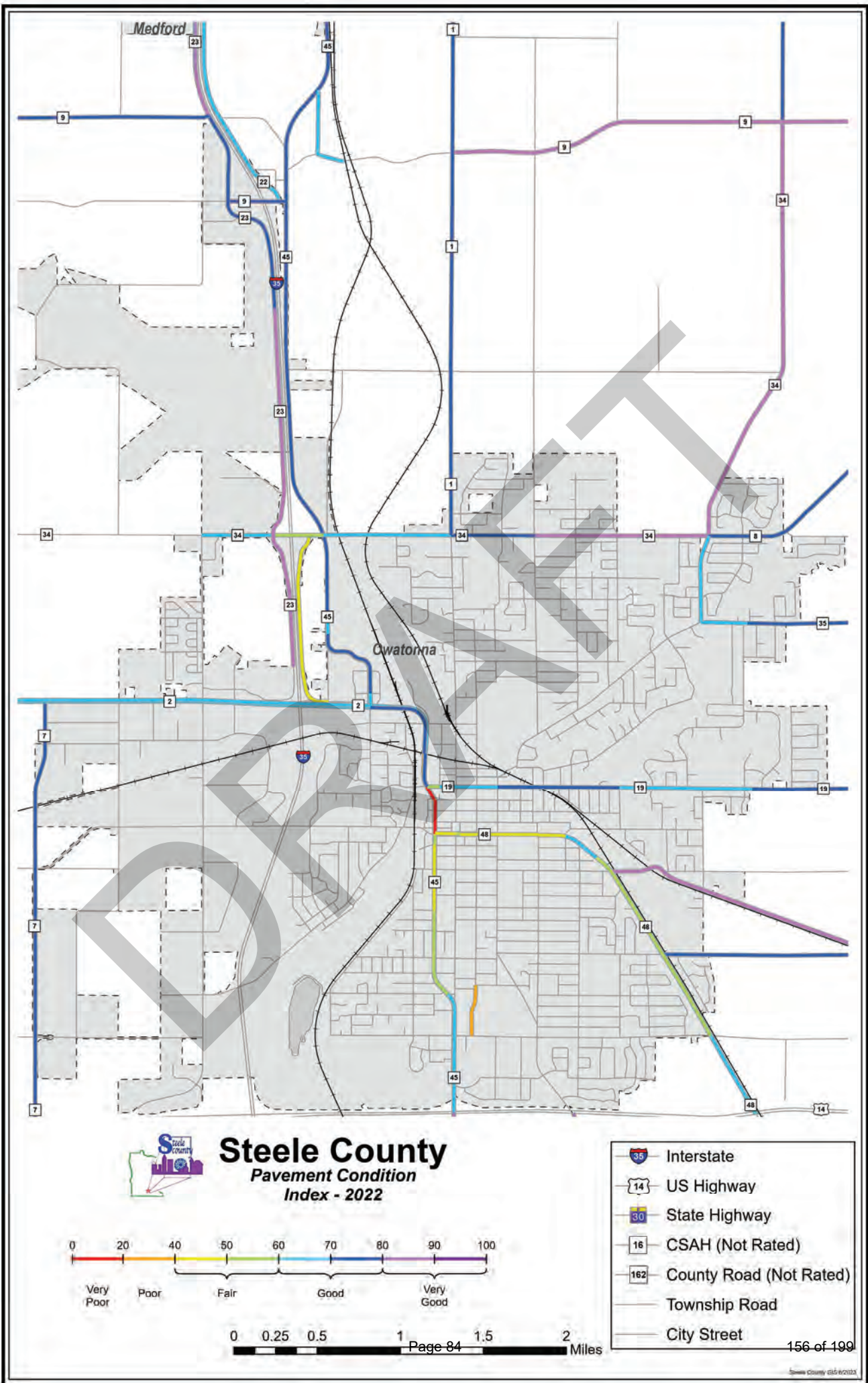
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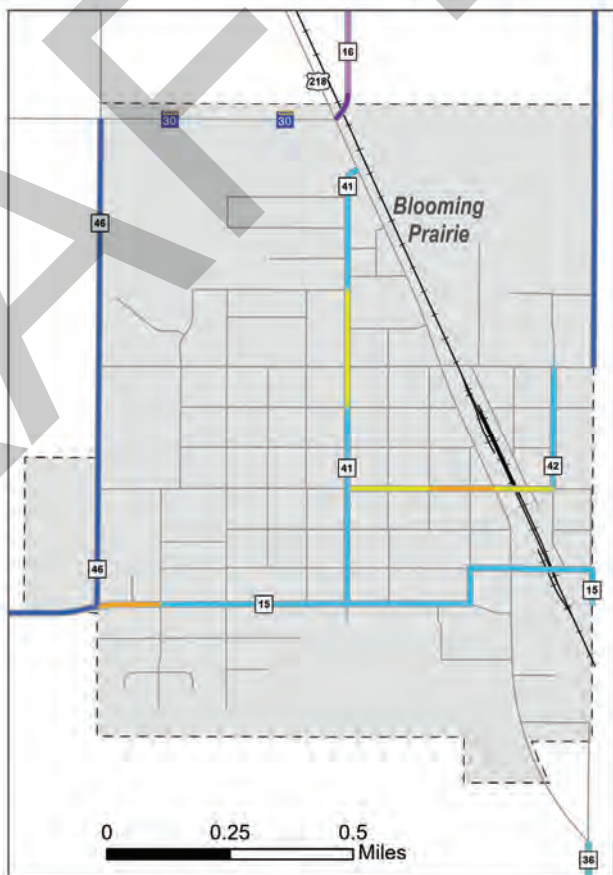
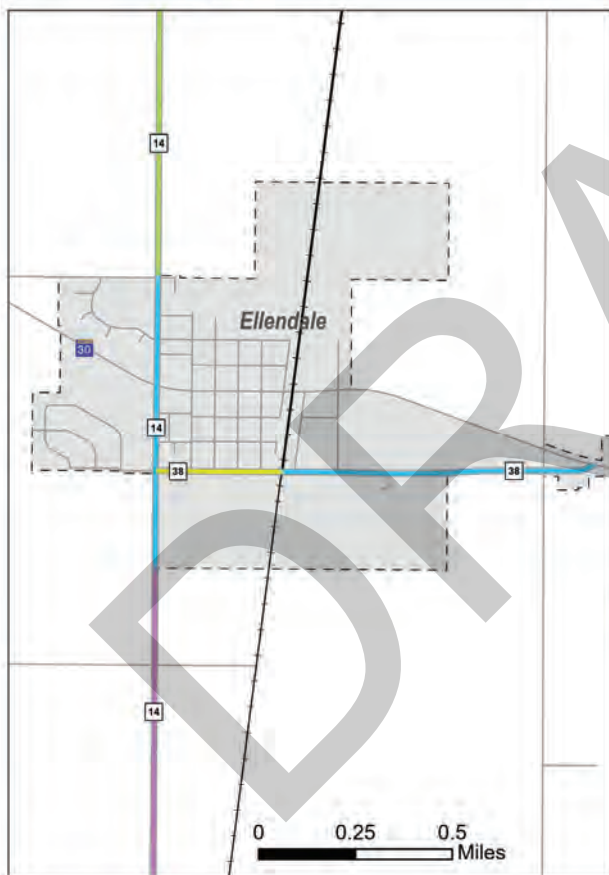


Steele County **Pavement Condition** **Index - 2022**

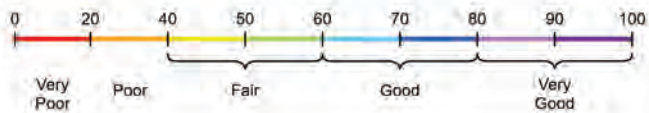


- Interstate
- US Highway
- State Highway
- CSAH (Not Rated)
- County Road (Not Rated)
- Township Road
- City Street



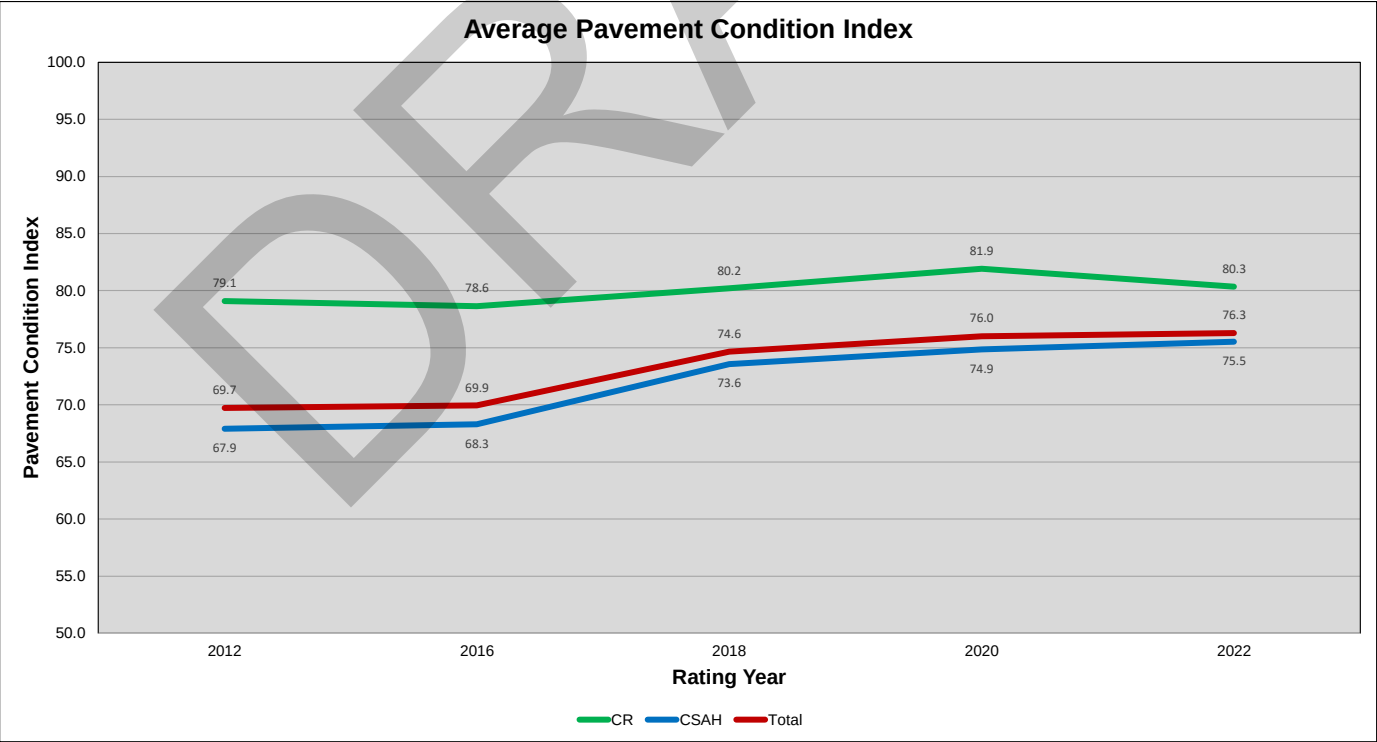
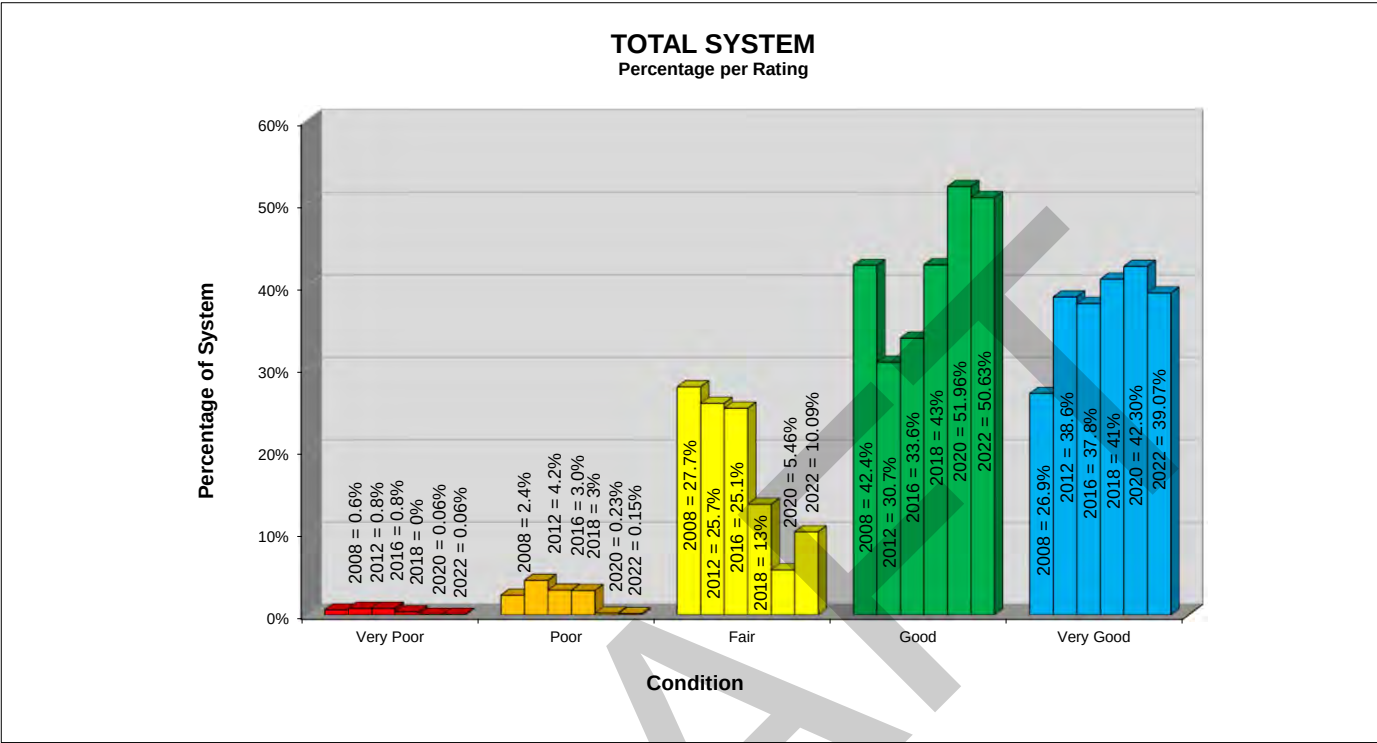


