



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, NOVEMBER 12, 2024 at 5:00 PM
County Boardroom, Steele County Administration Center

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

Agenda

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

Public Comment

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

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

Correspondence

- 4.

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

5. Approve October 22, 2024 Board Minutes (pg. 4)
6. Approve October 22, 2024 Board Work Session Minutes (pg. 15)
7. Approve Bills and Journal Entries (pg. 17)

8. Approve Personnel Report (pg. 140)
9. Approve the 2025 MN Prairie Office Lease Agreement renewal at the same rate as 2024 in an amount of \$182,961 and authorize Chair to sign agreement. (pg. 141)
10. Approve the 2025 MRCI Office Lease Agreement renewal at \$26,856 annually (\$17.15/sq ft), which is a 3% increase over 2024 and authorize the Chair to sign the agreement. (pg. 145)
11. Approve the Summit Food Service Contract Amendment eliminating the Rice County kitchen rental fee of \$2,959.62 per month effective November 2024. (pg. 150)
12. Approve the drainage ditch annual maintenance and repair levies for pay 2025. (pg. 152)
13. Approve setting the drainage ditch interest rate for 2025 at 4%.(pg. 154)
14. Authorize the Chairman to sign bills on December 27, 2024, if there is a need to process an additional check run prior to year-end. (pg. 155)
15. Adopt a Resolution approving Final Payment for Contract No. 240207; SAP 074-602-007 to MN Signal in the amount of \$1,224.75. (pg. 156)
16. Adopt a Resolution approving Final Payment for Contract No. 242405; CP 074-024-005 to Subsurface, Inc. in the amount of \$2,042.29 (pg. 166)
17. Adopt a Resolution approving Final Payment for Contract No. 242401; CP 074-024-001 to Kamco Inc. in the amount of \$2,751.95 (pg. 175)
18. Adopt a Resolution approving Final Payment for Contract No. 243709; SAP 074-637-009 to Crane Creek Asphalt in the amount of \$26,025.51. (pg. 184)
19. Adopt a Resolution approving Final Payment for Contract No. 249816; SAP 074-598-016 to Structural Specialties, Inc. in the amount of \$13,806.61. (pg. 196)
20. Approve the purchase of Courthouse chairs from Alterative Business Furniture in an amount of \$19,859.15. (pg. 207)

General Agenda

21. November Anniversary Report (pg. 210)
22. Approve renewal of CUP 233 for Ulland Bros/Olson Pit with one change to the 17 conditions based on the findings of fact. (pg. 211)
23. Approve renewal of IUP 2009-05 for JJD Companies/CAN Pit with 21 conditions based on the findings of fact. (pg. 224)

Tabled items: Board Meeting - October 22, 2024

- 24. Adopt resolution authorizing acquisition by expedited (“quick take”) eminent domain proceedings for the CSAH 28 and Beaver Lake Park project. (pg. 244)
- 25. Approve Memorandum of Agreement option ____ with the University of MN-Extension for 2025-27 (also discussed at November 12, 2024 Work Session) (pg. 246)

County Board Work Session – Tuesday, November 12, 2024

- 26. Approve the Letter of Support for Regional Rail Planning and authorize the Administrator to sign. (pg. 263)

Information Items

- 27. Planning Commission Minutes – Monday, November 4, 2024 (pg. 269)
- 28. Internal Central Services Committee Minutes – Wednesday, November 6, 2024 (pg.273)
- 29. Property & Maintenance Committee Minutes – Thursday, November 7, 2024 (pg. 275)

Presentations:

Commissioner Reports:

Next Meeting Notices:

Public Safety & Health Committee – Wednesday, November 13, 2024 at 8:00 a.m. in the Boardroom

Joint Board and SCFF Board Meeting – Wednesday, November 13, 2024 at 11:30 a.m. at the Community Center

County Board Strategic Work Session – Thursday, November 14, 2024 in Room 100, Annex Building

Public Works Committee Meeting– Friday, November 15, 2024 at 8:00 a.m. at Public Works

Land Use & Records Committee – Tuesday, November 19, 2024 at 8 a.m. in the Boardroom

Board Work Session – Tuesday, November 22, 2024 at 4:00 p.m. in the Boardroom

Board Meeting – Tuesday, November 22, 2024 at 5:00 p.m. in the Boardroom

Adjourn

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

October 22, 2024

Public Hearing:

Motion by Commissioner Krueger, seconded by Commissioner Glynn to Open Public Hearing regarding the Dangerous & Potentially Dangerous Dog Ordinance # 38 – Amended and Restated at 5:15 p.m.

Administrator Renae Fry spoke regarding the Ordinance. She gave an overview of the changes, fees and other costs (more in line with the city of Owatonna) and requirements associated with the ordinance. Along with the ability to move a dangerous dog to a potentially dangerous dog status.

The Chair opened the floor to public testimony, hearing none, the Chair closed the floor for comment.

The floor was opened to the Board for further discussion.

Motion by Commissioner Glynn, seconded by Commissioner Krueger to close the Public Hearing. Ayes all.

General Agenda (Cont.):

Motion by Commissioner Gnemi, seconded by Commissioner Krueger to adopt the Dangerous & Potentially Dangerous Dog Ordinance # 38 - Amended and Restated.

ORDINANCE NO. 38

Amended and Restated Dangerous & Potentially Dangerous Dogs

Section 1: Purpose

Minnesota Statutes Section 347.50, subdivision 8 and Minnesota Statutes Section 347.53 authorizes counties to establish a procedure by which a dog may be declared dangerous or potentially dangerous, including the right to appeal that designation. Pursuant to the authority granted it by Minnesota Statutes, the Board of Commissioners of Steele County prescribes the following procedures and enforcement regulations governing dangerous dog declarations.

Section 2: Scope

The provisions of this section apply to the unincorporated areas of Steele County.

Section 3: Definitions

- 3.1. Animal Control Authority is the Steele County Sheriff's Office located in Owatonna, Minnesota.
- 3.2. Animal Control Officer means the agency or person under contract with Steele County to provide animal control services.
- 3.3. Custodian - A person, firm, corporation, organization, or department possessing, harboring, keeping, having an interest in, or having care, custody, or control of a dog, excluding veterinarians or kennel operators provided that the dogs are kept only temporarily on the premises and are owned by others.
- 3.4. Dog - Any animal in whole or in part of the species Canis familiars.
- 3.5. Dangerous Dog means any dog that:
 - 3.5.1. without provocation, inflicts substantial bodily harm on a human being on public or private property;
 - 3.5.2. kills a domestic animal without provocation while off the owner's property; or
 - 3.5.3. been found to be potentially dangerous, and after the owner has notice that the dog is potentially dangerous, the dog aggressively bites, attacks, or endangers the safety of humans or domestic animals.
- 3.6. Great bodily harm has the meaning given it under Minnesota Statute Section 609.02, subdivision 8 of bodily injury which creates a high probability of death, or which causes serious permanent disfigurement, or which causes a permanent or protracted loss or impairment of the function of any bodily member or organ or other serious bodily harm.
- 3.7. Kill or Kills:

3.7.1. To kill or kills shall mean the existence of a direct causal connection between the act of the attacking dog and the death of a person or other animal.

3.7.2. For domestic victim animals which are euthanized following such an attack, where kill or kills shall mean the death was the direct consequence of the attack and extensive veterinarian assistance would ultimately be futile and only temporarily prolong the life of the victim animal; and euthanasia merely hastened the inevitable death of the victim animal.

3.8. Owner means any person, firm, corporation, organization, or department possessing, harboring, keeping, having an interest in, or having care, custody, or control of a dog. Any person keeping or harboring a dog for five (5) consecutive days shall, for the purpose of this ordinance in addition to the actual owner of such dog, be deemed to be the owner of thereof.

3.9. Potentially Dangerous Dog means any dog that:

3.9.1. when unprovoked, inflicts bites on a human or domestic animal on public or private property;

3.9.2. when unprovoked, chases or approaches a person, including a person on a bicycle, upon the streets, sidewalks, or any public or private property, other than the dog owner's property, in an apparent attitude of attack; or

3.9.3. has a known propensity, tendency, or disposition to attack unprovoked, causing injury or otherwise threatening the safety of humans or domestic animals.

3.10. Proper Enclosure means securely confined indoors or in a securely enclosed and locked pen or structure suitable to prevent the dog from escaping and providing protection from the elements for the dog. A proper enclosure does not include a porch, patio, or any part of a house, garage, or other structure that would allow the dog to exit of its own volition, or any house or structure in which windows are open or in which door or window screens are the only obstacles that prevent the dog from exiting.

3.11. Provocation means an act that an adult could reasonably expect may cause a dog to attack or bite.

3.12. Substantial bodily harm has the meaning given it under Minnesota Statute Section 609.02, subdivision 7a of bodily injury which involves a temporary but substantial disfigurement, or which causes a temporary but substantial loss or impairment of the function of any bodily member or organ, or which causes a fracture of any bodily member.

3.13. Unprovoked means the condition in which the dog is not purposely excited, stimulated, agitated, or disturbed. It is a rebuttable presumption that any attack on a child fourteen years of age or younger for which a reasonable person connotes an intent to inflict bodily harm will be considered to be unprovoked unless the child is engaged in the commission of a crime or illegal activity, including activities classified under Minnesota Statute 343 as cruelty to animals.

Section 4: Prohibitions

4.1. It shall be unlawful for any person to own, possess, keep, harbor or have in one's possession a "Potentially Dangerous Dog" or "Dangerous Dog, " except as provided in this ordinance.

4.2. It shall be unlawful for any person to own, possess, keep, harbor or maintain a dog after having been ordered to relinquish or release a dog pursuant to the Order of a Hearing Officer, the County Board or the District Court, when able to do so or reasonably able to direct others to do so on the person's behalf.

Section 5: Criminal Penalty

5.1. The Owner of a dog declared Dangerous or Potentially Dangerous who fails to comply with the requirements of this Chapter shall be guilty of a misdemeanor, with penalties as provided under Minnesota law.

5.2. It is a misdemeanor to remove a microchip from a Dangerous or Potentially Dangerous dog; to fail to renew the registration of a Potentially Dangerous Dog or a Dangerous Dog; to fail to account for a Dangerous Dog's death, transfer of ownership, or removal from the jurisdiction; to sign false affidavit with respect to a Dangerous Dog's death, transfer of

ownership, or removal from the jurisdiction; or to fail to disclose ownership of a Dangerous or Potentially Dangerous Dog to a property owner from whom the person rents property.

Section 6: Enforcement Procedures

Under M.S. 347.53, any statutory county may regulate dangerous and potentially dangerous dogs. Nothing in M.S. 347.50 to 347.565 limits any restrictions that local jurisdictions may place on owners of dangerous or potentially dangerous dogs, except that local jurisdictions may not adopt an ordinance regulating dangerous or potentially dangerous dogs based solely on the specific breed of the dog (M.S. 347.51, subd. 8).

Section 7: Authority

The County Board shall, from time to time, designate animal control officers and/or licensed peace officers to enforce the provisions of this ordinance and the State of Minnesota Dangerous Dog statute within Steele County. An animal control officer or licensed peace officer shall:

- 7.1.1. have the right to demand the exhibition of a dog;
- 7.1.2. be required to keep accurate records of the impoundment and disposition of all dogs within the custody of the County;
- 7.1.3. be required to investigate reported injuries from dogs and keep accurate records of such cases;
- 7.1.4. be required to keep accurate records of all money received and to comply with proper auditing and bookkeeping standards; and
- 7.1.5. perform enforcement duties as prescribed in MN Statute Chapter 347.

7.2. No person shall interfere with or hinder an animal control officer or licensed peace officer who is enforcing or attempting to enforce this ordinance or state law.

7.3. No person shall seek to release any dog in the custody of an animal control officer or licensed peace officer except as herein provided.

7.4. An animal control officer or other law enforcement official shall determine a dog is a potentially dangerous or dangerous dog if the officer believes, based upon the officer's professional judgment.

Section 8: Designation of a Dangerous Dog or a Potentially Dangerous Dog

8.1. The Animal Control Authority shall designate any dog as a dangerous dog (as stated in Sec 3.5) or a potentially dangerous dog (as stated in Sec 3.9) upon receiving evidence that the dog, when unprovoked, has bitten, attacked, or threatened the safety of a person or a domestic animal.

8.2. The Animal Control Officer will cause one Owner of the dog to be notified in writing that the dog is dangerous or potentially dangerous. The written notice will include:

- 8.2.1. A description of the dog designated as a potentially dangerous dog;
- 8.2.2. The date, time, place and persons or animals bitten, chased, attacked or threatened by the dog;
- 8.2.3. The imposition of conditions determined to be necessary and reasonable to continue owning, maintaining, or harboring of a potentially dangerous dog;
- 8.2.4. An advisory informing the Owner(s) that, within fourteen (14) days from the date of service, the owner may submit in writing to the Sheriff, a Notice of Intent to Appeal and Request for Hearing thus appealing the determination or the imposition of conditions to be met by the owner(s);
- 8.2.5. An advisory informing the owner(s) that if, the Owner does not request a hearing by timely submitting a Notice of Intent to Appeal and request for a hearing within fourteen (14) days, the designation of "Potentially Dangerous Dog" will stand and the Owner will be subject to all restrictions and conditions as set forth in the Notice of "Potentially Dangerous Dog" will stand and the owner will be subject to all restriction and conditions as set forth in the notice of potentially dangerous dog issued by a law enforcement officer, animal control officer or other authorized agent.

8.3. The Animal Control Officer may impound any dog determined to pose a threat to public safety pending a final dangerous dog designation.

8.4. The Animal Control Officer may quarantine any dog without proof of current rabies vaccination upon receiving evidence that the dog has bitten any person or domestic animal.

In addition to the regulations provided in Minn. Stat. § 347.50 to § 347.565, pursuant to Minn. Stat. § 347.53, owners of Potentially Dangerous Dogs and Dangerous Dogs are subject to the following regulations:

Section 9: Potentially Dangerous Dogs; Required Registration & Regulations

Potentially Dangerous Dogs shall be regulated under Minn. Stats. § 347.50 to § 347.565 in the same manner as if they were Dangerous Dogs except as otherwise provided in this section, will within fourteen (14) days of being served a declaration that a dog has been deemed a Potentially Dangerous Dog, will complete the required registration;

9.1. Required Registration:

9.1.1. Register the Potentially Dangerous Dog with the Animal Control Authority by completing, signing, and submitting a Certificate of Registration;

9.1.2. Provide proof of vaccinations (this includes rabies vaccination);

9.1.3. Payment of a registration fee and annual renewal payments for an additional 2 years. Fees are as found in the Steele County Fee Schedule. If after 3 years the owner can demonstrate there have been no further instances described as a dangerous or potentially dangerous dog, the Owner can petition the Animal Control Authority to no longer be subject to the registration and fee requirement. The Animal Control Authority will still maintain a record that the dog has the designation of Potentially Dangerous Dog thereafter;

9.1.4. Submit a certificate of liability insurance or surety bond: At the time of registration and as a condition of maintaining the dog in the owner's care, the dog's owner must provide public liability insurance, prepaid, in full, in the minimum amount of five-hundred thousand dollars (\$50,000) per person and one million (\$300,000) per incident, payable to any person or persons injured by the potentially dangerous dog; or provide proof of a policy of liability insurance issued by an insurance company authorize to conduct business in the state of Minnesota in the amount of a least fifty thousand dollars (\$50,000) per person and three hundred thousand (\$300,000) per incident insuring the owner for any personal injuries inflicted by the dangerous dog.

9.1.5. Implanting of a microchip: The Owner must as soon as reasonably possible, but no later than fourteen (14) days after the confirmation of the Potentially Dangerous Dog designation, have the dog microchipped with an approved device, as defined by this ordinance. If the dog has been seized, the Owner must arrange for the dog to be microchipped before or at the time of release from custody of the Animal Control Authority. The name of the microchip manufacturer and identification number of the microchip must be provided to the animal control authority. If the microchip is not implanted by the Owner, it may be implanted by a qualified veterinarian under the direction of the animal control officer. In either case, all costs related to implantation of the microchip must be borne by the dog's Owner.

9.1.6. Sterilize the Potentially Dangerous Dog, within thirty (30) days, if the Animal Control Authority determines it is necessary and in the interest of public safety. If determined necessary and the Owner does not have the animal sterilized within thirty (30) days, the Animal Control Authority shall seize the dog and have it sterilized at the Owner's expense;

9.2. Regulations

When on the Owner's premises the dog must be kept within the proper enclosure. When outside the proper enclosure, the Potentially Dangerous Dog must be kept on a leash accompanied by its Owner and muzzled if the dog was declared to be potentially dangerous because it inflicted bites on a person or domestic animal on public property other than the Owner's property.

Section 10: Dangerous Dogs; Required Registration & Regulations

The owner of a Dangerous Dog will within fourteen (14) days of a declaration that a dog has been deemed a dangerous dog, will complete the required registration;

10.1. Required Registration:

10.1.1. Register the Dangerous Dog with the Animal Control Authority by completing, signing, and submitting a Certificate of Registration;

10.1.2. Provide proof of vaccinations (this includes rabies vaccination);

10.1.3. Payment of a registration fee and payment of an annual fee each year thereafter. Fees are as found in the Steele County Fee Schedule.

10.1.4. Submit a certificate of liability insurance or surety bond: At the time of registration and as a condition of maintaining the dog in the owner's care, the dog's owner must provide public liability insurance, prepaid, in full, in the minimum amount of fifty thousand dollars (\$50,000) per person and three hundred thousand (\$300,000) per incident, payable to any person or persons injured by the Dangerous Dog; or provide proof of a policy of liability insurance issued by an insurance company authorize to conduct business in the state of Minnesota in the amount of a least fifty thousand dollars (\$50,000) per person and three hundred thousand (\$300,000) per incident insuring the owner for any personal injuries inflicted by the dangerous dog.

10.1.5. Implanting of a microchip: The Owner must as soon as reasonably possible, but no later than fourteen (14) days after the designation of confirmation of the Dangerous Dog designation, have the dog microchipped with an approved device, as defined by this ordinance. If the dog has been seized, the Owner must arrange for the dog to be microchipped before or at the time of release from custody of the Animal Control Authority. The name of the microchip manufacturer and identification number of the microchip must be provided to the Animal Control Authority. If the microchip is not implanted by the Owner, it may be implanted by a qualified veterinarian under the direction of the Animal Control Authority. In either case, all costs related to implantation of the microchip must be borne by the dog's Owner.

10.1.6. Animal tag with the uniform dangerous animal symbol to be affixed to the dog's collar at all times; and

10.1.7. Provide proof of the sterilization of the dog within thirty (30) days of the designation of the dog as a Dangerous Dog. If the Owner does not have the animal sterilized within thirty (30) days, the Animal Control Authority shall seize the dog and have it sterilized at the Owner's expense.

10.2. Regulations

10.2.1. The Owner of a Dangerous Dog shall keep the dog in a proper enclosure while on the Owner's property. If the dog is outside the proper enclosure, the dog must be muzzled and restrained by a substantial chain or leash and under the physical restraint of a responsible person. The muzzle must be made in a manner that will prevent the dog from biting any person or animal but that will not cause injury to the dog or interfere with its vision or respiration.

10.2.2. Shall renew the registration of the dog annually until the dog is deceased.

10.2.3. Death, residence or change of residence:

10.2.3.1. The registered Owner must notify the Animal Control Authority in writing of the death of the dog or its transfer to a new location where the dog will reside within thirty (30) days of the death or transfer, and must, if requested by the animal control authority, execute an affidavit under oath setting forth either the circumstances of the dog's death and disposition or the complete name, address, and telephone number of the person to whom the dog has been transferred or the address where the dog has been relocated.

10.2.3.2. If the dog is removed from the jurisdiction, it must be registered as a Dangerous Dog in its new jurisdiction;

10.2.3.3. The owner who rents property from another where the dog will reside must disclose to the property owner prior to entering the lease agreement and at the time of any lease renewal that the person owns a dangerous dog that will reside at the property.

10.2.3.4. The Owner who transfers ownership of a dangerous dog must notify the new owner that the Animal Control Authority has identified the dog as dangerous. The current Owner must also notify the Animal Control Authority in writing of the transfer of ownership and provide the Animal Control Authority with the new owner's name, address, and telephone number.

10.3. Warning Symbol: For each Certificate of Registration granted to an owner for a dangerous dog, Steele County shall provide for posting on the owner's property, a warning symbol to inform the public that there is a dangerous dog on the property. The warning symbol is to be designed by and ordered from the Commissioner of Public Safety of the State of Minnesota and shall be posted and clearly visible on the owner's property. The county may charge the registrant a reasonable fee to cover its administrative costs and the cost of the warning symbol.

10.4. Warning Tag: A dangerous dog registered under this section must have a standardized, easily identifiable tag identifying the dog as dangerous and containing the uniform dangerous dog symbol affixed to the dog's collar at all times. Steele County shall use the tag with the symbol designed and approved by the Commissioner of Public Safety in the State of Minnesota. The county may charge the registrant the cost of the warning tag.

Section 11: Review of Designation

Beginning one year after a dog is declared a dangerous dog, an owner may request annually that the animal control officer reviews the designation. The owner may provide evidence that the dog's behavior has changed due to the dog's age, sterilization, environment, completion of obedient training, or other factors. If the County finds sufficient evidence that the dog's behavior has changed, the Sheriff's Office may rescind the dangerous dog designation with the option to deem the dog potentially dangerous and set other conditions in place as deemed warranted by the animal control officer.

If the dog's designation is change to a Potentially Dangerous Dog, the requirements of Section 9 will apply thereafter.

Section 12: Hearing (Appeal)

12.1. The Owner of a dog who has been given Notice (as discussed in Section 8 above) by the Animal Control Authority that the dog has been declared to be a Dangerous Dog or a Potentially Dangerous Dog has the right to request a hearing on the validity of the declaration by completing a Request for Appeal Form within fourteen (14) days of the date of Notice and delivering the form together with the fee for the appeal hearing to the Animal Control Authority at the Steele County Sheriff's Office in Owatonna, Minnesota to the attention of the County Sheriff. Fees are as found in the Steele County Fee Schedule. The failure to file the Request for Appeal within the fourteen (14) days extinguishes the right to a hearing and the designation of the dog as a Dangerous Dog or Potentially Dangerous Dog shall be final. The owner shall be subject to all restrictions and regulations as set forth in the Notice.

12.2. The Animal Control Authority shall appoint a hearing officer who must be an impartial employee of the local government, or an impartial person retained by the local government to conduct the hearing.

12.3. Pending such hearing the owner shall:

12.3.1. keep the dog properly confined in a proper enclosure;

12.3.2. keep the dog muzzled and restrained by a substantial chain or leash and under the physical restraint of a responsible person if the dog is outside the enclosure; and

12.3.3. notify the Animal Control Authority of the removal of a dog(s) to a new location.

12.4. The hearing shall be held within fourteen (14) days of the owner's request and be limited to one hour to determine the validity of the declaration of the dog as a Dangerous Dog or Potentially Dangerous Dog. After considering all evidence pertaining to the dog, the hearing

officer shall render its decision and order as it deems proper, including but not limited to:

- 12.4.1. finding that the dog is not a Potentially Dangerous Dog or a Dangerous Dog; or
- 12.4.2. finding that the dog is a Potentially Dangerous Dog, or a Dangerous Dog and that the owner shall comply with the requirements of this Ordinance; and
- 12.4.3. if necessary and in the interest of public safety, order the Animal Control Authority to take the dog into custody, if the dog is not currently in custody. Upon such order any person who fails or refuses to release the dog to the Animal Control Authority shall be guilty of a misdemeanor.

12.5. The hearing officer shall issue its written decision within ten (10) days after the hearing which shall be delivered to the Owner by hand delivery or certified mail and a copy will be sent to the Animal Control Authority.

12.6. Effect of Determination Pursuant to Minn. Stat. § 347.541, subd. 4, if the designation of the dog as a Dangerous Dog or Potentially Dangerous Dog is upheld by the hearing officer the actual expenses of the hearing up to a maximum of \$1,000.00 shall be the responsibility of the dog's owner.

12.6.1. The Sheriff's Office shall keep a record of the determination. The determination of potentially dangerous dog may be used as evidence in any subsequent proceeding for a dangerous dog determination pursuant to Section 7.1 of this ordinance and/or MN State Statute 347.50 Subd. 1(3).

12.6.2. Authority to order euthanization. The hearing officer, upon finding that a dog is dangerous hereunder, is authorized to order, as part of the disposition of the case, that the dog be euthanized based on a written order containing findings of fact establishing that each of the following criteria are present.

12.6.2.1. The dog is dangerous, as demonstrated by a vicious attack, an unprovoked attack, an attack without warning, or multiple attacks;

12.6.2.2. The Owner of the dog has demonstrated an inability or unwillingness to sufficiently control the dog in order to prevent injury to persons or other animals; and

12.6.2.3. The Owner cannot, will not, does not, or otherwise refused to provide proof of the liability insurance for the dog as required.

Section 13: County/City Park Restrictions

No person shall allow a dog that has been declared Dangerous or Potentially Dangerous in County/City Parks, including the dog park, or on the County/City trails, unless the dog is muzzled and restrained by a substantial chain or leash and is under the physical restraint of a responsible person or risk seizure of the animal.

Section 14: Seizure

14.1. Pursuant to Minn. Stat. 347.54, the Animal Control Authority may immediately seize any Potentially Dangerous Dog or Dangerous Dog where:

14.1.1. after fourteen (14) days after the owner has notice that the dog is a Potentially Dangerous Dog or Dangerous Dog, the dog is not validly registered under Minn. Stat. § 347.51; or

14.1.2. after fourteen (14) days after the owner has notice that the dog is a Potentially Dangerous Dog or a Dangerous Dog, the owner does not secure the proper liability insurance or surety coverage as required under Minn. Stat. § 347.51, subd.2; or

14.1.3. the Potentially Dangerous Dog or Dangerous Dog is not maintained in the proper enclosure; or

14.1.4. the Potentially Dangerous Dog or Dangerous Dog is outside the proper enclosure and not under physical restraint of a responsible person as required under Minn. Stat. § 347.52; or

14.1.5. the Dangerous Dog is not sterilized within thirty (30) days, pursuant to Minn. Stat. § 347.52, paragraph (d); or

14.1.6. the Potentially Dangerous Dog is not sterilized if the hearing officer orders that such sterilization is necessary and in the interest of public safety.

Section 15: Reclaimed

15.1. A dangerous dog seized under Minn. Stat. § 347.524 subdivision 1, may be reclaimed by the Owner of the dog upon payment of impounding and boarding fees, and presenting proof to the appropriate animal control authority that the requirements of sections 347.51 and 347.52 will be met.

15.2. A dog not reclaimed under this subdivision within seven (7) days may be disposed of in a manner permitted by law, and the Owner is liable to the animal control authority for costs incurred in confining and disposing of the dog.

Section 16: Destruction of Dogs in Certain Circumstances

16.1. Infliction of bodily harm or death.

A dog that inflicted death or substantial or great bodily harm on a human being on public or private property without provocation may be destroyed in a proper and humane manner by law enforcement or by the Animal Control Authority. The dog may not be destroyed until there has been reasonable effort to notify the Owner consistent with the procedures set forth in Section 8.2 and the dog Owner is provided the opportunity for a hearing before the hearing officer, as set forth in Section 12.

16.2. Suffering and beyond cure.

Notwithstanding any other provision of this Ordinance, any dog taken into custody may be immediately disposed of when the dog is suffering and is believed to be beyond cure through reasonable care and treatment upon a written determination by a license Doctor of Veterinary Medicine.

Section 17: Subsequent offenses; seizure

If a person has been convicted of a misdemeanor for violating a provision of section 347.51, 347.515, or 347.52, and the person is charged with a subsequent violation relating to the same dog, the dog must be seized by the animal control authority having jurisdiction. If the owner is convicted of the crime for which the dog was seized, the court shall order that the dog be destroyed in a proper and humane manner and the owner pay the cost of confining and destroying the animal. If the owner is not convicted and the dog is not reclaimed by the owner within seven days after the owner has been notified that the dog may be reclaimed, the dog may be disposed of in a manner permitted by law.

Section 18: Owner of a dog without Rabies Vaccination - Minn. Stat. § 346.51

An Owner or custodian of a dog which does not have an appropriate anti rabies vaccination and which bites or otherwise exposes a person to rabies virus may be penalized under section 346.53.

Section 19: Rabies / Quarantine & Management of an Animal that bites a human - Minn. Stat. § 1721.058

19.1. A dog that bites a human must be kept under confinement and observed for signs suggestive of rabies for ten days, or the animal must be euthanized and tested for rabies.

19.2. If requested by the Department of Health, a stray or impounded dog that bites a human may be euthanized and tested for rabies before the required five-day holding period as specified in part 1721.0520, subpart 10, or in Minnesota Statutes, section 346.47.

19.3. Confinement procedures:

19.3.1. An animal under confinement for rabies observation must be restricted in such a way that the animal can always be found and cannot wander away.

19.3.2. A dog that is currently vaccinated for rabies may be confined in the home or as directed by local authorities.

19.3.3. A dog, that is not currently vaccinated for rabies may be required by local authorities to be confined at a veterinary clinic or other secure location at the owner's expense.

19.4. Reporting and testing:

19.4.1. Any illness in an animal that is under confinement and observation for rabies established under this part must be reported to the Department of Health.

19.4.2. If the animal shows signs suggestive of rabies, it must be euthanized and tested

for rabies.

19.4.3. An animal that dies or is euthanized during the confinement period must be tested for rabies.

Section 20: Exemptions

20.1. The provisions of this section do not apply to police K-9 dogs used by law enforcement officials for police work.

20.2. Dogs may not be declared dangerous if the threat, injury, or damage was sustained by a person:

20.2.1. who was committing, at the time, a willful trespass or other tort upon the premises occupied by the owner of the dog;

20.2.2. who was provoking, tormenting, abusing, or assaulting the dog or who can be shown to have repeatedly, in the past, provoked, tormented, abused, or assaulted the dog; or

20.2.3. who was committing or attempting to commit a crime.

Upon the vote being taken, five Commissioners voted in favor thereof, none absent and not voting. A copy of the Ordinance is on file in the Property Tax & Elections Office.

Motion by Commissioner Brady, seconded by Commissioner Gnemi to approve the purchase and installation of Safety Glass for Records and Assessors Offices to Waseca Glass in an amount of \$14,956.80. Ayes all.

Motion by Commissioner Glynn, seconded by Commissioner Gnemi to table the matter of the Memorandum of Agreement with University of MN-Extension for 2025-27 until the November 12, 2024, Board Meeting. Ayes all.

Motion by Commissioner Brady, seconded by Commissioner Gnemi to approve relocation of the Rice & Steele 911 Dispatch Center to Rice County. Ayes all.

Motion by Commissioner Krueger, seconded by Commissioner Gnemi to approve funding Option 2 regarding the installation of new workstations and other equipment at the new Rice & Steele 911 Dispatch Center in Rice County. Ayes all.

Motion by Commissioner Krueger, seconded by Commissioner Gnemi to table the matter of the eminent domain proceedings for S.A.P. 074-628-004, CSAH 28 (S. Beaver Lake Rd to N. Beaver Lake Rd) and Beaver Lake Park Resolution until the November 12, 2024, Board Meeting.

Commissioner Reports:

Commissioner Glynn reported his attendance at the Ditch 6 and a community meeting.

Commissioner Krueger reported his attendance at Public Works, open house for the Havana Project, Southeast Emergency Management Meeting, MNPrairie JP Board, District 9 meeting and a work session.

Commissioner Gnemi reported his attendance at JD6 meeting, Drug Court, Emergency Medical meeting, Work Force, Havana Township meeting, SEMCAC, AMC District 9 meeting, and a Historical Society meeting.

Commissioner Brady reported his attendance at Public Works, Havana meeting, Union Negotiation with 911, and AMC District 9 meeting.

Commissioner Abbe reported his attendance at JD6 meeting, MNPrairie Personnel, MNPrairie JP Board, AMC District 9 meeting and a work session.

Administrator Fry continues to meet with Owatonna about cannabis related ordinances and she attended the district 9 meeting.

LISTING OF BILLS
October 22, 2024

7 Rivers Recycling LLC	8,979.25
Advanced Correctional Healthcare Inc	15,451.31
Altra Federal Credit Union	2,087.80
ArchKey Technologies	13,194.13
Braun Intertec Eng Inc	6,146.75
BRN Lawn & Landscape LLC	5,520.00
Cardinal Health 110 LLC	9,060.28
Central Farm Services	4,915.79
City Of Owatonna	8,920.00
Counties Providing Technology	4,825.00
CRK Properties LLC	6,708.37
Dell Marketing LP	2,260.86
Erickson Engineering Co LLC	4,764.00
Faribo Plumbing & Heating Inc	20,100.00
Henke Floor Care Maintenance	15,135.00
High Point Networks	6,206.36
I & S Group Inc	5,562.50
ICS Consulting LLC	2,100.00
JD DRIVER LTD	1,535,485.00
JJD Companies LLC	349,026.58
Midstates Equipment & Supply Inc	45,502.00
Mike's Repair	4,375.59
Minnesota Counties Computer Coop	6,398.05
MN Dept of Labor & Industry	3,903.49
Mn Dept Of Transportation	3,110.08
Moore Md/Kellyanna J	3,864.24
Owatonna Floor Covering	6,528.00
Phone Station Inc	50,572.00
R & K Electric Inc	52,520.75
RT Vision Inc	7,390.00
Schroht/ Aaron	14,000.00
SHI International Corp	152,930.33
Short Elliott Hendrickson Inc	6,557.49
Sign Pro Of Owatonna, Inc.	2,300.00
Steele County Highway Dept	7,611.74
Stenzel/David Allen	4,375.70
Stewart Sanitation	2,725.71
Summit Food Services LLC	6,921.60
Thomson Reuters - West	2,670.48
Tritech Software Systems	28,816.75
UKG Kronos Systems LLC	3,519.85
Uline Inc	3,076.56
Univ Of Mn Regents	69,593.53
Widseth Smith Nolting & Assoc Inc	3,513.00
Wold Architects and Engineers	6,951.37
WSB & Associates Inc	61,810.75
Ziegler, Inc	2,508.09
115 Payments less than 2000	38,704.95
Final Total:	2,629,201.08

Motion by Commissioner Gnemi, seconded by Commissioner Glynn to adjourn to the Call of the Chair at 5:46 p.m. Ayes all.

CHAIRMAN

ATTEST: _____
ADMINISTRATOR

PROCEEDINGS OF THE STEELE COUNTY BOARD OF COMMISSIONERS

REGULAR SESSION

October 22, 2024

STATE OF MINNESOTA }
 } ss
COUNTY OF STEELE }

The Steele County Board of Commissioners held a Work Session at 4:00 p.m. on October 22, 2024 with Commissioner's Abbe, Krueger, Brady, Glynn, and Gnemi present. Also present were Human Resources Director Gina McGuire, Finance Director Candi Lemarr, IT Director Dave Purscell, Extension Director Lisa Dierks, Community Corrections Director Timothy Schammel, County Attorney Robert Jarrett, County Administrator Renae Fry and Executive Assistant Rebecca Kubicek.

Jeremy Swenson, manager at Midco gave a presentation detailing their actions to provide reliable, high-speed internet to the residents of Steele County. They have deployed equipment on 3 locations, which serves over 11,000 households in the county, have equipment on 5 other locations outside the county that help serve portions of Steele County. They offer speeds up to 100 x 20 Mbps and in some cases can deploy equipment with speeds around 400 - 500 Mbps. They are looking to increase awareness to other residents of the county and become more well known as another broadband option to consider.

Annette Duncan and Pearl Rendon from United Way presented an overview of their 2-year pilot program called UPLIFT (United Partnership for Leadership, Inspiration, Focus, and Transformation), a truancy intervention program. The UPLIFT Guide has five focus areas, which are learn, check and connect, focus, discuss, and monitor progress. The long-term goals of this program is to create a stronger economy, increase graduation rates and have a safer community. The program is on referral basis only from Blooming Prairie, Medford and Owatonna schools. Due to funding availability the pilot program focuses on 9th graders. By implementing UPLIFT, schools are taking a proactive approach to addressing truancy and promoting educational engagement.

Brian Becker spoke regard the proposal of the 911 Joint Powers Board to relocate Rice & Steele 911 Dispatch Center's primary site to Rice County. This recommendation is based on the site's current availability, space, layout, and potential for future expansion. The presentation included a review of four separate funding options considered by the Joint Powers Board. He reviewed the project estimate prepared by Contegrity Group for the renovation of the existing Rice County Law Enforcement Center (LEC), which will soon be vacated. The total project cost is estimated at \$2,846,840.87. A portion of the cost will be paid by Rice County and/or financed by

Rice County through lease payments. The portion that represents the cost to buildout the 8 stations that would be used by the 911 operators is to be split by Steele and Rice Counties on the basis of one of two methods, either split according to population or split according to call volume. The JPB recommended splitting the costs according to call volume for the costs of equipment.

Lisa Dierks brought back to the Board the Memorandum of Agreement with University of MN-Extension for 2025-27. She answered the Boards questions from the previous board work session. Steele County has about 900 4H participant as compared to Rice County that has about 500. Even thou we are a smaller county; the participation is greater. Currently the increase request is over 20%. Evaluating workload for departments, market study with base salary rates and benefits which is a portion of the increase. The Board fully supports the Extension programs, but they are looking at the cost increase and trying to justify the increase.

Meeting was adjourned at 4:58 p.m.

Chairman

ATTEST: _____
Administrator

SBENDORF

11/6/24

8:44AM

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

11/6/24 8:44AM

10 Road & Bridge Fund

Steele County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Page 2

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
301	DEPT		Administration			
16860	Custom Communications Inc					
21	10-301-000-0000-6512		1,025.70	Annual fire alarm mon/insp	591621	Bldg Repair & Maintenance N
16860	Custom Communications Inc		1,025.70	1 Transactions		
37025	Innovative Office Solutions LLC					
24	10-301-000-0000-6410		95.96	2 cases of copy paper	IN4667665	Office Supplies N
37025	Innovative Office Solutions LLC		95.96	1 Transactions		
585	Olympic Fire Protection Corp					
35	10-301-000-0000-6512		340.00	Annual fire inspection	10004173	Bldg Repair & Maintenance N
585	Olympic Fire Protection Corp		340.00	1 Transactions		
65100	Paape Companies Inc					
38	10-301-000-0000-6512		1,156.92	(2) crest service kits	115037	Bldg Repair & Maintenance N
39	10-301-000-0000-6512		1,395.75	2nd qtr serv cont Oct - Dec 20	115270	Bldg Repair & Maintenance N
65100	Paape Companies Inc		2,552.67	2 Transactions		
4247	RT Vision Inc					
55	10-301-000-0000-6301	8	1,748.85	Time card subscription 2025	INV908	Equip/Software Maint N
4247	RT Vision Inc		1,748.85	1 Transactions		
301	DEPT Total:		5,763.18	Administration	5 Vendors	6 Transactions
302	DEPT		Road & Bridge Maintenance Expense			
5327	Cemstone Products Co Inc					
8	10-302-000-0000-6524		75.96	12 bags of concrete mix	7614098	Supplies - Culverts N
9	10-302-000-0000-6524		126.60	20 bags of concrete mix	7624566	Supplies - Culverts N
10	10-302-000-0000-6524		37.98	6 bags of concrete mix	7624570	Supplies - Culverts N
5327	Cemstone Products Co Inc		240.54	3 Transactions		
5217	Crane Creek Asphalt					
17	10-302-000-0000-6537		315.57	4.71 ton hot mix	4800010646	County Contracts N
18	10-302-000-0000-6525		652.10	10.110 ton of web mix CSAH 2	480010669	CSAH Supplies - Aggregate/Asphalt N
5217	Crane Creek Asphalt		967.67	2 Transactions		
46551	Locators & Supplies Inc					
26	10-302-000-0000-6801		625.57	Safety vests, jackets, ear plug	0317590-IN	Osha/Safety Supplies N

SBENDORF

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10 Road & Bridge Fund

Steele County

Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES



Page 3

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099
No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name
46551	Locators & Supplies Inc		625.57	1 Transactions		
29	8711 Minnesota Paving & Materials					
	10-302-000-0000-6525		798.86	48.86 ton random rip rap	1854719	CSAH Supplies - Aggregate/Asphalt N
	8711 Minnesota Paving & Materials		798.86	1 Transactions		
58	9923 Steve James Excavating Inc					
	10-302-000-0000-6537		147.00	Class 5 crushed concrete	16228	County Contracts N
	9923 Steve James Excavating Inc		147.00	1 Transactions		
302	DEPT Total:		2,779.64	Road & Bridge Maintenance Expense	5 Vendors	8 Transactions
303	DEPT			Construction Expense		
	8189 Grieman/Marta					
22	10-303-000-0000-6331		144.72	Mileage to training in St Paul	October	Mileage Reimbursement N
	8189 Grieman/Marta		144.72	1 Transactions		
303	DEPT Total:		144.72	Construction Expense	1 Vendors	1 Transactions
304	DEPT			Equipment Maintenance & Shops		
	10067 Auto Value Owatonna					
1	10-304-000-0000-6520		126.67	700CCA battery	197000062	Machinery/Vehicle Parts N
2	10-304-000-0000-6520		572.16	Golf cart battery & core	197000234	Machinery/Vehicle Parts N
3	10-304-000-0000-6520		249.30	950CCA stud battery & core	197000235	Machinery/Vehicle Parts N
4	10-304-000-0000-6520		128.00	770 CCA battery & cor ret	197000236	Machinery/Vehicle Parts N
5	10-304-000-0000-6520		20.00-	Core return 700CCA battery	197000237	Machinery/Vehicle Parts N
	10067 Auto Value Owatonna		1,056.13	5 Transactions		
	10150 Carquest Auto Parts					
6	10-304-000-0000-6520		12.22	Oil seal	492868	Machinery/Vehicle Parts N
7	10-304-000-0000-6520		130.76	Fuel filters & lube	492876	Machinery/Vehicle Parts N
	10150 Carquest Auto Parts		142.98	2 Transactions		
	11215 Central Farm Services					
11	10-304-000-0000-6521		8,526.00	3000 gal diesel fuel	2971499	Supplies-Diesel Fuel N
12	10-304-000-0000-6540		12,665.00	5000 gal unleaded fuel	2971696	Fuel & Lubricants N
13	10-304-000-0000-6515		657.00	Replacement oil gun	3201042	Shop Equip Repair & Maintenance N
14	10-304-000-0000-6540		941.25	75 gal Superlube	94348	Fuel & Lubricants N

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10 Road & Bridge Fund

Steele County

Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES



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Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
15	10-304-000-0000-6540	601.50	50 gal Qwicklift	94348	Fuel & Lubricants	N
11215	Central Farm Services	23,390.75	5 Transactions			
3963	Clean Plus Inc - CPI Divisions					
16	10-304-000-0000-6511	348.90	Dry & rugged wypes	2410201	Maint Shop Supplies & Materials	N
3963	Clean Plus Inc - CPI Divisions	348.90	1 Transactions			
16480	Crysteel Truck Equipment Inc					
19	10-304-000-0000-6520	1,041.65	Cylinder	LP220806	Machinery/Vehicle Parts	N
20	10-304-000-0000-6520	525.00	Bracket, releasable hanger	LP221224	Machinery/Vehicle Parts	N
16480	Crysteel Truck Equipment Inc	1,566.65	2 Transactions			
524	Kecks Repair Inc					
25	10-304-000-0000-6520	993.61	Hyd hose & fittings	305389	Machinery/Vehicle Parts	N
524	Kecks Repair Inc	993.61	1 Transactions			
5096	Matheson Tri-Gas Inc					
27	10-304-000-0000-6515	505.40	Welding gas & hoses	0030518187	Shop Equip Repair & Maintenance	N
5096	Matheson Tri-Gas Inc	505.40	1 Transactions			
50510	McNeilus Steel Inc					
28	10-304-000-0000-6520	16.80	Steel square tube	01157477	Machinery/Vehicle Parts	N
50510	McNeilus Steel Inc	16.80	1 Transactions			
4097	Nuss Truck & Equipment					
32	10-304-000-0000-6520	388.01	Bracket, fan, resistor & mould	PSO1465361	Machinery/Vehicle Parts	N
33	10-304-000-0000-6520	786.02	Windshield & moulding	PSO1465362	Machinery/Vehicle Parts	N
34	10-304-000-0000-6520	225.73	Moulding	PSO1481351	Machinery/Vehicle Parts	N
4097	Nuss Truck & Equipment	1,399.76	3 Transactions			
9922	Owatonna Ace Hardware					
36	10-304-000-0000-6520	14.32	Bolt eye w/nuts	1535/5	Machinery/Vehicle Parts	N
9922	Owatonna Ace Hardware	14.32	1 Transactions			
61520	Owatonna Motor Company					
37	10-304-000-0000-6520	1,756.21	Repairs, unit#2144	720723	Machinery/Vehicle Parts	N
61520	Owatonna Motor Company	1,756.21	1 Transactions			
3314	Ronco Engineering Sales Co Inc					