Steele County Pavement Condition Index - 2022

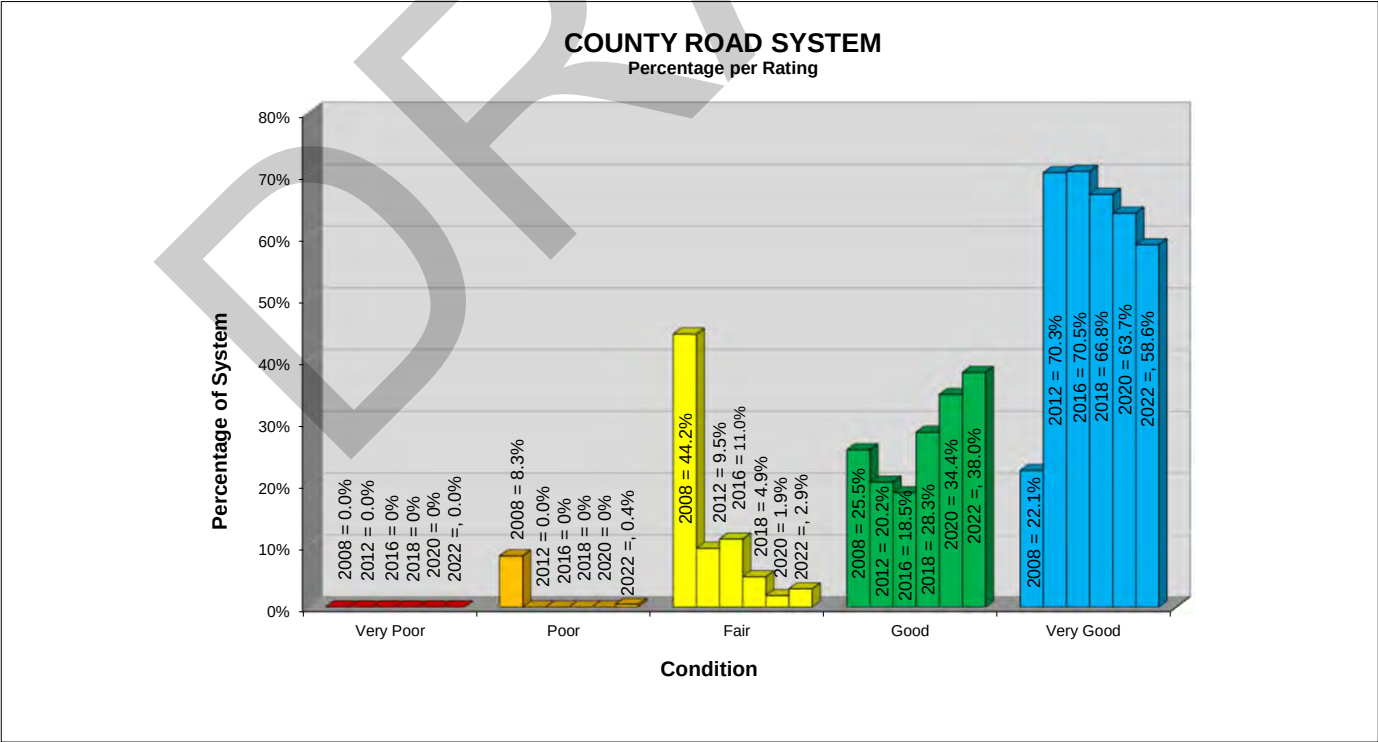
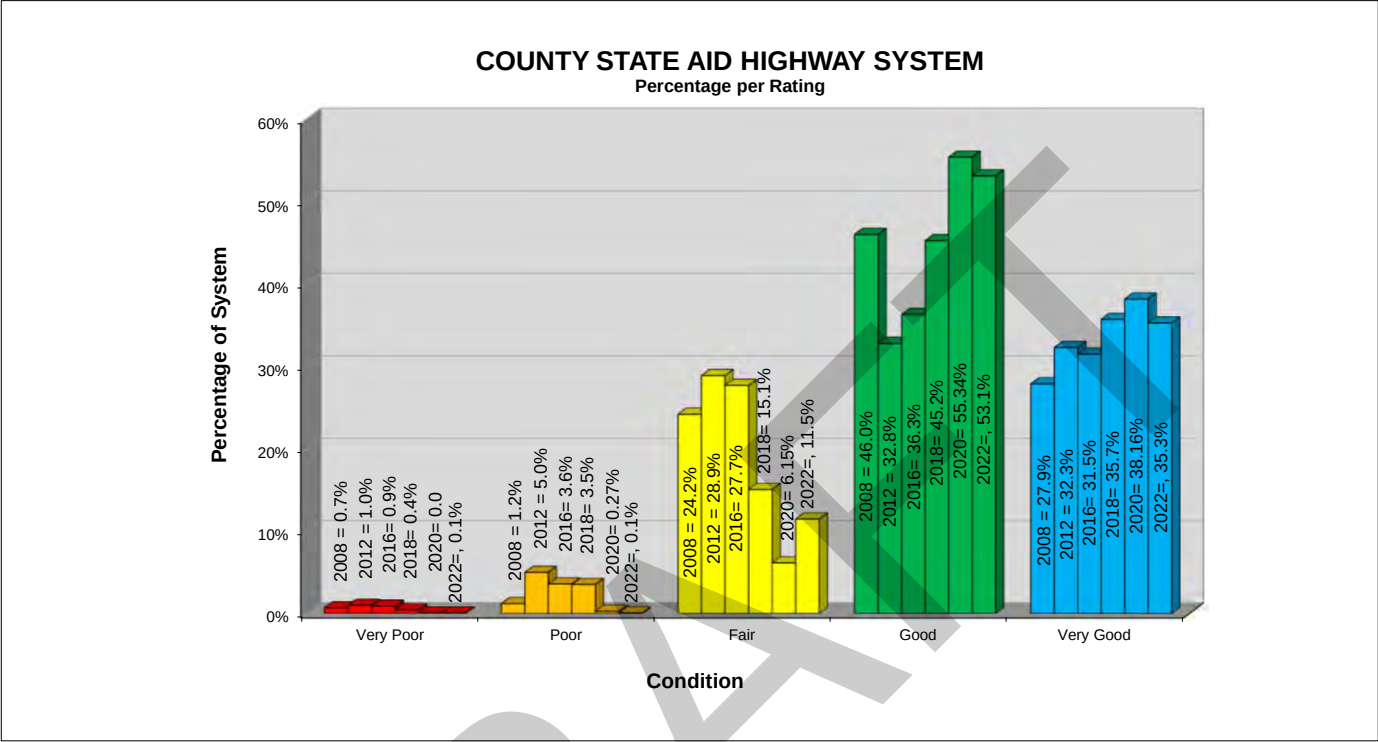


- Interstate
- US Highway
- State Highway
- CSAH (Not Rated)
- County Road (Not Rated)
- Township Road
- City Street

Steele County Pavement Conditions



Steele County Pavement Conditions



Bridge Local Planning Index & Bridge Conditions

Bridge Local Planning Index

The Local Planning Index (LPI) is a measurement of the bridge's condition on a 1-100 point scale, factoring both the consequence of a service interruption and the probability of service interruption.

Bridge Owner	2020		2021		2022		2023	
	Number	Average Rating*	Number	Average Rating*	Number	Average Rating*	Number	Average Rating*
All	128	83.3	128	83.6	128	84.0	129	84.4
Township	51	80.9	51	80.9	51	81.8	52	83.7
County	73	85.7	73	86.2	73	86.2	73	85.8
Railroad	4	71.3	4	70.3	4	70.3	4	69.3

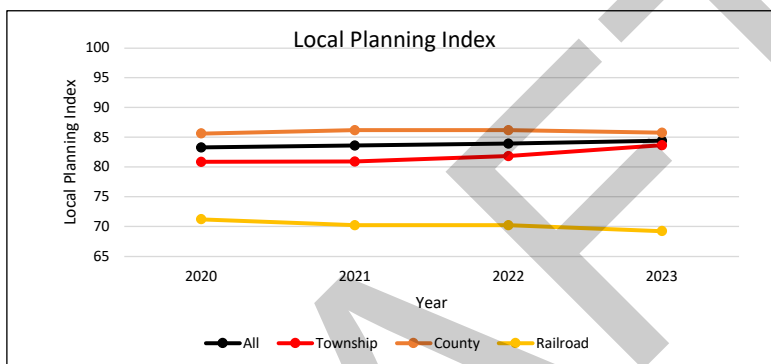
Notes:

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

2021 One county bridge reconstructed

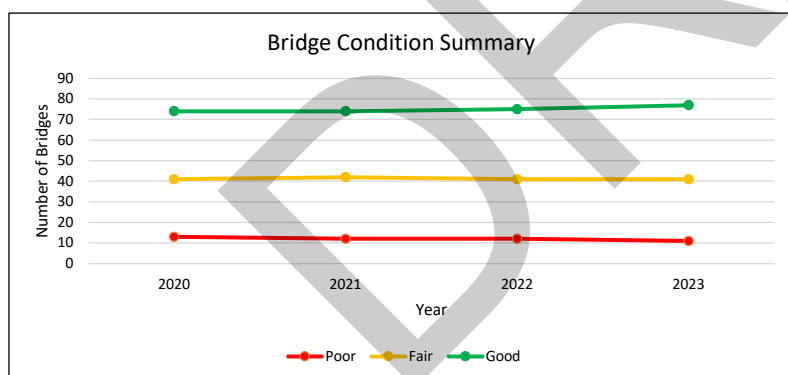
2023 One township bridge added (replaced less than 10' structure), three township bridges reconstructed