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10 Road & Bridge Fund

Steele County

Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES



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Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
52	10-304-000-0000-6520		Suction, clamp & hose	3374626	Machinery/Vehicle Parts	N
53	10-304-000-0000-6520		Hyd hose fittings	3375954	Machinery/Vehicle Parts	N
54	10-304-000-0000-6520		O-ring seals	3376204	Machinery/Vehicle Parts	N
3314	Ronco Engineering Sales Co Inc	1,537.34	3 Transactions			
7915	Sanco Equipment LLC					
56	10-304-000-0000-6520	131.97	Blade & arm wiper assembly	PS20380661	Machinery/Vehicle Parts	N
7915	Sanco Equipment LLC	131.97	1 Transactions			
85167	Stewart Sanitation					
59	10-304-000-0000-6514	114.61	October garbage services	000083194	Utility Services	N
85167	Stewart Sanitation	114.61	1 Transactions			
9376	Trueman Welters Inc					
60	10-304-000-0000-6520	47.77	Ball Collar	IE49712	Machinery/Vehicle Parts	N
9376	Trueman Welters Inc	47.77	1 Transactions			
99500	Ziegler,Inc					
64	10-304-000-0000-6520	220.73	Couplers	N001659612	Machinery/Vehicle Parts	N
65	10-304-000-0000-6520	305.66	Couplers & kit	N001659612	Machinery/Vehicle Parts	N
66	10-304-000-0000-6520	136.28	Blade assembly	N001686372	Machinery/Vehicle Parts	N
99500	Ziegler,Inc	662.67	3 Transactions			
304	DEPT Total:	33,685.87	Equipment Maintenance & Shops	16 Vendors	32 Transactions	
310	DEPT		Capital Construction			
10024	Hanke/Christopher & Marilyn Gendron					
23	10-310-000-0000-6517	4,300.00	Settlement fee 074-649-001	74VC221009	Sales Tax Right of Way	S
10024	Hanke/Christopher & Marilyn Gendron	4,300.00	1 Transactions			
10058	Morphew Law Office PLLC					
30	10-310-000-0000-6517	53,133.34	Appraisal fees 074-649-001	74VC221009	Sales Tax Right of Way	Y
31	10-310-000-0000-6517	90,000.00	Attny fees 074-649-001	74VC221009	Sales Tax Right of Way	Y
10058	Morphew Law Office PLLC	143,133.34	2 Transactions			
9791	Rochester Title & Escrow Company					
40	10-310-000-0000-6262	410.00	40 year search & copies	2193465	Sales Tax Consultants	N
41	10-310-000-0000-6262	400.00	Title report & copies	2193466	Sales Tax Consultants	N
42	10-310-000-0000-6262	2,200.00	Search & copies	2193468	Sales Tax Consultants	N

Steele County

Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES



Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
43	10-310-000-0000-6262		40 yr search w/easemts, copies	2193470	Sales Tax Consultants	N
44	10-310-000-0000-6262		40 yr search & copies	2193471	Sales Tax Consultants	N
45	10-310-000-0000-6262		40 yr search w/easemts, copies	2193472	Sales Tax Consultants	N
46	10-310-000-0000-6262		Search & copies	2193473	Sales Tax Consultants	N
47	10-310-000-0000-6262		Prof services 074-628-004	68631841	Sales Tax Consultants	N
48	10-310-000-0000-6262		Prof services 074-628-004	68632522	Sales Tax Consultants	N
49	10-310-000-0000-6262		Easement search 074-628-004	68632781	Sales Tax Consultants	N
50	10-310-000-0000-6262		Easement search 074-628-004	68633085	Sales Tax Consultants	N
51	10-310-000-0000-6262		Easement search 074-628-004	68633529	Sales Tax Consultants	N
9791	Rochester Title & Escrow Company	6,900.00	12 Transactions			
77570	Short Elliott Hendrickson Inc					
57	10-310-000-0000-6262	1,297.61	Prof services 074-602-007	475851	Sales Tax Consultants	N
77570	Short Elliott Hendrickson Inc	1,297.61	1 Transactions			
9217	WHKS & Co					
61	10-310-000-0000-6262	29,029.67	Prof services 074-628-004	52480	Sales Tax Consultants	Y
62	10-310-000-0000-6262	10,369.07	Prof services 074-602-008	52483	Sales Tax Consultants	Y
9217	WHKS & Co	39,398.74	2 Transactions			
4364	WSB & Associates Inc					
63	10-310-000-0000-6262	18,661.24	Prof services 074-021-006	1985000029	Sales Tax Consultants	Y
4364	WSB & Associates Inc	18,661.24	1 Transactions			
310	DEPT Total:	213,690.93	Capital Construction	6 Vendors	19 Transactions	
10	Fund Total:	256,064.34	Road & Bridge Fund		66 Transactions	
	Final Total:	256,064.34	33 Vendors	66 Transactions		

Steele County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Recap by Fund	<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>	
	10	256,064.34	Road & Bridge Fund	
	All Funds	256,064.34	Total	Approved by,
				
				

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

Explode Dist. Formulas Y

Paid on Behalf Of Name
on Audit List?: N

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

Save Report Options?: N

SBENDORF

11/6/24 2:32PM

1 General Revenue Fund

Steele County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Page 2

	<u>Vendor Name</u>	<u>Rpt</u>		<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Description</u>	<u>1099</u>
	<u>No.</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>
5	DEPT			Board Of Commissioners			
	6032	APG Media of Southern Minnesota LLC					
39		01-005-000-0000-6242		7.70	Synopsis - 9/24/24	1020258	Publishing N
	6032	APG Media of Southern Minnesota LLC		7.70	1 Transactions		
	4319	Association Of Mn Counties					
171		01-005-000-0000-6261		50.00	2024 D9 Fall Conf-JBrady	70372	Conference & Training N
172		01-005-000-0000-6261		50.00	2024 D9 Fall Conf-JAbbe	70373	Conference & Training N
173		01-005-000-0000-6261		50.00	2024 D9 Fall Conf-GKrueger	70374	Conference & Training N
	4319	Association Of Mn Counties		150.00	3 Transactions		
5	DEPT Total:			157.70	Board Of Commissioners	2 Vendors	4 Transactions
11	DEPT				District Court Admin.		
	10056	CTI					
62		01-011-000-0000-6600		44,381.35	Courthouse a/v enhancements	P-INV012769	Capital Outlay N
	10056	CTI		44,381.35	1 Transactions		
11	DEPT Total:			44,381.35	District Court Admin.	1 Vendors	1 Transactions
31	DEPT				County Administrator		
	6032	APG Media of Southern Minnesota LLC					
32		01-031-000-0000-6242		1.75	Notice of Hrg-Dangerous Dog	1019356	Publishing N
68		01-031-000-0000-6242		1.93	Notice of Hrg Dangerous dog	1021541	Publishing N
	6032	APG Media of Southern Minnesota LLC		3.68	2 Transactions		
	5655	High Point Networks					
14		01-031-000-0000-6410		17.61	1 token - Admin	259619	Office Supplies N
	5655	High Point Networks		17.61	1 Transactions		
	4879	Shred Right					
20		01-031-000-0000-6801		21.26	Shred serv order 0059417-09/19	0032673	General Expense Y
22		01-031-000-0000-6801		21.26	Shred serv order 0063192-10/17	0034783	General Expense Y
	4879	Shred Right		42.52	2 Transactions		
31	DEPT Total:			63.81	County Administrator	3 Vendors	5 Transactions

32 DEPT

Human Resources

SBENDORF

11/6/24 2:32PM

1 General Revenue Fund

Steele County

Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES



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Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
4879	Shred Right					
21	01-032-000-0000-6801		21.27 Shred serv order 0059417-09/19	0032673	General Expense	Y
23	01-032-000-0000-6801		21.27 Shred serv order 0063192-10/17	0034783	General Expense	Y
4879	Shred Right		42.54 2 Transactions			
32	DEPT Total:		42.54 Human Resources	1 Vendors	2 Transactions	
41	DEPT		Auditor			
37025	Innovative Office Solutions LLC					
75	01-041-000-0000-6410		47.98 Copy paper	4681102	Office Supplies	N
77	01-041-000-0000-6410		8.09 Highlighters	4681910	Office Supplies	N
178	01-041-000-0000-6410		37.05 Pens, tape	4684447	Office Supplies	N
37025	Innovative Office Solutions LLC		93.12 3 Transactions			
41	DEPT Total:		93.12 Auditor	1 Vendors	3 Transactions	
42	DEPT		Treasurer			
4212	Bussler Publishing Inc					
5	01-042-000-0000-6242		158.40 2nd half RE taxes 10/2 & 10/9	2024ci-229	Publishing	N
4212	Bussler Publishing Inc		158.40 1 Transactions			
5655	High Point Networks					
15	01-042-000-0000-6410		17.61 1 token - Finance	259619	Office Supplies	N
5655	High Point Networks		17.61 1 Transactions			
42	DEPT Total:		176.01 Treasurer	2 Vendors	2 Transactions	
44	DEPT		Financial Administrator			
6032	APG Media of Southern Minnesota LLC					
33	01-044-000-0000-6242		26.25 2023 Financial stmt -pg 1	1020108	Publishing	N
35	01-044-000-0000-6242		25.20 2023 Financial stmt -pg 3	1020110	Publishing	N
36	01-044-000-0000-6242		17.33 2023 Financial stmt -pg 4	1020111	Publishing	N
34	01-044-000-0000-6242		26.25 2023 Financial stmt -pg 2	1020909	Publishing	N
6032	APG Media of Southern Minnesota LLC		95.03 4 Transactions			
37025	Innovative Office Solutions LLC					
76	01-044-000-0000-6410		47.98 Copy paper	4681102	Office Supplies	N

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Vendor	Name	Rpt	Amount	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr		Service Dates	Paid On Bhf #	On Behalf of Name	
37025	Innovative Office Solutions LLC		47.98	1 Transactions			
7629	Waseca Glass LLC						
122	01-044-000-0000-6600		4,932.00	Security glass installation	9492	Capital Outlay	N
7629	Waseca Glass LLC		4,932.00	1 Transactions			
44	DEPT Total:		5,075.01	Financial Administrator	3 Vendors	6 Transactions	
62	DEPT			Central Services			
9267	ArchiveSocial, LLC						
106	01-062-000-0000-6301		5,027.40	Annual renewal	321479	Equip/Software Maint	Y
9267	ArchiveSocial, LLC		5,027.40	1 Transactions			
8919	ArchKey Technologies						
30	01-062-000-0000-6480		14,755.00	Camera addn-Elections & Finan	S0007655497	Non-Capitalized Inventory	Y
31	01-062-000-0000-6801		277.30	Door issues - SCAC	S0007755231	General Expense	Y
8919	ArchKey Technologies		15,032.30	2 Transactions			
9983	CallTower						
7	01-062-000-0000-6210		183.32	Monthly phone charges	202198181	Telephone	N
9983	CallTower		183.32	1 Transactions			
16282	Crosstown Cartage Inc						
9	01-062-000-0000-6802		105.00	Additional mail services		Internal Chargeback	N
8	01-062-000-0000-6801		324.00	Contracted mail services	10/25/2024	General Expense	N
16282	Crosstown Cartage Inc		429.00	2 Transactions			
5655	High Point Networks						
12	01-062-000-0000-6301		70.43	AuthPoint MFA tokens-spares	259619	Equip/Software Maint	N
5655	High Point Networks		70.43	1 Transactions			
8859	Quadient Leasing USA Inc						
184	01-062-000-0000-6215		1,241.34	Coverage 11/28/24 - 2/27/25	Q1573917	Postage	N
8859	Quadient Leasing USA Inc		1,241.34	1 Transactions			
62	DEPT Total:		21,983.79	Central Services	6 Vendors	8 Transactions	
63	DEPT			Auditor Elections			

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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	
6032	APG Media of Southern Minnesota LLC						
37	01-063-000-0000-6242		1.05	Notice of Public Accuracy test	1019195	Publishing	N
38	01-063-000-0000-6242		25.20	Notice to voters	1020259	Publishing	N
6032	APG Media of Southern Minnesota LLC		26.25	2 Transactions			
4212	Bussler Publishing Inc						
6	01-063-000-0000-6242		288.00	Notice to voters-Gen Election	2024-4365	Publishing	N
4212	Bussler Publishing Inc		288.00	1 Transactions			
21920	Election Systems & Software Inc						
10	01-063-000-0000-6410		7,737.52	Ballots-Gen Elections	CD2107348	Office Supplies	N
11	01-063-000-0000-6410		189.38	Addl ballots-Gen Elections	CD2107349	Office Supplies	N
21920	Election Systems & Software Inc		7,926.90	2 Transactions			
5925	Government Forms and Supplies						
43	01-063-000-0000-6410		25.27	UOCAVA ballot envelopes	0350214	Office Supplies	N
5925	Government Forms and Supplies		25.27	1 Transactions			
37025	Innovative Office Solutions LLC						
78	01-063-000-0000-6410		8.37	Red pens, correction tape	4681910	Office Supplies	N
37025	Innovative Office Solutions LLC		8.37	1 Transactions			
7629	Waseca Glass LLC						
121	01-063-530-0000-6600		5,994.15	Security glass installation	9492	Capital Outlay - HAVA	N
7629	Waseca Glass LLC		5,994.15	1 Transactions			
63	DEPT Total:		14,268.94	Auditor Elections	6 Vendors	8 Transactions	
91	DEPT			County Attorney			
10062	Barbo/Elizabeth						
69	01-091-000-0000-6260		450.00	Independent record rvw-addend	WEwards	Contract Labor/Services	6
10062	Barbo/Elizabeth		450.00	1 Transactions			
37469	Insty Prints						
179	01-091-000-0000-6410		45.90	Business cards-MESherman	162659	Office Supplies	N
37469	Insty Prints		45.90	1 Transactions			
3659	MCAA						
181	01-091-000-0000-6261		275.00	MCAA annual mtg-CHoush	200012346	Conference & Training	N

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Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name
3659	MCAA		275.00	1 Transactions		
70550	Thomson Reuters - West					
185	01-091-000-0000-6410		1,339.23	Westlaw usage - October 2024	850981367	Office Supplies N
186	01-091-000-0000-6410		102.05	Library plan	851054010	Office Supplies N
70550	Thomson Reuters - West		1,441.28	2 Transactions		
91	DEPT Total:		2,212.18	County Attorney	4 Vendors	5 Transactions
101	DEPT			County Recorder		
4393	Fidlar Technologies Inc					
40	01-101-000-9305-6480		1,388.20	Laredo license fee	0236729-IN	Non-Capitalized Inv-Technology Fun N
41	01-101-000-9305-6480		602.73-	Tapestry credit	0336109-IN	Non-Capitalized Inv-Technology Fun N
42	01-101-000-9305-6480		200.00-	Monarch credit	0626851-IN	Non-Capitalized Inv-Technology Fun N
4393	Fidlar Technologies Inc		585.47	3 Transactions		
37025	Innovative Office Solutions LLC					
79	01-101-000-0000-6410		25.46	Desktop tray	4680964	Office Supplies N
37025	Innovative Office Solutions LLC		25.46	1 Transactions		
101	DEPT Total:		610.93	County Recorder	2 Vendors	4 Transactions
102	DEPT			Surveyor		
39600	Jones Haugh & Smith Inc					
45	01-102-000-0000-6801		852.50	Plat mtg, rvws, update GIS map	45978	General Expense N
39600	Jones Haugh & Smith Inc		852.50	1 Transactions		
102	DEPT Total:		852.50	Surveyor	1 Vendors	1 Transactions
103	DEPT			Assessor		
3693	Loffler Companies Inc					
113	01-103-000-0000-6410		53.10	Assessor copier	4849351	Office Supplies N
3693	Loffler Companies Inc		53.10	1 Transactions		
103	DEPT Total:		53.10	Assessor	1 Vendors	1 Transactions
104	DEPT			GIS		
83500	Steele County Highway Dept					

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Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099	
No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name	
56	01-104-000-0000-6540		16.72	Fuel	2373	Gas & Oil	N
83500	Steele County Highway Dept		16.72	1 Transactions			
104	DEPT Total:		16.72	GIS	1 Vendors	1 Transactions	
105	DEPT			Planning & Zoning			
6032	APG Media of Southern Minnesota LLC						
104	01-105-000-0000-6242		1.58	Public Notice BOA mtg-Oct	1020112	Publishing	N
105	01-105-000-0000-6242		1.58	Public Notice PC mtg-Oct	1020403	Publishing	N
6032	APG Media of Southern Minnesota LLC		3.16	2 Transactions			
13000	City Of Blooming Prairie						
107	01-105-000-0000-6805		630.28	Bldg permit reimb - October	November 2024	Bl Pr Reimb-Bldg Permit	N
13000	City Of Blooming Prairie		630.28	1 Transactions			
105	DEPT Total:		633.44	Planning & Zoning	2 Vendors	3 Transactions	
111	DEPT			Buildings & Grounds			
10150	Carquest Auto Parts						
73	01-111-050-0000-6320		45.56	Belts for fleet vehicles	4763-493303	Vehicle Repairs & Maintenance	N
10150	Carquest Auto Parts		45.56	1 Transactions			
23800	Fastenal Company						
110	01-111-040-0000-6300		54.69	Sheet metal screws	MNOWA247547	Bldg Repairs & Maintenance	N
23800	Fastenal Company		54.69	1 Transactions			
8288	Four Seasons Electric						
111	01-111-040-0000-6300		147.88	Finance night light	14192	Bldg Repairs & Maintenance	N
8288	Four Seasons Electric		147.88	1 Transactions			
52550	MEI Total Elevator Solutions						
115	01-111-040-0000-6300		215.65	Monthly elevator svc - Nov	1099590	Bldg Repairs & Maintenance	N
114	01-111-042-0000-6300		201.35	Monthly elevator svc - Nov	1099591	Bldg Repairs & Maintenance	N
52550	MEI Total Elevator Solutions		417.00	2 Transactions			
585	Olympic Fire Protection Corp						
89	01-111-044-0000-6300		300.00	Annual fire system inspection	10004177	Bldg Repairs & Maintenance	N
88	01-111-043-0000-6300		185.00	Annual fire system inspection	10004178	Bldg Repairs & Maintenance	N

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Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
90	01-111-040-0000-6300		Annual fire system inspection	10004179	Bldg Repairs & Maintenance	N
118	01-111-042-0000-6300		Annual & 3 yr fire inspection	10004227	Bldg Repairs & Maintenance	N
585	Olympic Fire Protection Corp		4 Transactions			
9088	Summit Fire Protection					
95	01-111-044-0000-6300		Semi-annual inspection - DC	2753354	Bldg Repairs & Maintenance	Y
9088	Summit Fire Protection		1 Transactions			
111	DEPT Total:	2,329.23	Buildings & Grounds	6 Vendors	10 Transactions	
121	DEPT		Veteran Service			
14420	Culligan Inc					
108	01-121-000-0000-6301		Water - October 2024	15391516-10312C	Repairs/Maintenance	N
14420	Culligan Inc		1 Transactions			
121	DEPT Total:	17.90	Veteran Service	1 Vendors	1 Transactions	
201	DEPT		Sheriff			
832	Applied Concepts Inc					
1	01-201-000-0000-6320		Radar remote - squad 7407	446311	Vehicle Maintenance	N
832	Applied Concepts Inc		1 Transactions			
8359	Axon Enterprise Inc					
2	01-201-000-0000-6288		15 battery packs	INUS289959	Taser Training	N
3	01-201-000-0000-6288		45 smart cartridges	INUS289959	Taser Training	N
8359	Axon Enterprise Inc		2 Transactions			
5655	High Point Networks					
16	01-201-000-0000-6410		3 tokens - SCSO	259619	Office Supplies	N
5655	High Point Networks		1 Transactions			
37025	Innovative Office Solutions LLC					
80	01-201-000-0000-6410		Folders & copy paper	4675056	Office Supplies	N
37025	Innovative Office Solutions LLC		1 Transactions			
10061	Jensen/Carol L					
44	01-201-000-0000-5521		Wage garnishment -JKolol	50-CV231918	Levy Income	N

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Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
10061	Jensen/Carol L		1 Transactions			
4877	L & L Street Rods & Sport Trucks					
83	01-201-000-0000-6480		225.00	New squad antennas - 5 squads	4132	Non-Capitalized Inventory Y
4877	L & L Street Rods & Sport Trucks		225.00	1 Transactions		
8565	Leads Online LLC					
84	01-201-000-0000-6304	8	3,106.00	Renewal-investig system pkg 25	415129	Contracts Y
8565	Leads Online LLC		3,106.00	1 Transactions		
7713	Magtech Ammunition Company Inc					
17	01-201-000-0000-6285		6,120.00	30 9mm lugar	45170	Firearms/Ammo Training N
18	01-201-000-0000-6285		606.49-	Excise tax credit	EX41570	Firearms/Ammo Training N
7713	Magtech Ammunition Company Inc		5,513.51	2 Transactions		
18450	Office of MN IT Services					
49	01-201-000-0000-6210		144.62	Sheriff telecom - Sept 2024	W24090573	Telephone N
18450	Office of MN IT Services		144.62	1 Transactions		
83255	Rice-Steele 911 Center					
52	01-201-000-0000-6304		4,320.00	CJDN access fees 9/24-6/2025	2024-JT-33	Contracts N
83255	Rice-Steele 911 Center		4,320.00	1 Transactions		
1663	Sign Pro Of Owatonna, Inc.					
53	01-201-000-0114-6320		300.00	Repair squad graphics #7421	1096538	Squad 7421 Maintenance N
1663	Sign Pro Of Owatonna, Inc.		300.00	1 Transactions		
9865	Stop Stick Ltd					
54	01-201-000-0000-6480		1,014.00	2 Stop stick kits	0035475-IN	Non-Capitalized Inventory N
9865	Stop Stick Ltd		1,014.00	1 Transactions		
85300	Streichers Inc					
55	01-201-000-0000-6408		344.98	Jackets - MTrupe	L1723353	Uniforms/Uniform Reimbursement N
85300	Streichers Inc		344.98	1 Transactions		
10073	US Treasury					
19	01-201-000-0000-6304		600.00	Night vision binocular agreemt	N00164LE0411-24	Contracts N
10073	US Treasury		600.00	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
201 DEPT Total:		21,370.21	Sheriff	14 Vendors	16 Transactions
208 DEPT			Coroner		
9860 Klapperich/Julie					
112 01-208-000-0000-6801		725.00	Death investigations - 14	Oct 2 - 30, 2024	General Expense 6
9860 Klapperich/Julie		725.00	1 Transactions		
51200 Michaelson Funeral Homes Inc					
46 01-208-000-0000-6801		200.00	Removal/transport-WKrenke	9/23/24	General Expense Y
47 01-208-000-0000-6801		200.00	Removal/transport-YAli	9/27/24	General Expense Y
51200 Michaelson Funeral Homes Inc		400.00	2 Transactions		
10048 Occupational Research & Assessment In					
48 01-208-000-0000-6301		1,170.00	MDI Log system - Coroner	2617	Equip/Software Maint N
10048 Occupational Research & Assessment In		1,170.00	1 Transactions		
208 DEPT Total:		2,295.00	Coroner	3 Vendors	4 Transactions
251 DEPT			Jail		
4346 Advanced Correctional Healthcare Inc					
64 01-251-000-0000-6269		1,918.38	Onsite mental health services	RINV-003479	Site Mental Health Services 6
63 01-251-000-0000-6270		17,388.21	Onsite medical services	RINV-003479	Medical Services 6
65 01-251-000-0000-6270		370.00	Pool management fees	RINV-003479	Medical Services 6
4346 Advanced Correctional Healthcare Inc		19,676.59	3 Transactions		
5750 Bob Barker Company Inc					
4 01-251-000-0000-6418		199.43	Inmate hygiene	2073036	Lock-Up Supplies N
71 01-251-000-0000-6406		63.56	Chess peices	2076577	Program Supplies N
70 01-251-000-0000-6418		277.45	Boxers, tshirts, tops, chess	2076577	Lock-Up Supplies N
5750 Bob Barker Company Inc		540.44	3 Transactions		
5655 High Point Networks					
13 01-251-000-0000-6410		17.61	1 token - SCDC	259619	Office Supplies N
5655 High Point Networks		17.61	1 Transactions		
37025 Innovative Office Solutions LLC					
81 01-251-000-0000-6410		148.01	Badges, clips, wipes, tape	4679685	Office Supplies N

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Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name
37025	Innovative Office Solutions LLC		148.01	1 Transactions		
18450	Office of MN IT Services					
51	01-251-000-0000-6410		91.07	Jail telecom - Sept 2024	W24090573	Office Supplies N
18450	Office of MN IT Services		91.07	1 Transactions		
4879	Shred Right					
24	01-251-000-0000-6304		42.53	Document shredding	34376	Contract Serv./Bldg Maint Y
4879	Shred Right		42.53	1 Transactions		
8247	Summit Food Services LLC					
27	01-251-000-0000-6441		3,460.80	Inmate meals 10/5 - 10/11/24	INV2000223229	Prisoner Meals N
28	01-251-000-0000-6441		3,467.39	Inmate meals 10/12 - 10/18/24	INV2000223811	Prisoner Meals N
97	01-251-000-0000-6418		27.34	Paper products	INV2000224781	Lock-Up Supplies N
96	01-251-000-0000-6441		3,460.80	Inmate meals 10/19 - 10/25/24	INV2000224781	Prisoner Meals N
8247	Summit Food Services LLC		10,416.33	4 Transactions		
251	DEPT Total:		30,932.58	Jail	7 Vendors	14 Transactions
252	DEPT			Community Corrections		
8263	CRK Properties LLC					
175	01-252-000-0000-6341		565.98	Utilities	1328	Office Rent Y
174	01-252-000-0000-6341		5,922.00	Rent - December	November 2024	Office Rent Y
8263	CRK Properties LLC		6,487.98	2 Transactions		
6884	Language Line Services Inc					
180	01-252-000-0000-6284		256.17	Translator services	11444609	Interpreter Services Y
6884	Language Line Services Inc		256.17	1 Transactions		
4879	Shred Right					
25	01-252-000-0000-6410		85.06	Document shredding	0032672 & 003478	Office Supplies Y
4879	Shred Right		85.06	1 Transactions		
252	DEPT Total:		6,829.21	Community Corrections	3 Vendors	4 Transactions
253	DEPT			Law Enforcement Center		
18450	Office of MN IT Services					
50	01-253-000-0000-6211		76.73	LEC telecom - Sept 2024	W24090573	Radio And Telephone N

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Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
18450	Office of MN IT Services		1 Transactions			
4879	Shred Right					
26	01-253-000-0000-6254		Paper shredding	0034784	Garbage Disposal	Y
4879	Shred Right		1 Transactions			
4753	Terminix Commercial					
29	01-253-000-0000-6304		General pest control	68859063	Contract Services/Bldg Mtce	N
4753	Terminix Commercial		1 Transactions			
253	DEPT Total:		Law Enforcement Center	3 Vendors	3 Transactions	
281	DEPT		Emergency Management			
9174	Kelleher, Helmrich & Associates Inc					
82	01-281-000-0000-6199		Online Safety Sheet renewal	20243171	Safety Program	Y
9174	Kelleher, Helmrich & Associates Inc		1 Transactions			
281	DEPT Total:		Emergency Management	1 Vendors	1 Transactions	
391	DEPT		Environmental Services			
73118	Rice County Solid Waste Dept					
94	01-391-000-0000-6550		HHW packed from drop off	101222024	Household Hazardous Waste	N
73118	Rice County Solid Waste Dept		1 Transactions			
9293	Routeware					
119	01-391-000-0000-6361	8	Online recycling system	INV036078	Recycling Education	N
9293	Routeware		1 Transactions			
87305	Thompson Sanitation					
120	01-391-000-0000-6548		Recycling contract - Oct	76063	Recycling	N
87305	Thompson Sanitation		1 Transactions			
391	DEPT Total:		Environmental Services	3 Vendors	3 Transactions	
481	DEPT		Public Health Nursing			
1650	American Lung Association					
135	01-481-461-6066-6383		Youth vaping contract - August	05	Contract Services	N

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Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name
1650	American Lung Association		2,255.00	1 Transactions		
9803	Anselmo/Jocelyn M					
123	01-481-461-6066-6464		40.00	Tobacco grant student payment	October 2024	General Supplies & Outreach Y
9803	Anselmo/Jocelyn M		40.00	1 Transactions		
10084	Cardinal Health 110 LLC					
138	01-481-464-6061-6480		6,332.40	Covid vaccines - 50 doses	7393885214	Non-Capitalized Inventory Y
136	01-481-462-6047-6434		545.09	Tubersol - 10 doses	7394730867	Medical Supplies Y
137	01-481-464-6061-6480		3,799.44	Covid vaccines - 30 doses	7395390177	Non-Capitalized Inventory Y
10084	Cardinal Health 110 LLC		10,676.93	3 Transactions		
9999	Fandel/Kate Corinne					
124	01-481-461-6066-6464		60.00	Tobacco grant student payment	October 2024	General Supplies & Outreach Y
9999	Fandel/Kate Corinne		60.00	1 Transactions		
10012	Fox/Vivien Lee					
125	01-481-461-6066-6464		60.00	Tobacco grant student payment	October 2024	General Supplies & Outreach N
10012	Fox/Vivien Lee		60.00	1 Transactions		
10029	Gomez/Delany					
126	01-481-461-6066-6464		20.00	Tobacco grant student payment	October 2024	General Supplies & Outreach Y
10029	Gomez/Delany		20.00	1 Transactions		
10027	Hanson/Danika C					
127	01-481-461-6066-6464		80.00	Tobacco grant student payment	October 2024	General Supplies & Outreach N
10027	Hanson/Danika C		80.00	1 Transactions		
9861	Hard Copy Film Co					
139	01-481-461-6068-6464		3,305.00	PH video shoot	10.29.24	General Supplies & Outreach Y
9861	Hard Copy Film Co		3,305.00	1 Transactions		
8389	Healthcare First					
140	01-481-460-6009-6383		111.02	HHCAHPS survey	INV5480171	Contract Services N
8389	Healthcare First		111.02	1 Transactions		
9998	Hilgendorf/Anna					
128	01-481-461-6066-6464		20.00	Tobacco grant student payment	October 2024	General Supplies & Outreach Y

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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	
9998	Hilgendorf/Anna		20.00	1 Transactions		
9770	Holmen/Molly					
129	01-481-461-6066-6464		40.00	Tobacco grant student payment	October 2024	General Supplies & Outreach N
9770	Holmen/Molly		40.00	1 Transactions		
37025	Innovative Office Solutions LLC					
143	01-481-000-0000-6410		90.43	Bill stamp,note pads,envelopes	4668838	Office Supplies N
141	01-481-000-0000-6410		57.75	Pocket folders & batteries	4679712	Office Supplies N
142	01-481-461-6040-6410		52.80	Pocket folders	4679712	Office Supplies N
37025	Innovative Office Solutions LLC		200.98	3 Transactions		
9769	Maas/Carlin Ray					
130	01-481-461-6066-6464		200.00	Tobacco grant student payment	October 2024	General Supplies & Outreach N
9769	Maas/Carlin Ray		200.00	1 Transactions		
2779	Mn Dept Of Health					
144	01-481-465-6057-6261	8	2,391.00	Homecare license renewal	02043	Conference & Training N
2779	Mn Dept Of Health		2,391.00	1 Transactions		
9525	Montplaisir/Karen					
85	01-481-461-6067-6464		19.45	Plates for Health Fair	Costco 9/14/24	General Supplies & Outreach N
9525	Montplaisir/Karen		19.45	1 Transactions		
10069	Northwestern University					
145	01-481-461-6068-6261		7,845.00	Mothers & Babies training	NU00638606	Conference & Training N
10069	Northwestern University		7,845.00	1 Transactions		
62300	Owatonna Area Chamber Of Commerce					
146	01-481-461-6032-6464		150.00	50 Words for \$50 x 3	37310	General Supplies & Outreach N
62300	Owatonna Area Chamber Of Commerce		150.00	1 Transactions		
9565	Richardson/Karys					
131	01-481-461-6066-6464		20.00	Tobacco grant student payment	October 2024	General Supplies & Outreach N
9565	Richardson/Karys		20.00	1 Transactions		
9986	Schaner/Adalyn					
132	01-481-461-6066-6464		20.00	Tobacco grant student payment	October 2024	General Supplies & Outreach N

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Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
9986	Schaner/Adalyn		20.00	1 Transactions		
10013	Silva/Genesis					
133	01-481-461-6066-6464		60.00	Tobacco grant student payment	October 2024	General Supplies & Outreach N
10013	Silva/Genesis		60.00	1 Transactions		
85147	Stericycle Inc					
147	01-481-000-0000-6322		115.76	Hazardous waste	8008661871	Service Agreements N
85147	Stericycle Inc		115.76	1 Transactions		
84035	Tri-M Graphics					
148	01-481-000-0000-6410		233.64	Envelopes	105400	Office Supplies N
84035	Tri-M Graphics		233.64	1 Transactions		
10001	Wright/Megan Amelia					
134	01-481-461-6066-6464		80.00	Tobacco grant student payment	October 2024	General Supplies & Outreach N
10001	Wright/Megan Amelia		80.00	1 Transactions		
481	DEPT Total:		28,003.78	Public Health Nursing	23 Vendors	27 Transactions
502	DEPT			Steele Co Community Ctr		
585	Olympic Fire Protection Corp					
117	01-502-000-0000-6300		315.00	Annual & 3 yr fire inspection	10004226	Bldg Repairs & Maintenance N
585	Olympic Fire Protection Corp		315.00	1 Transactions		
502	DEPT Total:		315.00	Steele Co Community Ctr	1 Vendors	1 Transactions
521	DEPT			Park And Recreation		
26699	Four Seasons Centre					
176	01-521-000-0000-6821		4,763.75	Open Ice - October	4833-1	Misc Appropriations N
26699	Four Seasons Centre		4,763.75	1 Transactions		
9084	Metro FiberNet LLC					
116	01-521-000-0000-6410		352.25	Internet -FS 11/1 - 11/30/24	1671311	Operating Supplies/Truck Repairs Y
9084	Metro FiberNet LLC		352.25	1 Transactions		
56125	NAPA Auto Parts					
86	01-521-000-0000-6823		34.95	Antifreeze for Beaver Lake	031697	Beaver Lake 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	
56125	NAPA Auto Parts					
		34.95		1 Transactions		
58850	Northland Farm Systems					
182	01-521-000-0000-6410	2,100.00	2nd half skid loader pmt	74773	Operating Supplies/Truck Repairs	N
58850	Northland Farm Systems	2,100.00		1 Transactions		
521	DEPT Total:	7,250.95	Park And Recreation	4 Vendors	4 Transactions	
550	DEPT		Four Seasons			
6	ASCAP					
67	01-550-000-0000-6410	446.27	Annual music license	500704503	Operating Supplies - Contracts	N
6	ASCAP	446.27		1 Transactions		
9988	Business Essentials					
72	01-550-000-0000-6480	9,500.00	Conf room tables & chairs	FRFQ1167	Non-Capitalized Inventory	N
9988	Business Essentials	9,500.00		1 Transactions		
8786	DJ's On Demand					
74	01-550-000-0000-6410	250.00	DJ service for Ice Jam	0084	Operating Supplies - Contracts	Y
8786	DJ's On Demand	250.00		1 Transactions		
33550	Hillyard - Hutchinson					
177	01-550-000-0000-6410	1,042.74	Towel rolls, tissue paper	605645718	Operating Supplies - Contracts	N
33550	Hillyard - Hutchinson	1,042.74		1 Transactions		
56125	NAPA Auto Parts					
87	01-550-000-0000-6314	48.79	Engine oil & filters	032407	Zamboni Repairs	N
56125	NAPA Auto Parts	48.79		1 Transactions		
9922	Owatonna Ace Hardware					
91	01-550-000-0000-6410	9.02	Fasteners	1514/5	Operating Supplies - Contracts	N
92	01-550-000-0000-6410	36.96	Lubricants & penetrating oil	1536/5	Operating Supplies - Contracts	N
93	01-550-000-0000-6410	1.77	Fasteners	1562/5	Operating Supplies - Contracts	N
183	01-550-000-0000-6410	22.23	Fasteners	1623/5	Operating Supplies - Contracts	N
9922	Owatonna Ace Hardware	69.98		4 Transactions		
550	DEPT Total:	11,357.78	Four Seasons	6 Vendors	9 Transactions	

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Vendor	Name	Rpt		Warrant Description	Invoice #	Account/Formula Descripti	1099
No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name	
602	DEPT			Co-Op Extension			
	8815 Amazon Capital Services Inc						
66	01-602-000-0000-6410		59.72	Stapler & 2025 planners	1TXD-XRF1-QJCF	Office Supplies	N
	8815 Amazon Capital Services Inc		59.72	1 Transactions			
	14420 Culligan Inc						
109	01-602-000-0000-6410		40.67	Water & cooler rent - Nov 2024	15396671-10312C	Office Supplies	N
	14420 Culligan Inc		40.67	1 Transactions			
602	DEPT Total:		100.39	Co-Op Extension	2 Vendors	2 Transactions	
1	Fund Total:		286,536.25	General Revenue Fund		153 Transactions	

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No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
631	DEPT		Judicial Ditch 1			
	73300 Rinke-Noonan Attorney at Law					
57	21-631-000-0000-6273	6.68	Ditch Atty Monthly Retainer	380097	Attorney Fees	Y
	73300 Rinke-Noonan Attorney at Law	6.68	1 Transactions			
631	DEPT Total:	6.68	Judicial Ditch 1	1 Vendors	1 Transactions	
633	DEPT		Judicial Ditch 10			
	73300 Rinke-Noonan Attorney at Law					
57	21-633-000-0000-6273	6.68	Ditch Atty Monthly Retainer	380097	Attorney Fees	Y
	73300 Rinke-Noonan Attorney at Law	6.68	1 Transactions			
633	DEPT Total:	6.68	Judicial Ditch 10	1 Vendors	1 Transactions	
634	DEPT		Judicial Ditch 5			
	73300 Rinke-Noonan Attorney at Law					
57	21-634-000-0000-6273	6.68	Ditch Atty Monthly Retainer	380097	Attorney Fees	Y
	73300 Rinke-Noonan Attorney at Law	6.68	1 Transactions			
634	DEPT Total:	6.68	Judicial Ditch 5	1 Vendors	1 Transactions	
635	DEPT		Judicial Ditch 6 & Imp			
	73300 Rinke-Noonan Attorney at Law					
58	21-635-000-0000-6273	555.00	JD6 Prof serv Hearing review	379509	Attorney Fees	Y
57	21-635-000-0000-6273	6.68	Ditch Atty Monthly Retainer	380097	Attorney Fees	Y
	73300 Rinke-Noonan Attorney at Law	561.68	2 Transactions			
635	DEPT Total:	561.68	Judicial Ditch 6 & Imp	1 Vendors	2 Transactions	
636	DEPT		Judicial Ditch 7			
	73300 Rinke-Noonan Attorney at Law					
57	21-636-000-0000-6273	6.68	Ditch Atty Monthly Retainer	380097	Attorney Fees	Y
	73300 Rinke-Noonan Attorney at Law	6.68	1 Transactions			
636	DEPT Total:	6.68	Judicial Ditch 7	1 Vendors	1 Transactions	
637	DEPT		JD 11 (Ripley Ditch)			

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No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
73300	Rinke-Noonan Attorney at Law					
57	21-637-000-0000-6273	6.68	Ditch Atty Monthly Retainer	380097	Attorney Fees	Y
73300	Rinke-Noonan Attorney at Law	6.68	1 Transactions			
637	DEPT Total:	6.68	JD 11 (Ripley Ditch)	1 Vendors	1 Transactions	
638	DEPT		Judicial Ditch 12			
73300	Rinke-Noonan Attorney at Law					
57	21-638-000-0000-6273	6.68	Ditch Atty Monthly Retainer	380097	Attorney Fees	Y
73300	Rinke-Noonan Attorney at Law	6.68	1 Transactions			
638	DEPT Total:	6.68	Judicial Ditch 12	1 Vendors	1 Transactions	
639	DEPT		Judicial Ditch 23			
73300	Rinke-Noonan Attorney at Law					
57	21-639-000-0000-6273	6.68	Ditch Atty Monthly Retainer	380097	Attorney Fees	Y
73300	Rinke-Noonan Attorney at Law	6.68	1 Transactions			
639	DEPT Total:	6.68	Judicial Ditch 23	1 Vendors	1 Transactions	
640	DEPT		Judicial Ditch 24			
73300	Rinke-Noonan Attorney at Law					
57	21-640-000-0000-6273	6.68	Ditch Atty Monthly Retainer	380097	Attorney Fees	Y
73300	Rinke-Noonan Attorney at Law	6.68	1 Transactions			
640	DEPT Total:	6.68	Judicial Ditch 24	1 Vendors	1 Transactions	
641	DEPT		County Ditch 1 - Orig			
73300	Rinke-Noonan Attorney at Law					
57	21-641-000-0000-6273	6.68	Ditch Atty Monthly Retainer	380097	Attorney Fees	Y
73300	Rinke-Noonan Attorney at Law	6.68	1 Transactions			
641	DEPT Total:	6.68	County Ditch 1 - Orig	1 Vendors	1 Transactions	
642	DEPT		County Ditch 1 - Church Branch			
73300	Rinke-Noonan Attorney at Law					
57	21-642-000-0000-6273	6.66	Ditch Atty Monthly Retainer	380097	Attorney Fees	Y