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



Bridge Condition Summary

Condition	2020				2021				2022				2023			
	All	County	Township	Railroad	All	County	Township	Railroad	All	County	Township	Railroad	All	County	Township	Railroad
Poor	13	5	5	3	12	4	5	3	12	4	5	3	11	5	3	3
Fair	41	23	17	1	42	24	17	1	41	24	16	1	41	24	16	1
Good	74	45	29	0	74	45	29	0	75	45	30	0	77	44	33	0



Number of Load Posted Bridges	
2023	12
2022	13
2021	14
2020	15

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

Poor NBI 0-4
Fair NBI 5-6
Good NBI 7-9

RESOLUTION - PRIORITIZED BRIDGE REPLACEMENT LIST

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

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

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

Old Bridge Number	Road and Crossing	LPI (1)	Total Project Cost	Township or State Bridge Funds	Federal Funds	Local or State Aid Funds	Proposed Construction Year
74519	CSAH 43 over Ditch	52	\$873,649	\$327,443	\$0	\$546,206	2025
L5798	76th St NE over Rush Creek	55	\$340,000	\$320,000	\$0	\$20,000	2025
74524	14th Ave NE over Medford Cr	48	\$430,000	\$410,000	\$0	\$20,000	2025
74507	34th Ave NE over Rush Creek	50	\$450,000	\$430,000	\$0	\$20,000	2025
L8592	64th Ave NE over Maple Cr	55	\$225,000	\$205,000	\$0	\$20,000	2025
4686	CR 180 over Izaak Walton Cr	48	\$500,000	\$300,000	\$0	\$200,000	2026
6037	Canadian Pacific RR over CR 180 & Izaak Walton Creek	NA	\$6,250,000	\$5,000,000	\$0	\$1,250,000	2026
L5573	50th St NW over Straight River	22	\$670,000	\$670,000	\$0	\$0	2027
92567	CSAH 18 over Crane Creek	50	\$850,000	\$400,000	\$0	\$450,000	2027
95786	18th St SE over Ditch	54	\$275,000	\$255,000	\$0	\$20,000	2027
6743	CSAH 45 over Turtle Creek	53	\$750,000	\$325,000	\$0	\$425,000	2028
74510	CSAH 18 over Straight River	58	\$1,000,000	\$500,000	\$0	\$500,000	2029
92566	CSAH 13 over Rush Creek	59	\$850,000	\$400,000	\$0	\$450,000	2029
1. Local Planning Index (LPI) is a measurement of the bridge's condition on a 1-100 point scale, factoring both the consequence of a service interruption and the probability of service interruption. To be eligible for funding, the bridge must have a LPI of less than 60. LPI does not apply to railroad bridges.							

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

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

STEELE COUNTY
BOARD OF COMMISSIONERS

Jim Abbe, Chair

CERTIFICATION

STATE OF MINNESOTA
COUNTY OF STEELE

I hereby certify that the foregoing Resolution is a true and correct copy of the Resolution presented to and adopted by the Steele County Board at a duly authorized meeting thereof held on the 24th day of September, 2024, as shown by the minutes of said meeting in my possession.

Steele County Administrator

DRAFT



**STEELE COUNTY
HIGHWAY DEPARTMENT**

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



Steele County Agenda Item

Request for Board Action

Subject: Adopt Resolution Approving the 2025-2029 Highway Capital Improvement Plan and Amending the Use of the Transportation Sales Tax

Department: Highway

Committee: Public Works

Committee Meeting Date: September 9, 2024

Work Session Date: NA

Board Meeting Date: September 24, 2024

Consent Agenda: ☐ Yes ☒ No

Resolution: ☒ Yes ☐ No

Policy Committee Recommendation:

Committee recommends adopting Resolution Approving the 2025-2029 Highway Capital Improvement Plan and Amending the Use of the Transportation Sales Tax

Recommendation:

Adopt Resolution Approving the 2025-2029 Highway Capital Improvement Plan and Amending the Use of the Transportation Sales Tax

Background *(Including Budget Impact)*:

The County Board will hold a public hearing for the proposed 2025-2029 Highway Capital Improvement Plan (CIP) at 5:15 pm on Tuesday, September 24, 2024 to receive comments regarding the plan. Also, the county will receive written comment by mail or email until September 23. The Plan proposes additional projects to be funded by the transportation sales tax.

While the Highway CIP identifies funding sources for each project, the resolution provides for the use of the transportation sales tax on any of the projects. This allows greater funding flexibility in the event some projects come in higher than expected.

The proposed 2025-2029 Highway CIP is on the County website at:

https://www.steelcountymn.gov/highway/capital_improvement_plan_long_range_plans.php.

Board members have previously received a hard copy of the document.

Attachments:

Resolution

**RESOLUTION APPROVING THE 2025 – 2029 HIGHWAY CAPITAL IMPROVEMENT
PLAN AND AMENDING THE USE OF THE TRANSPORTATION SALES TAX**

WHEREAS, the Steele County Board of Commissioners annually reviews and updates its 5-year Highway Capital Improvement Plan and funding sources; and

WHEREAS, on December 16, 2014 the Steele County Board of Commissioners authorized and imposed a one half percent transportation sales tax as provided for in Minnesota Statutes 297A.993, commencing April 1, 2015 to fund road and drainage improvements as identified in the Steele County 2015-2025 Transportation Capital Improvement Plan dated November 25, 2014; and

WHEREAS, the 2019 Minnesota Legislature clarified, in section 297A.993, subd. 2, the process for a county to dedicate the proceeds of the tax to additional projects, and the purpose of this resolution is to conform to said process for proposed transportation sales tax projects; and

WHEREAS, the Steele County Board held a public hearing on September 24, 2024 regarding the 2025 - 2029 Highway Capital Improvement Plan and the use of the transportation sales tax.

NOW THEREFORE, BE IT RESOLVED that the proposed 2025-2029 Highway Capital Improvement Plan is approved and adopted.

BE IT FURTHER RESOLVED that the proceeds of the transportation sales tax are additionally dedicated exclusively to the payment of the capital costs of any and all projects within the Steele County 2025-2029 Highway Capital Improvement Plan.

STEELE COUNTY
BOARD OF COMMISSIONERS

Jim Abbe, Chair

CERTIFICATION

STATE OF MINNESOTA
COUNTY OF STEELE

I hereby certify that the foregoing Resolution is a true and correct copy of the Resolution presented to and adopted by the Steele County Board at a duly authorized meeting thereof held on the 24th day of September 2024, as shown by the minutes of said meeting in my possession.

Steele County Administrator



Steele County Agenda Item

Request for Board Action

Subject: Approve Agreement with Canadian Pacific Kansas City Railroad for Crossing Improvement at CR 180 School Street.

Department: Highway

Committee: Public Works

Work Session Date: N/A

Committee Meeting Date: N/A

Board Meeting Date: September 24, 2024

Consent Agenda: ☐ Yes ☒ No

Resolution: ☐ Yes ☒ No

Policy Committee Recommendation:

N/A

Recommendation:

Approve Agreement with Canadian Pacific Kansas City Railroad for crossing improvement at CR 180 School Street.

Background (*Including Budget Impact*):

The Minnesota Department of Transportation awarded funding from the Minnesota Railroad-Highway Grade Crossing Safety Improvement Program to add signals and crossing gates at the Canadian Pacific Kansas City railroad (CPKC) crossing of CR 180 just east of CSAH 48. The signals and gates will be 100 percent funded by the program. As part of that project, the County and City of Owatonna will extend a multiuse trail along side the road in anticipation of a future trail project. To do that, CPKC will replace and extend the concrete crossing panels to accommodate the trail. The attached Agreement outlines each party's responsibilities to complete that work. The cost is estimated to be \$121,120.98 and is programmed in the Highway CIP.

This is the first of two agreements for the crossing. A second agreement is still being worked on to install required flashing warning lights and gates.

Attachments:

Canadian Pacific Kansas City Railroad Agreement

AGREEMENT

THIS AGREEMENT (“Agreement”) is made and entered into by and between Steele County, a body politic and corporate under the laws of the State of Minnesota, hereinafter referred to as the “ROAD AUTHORITY” and DAKOTA MINNESOTA AND EASTERN RAILROAD, doing business as CANADIAN PACIFIC, hereinafter referred to as the “COMPANY.”

WITNESSETH

WHEREAS, County Road 180 (E. Main Street/School St) DOT #380291N as presently located in the City of Owatonna, MN, Steele County State of Minnesota, crosses at grade main line track of the COMPANY at railroad milepost 100.87 on the Owatonna Subdivision, which crossing is constructed with 81’ of tar surface and is protected by Cross Bucks and Stop Signs, and

WHEREAS, the ROAD AUTHORITY proposes to have the COMPANY replace the crossing surface at the location shown in “**Exhibit A;**” and

WHEREAS, the crossing surface work herein proposed to be performed by the COMPANY shall be completed with the street closed to vehicular traffic; and

WHEREAS, the parties desire to set forth the terms and conditions for surface replacement of said crossing.

NOW, THEREFORE, in consideration of the promises and mutual covenants contained herein, the parties agree as follows:

SECTION 1. The “Standard Provisions for Highway-Railroad Agreements” attached hereto as “**Exhibit C**” are hereby made a part of this Agreement.

SECTION 2. The parties shall construct, or cause to be constructed, the following items of work:

2.1 WORK BY THE COMPANY. The COMPANY shall furnish, or cause to be furnished, all of the labor, materials and work equipment required to perform and complete the following work (the “COMPANY Work”):

- a. The removal of the existing grade crossing surface.
- b. The preparation of the track structure.
- c. The installation of concrete crossing material.
- d. The incidental work necessary to complete the items hereinabove specified.

The COMPANY Work is more fully detailed in the attached “**Exhibits B.**”

The estimated total cost of the COMPANY Work to be performed by the COMPANY as indicated in the estimate of cost attached hereto and marked “**Exhibit B**” is \$121,120.98. The ROAD AUTHORITY shall reimburse the COMPANY for all costs, estimated at \$121,120.98.

The COMPANY warrants that it shall perform all of the COMPANY Work under this Agreement in a workmanlike and timely manner in accordance with all applicable standards for work of the type at issue.

2.2 WORK BY THE ROAD AUTHORITY. The ROAD AUTHORITY shall furnish or cause to be furnished, at its expense, all of the labor, material and work equipment required to perform and complete the following work (the “ROAD AUTHORITY WORK”):

- a. The paving of the roadway approaches up to the edge of the concrete crossing surface.
- b. Traffic control and detour signing.
- c. Incidental work necessary to complete the items hereinabove specified.

2.3 The COMPANY Work and the ROAD AUTHORITY Work shall be completed within 18 months of fully executing this agreement.

SECTION 3. The ROAD AUTHORITY shall maintain jurisdiction for the roadway and will be responsible for maintaining the roadway and crossing approaches up to the ends of the track ties at its expense. The COMPANY shall operate and maintain its track, the crossing over its ties and the crossing warning devices in accordance with Federal or State law as it shall be from time to time in the future while it operates its line of railroad over such trackage and crossing, but this obligation to maintain said crossing and warning devices shall cease in the event the COMPANY abandons its railroad operations over said track in the future, in which event the ROAD AUTHORITY may, if it desires, remove the trackage and restore and maintain the crossing at its sole cost and expense.

SECTION 4. This Agreement shall be binding upon the parties hereto, their successors or assigns.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed in duplicate counterparts, each of which shall be considered as an original, by their duly authorized officers, as of the dates below indicated.

<i>By signing this document, I represent that I have the authority to enter into and bind the above-named entity to this Contract.</i> FOR THE COUNTY: Recommended for Approval By: _____ Paul Sponholz County Engineer Date: _____ Recommended for Approval By: _____ Renae Fry County Administrator Date: _____ APPROVED By: _____ Jim Abbe County Board Chair Date: _____	DAKOTA MINNESOTA AND EASTERN RAILROAD d/b/a CANADIAN PACIFIC Recommended for Approval: By: _____ Brian Osborne Manager - Public Works Date: _____ APPROVED By: _____ Dan Sabatka Director – Projects & Public Works Date: _____
---	---

Exhibit A

(Insert Map here)



Exhibit B

ROAD CROSSING ESTIMATE

* Shaded cells must be populated

LOCATION:	Waseca Sub, MP 100.87 School Street	YEAR:	2025
CPKC BUDGET RESPONSIBLE (Project Owner):	Robert Le Duc		
CPKC EXECUTING RESPONSIBLE (Roadmaster):	Jared Schmidt	BOARD ORDER (Y/N):	
S&C REQUIRED (Y/N):	Y	ROAD AUTHORITY NAME:	State of Iowa
ROAD WIDTH:	50'	COST APPORTIONMENT:	41%
CONCRETE REQUIRED:	63'		
TRACK PANEL LENGTH:	160'		
CROSSING RAIL WEIGHT:	115 LB	CURRENCY:	USD

Total Cost Estimate			
		TOTAL COST	
Labour		\$	20,800.00
Material		\$	60,320.98
Purchased Services		\$	40,000.00
Recoveries		\$	(49,054.00)
TOTAL COST OF ROAD CROSSING	USD	\$	72,066.98

LABOUR						
	HOURS/DAY	DAYS	CREW SIZE	DESCRIPTION	UNIT COST	TOTAL COST
Labour	10	4	5	Track Crew (Utility or Section)	\$ 65.00	\$ 13,000.00
Labour	10	2	3	Surfacing Labour	\$ 65.00	\$ 3,900.00
Labour	10	2	1	S&C Labour	\$ 65.00	\$ 1,300.00
Labour				Additional Flagging	\$ 65.00	\$ -
Labour	10	2	2	Other Labour Welders	\$ 65.00	\$ 2,600.00
					\$ -	\$ -
LABOUR TOTAL COST					\$	20,800.00

MATERIAL						
MATERIAL TO BE DELIVERED TO:						
GROUPING	MATERIAL	QUANTITY	UNIT	DESCRIPTION	UNIT COST	TOTAL COST
Rail, Ties and Track Panels						
Rail	082500058		FT	RAIL,100*CPRE,PRE,80',BLNK,MHH	\$ 20.75	\$ -
Rail	082405118		FT	RAIL,115*8R,INT,CWR	\$ 22.31	\$ -
Rail	082405043		FT	RAIL,115*8R,PRE,CWR	\$ 17.59	\$ -
Rail	082405050		FT	RAIL,115*8R,PRE,80'BLNK	Not Applicable	\$ -
Rail	082405100	320	FT	RAIL,115*8R,INT,80',BLNK	\$ 15.34	\$ 4,910.22
Rail	082421784		FT	RAIL,136*8R,PRE,80'BLNK	\$ 20.32	\$ -
Rail	082428821	0	FT	RAIL,136*8R,INT,80',BLNK	\$ 21.63	\$ -
Rail	082428615		FT	RAIL,136*8R,INT,CWR	\$ 26.50	\$ -
Rail	082421776		FT	RAIL,136*8R,PRE,CWR	\$ 20.25	\$ -
Rail	282604900		FT	RAIL,RELAY,136*,STICK	\$ 3.88	\$ -
Tie	084200030		EA	TIE,CROSS,HWD,#1,GR5,8'6"X7"X9",NB	\$ 78.99	\$ -
Tie	084200055		EA	TIE,CROSS,HWD,#1,GR5,9'0"X7"X9",NB	\$ 101.23	\$ -
Tie	084200106		EA	TIE,PRE-PLATED,8-6,115 LB,14"	Not Applicable	\$ -
Tie	084200102		EA	TIE,PRE-PLATED,8-6,136 LB,1:20 CANT	Not Applicable	\$ -
Tie	084200105		EA	TIE,PRE-PLATED,9-0,115 LB,14",STD TIE PL	Not Applicable	\$ -
Tie	084200113		EA	TIE,PRE-PLATED,9-0,115 LB,15 3/16,ROLLED	Not Applicable	\$ -
Tie	084200101		EA	TIE,PRE-PLATED,9-0,136 LB,14"	Not Applicable	\$ -
Tie	084200103		EA	TIE,PRE-PLATED,9-0,136 LB,16.5",ROLLED	Not Applicable	\$ -
Tie	084200118		EA	TIE,PRE-PLATED,9-0,136 LB,CP18",CURVES	Not Applicable	\$ -
Tie	084100935	108	EA	TIE,PRE-PLATED,10-0,115 LB,1:40,ROLLED	\$ 179.73	\$ 19,410.52
Tie	084000017		EA	TIE,PRE-PLATED,10-0,136 LB,CP18",CURVES	Not Applicable	\$ -
Tie	084100934		EA	TIE,PRE-PLATED,10-0,136 LB,1:20,ROLLED	Not Applicable	\$ -
Tie	084710034	0	EA	TIE,PRE-PLATED,10-0,136 LB,1:40,ROLLED	\$ 183.93	\$ -
Tie	084850009		EA	TIE,CONCRETE,CT6S	Not Applicable	\$ -
Track Panels	003200006		EA	TRACK PANEL,115*,40'-0"	Not Applicable	\$ -
Track Panels	003200055		EA	TRACK PANEL,136*,40'-0"	Not Applicable	\$ -

Ballast						
Ballast	007100628	160	TON	BALLAST,TRACK	\$ 18.77	\$ 3,003.20
Ballast	007100602		TON	BALLAST,WALKWAY	\$ 8.38	\$ -
Ballast	007100636		TON	GRAVEL,FINES	Not Applicable	\$ -
Ballast	007100644		TON	RIPRAP	\$ 15.14	\$ -
Road Crossing Panels and Planks						
Concrete Panels	001115005	81	EA	CROSSING,CONCRETE,115*,OMNI,9FT	\$ 325.88	\$ 26,396.08
Concrete Panels	001115006		EA	CROSSING,CONCRETE,136*,OMNI,9FT	\$ 319.90	\$ -
Concrete Panels	001901142		EA	CROSSING,CONCRETE,115*,OMEGA,9FT	\$ 291.34	\$ -
Concrete Panels	001901143		EA	CROSSING,CONCRETE,136*,OMEGA,9FT	\$ 316.83	\$ -
Crossing Planks	051210609		EA	PLANK,XING,5"X 10"X 16'-0"	Not Applicable	\$ -
Crossing Planks	051211102		EA	PLANK,XING,6"X 10"X 16'-0"	\$ 84.85	\$ -
Crossing Planks	051211201		EA	PLANK,XING,6"X 10"X 20'-0"	Not Applicable	\$ -
Crossing Planks	051211607		EA	PLANK,XING,7"X 10"X 16'-0"	\$ 104.98	\$ -
Crossing Planks	051211706		EA	PLANK,XING,7"X 10"X 20'-0"	Not Applicable	\$ -
Crossing Planks	051212100		EA	PLANK,XING,8"X10"X16'-0"	\$ 114.80	\$ -