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No.	Account/Formula	Accr		Service Dates	Paid On Bhf #	On Behalf of Name	
73300	Rinke-Noonan Attorney at Law		6.66	1 Transactions			
642	DEPT Total:		6.66	County Ditch 1 - Church Branch	1 Vendors	1 Transactions	
643	DEPT			County Ditch 2			
73300	Rinke-Noonan Attorney at Law						
57	21-643-000-0000-6273		6.66	Ditch Atty Monthly Retainer	380097	Attorney Fees	Y
73300	Rinke-Noonan Attorney at Law		6.66	1 Transactions			
643	DEPT Total:		6.66	County Ditch 2	1 Vendors	1 Transactions	
644	DEPT			County Ditch 4			
73300	Rinke-Noonan Attorney at Law						
57	21-644-000-0000-6273		6.66	Ditch Atty Monthly Retainer	380097	Attorney Fees	Y
73300	Rinke-Noonan Attorney at Law		6.66	1 Transactions			
644	DEPT Total:		6.66	County Ditch 4	1 Vendors	1 Transactions	
645	DEPT			County Ditch 5			
73300	Rinke-Noonan Attorney at Law						
57	21-645-000-0000-6273		6.66	Ditch Atty Monthly Retainer	380097	Attorney Fees	Y
73300	Rinke-Noonan Attorney at Law		6.66	1 Transactions			
645	DEPT Total:		6.66	County Ditch 5	1 Vendors	1 Transactions	
646	DEPT			County Ditch 19			
73300	Rinke-Noonan Attorney at Law						
57	21-646-000-0000-6273		6.66	Ditch Atty Monthly Retainer	380097	Attorney Fees	Y
73300	Rinke-Noonan Attorney at Law		6.66	1 Transactions			
646	DEPT Total:		6.66	County Ditch 19	1 Vendors	1 Transactions	
647	DEPT			County Ditch 20			
73300	Rinke-Noonan Attorney at Law						
57	21-647-000-0000-6273		6.66	Ditch Atty Monthly Retainer	380097	Attorney Fees	Y
73300	Rinke-Noonan Attorney at Law		6.66	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. Account/Formula</u>	<u>Accr</u>	<u>Amount</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>	
647	DEPT Total:		6.66	County Ditch 20	1 Vendors	1 Transactions	
648	DEPT			County Ditch 21			
	73300 Rinke-Noonan Attorney at Law						
57	21-648-000-0000-6273		6.66	Ditch Atty Monthly Retainer	380097	Attorney Fees	Y
	73300 Rinke-Noonan Attorney at Law		6.66	1 Transactions			
648	DEPT Total:		6.66	County Ditch 21	1 Vendors	1 Transactions	
649	DEPT			County Ditch 22			
	73300 Rinke-Noonan Attorney at Law						
57	21-649-000-0000-6273		6.66	Ditch Atty Monthly Retainer	380097	Attorney Fees	Y
	73300 Rinke-Noonan Attorney at Law		6.66	1 Transactions			
649	DEPT Total:		6.66	County Ditch 22	1 Vendors	1 Transactions	
650	DEPT			County Ditch 23			
	73300 Rinke-Noonan Attorney at Law						
57	21-650-000-0000-6273		6.66	Ditch Atty Monthly Retainer	380097	Attorney Fees	Y
	73300 Rinke-Noonan Attorney at Law		6.66	1 Transactions			
650	DEPT Total:		6.66	County Ditch 23	1 Vendors	1 Transactions	
651	DEPT			County Ditch 24			
	73300 Rinke-Noonan Attorney at Law						
57	21-651-000-0000-6273		6.66	Ditch Atty Monthly Retainer	380097	Attorney Fees	Y
	73300 Rinke-Noonan Attorney at Law		6.66	1 Transactions			
651	DEPT Total:		6.66	County Ditch 24	1 Vendors	1 Transactions	
652	DEPT			County Ditch 25			
	73300 Rinke-Noonan Attorney at Law						
57	21-652-000-0000-6273		6.66	Ditch Atty Monthly Retainer	380097	Attorney Fees	Y
	73300 Rinke-Noonan Attorney at Law		6.66	1 Transactions			
652	DEPT Total:		6.66	County Ditch 25	1 Vendors	1 Transactions	

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Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
653	DEPT		County Ditch 27			
73300	Rinke-Noonan Attorney at Law					
57	21-653-000-0000-6273	6.66	Ditch Atty Monthly Retainer	380097	Attorney Fees	Y
73300	Rinke-Noonan Attorney at Law	6.66	1 Transactions			
653	DEPT Total:	6.66	County Ditch 27	1 Vendors	1 Transactions	
654	DEPT		Public Tile Ditch 7			
73300	Rinke-Noonan Attorney at Law					
57	21-654-000-0000-6273	6.66	Ditch Atty Monthly Retainer	380097	Attorney Fees	Y
73300	Rinke-Noonan Attorney at Law	6.66	1 Transactions			
654	DEPT Total:	6.66	Public Tile Ditch 7	1 Vendors	1 Transactions	
655	DEPT		Public Tile Ditch 8			
73300	Rinke-Noonan Attorney at Law					
57	21-655-000-0000-6273	6.66	Ditch Atty Monthly Retainer	380097	Attorney Fees	Y
73300	Rinke-Noonan Attorney at Law	6.66	1 Transactions			
655	DEPT Total:	6.66	Public Tile Ditch 8	1 Vendors	1 Transactions	
656	DEPT		Public Tile Ditch 9			
73300	Rinke-Noonan Attorney at Law					
57	21-656-000-0000-6273	6.66	Ditch Atty Monthly Retainer	380097	Attorney Fees	Y
73300	Rinke-Noonan Attorney at Law	6.66	1 Transactions			
656	DEPT Total:	6.66	Public Tile Ditch 9	1 Vendors	1 Transactions	
657	DEPT		Public Tile Ditch 10			
73300	Rinke-Noonan Attorney at Law					
57	21-657-000-0000-6273	6.66	Ditch Atty Monthly Retainer	380097	Attorney Fees	Y
73300	Rinke-Noonan Attorney at Law	6.66	1 Transactions			
657	DEPT Total:	6.66	Public Tile Ditch 10	1 Vendors	1 Transactions	
658	DEPT		Public Tile Ditch 11			
73300	Rinke-Noonan Attorney at Law					

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Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
57	21-658-000-0000-6273		Ditch Atty Monthly Retainer	380097	Attorney Fees	Y
73300	Rinke-Noonan Attorney at Law		1 Transactions			
658	DEPT Total:	6.66	Public Tile Ditch 11	1 Vendors	1 Transactions	
659	DEPT		Public Tile Ditch 17			
73300	Rinke-Noonan Attorney at Law					
57	21-659-000-0000-6273	6.66	Ditch Atty Monthly Retainer	380097	Attorney Fees	Y
73300	Rinke-Noonan Attorney at Law	6.66	1 Transactions			
659	DEPT Total:	6.66	Public Tile Ditch 17	1 Vendors	1 Transactions	
660	DEPT		Public Tile Ditch 18			
73300	Rinke-Noonan Attorney at Law					
57	21-660-000-0000-6273	6.66	Ditch Atty Monthly Retainer	380097	Attorney Fees	Y
73300	Rinke-Noonan Attorney at Law	6.66	1 Transactions			
660	DEPT Total:	6.66	Public Tile Ditch 18	1 Vendors	1 Transactions	
665	DEPT		JD 2 Redetermination			
73300	Rinke-Noonan Attorney at Law					
57	21-665-000-0000-6273	6.66	Ditch Atty Monthly Retainer	380097	Attorney Fees	Y
73300	Rinke-Noonan Attorney at Law	6.66	1 Transactions			
665	DEPT Total:	6.66	JD 2 Redetermination	1 Vendors	1 Transactions	
21	Fund Total:	755.00	County Ditch Fund		31 Transactions	

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38 Capital Outlay Fund

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	No. Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name	
11	DEPT			District Court Admin.			
	8087 Braun Intertec Eng Inc						
102	38-011-000-0000-6600		1,880.50	Admin pkg lot-pavement testing	B405561	Capital Outlay - District Court	Y
	8087 Braun Intertec Eng Inc		1,880.50	1 Transactions			
11	DEPT Total:		1,880.50	District Court Admin.	1 Vendors	1 Transactions	
111	DEPT			Buildings & Grounds			
	9977 APX Construction Group LLC						
101	38-111-045-0000-6600		277,549.97	Comm Corrections facility	App 4	Capital Outlay - CCA Bldg	N
	9977 APX Construction Group LLC		277,549.97	1 Transactions			
	8087 Braun Intertec Eng Inc						
103	38-111-040-0000-6600		1,880.50	Admin pkg lot-pavement testing	B405561	Capital Outlay - SCAC	Y
	8087 Braun Intertec Eng Inc		1,880.50	1 Transactions			
	1240 Cole's Electric Inc						
149	38-111-045-0000-6600		12,000.00	New CCA bldg from CH boring	41254	Capital Outlay - CCA Bldg	N
	1240 Cole's Electric Inc		12,000.00	1 Transactions			
	7629 Waseca Glass LLC						
151	38-111-040-0000-6600		6,903.85	Security glass installation	9492	Capital Outlay - SCAC	N
	7629 Waseca Glass LLC		6,903.85	1 Transactions			
	5889 Wold Architects and Engineers						
154	38-111-045-0000-6600		4,200.00	New CCA fac bill thru 10/31	96837	Capital Outlay - CCA Bldg	Y
153	38-111-049-0000-6600		656.25	Maint fac bill thru 10/31	96848	Capital Outlay - B&G Shop	Y
	5889 Wold Architects and Engineers		4,856.25	2 Transactions			
111	DEPT Total:		303,190.57	Buildings & Grounds	5 Vendors	6 Transactions	
201	DEPT			Sheriff			
	9138 ICS Consulting LLC						
150	38-201-000-0000-6600		2,100.00	Sheriff addn bill thru 10/31	11802	Capital Outlay - Sheriff	Y
	9138 ICS Consulting LLC		2,100.00	1 Transactions			
	5889 Wold Architects and Engineers						
152	38-201-000-0000-6600		4,930.10	Sheriff addn bill thru 10/31	96934	Capital Outlay - Sheriff	Y

SBENDORF

11/6/24 2:32PM

38 Capital Outlay Fund

Steele County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

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Vendor		Name	Rpt	Warrant Description		Invoice #	Account/Formula Descripti
		No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #
		5889	Wold Architects and Engineers		4,930.10	1 Transactions	On Behalf of Name
201	DEPT Total:				7,030.10	Sheriff	2 Vendors 2 Transactions
38	Fund Total:				312,101.17	Capital Outlay Fund	9 Transactions

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53 Landfill Fund

Steele County

Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES



Page 26

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			
11215	Central Farm Services					
157	53-398-000-0000-6540	536.25	55 gal diesel	2694559	Machine Fuel	N
155	53-398-000-0000-6540	1,598.70	450 gal diesel, 100 gal unlead	27787	Machine Fuel	N
156	53-398-000-0000-6540	1,567.28	520 gal diesel	27842	Machine Fuel	N
158	53-398-000-0000-6540	582.80	200 gal diesel	27927	Machine Fuel	N
159	53-398-000-0000-6540	1,456.28	415 gal diesel, 81 gal unlead	27981	Machine Fuel	N
11215	Central Farm Services	5,741.31	5 Transactions			
14420	Culligan Inc					
160	53-398-000-0000-6304	31.80	Water	4775445	Contract Services	N
161	53-398-000-0000-6304	12.94	Cooler rental	4787510	Contract Services	N
162	53-398-000-0000-6304	37.15	Softener rental	4793537	Contract Services	N
163	53-398-000-0000-6304	39.99	Softener rental	4800839	Contract Services	N
14420	Culligan Inc	121.88	4 Transactions			
4329	Express Pressure Washers Inc					
99	53-398-000-0000-6301	137.49	Trigger gun, brush & handle	1133673	Equip Repairs	N
98	53-398-000-0000-6301	9.00	Coupler	1133694	Equip Repairs	N
4329	Express Pressure Washers Inc	146.49	2 Transactions			
27350	Frontier Communications					
164	53-398-000-0000-6210	275.91	Phone & fax 10/25 - 11/24/24	50758377060801E	Telephone	N
27350	Frontier Communications	275.91	1 Transactions			
37025	Innovative Office Solutions LLC					
59	53-398-000-0000-6410	517.06	Computer paper, calendars, etc	4670361	Office Supplies	N
37025	Innovative Office Solutions LLC	517.06	1 Transactions			
38160	J R's Advanced Recyclers Inc					
60	53-398-000-0000-6304	577.50	90 appliances	114193	Contract Services	N
38160	J R's Advanced Recyclers Inc	577.50	1 Transactions			
9342	Liberty Tire Recycling LLC					
61	53-398-000-0000-6304	2,163.75	Recycle tires	2866991	Contract Services	N
9342	Liberty Tire Recycling LLC	2,163.75	1 Transactions			
52725	Mn Pollution Control Agency					
100	53-398-000-0000-6261	360.00	Solid Waste training -TGregs	Dec 3 & 4, 2024	Conference & Training	N

SBENDORF

11/6/24 2:32PM

53 Landfill Fund

Steele County

Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES



Page 27

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name
52725	Mn Pollution Control Agency		360.00	1 Transactions		
73956	Road Machinery & Supplies Co					
165	53-398-000-0000-6301		466.51	Repair Bomag hose	S6155901	Equip Repairs N
166	53-398-000-0000-6301		2,709.56	Troubleshoot Bomag issues	W4970801	Equip Repairs N
73956	Road Machinery & Supplies Co		3,176.07	2 Transactions		
83500	Steele County Highway Dept					
170	53-398-000-0000-6388		501.92	Hwy labor costs	*	Labor costs-Highway N
169	53-398-000-0000-6300		1,018.05	Sign installation for scale	2396	Bldg Repairs & Maintenance N
167	53-398-000-0000-6301		145.12	Picked up forks	2396	Equip Repairs N
168	53-398-000-0000-6380		2,223.64	Mowing waterways	2396	Grounds Maintenance N
83500	Steele County Highway Dept		3,888.73	4 Transactions		
398	DEPT Total:		16,968.70	Landfill	10 Vendors	22 Transactions
53	Fund Total:		16,968.70	Landfill Fund		22 Transactions
	Final Total:		616,361.12	161 Vendors	215 Transactions	

Steele County

Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES



Recap by Fund	<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>	
	1	286,536.25	General Revenue Fund	
	21	755.00	County Ditch Fund	
	38	312,101.17	Capital Outlay Fund	
	53	16,968.70	Landfill Fund	
	All Funds	616,361.12	Total	Approved by,
				
				

Steele County

JOURNAL ENTRIES



Description 06 JUNE CASH JOURNALS

RRN	Audit Date	Aud Seq	Account/Formula	Trans Amt	D/C	Desc 1	Desc 2	RC1	RC2	Basis
1	6/30/24	501	01-000-000-0000-1001 Cash	79,552.86	D	June 2024 Interest				1
2	6/30/24	501	01-003-000-0000-5710 Interest From Investments	60,283.94	C	June Interest - Magic #1				1
3	6/30/24	501	01-003-000-0000-5710 Interest From Investments	19,150.11	C	June Interest - Magic #2				1
4	6/30/24	501	01-003-000-0000-5710 Interest From Investments	118.81	C	June Interest - Payroll				1
5	6/30/24	501	05-000-000-0000-1001 Cash, Human Services Fund	1,043.39	D	June 2024 Interest				1
6	6/30/24	501	05-445-000-0000-5710 Interest Income	514.48	C	Homeless Prevention - June				1
7	6/30/24	501	05-445-000-0000-5710 Interest Income	528.91	C	Housing Affordability - June				1
8	6/30/24	501	81-000-000-0000-1001 Cash	825.23	D	June 2024 Interest				1
9	6/30/24	501	81-230-000-0000-5710 Interest	825.23	C	June Interest - E911				1
10	6/30/24	501	01-003-000-0000-6357 Bank Charges	445.09	D	Bank Charges - Magic #1				1
11	6/30/24	501	01-003-000-0000-6357 Bank Charges	19.57	D	Bank Charges - Magic #2				1
12	6/30/24	501	01-003-000-0000-6357 Bank Charges	23.66	D	Bank Charges - Payroll				1
13	6/30/24	501	01-000-000-0000-1001 Cash	488.32	C	June 2024 Bank Charges				1
14	6/30/24	501	01-003-000-0000-6355 Wex Benefit Administration	506.00	D	Wex Administrative Services				1
15	6/30/24	501	01-000-000-0000-1001 Cash	506.00	C	Wex Administrative Services				1
16	6/30/24	501	81-230-000-0000-6355 Wex Benefit Administration	52.25	D	Wex Administrative Services				1
17	6/30/24	501	81-000-000-0000-1001 Cash	52.25	C	Wex Administrative Services				1
18	6/30/24	501	53-398-000-0000-6388 Labor costs-Highway	238.72	D	Greg Highway Labor - June				1
19	6/30/24	501	53-000-000-0000-1001 Cash	238.72	C	Greg Highway Labor - June				1
20	6/30/24	501	10-000-000-0000-1001 Cash	238.72	D	Greg Highway Labor - June				1

Steele County
JOURNAL ENTRIES



Description 06 JUNE CASH JOURNALS

RRN	Audit Date	Aud Seq	Account/Formula	Trans Amt	D/C	Desc 1	Desc 2	RC1	RC2	Basis
21	6/30/24	501	10-301-000-0000-5511 Charges For Services	238.72	C	Greg Highway Labor - June				1
22	6/30/24	501	01-003-000-0000-6354 Misc Insurance Acct	38,824.25	D	Payroll Vendor Diff QTR 1-2				1
23	6/30/24	501	01-000-000-0000-1001 Cash	38,824.25	C	Payroll Vendor Diff QTR 1-2				1
Debit Total				121,769.74		Credit Total	121,769.74	Net:	0.00	

Description 07 JULY CASH JOURNALS

RRN	Audit Date	Aud Seq	Account/Formula	Trans Amt	D/C	Desc 1	Desc 2	RC1	RC2	Basis
1	7/31/24	501	01-000-000-0000-1001 Cash	21,291.18	D	July 2024 Interest				1
2	7/31/24	501	01-003-000-0000-5710 Interest From Investments	11,146.32	C	July Interest - Magic #1				1
3	7/31/24	501	01-003-000-0000-5710 Interest From Investments	10,021.77	C	July Interest - Magic #2				1
4	7/31/24	501	01-003-000-0000-5710 Interest From Investments	123.09	C	July Interest - Payroll				1
5	7/31/24	501	05-000-000-0000-1001 Cash, Human Services Fund	1,081.95	D	July 2024 Interest				1
6	7/31/24	501	05-445-000-0000-5710 Interest Income	533.49	C	Homeless Prevention - July				1
7	7/31/24	501	05-445-000-0000-5710 Interest Income	548.46	C	Housing Affordability - July				1
8	7/31/24	501	81-000-000-0000-1001 Cash	913.87	D	July 2024 Interest				1
9	7/31/24	501	81-230-000-0000-5710 Interest	913.87	C	July Interest - E911				1
10	7/31/24	501	01-003-000-0000-6357 Bank Charges	450.16	D	Bank Charges - Magic #1				1
11	7/31/24	501	01-003-000-0000-6357 Bank Charges	19.03	D	Bank Charges - Magic #2				1
12	7/31/24	501	01-003-000-0000-6357 Bank Charges	23.30	D	Bank Charges - Payroll				1
13	7/31/24	501	01-000-000-0000-1001 Cash	492.49	C	July 2024 Bank Charges				1
14	7/31/24	501	01-003-000-0000-6355 Wex Benefit Administration	511.50	D	Wex Administrative Services				1
15	7/31/24	501	01-000-000-0000-1001 Cash	511.50	C	Wex Administrative Services				1
16	7/31/24	501	81-230-000-0000-6355 Wex Benefit Administration	49.50	D	Wex Administrative Services				1
17	7/31/24	501	81-000-000-0000-1001 Cash	49.50	C	Wex Administrative Services				1
18	7/31/24	501	01-003-000-0000-6156 Health Insurance Affordable Care Act Fee	1,181.74	D	PCORI (ACA) Fee 2024				1
19	7/31/24	501	01-000-000-0000-1001 Cash	1,181.74	C	PCORI (ACA) Fee 2024				1
20	7/31/24	501	81-230-000-0000-6156 Health Insurance Affordable Care Act Fee	74.06	D	PCORI (ACA) Fee 2024				1

Steele County

JOURNAL ENTRIES



Description 07 JULY CASH JOURNALS

RRN	Audit Date	Aud Seq	Account/Formula	Trans Amt	D/C	Desc 1	Desc 2	RC1	RC2	Basis
21	7/31/24	501	81-000-000-0000-1001 Cash	74.06	C	PCORI (ACA) Fee 2024				1
22	7/31/24	501	01-000-000-0000-1001 Cash	52.00	D	Remove Dup MNPraire PMT				1
23	7/31/24	501	01-101-000-0000-5520 Fees	52.00	C	Remove Dup MNPraire PMT				1
24	7/31/24	501	21-631-000-0000-6900 Interest O.S.W.	1,341.79	D	Jan-June 2024 Ditch Interest				1
25	7/31/24	501	21-665-000-0000-5710 Interest	697.09	C	Jan-June 2024 Ditch Interest				1
26	7/31/24	501	21-634-000-0000-6900 Interest O.S.W.	902.57	D	Jan-June 2024 Ditch Interest				1
27	7/31/24	501	21-635-000-0000-5710 Interest	536.91	C	Jan-June 2024 Ditch Interest				1
28	7/31/24	501	21-636-000-0000-5710 Interest	88.13	C	Jan-June 2024 Ditch Interest				1
29	7/31/24	501	21-633-000-0000-6900 Interest O.S.W.	1,265.22	D	Jan-June 2024 Ditch Interest				1
30	7/31/24	501	21-637-000-0000-5710 Interest	255.29	C	Jan-June 2024 Ditch Interest				1
31	7/31/24	501	21-638-000-0000-5710 Interest	88.03	C	Jan-June 2024 Ditch Interest				1
32	7/31/24	501	21-639-000-0000-5710 Interest	130.37	C	Jan-June 2024 Ditch Interest				1
33	7/31/24	501	21-662-000-0000-6900 Allocated Interest	6.61	D	Jan-June 2024 Ditch Interest				1
34	7/31/24	501	21-640-000-0000-6900 Interest O.S.W.	1,255.91	D	Jan-June 2024 Ditch Interest				1
35	7/31/24	501	21-641-000-0000-5710 Interest	304.55	C	Jan-June 2024 Ditch Interest				1
36	7/31/24	501	21-642-000-0000-5710 Interest	21.56	C	Jan-June 2024 Ditch Interest				1
37	7/31/24	501	21-643-000-0000-6900 Interest O.S.W.	31.19	D	Jan-June 2024 Ditch Interest				1
38	7/31/24	501	21-644-000-0000-5710 Interest	325.33	C	Jan-June 2024 Ditch Interest				1
39	7/31/24	501	21-645-000-0000-6900 Interest O.S.W.	74.61	D	Jan-June 2024 Ditch Interest				1
40	7/31/24	501	21-646-000-0000-5710 Interest	144.41	C	Jan-June 2024 Ditch Interest				1

Steele County

JOURNAL ENTRIES



Description 07 JULY CASH JOURNALS

RRN	Audit Date	Aud Seq	Account/Formula	Trans Amt	D/C	Desc 1	Desc 2	RC1	RC2	Basis
41	7/31/24	501	21-647-000-0000-5710 Interest	18.89	C	Jan-June 2024 Ditch Interest				1
42	7/31/24	501	21-648-000-0000-5710 Interest	311.88	C	Jan-June 2024 Ditch Interest				1
43	7/31/24	501	21-649-000-0000-5710 Interest	158.48	C	Jan-June 2024 Ditch Interest				1
44	7/31/24	501	21-650-000-0000-5710 Interest	31.89	C	Jan-June 2024 Ditch Interest				1
45	7/31/24	501	21-651-000-0000-5710 Interest	12.82	C	Jan-June 2024 Ditch Interest				1
46	7/31/24	501	21-652-000-0000-6900 Interest O.S.W.	62.00	D	Jan-June 2024 Ditch Interest				1
47	7/31/24	501	21-653-000-0000-6900 Interest O.S.W.	278.96	D	Jan-June 2024 Ditch Interest				1
48	7/31/24	501	21-654-000-0000-5710 Interest	487.08	C	Jan-June 2024 Ditch Interest				1
49	7/31/24	501	21-655-000-0000-5710 Interest	86.86	C	Jan-June 2024 Ditch Interest				1
50	7/31/24	501	21-656-000-0000-5710 Interest	20.11	C	Jan-June 2024 Ditch Interest				1
51	7/31/24	501	21-657-000-0000-5710 Interest	2.07	C	Jan-June 2024 Ditch Interest				1
52	7/31/24	501	21-658-000-0000-6900 Interest O.S.W.	1,093.49	D	Jan-June 2024 Ditch Interest				1
53	7/31/24	501	21-659-000-0000-5710 Interest	21.58	C	Jan-June 2024 Ditch Interest				1
54	7/31/24	501	21-660-000-0000-5710 Interest	26.75	C	Jan-June 2024 Ditch Interest				1
55	7/31/24	501	21-000-000-0000-1001 Cash	2,542.27	C	Jan-June 2024 Ditch Interest				1
56	7/31/24	501	01-000-000-0000-1001 Cash	2,542.27	D	Jan-June 2024 Ditch Interest				1
57	7/31/24	501	01-003-000-0000-5710 Interest From Investments	2,542.27	C	Jan-June 2024 Ditch Interest				1
Debit Total				34,502.91		Credit Total	34,502.91	Net:		0.00

Steele County

JOURNAL ENTRIES



Description 07 IFS TO CASHBOOK JOURNALS

RRN	Audit Date	Aud Seq	Account/Formula	Trans Amt	D/C	Desc 1	Desc 2	RC1	RC2	Basis
1	3/31/24	501	01-000-000-0000-1001 Cash	0.81	D	Adjust investment AJE - March				1
2	3/31/24	501	01-003-000-0000-5712 Premiums/Discounts on Investments	0.81	C	Adjust investment AJE - March				1
3	5/31/24	501	01-111-049-0000-6250 Utilities	970.79	D	Alexandira Bldg Utilties PMT				1
4	5/31/24	501	01-000-000-0000-1001 Cash	970.79	C	Alexandira Bldg Utilties PMT				1
5	6/30/24	501	01-111-049-0000-6250 Utilities	366.63	D	Alexandira Bldg Utilties PMT				1
6	6/30/24	501	01-000-000-0000-1001 Cash	366.63	C	Alexandira Bldg Utilties PMT				1
7	6/30/24	501	01-032-000-0000-6260 Background Checks	40.00	D	Correct HR Background Checks				1
8	6/30/24	501	01-000-000-0000-1001 Cash	40.00	C	Correct HR Background Checks				1
9	5/22/24	501	70-000-000-0000-2105 Unapportioned Delinquent Tax	83,462.40	D	Reclass 5/22 Batch to RE Tax				1
10	5/22/24	501	70-000-000-0000-2113 Unapportioned Penalties & Int Delinquent	843.34	D	Reclass 5/22 Batch to RE Tax				1
11	5/22/24	501	70-000-000-0000-2101 Unapportioned Current Tax	83,462.40	C	Reclass 5/22 Batch to RE Tax				1
12	5/22/24	501	70-000-000-0000-2151 Unapportioned Pen & Int Current	843.34	C	Reclass 5/22 Batch to RE Tax				1
Debit Total				85,683.97		Credit Total	85,683.97	Net:	0.00	

Steele County

JOURNAL ENTRIES



Description 08 AUG CASH JOURNALS

RRN	Audit Date	Aud Seq	Account/Formula	Trans Amt	D/C	Desc 1	Desc 2	RC1	RC2	Basis
1	8/31/24	501	01-000-000-0000-1001 Cash	15,307.72	D	Aug 2024 Interest				1
2	8/31/24	501	01-003-000-0000-5710 Interest From Investments	8,833.89	C	Aug Interest - Magic #1				1
3	8/31/24	501	01-003-000-0000-5710 Interest From Investments	6,350.58	C	Aug Interest - Magic #2				1
4	8/31/24	501	01-003-000-0000-5710 Interest From Investments	123.25	C	Aug Interest - Payroll				1
5	8/31/24	501	05-000-000-0000-1001 Cash, Human Services Fund	1,079.08	D	Aug 2024 Interest				1
6	8/31/24	501	05-445-000-0000-5710 Interest Income	527.52	C	Homeless Prevention - Aug				1
7	8/31/24	501	05-445-000-0000-5710 Interest Income	551.56	C	Housing Affordability - Aug				1
8	8/31/24	501	81-000-000-0000-1001 Cash	868.77	D	Aug 2024 Interest				1
9	8/31/24	501	81-230-000-0000-5710 Interest	868.77	C	Aug Interest - E911				1
10	8/31/24	501	01-003-000-0000-6357 Bank Charges	459.55	D	Bank Charges - Magic #1				1
11	8/31/24	501	01-003-000-0000-6357 Bank Charges	16.96	D	Bank Charges - Magic #2				1
12	8/31/24	501	01-003-000-0000-6357 Bank Charges	23.66	D	Bank Charges - Payroll				1
13	8/31/24	501	01-000-000-0000-1001 Cash	500.17	C	Aug 2024 Bank Charges				1
14	8/31/24	501	01-003-000-0000-6355 Wex Benefit Administration	514.25	D	Wex Administrative Services				1
15	8/31/24	501	01-000-000-0000-1001 Cash	514.25	C	Wex Administrative Services				1
16	8/31/24	501	81-230-000-0000-6355 Wex Benefit Administration	49.50	D	Wex Administrative Services				1
17	8/31/24	501	81-000-000-0000-1001 Cash	49.50	C	Wex Administrative Services				1
18	8/31/24	501	01-000-000-0000-1001 Cash	0.62	D	Misc. Cash Deposit 7/31				1
19	8/31/24	501	01-003-000-0000-5831 Miscellaneous Revenue	0.62	C	Misc. Cash Deposit 7/31				1
20	7/31/24	501	01-003-000-0000-6961 Visa One Card Program	7,180.95	D	To Record PHN CC Payment				1

Steele County
JOURNAL ENTRIES



Description 08 AUG CASH JOURNALS

RRN	Audit Date	Aud Seq	Account/Formula	Trans Amt	D/C	Desc 1	Desc 2	RC1	RC2	Basis
21	7/31/24	501	01-000-000-0000-1001 Cash	7,180.95	C	To Record PHN CC Payment				1
22	7/31/24	501	70-000-000-0000-2163 Unapportioned Other State Revenue	231,656.93	D	Record Tax Sttle PMT to State				1
23	7/31/24	501	70-000-000-0000-1001 Cash	231,656.93	C	Record Tax Sttle PMT to State				1
Debit Total				257,157.99		Credit Total	257,157.99	Net:	0.00	

Steele County

JOURNAL ENTRIES



Description 09 SEPT CASH JOURNALS

RRN	Audit Date	Aud Seq	Account/Formula	Trans Amt	D/C	Desc 1	Desc 2	RC1	RC2	Basis
1	9/30/24	501	01-000-000-0000-1001 Cash	14,005.11	D	Sept 2024 Interest				1
2	9/30/24	501	01-003-000-0000-5710 Interest From Investments	6,620.06	C	Sept Interest - Magic #1				1
3	9/30/24	501	01-003-000-0000-5710 Interest From Investments	7,267.76	C	Sept Interest - Magic #2				1
4	9/30/24	501	01-003-000-0000-5710 Interest From Investments	117.29	C	Sept Interest - Payroll				1
5	9/30/24	501	05-000-000-0000-1001 Cash, Human Services Fund	1,351.61	D	Sept 2024 Interest				1
6	9/30/24	501	05-445-000-0000-5710 Interest Income	673.65	C	Homeless Prevention - Sept				1
7	9/30/24	501	05-445-000-0000-5710 Interest Income	677.96	C	Housing Affordability - Sept				1
8	9/30/24	501	81-000-000-0000-1001 Cash	654.94	D	Sept 2024 Interest				1
9	9/30/24	501	81-230-000-0000-5710 Interest	654.94	C	Sept Interest - E911				1
10	9/30/24	501	01-003-000-0000-6357 Bank Charges	454.14	D	Bank Charges - Magic #1				1
11	9/30/24	501	01-003-000-0000-6357 Bank Charges	19.72	D	Bank Charges - Magic #2				1
12	9/30/24	501	01-003-000-0000-6357 Bank Charges	23.66	D	Bank Charges - Payroll				1
13	9/30/24	501	01-000-000-0000-1001 Cash	497.52	C	Sept 2024 Bank Charges				1
14	9/30/24	501	01-003-000-0000-6355 Wex Benefit Administration	517.00	D	Wex Administrative Services				1
15	9/30/24	501	01-000-000-0000-1001 Cash	517.00	C	Wex Administrative Services				1
16	9/30/24	501	81-230-000-0000-6355 Wex Benefit Administration	59.50	D	Wex Administrative Services				1
17	9/30/24	501	81-000-000-0000-1001 Cash	59.50	C	Wex Administrative Services				1
Debit Total				17,085.68		Credit Total	17,085.68	Net:	0.00	

Steele County
JOURNAL ENTRIES



Description 04 2024 JE UPLOAD - C6

RRN	Audit Date	Aud Seq	Account/Formula	Trans Amt	D/C	Desc 1	Desc 2	RC1	RC2	Basis
1	4/30/24	906	01-003-000-0000-5710 Interest From Investments	198,306.59	C	AprInterest From Investments				1
2	4/30/24	906	01-003-000-0000-5710 Interest From Investments	686.26	C	Apr Interest ROI				1
3	4/30/24	906	01-000-000-0000-1001 Cash	218,917.88	D	Apr Investment				1
4	4/30/24	906	01-003-000-0000-5710 Interest From Investments	542.61	C	Apr Interest Adjustment				1
5	4/30/24	906	01-003-000-0000-5712 Premiums/Discounts on Investments	19,329.83	C	Apr Premiums/Discounts Invest				1
6	4/30/24	906	01-003-000-0000-6801 General Expense	52.59	C	Apr Investment Adjustment				1
7	4/30/24	906	75-000-000-0000-1001 Cash	545.32	D	Apr 2024 Missing Heir Interest				1
8	4/30/24	906	75-870-000-0000-5710 Interest	545.32	C	Apr 2024 Missing Heir Interest				1
Debit Total				219,463.20		Credit Total	219,463.20	Net:	0.00	

Steele County
JOURNAL ENTRIES



Description 03 2024 - 03 2023 JE UPLOAD - C2

RRN	Audit Date	Aud Seq	Account/Formula	Trans Amt	D/C	Desc 1	Desc 2	RC1	RC2	Basis
1	3/31/24	902	01-003-000-0000-5710 Interest From Investments	115,947.88	C	Mar Interest From Investments				1
2	3/31/24	902	01-003-000-0000-5710 Interest From Investments	793.79	C	Mar Interest ROI				1
3	3/31/24	902	01-000-000-0000-1001 Cash	112,077.25	D	Mar Investment				1
4	3/31/24	902	01-003-000-0000-5710 Interest From Investments	4,176.53	C	Mar Interest Adjustment				1
5	3/31/24	902	01-003-000-0000-5712 Premiums/Discounts on Investments	8,717.90	D	Mar Premiums/Discounts Invest				1
6	3/31/24	902	01-003-000-0000-6801 General Expense	123.05	D	Mar Investment Adjustment				1
7	3/31/24	902	75-000-000-0000-1001 Cash	139.35	D	Mar 2024 Missing Heir Interest				1
8	3/31/24	902	75-870-000-0000-5710 Interest	139.35	C	Mar 2024 Missing Heir Interest				1
Debit Total				121,057.55		Credit Total	121,057.55	Net:	0.00	

Steele County

JOURNAL ENTRIES



Description 06 2024 - 06 2024 JE UPLOAD - C5

RRN	Audit Date	Aud Seq	Account/Formula	Trans Amt	D/C	Desc 1	Desc 2	RC1	RC2	Basis
1	6/30/24	905	72-860-000-0000-2100 Mn State Treasurer - Mortgage Regis Tax	41,167.33	D	Mortgage Tax				1
2	6/30/24	905	72-000-000-0000-1001 Cash	1,235.02	C	Mortgage Tax				1
3	6/30/24	905	72-000-000-0000-1001 Cash	39,932.31	C	Mortgage Tax				1
4	6/30/24	905	01-000-000-0000-1001 Cash	1,235.02	D	Mortgage Tax				1
5	6/30/24	905	01-003-000-0000-5013 Mortgage Registry Tax Revenue	1,235.02	C	Mortgage Tax				1
6	6/30/24	905	72-861-000-0000-2100 Mn State Treasurer - State Deed Tax	69,814.43	D	Deed Tax				1
7	6/30/24	905	72-000-000-0000-1001 Cash	2,094.43	C	Deed Tax				1
8	6/30/24	905	72-000-000-0000-1001 Cash	67,720.00	C	Deed Tax				1
9	6/30/24	905	01-000-000-0000-1001 Cash	2,094.43	D	Deed Tax				1
10	6/30/24	905	01-003-000-0000-5014 State Deed Tax Revenue	2,094.43	C	Deed Tax				1
11	6/30/24	905	72-862-000-0000-2100 Mn State Treasurer - Sales Tax	5,762.00	D	Sales Tax				1
12	6/30/24	905	72-000-000-0000-1001 Cash	5,762.00	C	Sales Tax				1
13	6/30/24	905	53-398-000-0000-6540 Machine Fuel	151.00	D	Usage Diesel Tax				1
14	6/30/24	905	53-000-000-0000-1001 Cash	151.00	C	Usage Diesel Tax				1
15	6/30/24	905	53-398-000-0000-6540 Machine Fuel	221.73	D	Diesel Tax				1
16	6/30/24	905	53-000-000-0000-1001 Cash	221.73	C	Diesel Tax				1
17	6/30/24	905	10-304-000-0000-6522 Diesel Fuel Tax	529.25	D	Diesel Tax				1
18	6/30/24	905	10-000-000-0000-1001 Cash	529.25	C	Diesel Tax				1
19	6/30/24	905	01-003-000-0000-6961 Visa One Card Program	45,659.87	D	BMO One Card Payment				1
20	6/30/24	905	01-000-000-0000-1001 Cash	45,659.87	C	BMO One Card Payment				1

Steele County

JOURNAL ENTRIES



Description 06 2024 - 06 2024 JE UPLOAD - C5

RRN	Audit Date	Aud Seq	Account/Formula	Trans Amt	D/C	Desc 1	Desc 2	RC1	RC2	Basis
21	6/30/24	905	53-398-000-0000-6801 General Expense	658.12	D	Landfill CC Fees				1
22	6/30/24	905	53-000-000-0000-1001 Cash	658.12	C	Landfill CC Fees				1
23	6/30/24	905	01-521-000-0000-6540 Gas & Oil	184.78	D	WEX NASPO Payment Jun 2024				1
24	6/30/24	905	01-000-000-0000-1001 Cash	184.78	C	WEX NASPO Payment Jun 2024				1
25	6/30/24	905	01-251-000-0000-6562 Gas & Oil	41.00	D	WEX Enterprise Payment Jun2024				1
26	6/30/24	905	01-000-000-0000-1001 Cash	41.00	C	WEX Enterprise Payment Jun2024				1
27	6/30/24	905	01-281-000-0000-6801 Disaster/Emerg Fund	561.00	D	Background Check -Emergency M				1
28	6/30/24	905	01-000-000-0000-1001 Cash	561.00	C	Background Check -Emergency M				1
29	6/30/24	905	01-032-000-0000-6260 Background Checks	448.04	D	Background Check - Human Resou				1
30	6/30/24	905	01-000-000-0000-1001 Cash	448.04	C	Background Check - Human Resou				1
31	6/30/24	905	01-111-043-0000-6250 Utilities	83.04	D	OPU Payment Invoice # 718547				1
32	6/30/24	905	01-000-000-0000-1001 Cash	83.04	C	OPU Payment Invoice # 718547				1
33	6/30/24	905	01-111-043-0000-6250 Utilities	123.03	D	OPU Payment Invoice # 705296				1
34	6/30/24	905	01-000-000-0000-1001 Cash	123.03	C	OPU Payment Invoice # 705296				1
35	6/30/24	905	01-111-043-0000-6250 Utilities	392.50	D	OPU Payment Invoice # 718546				1
36	6/30/24	905	01-000-000-0000-1001 Cash	392.50	C	OPU Payment Invoice # 718546				1
37	6/30/24	905	01-502-000-0000-6250 Utilities	519.69	D	OPU Payment Invoice # 718550				1
38	6/30/24	905	01-000-000-0000-1001 Cash	519.69	C	OPU Payment Invoice # 718550				1
39	6/30/24	905	10-304-000-0000-6514 Utility Services	96.69	D	OPU Payment Invoice # 718553				1
40	6/30/24	905	10-000-000-0000-1001 Cash	96.69	C	OPU Payment Invoice # 718553				1

Steele County

JOURNAL ENTRIES



Description 06 2024 - 06 2024 JE UPLOAD - C5

RRN	Audit Date	Aud Seq	Account/Formula	Trans Amt	D/C	Desc 1	Desc 2	RC1	RC2	Basis
41	6/30/24	905	01-111-047-0000-6250 Utilities	38.69	D	OPU Payment Invoice # 716285				1
42	6/30/24	905	01-000-000-0000-1001 Cash	38.69	C	OPU Payment Invoice # 716285				1
43	6/30/24	905	01-111-041-0000-6250 Utilities	1,877.94	D	OPU Payment Invoice # 718556				1
44	6/30/24	905	01-000-000-0000-1001 Cash	1,877.94	C	OPU Payment Invoice # 718556				1
45	6/30/24	905	01-111-042-0000-6250 Utilities	3,404.37	D	OPU Payment Invoice # 718555				1
46	6/30/24	905	01-000-000-0000-1001 Cash	3,404.37	C	OPU Payment Invoice # 718555				1
47	6/30/24	905	01-111-040-0000-6250 Utilities	7,007.93	D	OPU Payment Invoice # 718557				1
48	6/30/24	905	01-000-000-0000-1001 Cash	7,007.93	C	OPU Payment Invoice # 718557				1
49	6/30/24	905	01-111-044-0000-6250 Utilities	14,263.98	D	OPU Payment Invoice # 718563				1
50	6/30/24	905	01-000-000-0000-1001 Cash	14,263.98	C	OPU Payment Invoice # 718563				1
51	6/30/24	905	10-304-000-0000-6514 Utility Services	4,238.11	D	OPU Payment Invoice # 718562				1
52	6/30/24	905	10-000-000-0000-1001 Cash	4,238.11	C	OPU Payment Invoice # 718562				1
53	6/30/24	905	01-201-296-0000-6250 T#9 Utilities	359.89	D	OPU Payment Invoice # 718561				1
54	6/30/24	905	01-000-000-0000-1001 Cash	359.89	C	OPU Payment Invoice # 718561				1
55	6/30/24	905	35-800-000-0000-6700 Bond And Interest	35,300.00	D	Interest Payment GO Bond 2018A				1
56	6/30/24	905	35-000-000-0000-1001 Cash	35,300.00	C	Interest Payment GO Bond 2018A				1
57	6/30/24	905	35-800-000-0000-6700 Bond And Interest	45,325.00	D	Interest Payment GO Bond 2020A				1
58	6/30/24	905	35-000-000-0000-1001 Cash	45,325.00	C	Interest Payment GO Bond 2020A				1
59	6/30/24	905	01-254-000-0000-6801 Misc. Expense	251,322.00	D	Dispatch Op Costs 2 Qtr SC Pmt				1
60	6/30/24	905	01-000-000-0000-1001 Cash	251,322.00	C	Dispatch Op Costs 2 Qtr SC Pmt				1

Steele County

JOURNAL ENTRIES



Description 06 2024 - 06 2024 JE UPLOAD - C5

RRN	Audit Date	Aud Seq	Account/Formula	Trans Amt	D/C	Desc 1	Desc 2	RC1	RC2	Basis
61	6/30/24	905	81-000-000-0000-1001 Cash	251,322.00	D	Dispatch Op Costs 2 Qtr SC Pmt				1
62	6/30/24	905	81-230-000-0000-5251 Revenue From Other Counties	251,322.00	C	Dispatch Op Costs 2 Qtr SC Pmt				1
63	6/30/24	905	70-000-000-0000-2163 Unapportioned Other State Revenue	978,000.00	D	Gen Property Tax to State				1
64	6/30/24	905	70-000-000-0000-1001 Cash	978,000.00	C	Gen Property Tax to State				1
65	6/30/24	905	70-000-000-0000-2460 School District 2168	170,000.00	D	ISD #2168 Tax Settlement				1
66	6/30/24	905	70-000-000-0000-1001 Cash	170,000.00	C	ISD #2168 Tax Settlement				1
67	6/30/24	905	70-000-000-0000-2460 School District 2168	44,578.72	D	ISD #2168 Tax Settlement				1
68	6/30/24	905	70-000-000-0000-1001 Cash	44,578.72	C	ISD #2168 Tax Settlement				1
69	6/30/24	905	70-000-000-0000-2417 City Of Owatonna	7,613,000.00	D	Owatonna Tax Settlement				1
70	6/30/24	905	70-000-000-0000-1001 Cash	7,613,000.00	C	Owatonna Tax Settlement				1
71	6/30/24	905	70-000-000-0000-2417 City Of Owatonna	3,262,299.79	D	Owatonna Tax Settlement				1
72	6/30/24	905	70-000-000-0000-1001 Cash	3,262,299.79	C	Owatonna Tax Settlement				1
Debit Total 12,852,081.37						Credit Total 12,852,081.37	Net:		0.00	