LOCATION:		Waseca Sub, MP 100.87 School Street				YEAR:		2025	
CPKC BUDGET RESPONSIBLE (Project Owner):		Robert Le Duc							
CPKC EXECUTING RESPONSIBLE (Roadmaster):		Jared Schmidt				BOARD ORDER (Y/N):			
S&C REQUIRED (Y/N):		y				ROAD AUTHORITY NAME: State of Iowa			
ROAD WIDTH:		50'				COST APPORTIONMENT: 41%			
CONCRETE REQUIRED:		63'							
TRACK PANEL LENGTH:		160'							
CROSSING RAIL WEIGHT:		115		LB		CURRENCY:		USD	
Crossing Planks	051212209		EA	PLANK,XING,8"X 10"X 20'-0"		Not Applicable		\$	-
Crossing Planks	084406207		EA	PLANK,XING,7-1/2X8X12',TR		\$	147.78	\$	-
Crossing Planks	084406181		EA	PLANK,XING,7-1/2X8X8,TR		\$	92.35	\$	-
Crossing Planks	084035240		EA	PLANK,XING,7-1/2X9X12',TR		\$	158.52	\$	-
Crossing Planks	084035200		EA	PLANK,XING,7-1/2X9X8',TR		\$	100.04	\$	-
Crossing Planks	084406249		EA	PLANK,XING,8-1/4X8X12,TR		\$	151.51	\$	-
Crossing Planks	084406223		EA	PLANK,XING,8-1/4X8X8',TR		\$	90.88	\$	-
Crossing Planks	084035440		EA	PLANK,XING,8-1/4X9X12',TR		\$	195.02	\$	-
Crossing Planks	084035400		EA	PLANK,XING,8-1/4X9X8',TR		\$	101.17	\$	-
Fasteners, Bars, Plates and Other Track Material (OTM)									
Fasteners	002840256		EA	SPIKE,TRACK,5/8" X 6",BULK		\$	0.77	\$	-
Fasteners	002840270		EA	SPIKE,EVERGRIP,6 1/2",BULK,1600/CRATE		\$	2.40	\$	-
Fasteners	002101010		EA	ANCHOR,RAIL,115*,IMP.FAIR,BULK		\$	2.65	\$	-
Fasteners	002101256		EA	ANCHOR,RAIL,136*,IMP.FAIR,BULK		\$	2.63	\$	-
Fasteners	002111013		EA	CLIP,RAIL,PANDROL,E2055		\$	2.40	\$	-
Fasteners	002111014	450	EA	CLIP,RAIL,PAND,E2055G,GALV,25/BAG		\$	3.52	\$	1,585.29
Fasteners	002111056		EA	CLIP,RAIL,PANDROL,J267		\$	7.05	\$	-
Fasteners	002111047		EA	CLIP,RAIL,PANDROL,ZLR,633A,+TOE PLATE		Not Applicable		\$	-
Fasteners	002199000		EA	INSULATOR,PANDROL,HD-8		\$	2.22	\$	-
Joint Bars	002302612		EA	JOINT BAR,100*REHF,33",6H		Not Applicable		\$	-
Joint Bars	002302620		EA	JOINT BAR,100*,HIGH RELIEF		Not Applicable		\$	-
Joint Bars	002303228		EA	JOINT BAR,115*,H/R,ROLLED,CANADA		Not Applicable		\$	-
Joint Bars	002303227		EA	JOINT BAR,136/132*,H/R,ROLLED,CANADA		\$	69.14	\$	-
Joint Bars	002303224		EA	JOINT BAR,115*,H/R,ROLLED,1 1/16"BOLT,US		\$	58.54	\$	-
Joint Bars	002303226		EA	JOINT BAR,136/132*,H/R,ROLLED,USA		\$	68.46	\$	-
Comp Bars	002400200		EA	JOINT,COMP,100*REHF-85*CPR,LHSOLD AS SET		Not Applicable		\$	-
Comp Bars	002400408		EA	JOINT,COMP,100*REHF-85*CPR,RHSOLD AS SET		Not Applicable		\$	-
Comp Bars	002400607		EA	JOINT,COMP,115-100REHF,NH,36 sold as set		\$	371.00	\$	-
Comp Bars	002000109		EA	JOINT,COMP,115-115,3/16" VERT,HR,CAN		Not Applicable		\$	-
Comp Bars	002400846		EA	JOINT,COMP,115*-115*,CINV		\$	286.99	\$	-
Comp Bars	002000110		EA	JOINT,COMP,115-115,3/16?VERT,HR,USA		\$	360.96	\$	-
Comp Bars	001516981		EA	JOINT,COMP,132/136*,NH		\$	432.54	\$	-
Comp Bars	002403014		EA	JOINT,COMP,136*-100*,LH SOLD AS SET		Not Applicable		\$	-
Comp Bars	002403212		EA	JOINT,COMP,136*-100*,RH SOLD AS SET		Not Applicable		\$	-
Comp Bars	002403410		EA	JOINT,COMP,136*-115*,LH SOLD AS SET		Not Applicable		\$	-
Comp Bars	002403618		EA	JOINT,COMP,136*-115*,RH SOLD AS SET		Not Applicable		\$	-
Comp Bars	002000107		EA	JOINT,COMP,136-132,HR,CAN		Not Applicable		\$	-
Comp Bars	002000108		EA	JOINT,COMP,136-132,HR,USA		\$	348.61	\$	-
Comp Rail	002706060		EA	RAIL,COMP,115-NEW-100RE-NEW,UNIVERSAL		Not Applicable		\$	-
Comp Rail	002706062		EA	RAIL,COMP,115-NEW-100RE-3/16",UNIVERSAL		\$	1,506.06	\$	-
Comp Rail	002000118		EA	RAIL,COMP,115-NEW-100RE-HF-3/16",UNIVERS		Not Applicable		\$	-
Comp Rail	002706063		EA	RAIL,COMP,115-NEW-100RE-5/16",UNIVERSAL		Not Applicable		\$	-
Comp Rail	002706061	4	EA	RAIL,COMP,115-3/16"-100RE-3/16",UNIVERSA		\$	1,361.52	\$	5,446.08
Comp Rail	002000119		EA	RAIL,COMP,115-3/16"-100RE-HF-3/16",UNI		\$	2,076.66	\$	-
Comp Rail	002000132		EA	RAIL,COMP,136-NEW-100RE-3/16",UNIVERSAL		\$	2,216.52	\$	-
Comp Rail	002000137		EA	RAIL,COMP,136-3/8-100RE-HF-3/16,UNIVERSA		Not Applicable		\$	-
Comp Rail	002000131		EA	RAIL,COMP,136-3/8"-100RE-3/16",UNIVERSAL		Not Applicable		\$	-
Comp Rail	002706001		EA	RAIL,COMP,136-NEW-115-NEW,UNIVERSAL		\$	1,359.42	\$	-
Comp Rail	002706100		EA	RAIL,COMP,136-NEW-115-3/16",UNIVERSAL		\$	1,572.91	\$	-
Comp Rail	002706126	0	EA	RAIL,COMP,136-NEW-115-3/8",UNIVERSAL		\$	1,695.56	\$	-
Transition Rail	001001500		EA	RAIL,TRANSITION,100*CP-RE,14/32"		Not Applicable		\$	-
Transition Rail	001410720		EA	RAIL,TRANSITION,115*,14/32"		\$	831.50	\$	-
Transition Rail	001410712		EA	RAIL,TRANSITION,136*,14/32"		\$	863.09	\$	-
Transition Rail	001410704		EA	RAIL,TRANSITION,136*,20/32"		\$	1,231.05	\$	-
Bolts	002104225		CAN	BOLT,TRK,85*,CDN,7/8"X 5",50#,33/KEG		Not Applicable		\$	-
Bolts	002104423		CAN	BOLT,TRK,100*,CDN,1"X 5-1/4",50#,28/CAN		Not Applicable		\$	-
Bolts	002104621		CAN	BOLT,TRK,115*,CDN,1"X 5-3/4",50#,24/KEG		\$	79.59	\$	-
Bolts	002104801		CAN	BOLT,TRK,136*,CDN,1-1/8"X 5-3/4",50#22PC		\$	100.39	\$	-
Nuts	001276105		EA	NUT,ELASTIC STOP,ESNA,1",TRACK		\$	7.31	\$	-
Nuts	001276154		EA	NUT,ELASTIC STOP,ESNA,1 1/8",TRACK		Not Applicable		\$	-
Plates	002702449		EA	PLATE,TIE,100*,DS,14",STD		Not Applicable		\$	-
Plates	002702803		EA	PLATE,TIE,115*,DS,14",STD		Not Applicable		\$	-
Plates	002702613		EA	PLATE,TIE,115*,PANDROL,1/40,TPL-13967		\$	18.45	\$	-
Plates	002703207		EA	PLATE,TIE,130/2/6*,DS,14",STD		Not Applicable		\$	-
Plates	002703405		EA	PLATE,TIE,130/2/6* DS,16",ECC,CURVES		Not Applicable		\$	-
Plates	002700011		EA	PLATE,TIE,136*,CP18",CURVES		\$	30.28	\$	-
Plates	002051820		EA	PLATE,TIE,131/2/6*,DS,14",SOO/D&H,AP12		\$	10.62	\$	-
Plates	002704015		EA	PLATE,TIE,136*,PANDROL,1/40,TPL-P2M		\$	18.58	\$	-
Tie Pads	001001460		EA	PAD,TIE,1/4 X 8 X 18 1/2,HOLES		\$	5.92	\$	-

LOCATION:		Waseca Sub, MP 100.87 School Street				YEAR:		2025	
CPKC BUDGET RESPONSIBLE (Project Owner):		Robert Le Duc							
CPKC EXECUTING RESPONSIBLE (Roadmaster):		Jared Schmidt				BOARD ORDER (Y/N):			
S&C REQUIRED (Y/N):		y				ROAD AUTHORITY NAME: State of Iowa			
ROAD WIDTH:		50'				COST APPORTIONMENT: 41%			
CONCRETE REQUIRED:		63'							
TRACK PANEL LENGTH:		160'							
CROSSING RAIL WEIGHT:		115 LB				CURRENCY:		USD	
Tie Pads	001278343		EA	PAD,TIE,GRADE CROSSING,PPI	\$	41.67	\$	-	
Tie Pads	002703414		EA	PAD,RAIL,136*,CONCRETE/STEEL TIE,E CLIP	Not Applicable		\$	-	
Insulated Joints									
Poly Joint	001710216		EA	JOINT,RAIL,POLY-INS,9020	\$	92.52	\$	-	
Poly Joint	001004201		EA	JOINT,RAIL,POLY-INS,9020*,6H,5 1/2"	\$	358.50	\$	-	
Poly Joint	002539924		EA	JOINT,RAIL,POLY-INS,100*RE,-HF	Not Applicable		\$	-	
Poly Joint	002539932		EA	JOINT,RAIL,POLY-INS,100*CP-RE	Not Applicable		\$	-	
Poly Joint	002540005		EA	JOINT,RAIL,POLY-INS,115*RE,6H	\$	371.38	\$	-	
Poly Joint	002000079		EA	JOINT,RAIL,POLY-INS,115*,HR COMB	\$	400.59	\$	-	
Poly Joint	002539890		EA	JOINT,RAIL,POLY-INS,130*,6H	Not Applicable		\$	-	
Poly Joint	002000080		EA	JOINT,RAIL,POLY-INS,132*,HR COMB	\$	367.25	\$	-	
Poly Joint	002540401		EA	JOINT,RAIL,POLY-INS,136*RE,6H	\$	375.51	\$	-	
Poly Joint	002000078		EA	JOINT,RAIL,POLY-INS,136*,HR COMB	\$	429.86	\$	-	
Pre-Bond Joint	002550756		EA	JOINT,RAIL,PRE-BND,115*,13',PRE	\$	706.88	\$	-	
Pre-Bond Joint	002550757		EA	JOINT,RAIL,PRE-BND,115*,13',PRE,3/8"WORN	\$	1,134.91	\$	-	
Pre-Bond Joint	002000111		EA	JOINT,RAIL,PRE-BND,115*,20',PRE	\$	903.05	\$	-	
Pre-Bond Joint	002000112		EA	JOINT,RAIL,PRE-BND,115*,20',PRE,3/8"WORN	\$	1,378.79	\$	-	
Pre-Bond Joint	002000113		EA	JOINT,RAIL,PRE-BND,132*,20',PRE	\$	940.39	\$	-	
Pre-Bond Joint	002000114		EA	JOINT,RAIL,PRE-BND,132*,20',PRE,3/8"WORN	\$	1,396.03	\$	-	
Pre-Bond Joint	002552604		EA	JOINT,RAIL,PRE-BND,136*,13',PRE	\$	900.70	\$	-	
Pre-Bond Joint	002552605		EA	JOINT,RAIL,PRE-BND,136*,13',PRE,3/8"WORN	\$	1,107.23	\$	-	
Pre-Bond Joint	002000115		EA	JOINT,RAIL,PRE-BND,136*,20',PRE	\$	1,019.01	\$	-	
Pre-Bond Joint	002000116		EA	JOINT,RAIL,PRE-BND,136*,20',PRE,3/8"WORN	\$	1,455.97	\$	-	
Welding Material									
Thermite Kits	772209998	4	EA	KIT,THERMITE,115 LB,1-SHOT,PRE	Not Applicable		\$	-	
Thermite Kits	772210000	0	EA	KIT,THERMITE,136 LB,1-SHOT,PRE	Not Applicable		\$	-	
Other Materials needed (please be specific)									
							\$	-	
							\$	-	
							\$	-	
Bulk Scrap Recovery Estimate									
Scrap	901203034	1000	LB	OTM,MISC,SCRAP	\$	(0.08)	\$	(80.00)	
Scrap	982201301	80	FT	RAIL,SCRAP,ALL	\$	(4.38)	\$	(350.40)	
MATERIAL TOTAL COST							\$	60,320.98	

3rd PARTY RENTAL EQUIPMENT					
VENDOR NAME	DAYS	DESCRIPTION (Please be specific)		DAILY RATE	TOTAL COST
3rd PARTY RENTAL EQUIPMENT				\$ -	\$ -
3rd PARTY RENTAL EQUIPMENT				\$ -	\$ -
3rd PARTY RENTAL EQUIPMENT				\$ -	\$ -
				\$ -	\$ -
EQUIPMENT TOTAL COST					\$ -
CONTRACTOR COSTS					
VENDOR NAME	QUANTITY	UNIT OF MEASURE	DESCRIPTION (Please be specific)	UNIT COST	TOTAL COST
Contractor Costs	1	DAY	asphalt	\$ -	\$ -
Contractor Costs	2	DAY	2 Excavators, 1 Skid	\$ 10,000.00	\$ 20,000.00
Contractor Costs				\$ -	\$ -
Contractor Costs				\$ -	\$ -
Contractor Costs				\$ -	\$ -
Contractor Costs				\$ -	\$ -
CONTRACTOR TOTAL COST					\$ 20,000.00
OTHER COSTS					
DESCRIPTION (please be specific)				UNIT COST	TOTAL COST
Personal Expenses (e.g. Crew Meals & Accommodations)				\$ 20,000.00	\$ 20,000.00
Other Costs				\$ -	\$ -
				\$ -	\$ -
				\$ -	\$ -
OTHER TOTAL COST					\$ 20,000.00
TOTAL PURCHASED SERVICES					\$ 40,000.00
TOTAL COST OF ROAD CROSSING					
					\$ 121,120.98

Exhibit C

STANDARD PROVISIONS FOR HIGHWAY-RAILROAD AGREEMENTS

1. The COMPANY, for performance of its work, may bill the ROAD AUTHORITY monthly for the ROAD AUTHORITY'S share of the actual costs and expenses incurred. These progressive invoices may be rendered on the basis of the estimated percentage of the work completed. The ROAD AUTHORITY after verifying that the bill is reasonable and proper shall promptly reimburse the COMPANY.

The COMPANY, upon the completion of its work, shall send the ROAD AUTHORITY a detailed final statement of actual expenses it incurred, including allowable additives. After the ROAD AUTHORITY'S representatives have checked the final statement and have agreed that the costs are reasonable and proper insofar as they are able to ascertain, the ROAD AUTHORITY shall reimburse the COMPANY in the amount, less previous payments, if any, equal to the amount billed.

After the ROAD AUTHORITY representatives have audited the expenses incurred by the COMPANY and final inspection of the installation has been made, the COMPANY shall reimburse the ROAD AUTHORITY for any item (or items) of expense found by the ROAD AUTHORITY representatives to be ineligible for reimbursement.

2. It is understood that the project herein contemplated shall be subject to all appropriate Federal laws, rules, regulations, orders and approvals pertaining to all agreements in general. The use of said guidelines for reimbursement between the parties hereto shall not be deemed to require reimbursement of the ROAD AUTHORITY by the Federal Highway Administration as a condition precedent to the ROAD AUTHORITY'S obligation.

3. All work herein provided to be done by the ROAD AUTHORITY or its contractor or contractors on the right-of-way or upon, over, under or across the railroad tracks of the COMPANY shall be done in a manner satisfactory to the COMPANY and shall be performed as such time and in such manner as not to interfere unnecessarily with the movement of trains or traffic upon the tracks of the COMPANY. The ROAD AUTHORITY shall require its contractors or contractors to use all care and precaution necessary to avoid accident, damage or interference to the COMPANY'S tracks or the trains or traffic using its tracks, and to notify the COMPANY a sufficient time in advance whenever the contractor is about to perform work adjacent to the track to enable the COMPANY to arrange for the furnishing of flagging and such other protective services as might be necessary to ensure the safety of railroad operations.

The COMPANY shall have the right to furnish all such flagging or protective service as in its judgment is necessary, and the ROAD AUTHORITY or its contractor or contractors shall reimburse the COMPANY for the cost thereof. Wherever safeguarding of trains or traffic or the COMPANY is mentioned in this agreement, it is intended to cover all users of the COMPANY'S track having permission for such use.

4. The ROAD AUTHORITY shall require its contractor or contractors, upon completion of the work, to remove all machinery, equipment, temporary buildings, false work, debris and rubbish from COMPANY right-of-way, to provide proper drainage away from COMPANY track, and to leave the tracks and right-of-way in a neat condition, satisfactory to the COMPANY'S Chief Engineer or his representative.

5. Any contract between the ROAD AUTHORITY and its contractor or subcontractor to perform the work herein provided to be done by the ROAD AUTHORITY shall require that the contractor or sub-contractor protect DAKOTA MINNESOTA AND EASTERN RAILROAD, and any other railroad occupying or using COMPANY right-of-way or lines of railroad with the permission of the COMPANY, against all loss and damage arising from the activities of the contractor or any of its subcontractors or agents, and shall further provide that the contractor

shall furnish the COMPANY a Railroad Protective Liability Insurance policy providing for protection of the COMPANY, in accordance with the Federal-Aid Policy Guide, Title 23, Part 140, Subpart 1 and any supplements to or revisions unless otherwise noted. The limits of the policy shall be not less than \$2,000,000 combined single limit per occurrence for bodily injury, death, property damage and physical damage to property, with an aggregate limit of not less than \$6,000,000 per policy period. The insurance policy shall be delivered to and approved by the COMPANY prior to entry upon or use of its property to commence work upon, over, under, across or adjacent to COMPANY tracks by the contractor.

6. Subsequent to the award of any contract, and before any work is started on this project, a conference shall be held between the representatives of the ROAD AUTHORITY, the COMPANY, and the interested contractor at a time and place designed by the ROAD AUTHORITY for the purpose of coordinating the work to be performed by the several parties and at such time a schedule of operation will be adopted.

7. The COMPANY will credit the ROAD AUTHORITY for the salvage value of all track, communication and signal line material used on a temporary basis during the construction of the project and accepted by the COMPANY for return to its stock. The ROAD AUTHORITY shall be afforded a reasonable opportunity to inspect materials recovered by the COMPANY prior to disposal by sale of scrap.

8. When the roadway is to be closed to vehicular traffic while the railroad work is being performed, the ROAD AUTHORITY at its expense shall furnish, erect, maintain and remove the traffic control devices necessary to detour highway traffic after the COMPANY gives two weeks' advance notice to the ROAD AUTHORITY'S engineer.

When the COMPANY is to perform its work while maintaining highway traffic, the ROAD AUTHORITY shall furnish or cause to be furnished, at its expense, the signs, barricades, and traffic control devices for erection by the COMPANY after two weeks' advance notice is given to the ROAD AUTHORITY'S engineer. The COMPANY, at the expense of the ROAD AUTHORITY, shall erect, maintain, relocate, and remove the signs, barricades, and other traffic control devices, including the furnishing of flagmen, as required to maintain highway traffic throughout the time the railroad work is being performed.



Steele County Agenda Item

Request for Board Action

Subject: Steele County Highway Engineer

Department: Administration Office

Committee: Choose an item.

Committee Meeting Date: Enter a date.

Work Session Date: Enter a date.

Board Meeting Date: September 24, 2024

Consent Agenda: ☐ Yes ☒ No

Resolution: ☒ Yes ☐ No

Policy Committee Recommendation:

.

Recommendation:

Appoint Paul Sponholz as the Steele County Highway Engineer

Background (*Including Budget Impact*):

On April 23, 2024 the HR Director announced at a Board meeting the retirement of the Steele County Engineer who would be retiring in June to a part-time position and would stay on till October 1, 2024 or till an Engineer was hired.

The Board of Commissioners set a hiring committee to review Engineer applications and interview potential candidates.

On September 9th, the Administrator enter into negotiations with Paul Sponholz for the County Highway Engineer position.

Earlier tonight, the Board appointed Paul Sponholz as Engineer through the HR Personnel Report offered on the Consent Agenda. Now the Board needs to take official action to appoint Paul Sponholz as the statutorily required Engineer through Resolution.

Attachments:

Resolution of Appointment - Minnesota Statutes 163.07 Subd. 1

RESOLUTION
APPOINTING STEELE COUNTY ENGINEER

WHEREAS Minnesota Statutes 163.07 Subd. 1 states that “[t]he county board of each county shall appoint and employ... a county highway engineer...”; and

WHEREAS Paul Sponholz meets the requirements of Minnesota Statutes 163.07 and is a registered Professional Engineer under the laws of the state of Minnesota.; and

WHEREAS the Steele County Board of Commissioners desires to employ Paul Sponholz as the Steele County Highway Engineer effective September 25, 2024.

NOW THEREFORE BE IT RESOLVED that the Steele County Board of Commissioners hereby appoints Paul Sponholz as the Steele County Highway Engineer for a term to expire September 25, 2028.

Dated this 24th day of September 2024.

STEELE COUNTY
BOARD OF COMMISSIONERS

James Abbe, Chair

ATTEST:

Renaë Fry
Steele County Administrator



Steele County Agenda Item

Request for Board Action

Subject: Resolution - Reappointment of the County Assessor

Department: Administration Office

Committee: Internal Central Services

Committee Meeting Date: October 2, 2024

Work Session Date: Enter a date.

Board Meeting Date: October 8, 2024

Consent Agenda: ☐ Yes ☐ No

Resolution: ☐ Yes ☐ No

Policy Committee Recommendation:

.

Recommendation:

The Department of Revenue requires a resolution from the Steele County Board of Commissioners to reappoint the County Assessor for a four-year term commencing on January 1, 2025 and terminating on December 31, 2028

Background *(Including Budget Impact)*:

County Assessor Reappointment: The controlling statute is M.S. 273.061: “**Subd. 2. Term; vacancy.** (a) The terms of county assessors appointed under this section shall be four years.” The current term for county assessors expires December 31, 2024 with the new term beginning on January 1, 2025.

County assessors are separately required to take and subscribe to an oath before entering upon their assessment duties in accordance with M.S. 273.061, subd. 3.

Attachments:

County Assessor Oath of Office & Resolution for Appointment



Notice: Expiration of county assessor four-year term and reappointment

August 1, 2024

Dear Jim Abbe:

The current term for county assessors expires on December 31, 2024, with the new term beginning on January 1, 2025. Please be aware that your board must notify its county assessor, no later than October 1, 2024, if it does not intend to reappoint the assessor.

If reappointment is not intended, please notify the Minnesota Department of Revenue of the impending vacancy. For your convenience, please reply to this email using the subject line: Impending vacancy.

If reappointment is intended, please be aware that the commissioner of Revenue must confirm your county assessor's reappointment before it becomes effective. To do so, we will request a copy of the Steele county board's formal action to approve reappointment. The document must include the effective date, date of resolution and signature of a county official. Samples of a board action and oath of office are attached. The department will work directly with the county assessor to prepare for reconfirmation by the commissioner of Revenue. If the commissioner refuses to confirm an appointment, the term of the appointee shall terminate at the end of that day.

If you have any questions or concerns regarding this process please contact, Sherri Kitchenmaster, your county's property tax compliance officer.

Sincerely,

A handwritten signature in black ink, appearing to read 'Jon Klockziem'.

Jon Klockziem, Director
Property Tax Division

RESOLUTION

**REAPPOINTING BRIAN ANDERSON AS THE STEELE COUNTY ASSESSOR A FOUR-
YEAR TERM FOR THE PERIOD FROM
JANUARY 1, 2025 THROUGH DECEMBER 31, 2028**

WHEREAS, Minnesota Statute §273.061, subdivision 1, requires the appointment of a County Assessor,
and

WHEREAS, Minnesota Statute §273.061, subdivision 2, provides for the term of four years, to begin
January 1 or every fourth year after 1973.

NOW THEREFORE BE IT RESOLVED by the Board of County Commissioners in and for the County
of Steele, Minnesota, that Brian Anderson be and hereby is reappointed to the position of Steele County
Assessor effective January 1, 2024, through December 31, 2028.

Dated this _____ day of _____, 2024.

STEELE COUNTY
BOARD OF COMMISSIONERS

James Abbe, Chair

CERTIFICATION

I hereby certify that the above is a true and correct copy of a Resolution duly passed, adopted and
approved by the County Board of said County on the _____ day of _____, 2024.

Steele County Administrator

COUNTY ASSESSOR OATH OF OFFICE

State of Minnesota

County of _____

I, _____ do swear and affirm that I will support the constitution of the United States and the Constitution of the State of Minnesota, and that I will be diligent, faithful, and impartial in the performance of the duties of the office of County Assessor for the county of _____ in the State of Minnesota, to the best of my judgement and ability in accordance with the law.

Signature

Subscribed and sworn before me this _____ *day of* _____ *20*_____.

Signature of Notary Republic

Date Commission Expires

Printed Name of Notary Republic

County of Residence



Steele County Agenda Item

Request for Board Action

Subject: Approve Additional MDCs for CCA and MDC Refresh

Department: Information Technology

Committee: Choose an item.

Committee Meeting Date: Enter a date.

Work Session Date: Enter a date.

Board Meeting Date: September 24, 2024

Consent Agenda: ☐ Yes ☐ No

Resolution: ☐ Yes ☒ No

Policy Committee Recommendation:

.

Recommendation:

Authorize IT Director to purchase and equip two MDC (Mobile Dispatch Computers) for CCA Vehicles and refresh the oldest MDCs in Sheriff Vehicles.

Background *(Including Budget Impact)*:

SCIT has been working with CCA to review options to improve efficiency on their field visits and avoid unnecessary workload (and potentially costs) working with dispatch. We met on Monday (09/16) with dispatch, LOGIS, and Jonathan from Finance. We viewed demonstrations of different products which can work with our Rice-Steele Dispatch. Of the solutions presented, the better choice is the equip both CCA vehicles with MDC (Mobile Dispatch Computers) similar to our Sheriff squads.