Steele County

JOURNAL ENTRIES



Description 07 2024 JE UPLOAD ? C1

RRN	Audit Date	Aud Seq	Account/Formula	Trans Amt	D/C	Desc 1	Desc 2	RC1	RC2	Basis
1	7/31/24	901	01-103-000-0000-6215 Postage	134.18	D	Postage - Assessor				1
2	7/31/24	901	01-041-000-0000-6215 Postage	207.39	D	Postage - PT&E				1
3	7/31/24	901	01-252-000-0000-6215 Postage	175.37	D	Postage - CCA				1
4	7/31/24	901	01-062-000-0000-6802 Internal Chargeback	850.94	D	Postage - Court Admin				1
5	7/31/24	901	01-251-000-0000-6215 Postage	15.95	D	Postage - Detention Center				1
6	7/31/24	901	01-063-000-0000-6215 Postage	360.85	D	Postage - Auditor Elections				1
7	7/31/24	901	01-602-000-0000-6215 Postage	468.28	D	Postage - Extension				1
8	7/31/24	901	01-044-000-0000-6215 Postage	47.06	D	Postage - Finance				1
9	7/31/24	901	01-550-000-0000-6215 Postage	4.09	D	Postage - Four Seasons				1
10	7/31/24	901	01-032-000-0000-6215 Postage	14.18	D	Postage - Human Resources				1
11	7/31/24	901	01-062-000-0000-6802 Internal Chargeback	49.06	D	Postage - MRCI				1
12	7/31/24	901	01-105-000-0000-6215 Postage	73.24	D	Postage - Planning and Zoning				1
13	7/31/24	901	01-101-000-0000-6215 Postage	419.02	D	Postage - Recorder				1
14	7/31/24	901	01-121-000-0000-6215 Postage	7.41	D	Postage - Veterans				1
15	7/31/24	901	01-481-460-6009-6215 Postage	18.96	D	Postage - QA				1
16	7/31/24	901	01-481-461-6011-6215 Postage	130.03	D	Postage - CTC				1
17	7/31/24	901	01-481-460-6012-6215 Postage	214.86	D	Postage - LTC				1
18	7/31/24	901	01-481-461-6025-6215 Postage	51.83	D	Postage - FAP/HCB/FC				1
19	7/31/24	901	01-481-461-6030-6215 Postage	18.33	D	Postage - MCH				1
20	7/31/24	901	01-481-461-6040-6215 Postage	12.20	D	Postage - WIC				1

Steele County

JOURNAL ENTRIES



Description 07 2024 JE UPLOAD ? C1

RRN	Audit Date	Aud Seq	Account/Formula	Trans Amt	D/C	Desc 1	Desc 2	RC1	RC2	Basis
21	7/31/24	901	01-481-461-6059-6215 Postage	3.44	D	Postage - SEMN/FHV				1
22	7/31/24	901	01-481-462-6047-6215 Postage	2.76	D	Postage - CID				1
23	7/31/24	901	01-481-465-6057-6215 Postage	141.59	D	Postage - LPHG/INF/MISC/ENV				1
24	7/31/24	901	01-062-000-0000-6215 Postage	3,421.02	C	GF Postage Allocation				1
25	7/31/24	901	10-301-000-0000-6215 Postage	1.97	D	Highway Postage				1
26	7/31/24	901	10-000-000-0000-1001 Cash	1.97	C	Highway Postage				1
27	7/31/24	901	01-000-000-0000-1001 Cash	1.97	D	Highway Postage				1
28	7/31/24	901	01-062-000-0000-5831 Miscellaneous	1.97	C	Highway Postage				1
29	7/31/24	901	53-398-000-0000-6215 Postage	16.80	D	Landfill Postage				1
30	7/31/24	901	53-000-000-0000-1001 Cash	16.80	C	Landfill Postage				1
31	7/31/24	901	01-000-000-0000-1001 Cash	16.80	D	Landfill Postage				1
32	7/31/24	901	01-062-000-0000-5831 Miscellaneous	16.80	C	Landfill Postage				1
Debit Total				3,458.56		Credit Total	3,458.56	Net:	0.00	

Steele County

JOURNAL ENTRIES



Description 07 2024 JE UPLOAD ? C3

RRN	Audit Date	Aud Seq	Account/Formula	Trans Amt	D/C	Desc 1	Desc 2	RC1	RC2	Basis
1	7/31/24	903	01-111-050-0000-6320 Vehicle Repairs & Maintenance	417.08	D	Enterprise Full Maint Fee Admn				1
2	7/31/24	903	01-251-000-0000-6320 Vehicle Maintenance	817.35	D	Enterprise Full Maint Fee DC				1
3	7/31/24	903	01-000-000-0000-1001 Cash	1,234.43	C	Admin-DC Enterprise Jul 2024				1
4	7/31/24	903	01-111-050-0000-6347 Enterprise Fleet Leasing	6,967.92	D	County Fleet Lease - Jul 24				1
5	7/31/24	903	01-201-000-0000-6347 Enterprise Fleet Leasing	9,820.75	D	Sheriff Fleet Lease - Jul 24				1
6	7/31/24	903	01-000-000-0000-1001 Cash	16,788.67	C	Fleet Lease Payments - Jul 24				1
7	7/31/24	903	01-201-000-0102-6320 Squad 7414 Maintenance	5.00	D	Fleet Vehicle Maintenance				1
8	7/31/24	903	01-201-000-0102-6320 Squad 7414 Maintenance	48.41	D	Oil change				1
9	7/31/24	903	01-201-000-0103-6320 Squad 7410 Maintenance	5.00	D	Fleet Vehicle Maintenance				1
10	7/31/24	903	01-201-000-0104-6320 Squad 7404 Maintenance	5.00	D	Fleet Vehicle Maintenance				1
11	7/31/24	903	01-201-000-0105-6320 Squad 7408 Maintenance	5.00	D	Fleet Vehicle Maintenance				1
12	7/31/24	903	01-201-000-0106-6320 Squad 7424 Maintenance	5.00	D	Fleet Vehicle Maintenance				1
13	7/31/24	903	01-201-000-0107-6320 Squad 7407 Maintenance	5.00	D	Fleet Vehicle Maintenance				1
14	7/31/24	903	01-201-000-0108-6320 Squad 7418 Maintenance	5.00	D	Fleet Vehicle Maintenance				1
15	7/31/24	903	01-201-000-0109-6320 Squad 7416 Maintenance	5.00	D	Fleet Vehicle Maintenance				1
16	7/31/24	903	01-201-000-0110-6320 Squad 7403 Maintenance	5.00	D	Fleet Vehicle Maintenance				1
17	7/31/24	903	01-201-000-0110-6320 Squad 7403 Maintenance	124.96	D	Oil, Washer fluid, Wheel balan				1
18	7/31/24	903	01-201-000-0111-6320 Squad 7422 Maintenace	5.00	D	Fleet Vehicle Maintenance				1
19	7/31/24	903	01-201-000-0112-6320 Squad 7406 Maintenance	5.00	D	Fleet Vehicle Maintenance				1
20	7/31/24	903	01-201-000-0112-6320 Squad 7406 Maintenance	48.04	D	Oil change				1

Steele County

JOURNAL ENTRIES



Description 07 2024 JE UPLOAD ? C3

RRN	Audit Date	Aud Seq	Account/Formula	Trans Amt	D/C	Desc 1	Desc 2	RC1	RC2	Basis
21	7/31/24	903	01-201-000-0113-6320 Squad 7411 Maintenance	5.00	D	Fleet Vehicle Maintenance				1
22	7/31/24	903	01-201-000-0113-6320 Squad 7411 Maintenance	160.25	D	Oil change & Alignment				1
23	7/31/24	903	01-201-000-0114-6320 Squad 7421 Maintenance	5.00	D	Fleet Vehicle Maintenance				1
24	7/31/24	903	01-201-000-0114-6320 Squad 7421 Maintenance	49.40	D	Oil change				1
25	7/31/24	903	01-201-000-0116-6320 Squad 116 Maintenance	70.10	D	Fleet Vehicle Maintenance				1
26	7/31/24	903	01-201-000-0116-6320 Squad 116 Maintenance	32.00	D	RENEWAL - EFM FEE				1
27	7/31/24	903	01-201-000-0116-6320 Squad 116 Maintenance	16.25	D	RENEWAL - DMV FEE				1
28	7/31/24	903	01-201-000-0117-6320 Squad 7420 Maintenance	5.00	D	Fleet Vehicle Maintenance				1
29	7/31/24	903	01-201-000-0118-6320 Squad 7412 Maintenance	5.00	D	Fleet Vehicle Maintenance				1
30	7/31/24	903	01-201-000-0119-6320 Squad 7401 Maintenance	84.68	D	Fleet Vehicle Maintenance				1
31	7/31/24	903	01-201-000-0120-6320 Squad 7402 Maintenance	84.68	D	Fleet Vehicle Maintenance				1
32	7/31/24	903	01-201-000-0121-6320 Squad 121 Maintenance	5.00	D	Fleet Vehicle Maintenance				1
33	7/31/24	903	01-201-000-0122-6320 Squad 7409 Maintenance	5.00	D	Fleet Vehicle Maintenance				1
34	7/31/24	903	01-201-000-0123-6320 Squad 7423 Maintenance	70.10	D	Fleet Vehicle Maintenance				1
35	7/31/24	903	01-201-000-0123-6320 Squad 7423 Maintenance	32.00	D	RENEWAL - EFM FEE				1
36	7/31/24	903	01-201-000-0123-6320 Squad 7423 Maintenance	16.25	D	RENEWAL - DMV FEE				1
37	7/31/24	903	01-201-000-0000-6320 Vehicle Maintenance	5.00	D	FleetVehMaint - 22VH5M/Old7402				1
38	7/31/24	903	01-201-000-0000-6320 Vehicle Maintenance	5.00	D	FleetVehMaint- 22VH68/Old7426				1
39	7/31/24	903	01-201-000-0000-6320 Vehicle Maintenance	98.58	D	Oil, Washer fluid, Brake fluid				1
40	7/31/24	903	01-000-000-0000-1001 Cash	1,030.70	C	Sheriff Enterprise - Jul 2024				1

Steele County
JOURNAL ENTRIES



Description 07 2024 JE UPLOAD ? C3

RRN	Audit Date	Aud Seq	Account/Formula	Trans Amt	D/C	Desc 1	Desc 2	RC1	RC2	Basis
Debit Total				19,053.80		Credit Total	19,053.80	Net:	0.00	

Description 07 2024 JE UPLOAD ? C4

RRN	Audit Date	Aud Seq	Account/Formula	Trans Amt	D/C	Desc 1	Desc 2	RC1	RC2	Basis
1	7/31/24	904	01-000-000-0000-1001 Cash	2,354.53	D	BMO One Card Allocation July	BMO One Card Allocation July			1
2	7/31/24	904	01-003-000-0000-6961 Visa One Card Program	39,727.97	C	BMO Charges July	BMO Charges July			1
3	7/31/24	904	01-003-972-0000-6801 Aquatic Invasive Species Grant Expense	7.51	D	AIS Bug Spray for Inspectors	Fleet Farm Group, Llc			1
4	7/31/24	904	01-032-000-0000-6261 Conference & Training	30.00	D	Local SHRM Meeting	Fullsteam Operations Llc			1
5	7/31/24	904	01-032-000-0000-6410 Office Supplies	53.74	D	ID Badge Holders & Clips	Amazon.Com, Inc.			1
6	7/31/24	904	01-041-000-0000-6261 Conference & Training	35.00	D	MACO Summer Conf-Mueller	Minnesota Association Of			1
7	7/31/24	904	01-041-000-0000-6410 Office Supplies	19.49	D	PT&E Stamp	Amazon.Com, Inc.			1
8	7/31/24	904	01-061-000-0000-6260 Computer Support	189.00	D	IT Document Management	Kaseya US Llc			1
9	7/31/24	904	01-061-000-0000-6260 Computer Support	251.99	D	PSA -Ticketing Software	Connectwise, Llc			1
10	7/31/24	904	01-061-000-0000-6260 Computer Support	436.00	D	Performance Mgmt SW	Brightgauge Software, In			1
11	7/31/24	904	01-061-000-0000-6330 Travel Expenses	772.89	D	Lodging for ISAC Conference	Sierra Orl Properties Lp			1
12	7/31/24	904	01-061-000-0000-6330 Travel Expenses	120.00	D	MSP Parking	Metropolitan Airports Com			1
13	7/31/24	904	01-061-000-0000-6413 Computer Supplies	17.14	D	Tools	Lowes Companies, Inc.			1
14	7/31/24	904	01-061-000-0000-6413 Computer Supplies	22.40	D	Rack Parts	Lowes Companies, Inc.			1
15	7/31/24	904	01-061-000-0000-6413 Computer Supplies	5.19	D	Misc Rack Parts	Owt Hardware Inc			1
16	7/31/24	904	01-061-000-0000-6413 Computer Supplies	18.21	D	Computer MX Tools	Lowes Companies, Inc.			1
17	7/31/24	904	01-061-000-0000-6413 Computer Supplies	31.13	D	Computer Tools	Harbor Freight Tools Usa			1
18	7/31/24	904	01-061-000-0000-6413 Computer Supplies	199.99	D	Keyboard for Recorders	Amazon.Com, Inc.			1
19	7/31/24	904	01-062-000-0000-6210 Telephone	190.46	D	Teams Voice Direct Routing	Calltower, Inc.			1
20	7/31/24	904	01-062-000-0000-6301 Equip/Software Maint	2,510.72	D	AWS Storage	Amazon.Com, Inc.			1

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21	7/31/24	904	01-062-000-0000-6480 Non-Capitalized Inventory	79.69	D	Dock Adapter for 2024 Refresh	Cdw Llc			1
22	7/31/24	904	01-062-000-0000-6480 Non-Capitalized Inventory	349.00	D	Assessor 2024 PC Replacements	Amazon.Com, Inc.			1
23	7/31/24	904	01-062-000-0000-6480 Non-Capitalized Inventory	7,087.92	D	Assessor 2024 PC Replacements	Microsoft Corporation			1
24	7/31/24	904	01-062-000-0000-6480 Non-Capitalized Inventory	869.96	D	Assessors 2024 PC Replacements	Dell International L.L.C			1
25	7/31/24	904	01-062-000-0000-6480 Non-Capitalized Inventory	664.05	D	SCAC Rm10 Scheduler Panel	Cdw Llc			1
26	7/31/24	904	01-091-000-0000-6410 Office Supplies	53.70	D	legal pads; jump drives	Amazon.Com, Inc.			1
27	7/31/24	904	01-101-000-0000-6215 Postage	30.45	D	Passport Postage	United States Postal Serv			1
28	7/31/24	904	01-101-000-0000-6215 Postage	30.45	D	Passport Postage	United States Postal Serv			1
29	7/31/24	904	01-101-000-0000-6215 Postage	30.45	D	Passport Postage	United States Postal Serv			1
30	7/31/24	904	01-101-000-9305-6480 Non-Capitalized Inv-Technology Fund	199.99	D	Recorders keyboard/mouse	Amazon.Com, Inc.			1
31	7/31/24	904	01-103-000-0000-6261 Conference & Training	625.00	D	BRIAN FALL CONFERENCE	Minnesota Association Of			1
32	7/31/24	904	01-103-000-0000-6261 Conference & Training	450.00	D	BENJI ASSMT ADMIN COURSE	Minnesota Association Of			1
33	7/31/24	904	01-103-000-0000-6301 Equip/Software Maint	18.87	D	MONTHLY PEOPLE'S PRESS SUB.	Apg Media Of Southern Min			1
34	7/31/24	904	01-103-000-0000-6330 Travel Expenses	684.18	D	FALL CONFERENCE LODGING	Madden Brothers Inc			1
35	7/31/24	904	01-103-000-0000-6410 Office Supplies	11.29	D	AMAZON - TABLET STRAPS	Amazon.Com, Inc.			1
36	7/31/24	904	01-103-000-0000-6410 Office Supplies	643.95	D	Assessor Monitors	Dell International L.L.C			1
37	7/31/24	904	01-104-000-0000-6330 Travel Expenses	980.41	D	Esri UC Lodging payment 2 of 2	Selectstaysllc			1
38	7/31/24	904	01-111-040-0000-6300 Bldg Repairs & Maintenance	6.99	D	Hammer	Harbor Freight Tools Usa			1
39	7/31/24	904	01-111-040-0000-6300 Bldg Repairs & Maintenance	76.49	D	Emergency Management Trailer	Motor Parts And Equipmen			1
40	7/31/24	904	01-111-040-0000-6300 Bldg Repairs & Maintenance	85.90	D	Plumbing Kit	Block Plumbing & Heating			1

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41	7/31/24	904	01-111-040-0000-6300 Bldg Repairs & Maintenance	7.98	D	Plumbing Supplies	Block Plumbing & Heating			1
42	7/31/24	904	01-111-040-0000-6300 Bldg Repairs & Maintenance	794.99	D	Rolling Stairs W/Platform	Amazon.Com, Inc.			1
43	7/31/24	904	01-111-040-0000-6300 Bldg Repairs & Maintenance	750.00	D	June Monthly	Intuit Payment Solutions,			1
44	7/31/24	904	01-111-040-0000-6380 Grounds Maintenance	839.19	D	Weed Control	Trugreen Limited Partners			1
45	7/31/24	904	01-111-040-0000-6560 Janitorial Supplies	47.77	D	Janitorial Supplies	Amazon.Com, Inc.			1
46	7/31/24	904	01-111-040-0000-6560 Janitorial Supplies	33.60	C	Return TP Rollers	Amazon.Com, Inc.			1
47	7/31/24	904	01-111-040-0000-6560 Janitorial Supplies	691.59	D	Janitorial Supplies	Hillyard Inc			1
48	7/31/24	904	01-111-041-0000-6300 Bldg Repairs & Maintenance	14.26	D	Paint	Lowes Companies, Inc.			1
49	7/31/24	904	01-111-041-0000-6300 Bldg Repairs & Maintenance	49.58	D	Plumbing Supplies	Block Plumbing & Heating			1
50	7/31/24	904	01-111-041-0000-6300 Bldg Repairs & Maintenance	309.00	D	Water Clean up	Jetter Clean Inc			1
51	7/31/24	904	01-111-041-0000-6300 Bldg Repairs & Maintenance	28.99	D	Toilet Repair Kit	Owt Hardware Inc			1
52	7/31/24	904	01-111-041-0000-6300 Bldg Repairs & Maintenance	33.50	D	June service	Invoice Cloud, Inc.			1
53	7/31/24	904	01-111-041-0000-6300 Bldg Repairs & Maintenance	1.50	D	June Service Fee	Invoice Cloud, Inc.			1
54	7/31/24	904	01-111-041-0000-6380 Grounds Maintenance	155.34	D	Weed Control	Trugreen Limited Partners			1
55	7/31/24	904	01-111-041-0000-6560 Janitorial Supplies	52.40	D	Janitorial Supplies	Hillyard Inc			1
56	7/31/24	904	01-111-042-0000-6300 Bldg Repairs & Maintenance	58.90	D	Light Fixtures	Van Meter Inc			1
57	7/31/24	904	01-111-042-0000-6300 Bldg Repairs & Maintenance	386.25	D	Cleaning	Jetter Clean Inc			1
58	7/31/24	904	01-111-042-0000-6300 Bldg Repairs & Maintenance	20.98	D	Caulk & Gloves	Owt Hardware Inc			1
59	7/31/24	904	01-111-042-0000-6300 Bldg Repairs & Maintenance	17.98	D	Plumbing Supplies	Block Plumbing & Heating			1
60	7/31/24	904	01-111-042-0000-6380 Grounds Maintenance	116.82	D	Weed Control	Trugreen Limited Partners			1

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61	7/31/24	904	01-111-042-0000-6560 Janitorial Supplies	33.30	D	Janitorial Supplies	Hillyard Inc			1
62	7/31/24	904	01-111-042-0000-6560 Janitorial Supplies	31.85	D	Janitorial Supplies	Hillyard Inc			1
63	7/31/24	904	01-111-042-0000-6560 Janitorial Supplies	56.50	D	Janitorial Supplies	Amazon.Com, Inc.			1
64	7/31/24	904	01-111-042-0000-6560 Janitorial Supplies	330.81	D	Janitorial Supplies	Hillyard Inc			1
65	7/31/24	904	01-111-043-0000-6380 Grounds Maintenance	53.09	D	Weed Control	Trugreen Limited Partners			1
66	7/31/24	904	01-111-044-0000-6300 Bldg Repairs & Maintenance	10.79	D	Dry Graphite	Motor Parts And Equipmen			1
67	7/31/24	904	01-111-044-0000-6300 Bldg Repairs & Maintenance	18.98	D	New Fridge	Lowes Companies, Inc.			1
68	7/31/24	904	01-111-044-0000-6300 Bldg Repairs & Maintenance	13.96	D	Silicone	Lowes Companies, Inc.			1
69	7/31/24	904	01-111-044-0000-6380 Grounds Maintenance	952.53	D	Weed Control	Trugreen Limited Partners			1
70	7/31/24	904	01-111-044-0000-6560 Janitorial Supplies	254.19	D	Janitorial Supplies	Hillyard Inc			1
71	7/31/24	904	01-111-047-0000-6380 Grounds Maintenance-Gymnastics	63.71	D	Weed Control	Trugreen Limited Partners			1
72	7/31/24	904	01-111-048-0000-6560 Janitorial Supplies	1,613.45	D	Janitorial Supplies	Hillyard Inc			1
73	7/31/24	904	01-111-048-0000-6560 Janitorial Supplies	825.23	D	Janitorial Supplies	Hillyard Inc			1
74	7/31/24	904	01-111-049-0000-6300 Bldg Repairs & Maintenance	33.00	D	Labeler	Van Meter Inc			1
75	7/31/24	904	01-111-049-0000-6300 Bldg Repairs & Maintenance	1,069.98	D	Breakroom Fridge	Lowes Companies, Inc.			1
76	7/31/24	904	01-111-049-0000-6300 Bldg Repairs & Maintenance	14.99	D	Stackable Storage	Harbor Freight Tools Usa			1
77	7/31/24	904	01-111-049-0000-6300 Bldg Repairs & Maintenance	118.97	D	Bench Top Bins	Harbor Freight Tools Usa			1
78	7/31/24	904	01-111-049-0000-6300 Bldg Repairs & Maintenance	21.04	D	Fasteners	Owt Hardware Inc			1
79	7/31/24	904	01-111-049-0000-6300 Bldg Repairs & Maintenance	32.53	D	PVC Pipe	Lowes Companies, Inc.			1
80	7/31/24	904	01-201-000-0000-6210 Telephone	0.99	D	Evidence Data storage/GB plan	Apple Inc.			1