The solution would allow CCA staff to create their own “calls” – which significantly reduces workload on dispatch during potentially busy time periods. It provides improved secure communications with dispatch and other public safety agencies (OPD and SCSO). It provides better safety and visibility between staff and other agencies. It provides staff the ability to quickly report findings while they are fresh instead of waiting until return to office.

Initial costs (for two vehicles) is roughly \$12,255. Recurring costs of \$1,280 per year.

Initial Costs

Qty	Cost	Extended	Description
2	4,000	8,000	MDC and Dock
2	800	1,600	Installation
2	1,200	2,400	Software setup and initial license
17	15	255	VPN Tokens (one time for all CCA staff)
		12,255	

Recurring Costs (Annualized)

Qty	Cost	Extended	Description
2	400	800	Software Maintenance (starts in 2nd year)
2	240	480	Verizon Data
		1,280	

Secondly, we are completing our sixth year on most of the Sheriff MDCs. They are due. In fact, they should have been on a shorter refresh cycle, but there was some confusion in a budget item which left them unbudgeted this year. We would like to refresh 18 of the MDCs at a cost of \$54,000.

Refreshing MDCs

Qty	Cost	Extended	Description
18	3,000	54,000	MDC

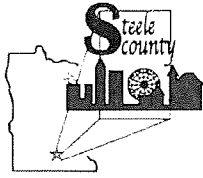
We will eventually move all MDCs (Sheriff and CCA) into a scheduled four-year refresh cycle (under ICS) with an estimated replacement of 6 MDCs at an annual cost of roughly \$18,000. (It will take several years to achieve the leveling of refresh costs.)

Total ask for both projects combined is \$66,255. Even though this was not previously budgeted, we have unspent wages in IT which can cover the entire cost this year.

NOTE: With the larger purchase we should be able to negotiate additional discounts.

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: CUP 440 (Herrmann – Home Occupation)

Department: Planning & Zoning

Committee: Planning Commission

Committee Meeting Date: September 9, 2024

Work Session Date: Enter a date.

Board Meeting Date: September 24, 2024

Consent Agenda: ☐ Yes ☒ No

Resolution: ☐ Yes ☒ No

Policy Committee Recommendation:

Planning Commission recommends approving CUP #440 with 4 conditions based on the findings of fact.

Staff Recommendation:

Background *(Including Budget Impact)*:

This request is from Michael Herrmann to assemble proprietary firearms as a home occupation on property located NE ¼, NW ¼, Section 17, Berlin Township. No machining or retail sales will take place from the site.

Attachments:

Findings of Fact

Location Map

Site Map

Staff Report

Draft Permit

**COUNTY OF STEELE
FINDINGS OF FACT
CONDITIONAL USE PERMIT #440**

Applicant:

Michael Herrmann

Land Owner(s):

Michael Herrmann

Zoning District(s):

Agricultural

Property Address:

8819 SW 128th Street
New Richland, MN 56072

Parcel Number:

03-017-4101

Project Site Legal Description:

Beginning at a point on the North line of the Northwest Quarter of Section 17, Township 105 North, Range 21 West, which point is 565.2 feet West of the Northeast Corner thereof; thence West 356.0 feet on the North line of the Northwest Quarter of said Section 17; thence South 635.0 feet at a right angle; thence East 356.0 feet at a right angle; thence North 635.0 feet at a right angle, to the point of beginning; being a part of the Northeast Quarter of Northwest Quarter of Section 17, Township 105 North, Range 21 West.

Ordinance Section:

Section 704.12 of the Steele County Zoning Ordinance lists Home Occupations as a Conditional Use in the Agricultural District.

Section 1513 lists performance standards for Home Occupations.

Project Description:

Michael Herrmann has developed a weapon frame under the name of Verrückte Weapon System. He would like to obtain a Federal Firearms License Type 7 to assemble these firearms in his home and is asking for a Conditional Use Permit from the County for a Home Occupation to do so. Firearms components would be manufactured offsite and the components assembled in his home. The completed firearms would then be transferred to licensed firearms retailers for retail sales. No machining of parts or retail sales would take place at the site.

General Criteria for considering a Conditional Use Permit:

- 1) The use will not create a burden on parks, schools, streets, public facilities or utilities:**
The planning commission finds the proposal will not affect parks or schools and have miniscule impact or public facilities and utilities.
- 2) The use is compatible, separated, or screening from adjacent agricultural or residential land so as not to depreciate their values or deter the development of vacant land:**

The planning commission finds the site is surrounded by mostly agricultural land and several rural residences 1500 feet away or greater. The assembly should have no effect on the agricultural land or the residences. Test firing of the completed weapons outdoors could create noise or concerns if not done in a safe manner. Conditions shall be placed on the permit to address these issues.

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

The planning commission finds the appearance will not change and have no adverse effect on adjacent properties.

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

The planning commission finds the proposal will be consistent with the existing site and the needs of the county.

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

Zoning Ordinance:

The planning commission finds the proposed will be consistent with the performance standard for Home Occupations.

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

The planning commission finds the proposal should not create traffic hazards or congestion.

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

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

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

The planning commission finds:

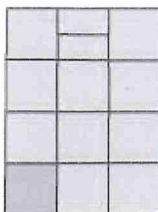
- Utilities: will not change.
- Access: will not change.
- Drainage: will not change.

Planning Commission Recommendations:

Based on the information provided and comments received, the Steele County Planning Commission recommends approval of Conditional Use Permit request #440 to Michael Herrmann with the following conditions.

1. Business must maintain a Federal Firearms License.
2. No outdoor test firing between the hours of 7:00 P.M. to 8:00 A.M.
3. No retail sales from this site.
4. Operator must develop and utilize a acceptable backstop or bullet trap when test firing weapons.

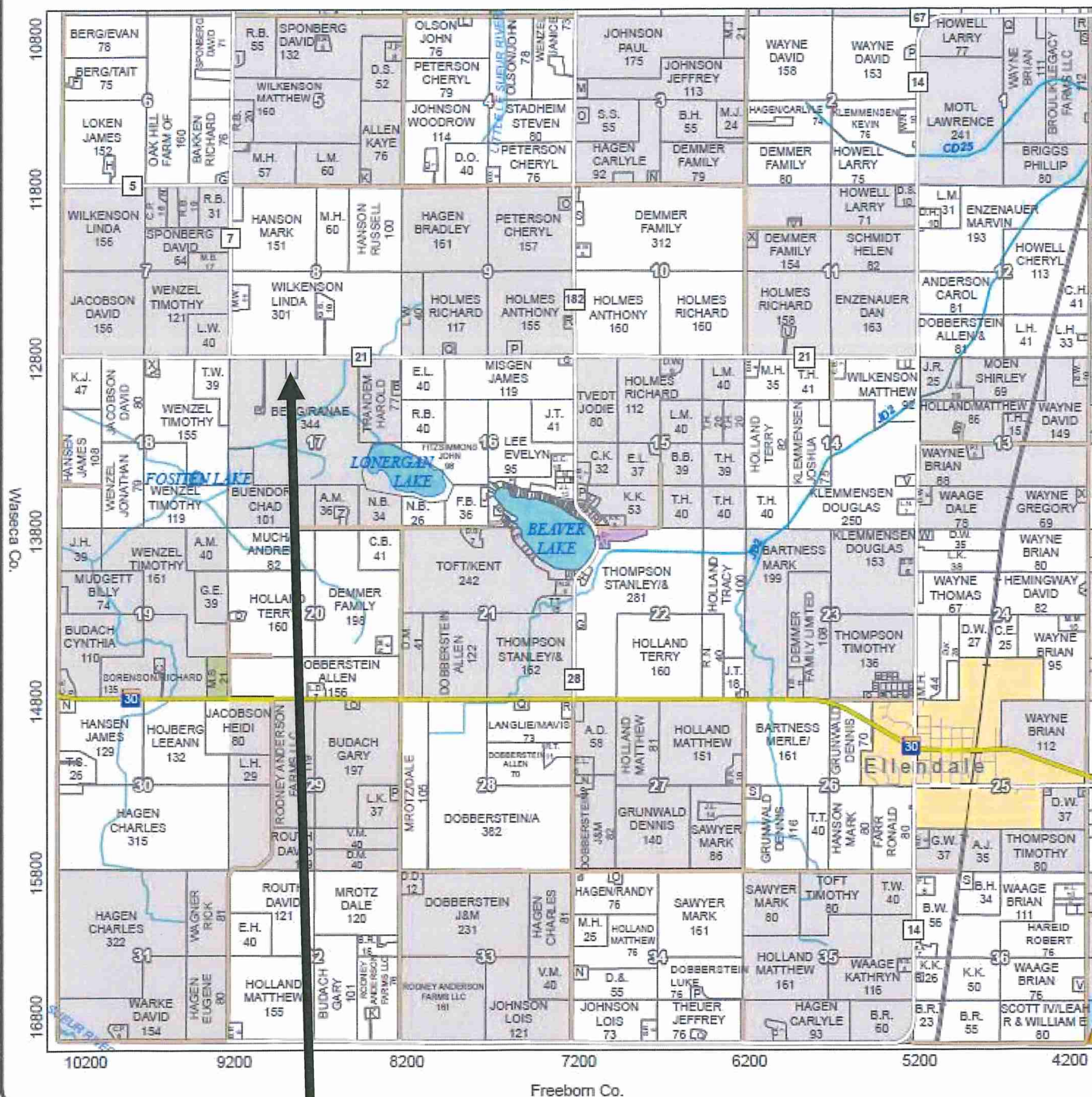
Berlin



T.105N. - R.21W.



See Pages 14 & 15



Herrmann Proposed Business Location

8819 SW 128th St.



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

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Herrmann Location

August 30, 2024 188 of 199



Staff Report
for
Conditional Use Permit Application #440
Herrmann – Firearms Assembly Home Occupation

Applicant:

Michael Herrmann

Property Owner(s):

Michael Herrmann

Property Address:

8819 SW 128th Street
New Richland, MN 56072

Parcel Number:

03-017-4101

Property Legal Description:

Beginning at a point on the North line of the Northwest Quarter of Section 17, Township 105 North, Range 21 West, which point is 565.2 feet West of the Northeast Corner thereof; thence West 356.0 feet on the North line of the Northwest Quarter of said Section 17; thence South 635.0 feet at a right angle; thence East 356.0 feet at a right angle; thence North 635.0 feet at a right angle, to the point of beginning; being a part of the Northeast Quarter of Northwest Quarter of Section 17, Township 105 North, Range 21 West.

Zoning District:

Agricultural

Project Description:

Michael Herrmann has developed a weapon frame under the name of Verrückte Weapon System. He would like to obtain a Federal Firearms License Type 7 to assemble these firearms in his home and is asking for a Conditional Use Permit from the County for a Home Occupation to do so. Firearms components would be manufactured offsite and the components assembled in his home. The completed firearms would then be transferred to licensed firearms retailers for retail sales.

Reason for Conditional Use Permit Application:

Section 704.12 of the Steele County Zoning Ordinance lists Home Occupations as a Conditional Use in the Agricultural District.

Section 1513 lists performance standards for Home Occupations.

General Criteria for Issuing a Conditional Use Permit:

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

The Home Occupation would only require very limited public facilities. No manufacturing is occurring on site so electricity use would not increase. Retail is not occurring from this location so no additional vehicle traffic is expected.

- 2) **The use is compatible, separated, or screening from adjacent agricultural or residential land so as not to depreciate their values or deter development:**
The site is surrounded by agricultural land. The proposed use should not have any effect on the agricultural land. The nearest neighboring residents are located 1500 feet or more away. All assembly activities will take place in the residence. There potentially could be some test firing outside of the home so noise could be an issue. The commission may want to limit hours when firearms can be test fired.
- 3) **The appearance will not have an adverse effect on adjacent properties:**
All assembly activities will take place in the residence so the appearance will not change.
- 4) **The use is related to the existing land use and the county needs of the county:**
The site is a 5.2 acre rural building site with a house, garage and an outbuilding. The ATF requires local approval before they will issue a federal firearms license.
- 5) **The use is consistence with the zoning ordinance and zoning district:**
Section 704.12 allows home occupations as a conditional use in the agricultural district.
Section 1513 lists performance standards for Home Occupations.
- **No more than 25% of the dwelling shall be used for the business.**
The house is an 1882 sq. ft. structure. The assembly would be done on a workbench in the home.
 - **Only articles made or originating on the premise shall be sold on the premise.**
No sales will occur onsite.
 - **No articles for sale shall be displayed so as to be visible from any street.**
No sales will occur onsite.
 - **The occupation is to be conducted solely by members of the household residing on the premise.**
Only family members will be involved in the assembly.
 - **Equipment shall not interfere with the environment of the neighborhood.**
Simple hand tools will be used.
 - **No outside storage of materials or equipment:**
No material will be stored outside the structure.
 - **The home occupation shall not require substantial interior or exterior alterations:**
No alterations are needed to house.
 - **No sign other than one 2 feet x 3 feet attached near the building entrance:**
The applicant does not plan on signage.
- 6) **The use will not creation a traffic hazards or congestion:**
The proposed business is not expected to generate any additional traffic.

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

The nearest permitted business Misgen Auto Salvage located 1 ½ miles east of this site. The proposal should have no effect on this business.

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

- Utilities: Will not change from present.
- Access: Will not change from present.
- Drainage: Drainage should not change.
- Septic: The business will not create sewage.

Staff Comments:

If the Planning Commission recommends approval of this application, they may wish to consider the following conditions:

1. Business must maintain a Federal Firearms License.
2. No outdoor test firing between the hours of 7:00 P.M. to 8:00 A.M.
3. No retail sales from this site.

CONDITIONAL USE PERMIT**PERMIT#****440**

PARCEL #s:	03-017-4101	HEARING DATE:	09/09/24
DISTRICT:	Agricultural	DECISION DATE:	

APPLICANT:	Michael Herrmann	LANDOWNER:	Same
ADDRESS:	8819 SW 128th St.	ADDRESS:	
	New Richland, MN 56072		

PROPERTY ADDRESS:
8819 SW 128th St.
New Richland, MN 56072

LEGAL DESCRIPTION OF PROPERTY:

Beginning at a point on the North line of the Northwest Quarter of Section 17, Township 105 North, Range 21 West, which point is 565.2 feet West of the Northeast Corner thereof; thence West 356.0 feet on the North line of the Northwest Quarter of said Section 17; thence South 635.0 feet at a right angle; thence East 356.0 feet at a right angle; thence North 635.0 feet at a right angle, to the point of beginning; being a part of the Northeast Quarter of Northwest Quarter of Section 17, Township 105 North, Range 21 West.

ZONING DISTRICT:

Agricultural

REFERENCE ORDINANCE FOR CUP:

Section 704.12 of the Steele County Zoning Ordinance lists Home Occupations as a Conditional Use in the Agricultural District.

Section 1513 gives performance standards for Home Occupations.

PROPOSED USE(S):

Firearm Assembly as a Home Occupation

CONDITIONAL USE PERMIT

PERMIT#

440

DECISION OF BOARD OF COMMISSIONERS

Deny ☐

Approve ☒ with 4 conditions.

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

Chair, Steele County Board of Commissioners

Date

Conditions

- 1 Business must maintain a Federal Firearms License.
- 2 No outdoor test firing between the hours of 7:00 P.M. to 8:00 A.M.
- 3 No retail sales from this site.
- 4 Operator must develop and utilize a acceptable backstop or bullet trap when test firing weapons.

CERTIFICATION

I hereby certify that the above is a true and correct copy of the decision approved by the Steele County Board of Commissioners on the _____ day of _____, 2024.

Steele County Administrator

Date

This document prepared by Steele County Planning and Zoning Director

Director, Steele County Planning & Zoning

Date



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

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

Thursday, September 9, 2024 at 8:00 a.m. – Public Works Conference Room

Attendees: Commissioner Krueger, Commissioner Brady, County Engineer Greg Ilkka, Assistant County Engineer Paul Sponholz, Landfill Supervisor Josh Johnson, Administrator Renae Fry and Executive Assistant Rebecca Kubicek.

Consent:

1. Committee recommends approving the Amendment to the contract with WSB for Preliminary Engineering Services for East Side Corridor Project in an amount of \$127,480.00.
The additional cost was incurred due to the more comprehensive studies that were completed at the request of the public.
2. Committee recommends adopting a Resolution Prioritizing Bridge Replacement List.
Regarding the Clinton Falls bridge: The bridge is the townships responsibility and is on the National Registry. The county does not spend money on this bridge only staff time as needed.
3. Committee recommends approving Amendment No. 1 to Thompson Sanitation, Inc. Waste Delivery Contract 2024/2025.

General:

4. Adopt a Resolution Approving the 2025-2029 Highway Capital Improvement Plan and Amending the Use of the Transportation Sales Tax

Department Head Reports

Four Seasons:

Fair was great again with lots of people. West Rink ice is in with the Junior team skating already and the other teams / organizations starting up this weekend. Steele County Health Fair will be held at the Four Seasons on 9/11. Rustic Mamas event will be held at the Four Seasons on 9/14. East Rink ice will go back in late September with open date set for 10/4. Beaver Lake open house was held on 8/19 with lots of people in attendance.

Landfill:

Concrete work has been finished on the scales and the floor. Working on completing the lights in the shop.

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

CSAH 46 No Parking (Letter/email attached)

Committee discussed the situation located in Blooming Prairie by the high school fields. The County Road is a narrow road with narrow shoulders. There is a 49.5 ft easement from the center of the road. A resident has raised the concern that people are parking on the shoulders and at times, cars are encroaching on the driving lane. The resident also raised a safety concern for people who are crossing the road. There is now a crosswalk painted with a streetlight. There was discussion about the timing and frequency of events for which people park on the road. There was also discussion about the impact when the state works on 218 - will this be an alternate route? Should there be no parking signs on this road? The School Board needs to be part of the solution and a meeting needs to be set with the school board to discuss the options.

County Road Safety Plan Workshop September 16

Project updates

CSAH 2/CSAH 43/CR 171/CR 180 Intersection Improvements – Options will be presented to the public

CSAH 48 rail agreement – waiting on the easement agreement from the railroad

East Side Corridor Update – A briefing will be scheduled during an upcoming Work Session- TBD

Construction updates

County Road 8 Overlay to proceed

Hope to install additional culverts

Medford inbound speed – Should have final state answers this week or next on speed limits.



STEELE COUNTY PLANNING COMMISSION MINUTES

Steele County Administration Center – 630 Florence - Owatonna, MN 55060

Steele County's Mission:

Driven to deliver quality services in a respectful and fiscally responsible way.

Monday, September 9, 2024, at 7:00 p.m. – Steele County Boardroom

Call to Order:

The meeting was called to order by Vice Chair Lammers at 7:00 pm. Present were Dinse, Lammers, Pool, Spatenka, Commissioner Brady and staff member Oolman.

Agenda:

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

Minutes:

Motion by Dinse second by Spatenka to approve the August 6th, 2024, minutes as submitted. Motion passed unanimously.

Building Permits:

The building permits for August were reviewed.

County Board Action

Oolman reported the County Board approved CUP #439 (Steele-Waseca-Substation) as recommended by the Planning Commission

CUP #440 (Herrmann- Firearms Assembly)

This request is from Michael Herrmann to assemble firearms as a home occupation from his property located in the NE ¼, of the NW ¼, Section 17, Berlin Township. The property address is 8819 SW 128th St.

Questions and comments of the commission.

Dinse- Does the Federal Firearms License require a security system to be put in place?

Herrmann-Yes, there are safety measures that need to be followed.

Spatenka- What caliber of firearms are you assembling?

Herrmann- My system will work with the 1911 design for multiple calipers, but I'm focusing mostly with weapons used by security and police units such as .45 and 9mm.

Lammers- Will you be test-firing weapons after they're assembled?

Herrmann- Yes

Spatenka: When you test fire can you use suppression on the firearm?

Herrmann- Possibly, but my design does not currently allow for that.

Lammers- How often do you test fire the firearms?

Herrmann- Usually 10 to 20 rounds on each weapon to insure they are working properly. Will typically assemble 5 or 6 weapons at a time.

The public hearing was opened.

Rena Berg, neighboring landowner, - Will you be assembling the firearms where do the parts come from?

Herrmann- Parts will be custom manufactured elsewhere I will assemble the firearm in my home.

Berg- What direction will you be testing the firearm?

Herrmann- There is a berm east of the house and I have been shooting that direction.

Spatenka- Explained how he uses a trap box for his concealed carry classes and suggested that could be used in this situation as well.

Have you been firing weapons from your property in the past?

Herrmann – yes, for several years.

Berg- Are you going to be doing any retail business?

Herrmann- No, not at my house.

Pool- How much do you plan on shooting in a week?

Herrmann- 30 to 40 rounds a week.

Niel Berg express a concern with stray bullets.

Un-named property owner to the east indicated there have heard shooting but wanted to make sure he was not shooting towards there house.

Herrman explained he would not be shooting directly east, parallel to the road.

Discussion was held on requiring a back stop or bullet trap as a condition.

Herrman was agreeable to that condition.

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

Motion by Dinse, second by Pool to recommend approval of CUP #440 (Herrmann- Firearms Assembly). With the following 4 conditions:

1. Business must maintain a Federal Firearms License.
2. No outdoor test firing between the hours of 7:00 P.M. to 8:00 A.M.
3. No retail sales from this site.
4. Operator must develop and utilize an acceptable backstop or bullet trap when test firing weapons.

Motion passed unanimously.

Adjournment:

Motion by Spatenka, second by Dinse to adjourn at 7:40pm.



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, September 11, 2024, at 8:00 a.m. – Board Room

Attendees: Commissioner Gnemi, Commissioner Glynn, Sheriff Lon Thiele, Community Corrections Director Tim Schammel, Public Health Director Amber Aaseth, Finance Director Candi Lemarr, Administrator Renae Fry and Executive Assistant Rebecca Kubicek.

Consent Agenda

- Committee recommends updating Social Media Guidelines to include turning off Public Comments on Official Facebook Posts after review by County Attorney.

Information

Planning for new Cannabis Licenses:

The purpose of this request is to begin having conversations with the board about the status of cannabis licensing in general and the impact on Steele County.

The county will need to evaluate its zoning ordinances for the townships to determine whether changes are needed to anticipate possible cannabis related businesses choosing to locate in one of our townships once the state opens up the window for interested parties to apply for one of several different cannabis related business licenses.

The county also has the option to limit the number of licenses county wide, based on population. This topic will be presented to the board for direction and guidance before staff bring back proposed ordinances for consideration. The considerations the county needs to review are the setbacks from schools, churches, parks where children are present, etc.... as allowed by the state.

A meeting with the City of Owatonna and county was held. Owatonna would like to go as stringent as possible allowed by state. Administration has reached out to the other three cities to see what they want to do with their cities, asking for their plans regarding setting or capping license, prohibiting public use, amend zoning codes for setbacks. Once the information is gathered it will be added to the public use Ordinance so it can be brought forward to the Board of Commissioners.

Department Head Reports

County Sheriff: Emergency Management was able to obtain a grant towards assisting in the funding of the with Body shields/cams in an amount of \$25K.

Community Corrections: 911 Dispatch meeting has been set up to discuss how calls are handled through CCA. Next week they will be discussing different options and costs to reduce what goes through dispatch. Will be recruiting for an officer in the juvenile department.

Public Health: Health fair is today for Steele County. Coalition at OPU. Truth health fair. Jason Lenex next Thursday. Several other events coming.

Finance: Still waiting for mapping information from MNP.