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81	7/31/24	904	01-201-000-0000-6215 Postage	5.95	D	Return-for Radar repair	United States Postal Serv			1
82	7/31/24	904	01-201-000-0000-6241 Membership Dues	90.00	D	K.Vigeland-POST License fee	State Of Minnesota			1
83	7/31/24	904	01-201-000-0000-6241 Membership Dues	1.94	D	K.Vigeland-POST Convenience fe	State Of Minnesota			1
84	7/31/24	904	01-201-000-0000-6241 Membership Dues	630.00	D	7/POST Renewals	State Of Minnesota			1
85	7/31/24	904	01-201-000-0000-6241 Membership Dues	50.00	D	Membership dues-FBI LEEDA	Fbi-Leeda Inc			1
86	7/31/24	904	01-201-000-0000-6285 Firearms/Ammo Training	76.42	D	Gun parts/Magpul Sling	Coyote Creek Outdoors Llc			1
87	7/31/24	904	01-201-000-0000-6285 Firearms/Ammo Training	47.90	D	Misc. Hardware	Lowes Companies, Inc.			1
88	7/31/24	904	01-201-000-0000-6285 Firearms/Ammo Training	62.91	D	9/Rigid casters	Harbor Freight Tools Usa			1
89	7/31/24	904	01-201-000-0000-6285 Firearms/Ammo Training	13.98	D	2/Rigid casters	Harbor Freight Tools Usa			1
90	7/31/24	904	01-201-000-0000-6285 Firearms/Ammo Training	79.60	D	Misc. Hardware	Lowes Companies, Inc.			1
91	7/31/24	904	01-201-000-0000-6285 Firearms/Ammo Training	436.72	D	2/Holsters	Safariland			1
92	7/31/24	904	01-201-000-0000-6285 Firearms/Ammo Training	115.71	D	1Bench vise,drill bit,hardware	Fleet Farm Group, Llc			1
93	7/31/24	904	01-201-000-0000-6285 Firearms/Ammo Training	127.42	D	1/Holster	Amazon.Com, Inc.			1
94	7/31/24	904	01-201-000-0000-6285 Firearms/Ammo Training	95.48	D	1/sight tool & 1/bit tool	Amazon.Com, Inc.			1
95	7/31/24	904	01-201-000-0000-6293 Gun Permit Expenses	527.19	D	9/Color & White prints	Identisys Incorporated			1
96	7/31/24	904	01-201-000-0000-6293 Gun Permit Expenses	18.95	D	Lobby Music	Cloud Cover Media Inc			1
97	7/31/24	904	01-201-000-0000-6320 Vehicle Maintenance	12.85	D	Squad 7413 keys	Owt Hardware Inc			1
98	7/31/24	904	01-201-000-0000-6320 Vehicle Maintenance	5.11	D	Fuses for Squads	Autozone			1
99	7/31/24	904	01-201-000-0000-6408 Uniforms/Uniform Reimbursement	159.99	D	2/hats M.Trupe & R.Heinrichs	Boot Barn, Inc.			1
100	7/31/24	904	01-201-000-0000-6408 Uniforms/Uniform Reimbursement	159.99	D	2/hats M.Trupe & R.Heinrichs	Boot Barn, Inc.			1

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101	7/31/24	904	01-201-000-0000-6408 Tourniquet kits for7413 & 7410	47.98	D		Amazon.Com, Inc.			1
			Uniforms/Uniform Reimbursement							
102	7/31/24	904	01-201-000-0000-6408 K.Vigeland -1/handcuff case	27.80	D		Amazon.Com, Inc.			1
			Uniforms/Uniform Reimbursement							
103	7/31/24	904	01-201-000-0000-6425 3 packs of USB Drives	59.36	D		Amazon.Com, Inc.			1
			Investigation Expense							
104	7/31/24	904	01-201-000-0000-6438 K-9 Expenses	218.84	D		Old Oak Kennel			1
105	7/31/24	904	01-201-000-0000-6562 7402-Fuel/MSA Chief Dep Conf	34.90	D		Casey's General Stores In			1
			Gas & Oil Squads							
106	7/31/24	904	01-201-000-0000-6562 Fuel- 7401 MSA Conf	44.39	D		Speedway Llc			1
			Gas & Oil Squads							
107	7/31/24	904	01-201-000-0000-6801 5/Lights for Deputies	274.75	D		Quiqlite Inc.			1
			Misc Expense							
108	7/31/24	904	01-201-000-0113-6320 4/Tires Mount & Balance	692.00	D		Gb Auto Service Inc			1
			Squad 7411 Maintenance							
109	7/31/24	904	01-204-000-0000-6410 Boat Equipment	177.13	D		Cabela's Wholesale, Llc			1
			Supplies							
110	7/31/24	904	01-251-000-0000-6406 PROGRAM MUSIC	10.73	D		Sirius Xm Radio Inc.			1
			Program Supplies							
111	7/31/24	904	01-251-000-0000-6406 programs tv	93.39	D		Hulu, Llc			1
			Program Supplies							
112	7/31/24	904	01-251-000-0000-6451 ice maker	63.98	D		Amazon.Com, Inc.			1
			Operating Supplies							
113	7/31/24	904	01-251-000-0000-6560 cleaning supplies	136.20	D		Amazon.Com, Inc.			1
			Janitorial Supplies							
114	7/31/24	904	01-252-000-0000-6215 Postage	9.68	D		United States Postal Serv			1
115	7/31/24	904	01-252-000-0000-6410 Wet Floor Sign	9.99	D		Amazon.Com, Inc.			1
			Office Supplies							
116	7/31/24	904	01-252-000-0000-6410 2 metal retractable	9.99	D		Amazon.Com, Inc.			1
			Office Supplies							
117	7/31/24	904	01-252-000-0000-6410 hand sanitizer	57.88	D		Amazon.Com, Inc.			1
			Office Supplies							
118	7/31/24	904	01-252-000-0000-6410 markers	22.46	D		Amazon.Com, Inc.			1
			Office Supplies							
119	7/31/24	904	01-252-000-0000-6410 Coffee for Clients	9.98	D		Amazon.Com, Inc.			1
			Office Supplies							
120	7/31/24	904	01-252-000-0000-6410 Metal retractable x 2	9.99	D		Amazon.Com, Inc.			1
			Office Supplies							

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121	7/31/24	904	01-253-000-0000-6410 Office Supplies	37.98	D	3/USB's	Amazon.Com, Inc.			1
122	7/31/24	904	01-281-000-0000-6251 Other Administrative Costs	59.00	D	Monthly Subscription	Basecamp, Llc			1
123	7/31/24	904	01-281-000-0000-6330 Travel Expenses	645.00	D	AMEM Conf Lodging	Breezy Point Internation			1
124	7/31/24	904	01-281-000-0000-6330 Travel Expenses	645.00	D	AMEM Conf Lodging	Breezy Point Internation			1
125	7/31/24	904	01-281-000-0000-6330 Travel Expenses	430.00	D	AMEM Conf Lodging	Breezy Point Internation			1
126	7/31/24	904	01-281-000-0000-6410 Office Supplies	489.98	D	New Office Chair	Office Depot			1
127	7/31/24	904	01-281-000-0000-6410 Office Supplies	90.49	C	Office Supplies return	Office Depot			1
128	7/31/24	904	01-281-000-0000-6410 Office Supplies	510.47	D	New Office Chair	Office Depot			1
129	7/31/24	904	01-281-000-0000-6410 Office Supplies	200.91	D	Office Supplies	Office Depot			1
130	7/31/24	904	01-481-460-6009-6465 Patient Supplies & Services	65.28	D	Patient Supplies	Amazon.Com, Inc.			1
131	7/31/24	904	01-481-460-6009-6465 Patient Supplies & Services	58.58	D	Patient Supplies	Amazon.Com, Inc.			1
132	7/31/24	904	01-481-460-6012-6465 Patient Supplies & Services	24.49	D	Patient Supplies	Amazon.Com, Inc.			1
133	7/31/24	904	01-481-461-6032-6241 Membership Dues	450.00	D	Chamber Membership 2024-2025	Owatonna Chamber Of Comm			1
134	7/31/24	904	01-481-461-6066-6464 General Supplies & Outreach	320.00	D	Chamber Dollars Tobacco Audits	Owatonna Chamber Of Comm			1
135	7/31/24	904	01-481-461-6067-6464 General Supplies & Outreach	14.32	D	Fruit for Water Activity	Aldi Faribault Divisio			1
136	7/31/24	904	01-481-461-6067-6464 General Supplies & Outreach	29.53	D	Fruit/Ice for Water Activity	Wal-Mart Stores			1
137	7/31/24	904	01-481-461-6067-6464 General Supplies & Outreach	68.14	D	Fruit for Water Activity	Wal-Mart Stores			1
138	7/31/24	904	01-481-461-6067-6464 General Supplies & Outreach	15.42	D	Fruit for Water Activity	Aldi Faribault Divisio			1
139	7/31/24	904	01-481-461-6067-6464 General Supplies & Outreach	14.16	D	Supplies for Water Activity	Wal-Mart Stores			1
140	7/31/24	904	01-481-461-6067-6464 General Supplies & Outreach	14.32	D	Fruit for Water Activity	Wal-Mart Stores			1

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141	7/31/24	904	01-481-461-6067-6464 General Supplies & Outreach	45.36	D	Water Event Fruit	Wal-Mart Stores			1
142	7/31/24	904	01-481-461-6067-6464 General Supplies & Outreach	90.42	D	Water Coolers - Water Event	Amazon.Com, Inc.			1
143	7/31/24	904	01-481-462-6047-6464 General Supplies & Outreach	29.89	D	Carabiner Clips & Pencil Pouch	Amazon.Com, Inc.			1
144	7/31/24	904	01-502-000-0000-6380 Grounds Maintenance	73.01	D	Weed Control	Trugreen Limited Partners			1
145	7/31/24	904	01-521-000-0000-6320 Stage/Showmobile Expense	80.00	D	Showmobile Speaker Repair	Metro Sound And Lighting			1
146	7/31/24	904	01-550-000-0000-6410 Operating Supplies - Contracts	0.54	D	Hsem Tier 2 Reporting	State Of Minnesota			1
147	7/31/24	904	01-550-000-0000-6410 Operating Supplies - Contracts	25.00	D	Hsem Tier 2 Reporting	State Of Minnesota			1
148	7/31/24	904	01-550-000-0000-6410 Operating Supplies - Contracts	57.84	D	Supplies - Goal Repair	Lowes Companies, Inc.			1
149	7/31/24	904	01-550-000-0000-6410 Operating Supplies - Contracts	53.26	D	Changing Station Liners	Amazon.Com, Inc.			1
150	7/31/24	904	01-550-000-0000-6410 Operating Supplies - Contracts	15.29	D	Filling Station Aerator	Amazon.Com, Inc.			1
151	7/31/24	904	01-550-000-0000-6410 Operating Supplies - Contracts	10.48	D	Misc. Shop Supplies	Lowes Companies, Inc.			1
152	7/31/24	904	01-550-000-0000-6410 Operating Supplies - Contracts	205.20	D	Supplies - Press Box Refurbish	Lowes Companies, Inc.			1
153	7/31/24	904	01-550-000-0000-6410 Operating Supplies - Contracts	163.15	D	ADA Door Repair	Amazon.Com, Inc.			1
154	7/31/24	904	01-550-000-0000-6410 Operating Supplies - Contracts	9.47	D	Supplies - Zamboni Cleaning	Hy-Vee, Inc.			1
155	7/31/24	904	10-000-000-0000-1001 Cash	1,623.71	C	BMO Charges July	BMO Charges July			1
156	7/31/24	904	10-301-000-0000-6330 Travel Expenses	335.88	D	Lodging - Ilkka - Arrowwood	Fullsteam Operations Llc			1
157	7/31/24	904	10-301-000-0000-6410 Office Supplies	13.99	D	Wireless mouse	Amazon.Com, Inc.			1
158	7/31/24	904	10-302-000-0000-6525 CSAH Supplies - Aggregate/Asphalt	54.94	D	Dawn dish soap, air fresheners	Fleet Farm Group, Llc			1
159	7/31/24	904	10-302-000-0000-6526 Csah Maint Supplies	59.94	D	Dawn dish soap for crackfill	Fleet Farm Group, Llc			1
160	7/31/24	904	10-303-000-0000-6330 Travel Expenses	252.96	D	MCEA lodging - Sponholz	Fullsteam Operations Llc			1

Steele County

JOURNAL ENTRIES



Description 07 2024 JE UPLOAD ? C4

RRN	Audit Date	Aud Seq	Account/Formula	Trans Amt	D/C	Desc 1	Desc 2	RC1	RC2	Basis
161	7/31/24	904	10-303-000-0000-6510 Engineering & Surveying Supplies	39.70	D	Digital thermometer	Amazon.Com, Inc.			1
162	7/31/24	904	10-304-000-0000-6252 Contracted Services	308.84	C	Credit from rental tractor	Kibble Equipment Llc			1
163	7/31/24	904	10-304-000-0000-6252 Contracted Services	308.84	D	Custom labor on Rental #9981	Kibble Equipment Llc			1
164	7/31/24	904	10-304-000-0000-6511 Maint Shop Supplies & Materials	17.57	D	Funnel & funnel screen	Fleet Farm Group, Llc			1
165	7/31/24	904	10-304-000-0000-6511 Maint Shop Supplies & Materials	13.99	D	Air fresheners for trucks	Fleet Farm Group, Llc			1
166	7/31/24	904	10-304-000-0000-6511 Maint Shop Supplies & Materials	400.98	D	Pallet of Splash & knife	Fleet Farm Group, Llc			1
167	7/31/24	904	10-304-000-0000-6511 Maint Shop Supplies & Materials	16.55	D	Dawn dish soap, air fresheners	Fleet Farm Group, Llc			1
168	7/31/24	904	10-304-000-0000-6513 Tools	79.99	D	Gear puller	Harbor Freight Tools Usa			1
169	7/31/24	904	10-304-000-0000-6513 Tools	210.00	D	1/2" impact wrench for shop	Pe Acquisitions Inc			1
170	7/31/24	904	10-304-000-0000-6520 Machinery/Vehicle Parts	2.68	D	screws & washers	Fleet Farm Group, Llc			1
171	7/31/24	904	10-304-000-0000-6520 Machinery/Vehicle Parts	3.99	D	Bushing cat	Fleet Farm Group, Llc			1
172	7/31/24	904	10-304-000-0000-6520 Machinery/Vehicle Parts	11.98	D	Nylon brush & stem	Fleet Farm Group, Llc			1
173	7/31/24	904	10-304-000-0000-6520 Machinery/Vehicle Parts	21.78	D	300V Power Cord	Lowes Companies, Inc.			1
174	7/31/24	904	10-304-000-0000-6520 Machinery/Vehicle Parts	45.99	D	Sprayer, unit#2116	Amazon.Com, Inc.			1
175	7/31/24	904	10-304-000-0000-6520 Machinery/Vehicle Parts	40.80	D	(5) cigarette lighter splitter	Amazon.Com, Inc.			1
176	7/31/24	904	81-000-000-0000-1001 Cash	679.82	C	BMO Charges July	BMO Charges July			1
177	7/31/24	904	81-230-000-0000-6210 Telephone	93.39	D	Cable TV	Amazon.Com, Inc.			1
178	7/31/24	904	81-230-000-0000-6261 Conference & Training	266.65	D	Training	BMO Charges July			1
179	7/31/24	904	81-230-000-0000-6410 Office Supplies	25.00	D	Appreciation Coins	Hulu, Llc			1
180	7/31/24	904	81-230-000-0000-6410 Office Supplies	13.47	D	Water for FB EOC	Intuit Payment Solutions,			1

Steele County
JOURNAL ENTRIES



Description 07 2024 JE UPLOAD ? C4

RRN	Audit Date	Aud Seq	Account/Formula	Trans Amt	D/C	Desc 1	Desc 2	RC1	RC2	Basis
181	7/31/24	904	81-230-000-0000-6480 Non-Capitalized Inventory	132.06	D	Website Managing System	Amazon.Com, Inc.			1
182	7/31/24	904	81-230-000-0000-6480 Non-Capitalized Inventory	149.25	D	Control Box	Kwik Trip Inc			1
183	7/31/24	904	38-000-000-0000-1001 Cash	51.00	D	BMO Charges July	Godaddy.Com Llc			1
184	7/31/24	904	38-111-000-0000-6600 Capital Outlay - Buildings and Grounds	51.00	C	Fiber Module for Alex Bldg	Ebay Commerce Inc			1
Debit Total				42,515.43		Credit Total	42,515.43	Net:	0.00	

Steele County

JOURNAL ENTRIES



Description 07 2024 JE UPLOAD ? C2

RRN	Audit Date	Aud Seq	Account/Formula	Trans Amt	D/C	Desc 1	Desc 2	RC1	RC2	Basis
1	7/31/24	902	01-031-000-0000-6210 Telephone	48.80	D	Phone Charges - Verizon				1
2	7/31/24	902	01-032-000-0000-6210 Telephone	48.80	D	Phone Charges - Verizon				1
3	7/31/24	902	01-044-000-0000-6210 Telephone	40.01	D	Phone Charges - Verizon				1
4	7/31/24	902	01-061-000-0000-6210 Telephone	68.82	D	Phone Charges - Verizon				1
5	7/31/24	902	01-091-000-0000-6210 Telephone	412.62	D	Phone Charges - Verizon				1
6	7/31/24	902	01-103-000-0000-6210 Telephone	244.00	D	Phone Charges - Verizon				1
7	7/31/24	902	01-105-000-0000-6210 Telephone	215.21	D	Phone Charges - Verizon				1
8	7/31/24	902	01-111-000-0000-6210 Telephone	394.20	D	Phone Charges - Verizon				1
9	7/31/24	902	01-121-000-0000-6210 Telephone	60.03	D	Phone Charges - Verizon				1
10	7/31/24	902	01-251-000-0000-6210 Telephone	180.20	D	Phone Charges - Verizon				1
11	7/31/24	902	01-252-000-0000-6210 Telephone	717.27	D	Phone Charges - Verizon				1
12	7/31/24	902	01-253-000-0000-6210 Telephone	43.80	D	Phone Charges - Verizon				1
13	7/31/24	902	01-281-000-0000-6210 Telephone	186.41	D	Phone Charges - Verizon				1
14	7/31/24	902	01-602-000-0000-6210 Telephone	40.01	D	Phone Charges - Verizon				1
15	7/31/24	902	01-481-460-6009-6210 Telephone	43.80	D	Phone Charges - QA				1
16	7/31/24	902	01-481-460-6009-6210 Telephone	43.81	D	Phone Charges - QA				1
17	7/31/24	902	01-481-460-6012-6210 Telephone	48.81	D	Phone Charges - LTC				1
18	7/31/24	902	01-481-461-6040-6210 Telephone	43.80	D	Phone Charges - WIC				1
19	7/31/24	902	01-481-461-6011-6210 Telephone	21.90	D	Phone Charges - CTC				1
20	7/31/24	902	01-481-462-6047-6210 Telephone	21.90	D	Phone Charges - CID				1

Steele County

JOURNAL ENTRIES



Description 07 2024 JE UPLOAD ? C2

RRN	Audit Date	Aud Seq	Account/Formula	Trans Amt	D/C	Desc 1	Desc 2	RC1	RC2	Basis
21	7/31/24	902	01-481-461-6040-6210 Telephone	32.85	D	Phone Charges - WIC				1
22	7/31/24	902	01-481-461-6030-6210 Telephone	10.95	D	Phone Charges - MCH				1
23	7/31/24	902	01-481-460-6009-6210 Telephone	43.81	D	Phone Charges - QA				1
24	7/31/24	902	01-481-461-6059-6210 Telephone	10.95	D	Phone Charges - SEMN				1
25	7/31/24	902	01-481-461-6034-6210 Telephone	32.85	D	Phone Charges - TANF				1
26	7/31/24	902	01-481-461-6059-6210 Telephone	43.81	D	Phone Charges - SEMN				1
27	7/31/24	902	01-481-460-6009-6210 Telephone	43.80	D	Phone Charges - QA				1
28	7/31/24	902	01-481-460-6009-6210 Telephone	43.81	D	Phone Charges - QA				1
29	7/31/24	902	01-481-460-6009-6210 Telephone	43.81	D	Phone Charges - QA				1
30	7/31/24	902	01-481-461-6059-6210 Telephone	21.91	D	Phone Charges - SEMN				1
31	7/31/24	902	01-481-461-6040-6210 Telephone	13.14	D	Phone Charges - WIC				1
32	7/31/24	902	01-481-462-6047-6210 Telephone	8.76	D	Phone Charges - CID				1
33	7/31/24	902	01-481-460-6012-6210 Telephone	48.80	D	Phone Charges - LTC				1
34	7/31/24	902	01-481-460-6012-6210 Telephone	48.80	D	Phone Charges - LTC				1
35	7/31/24	902	01-481-461-6040-6210 Telephone	40.01	D	Phone Charges - WIC				1
36	7/31/24	902	01-481-460-6012-6210 Telephone	43.80	D	Phone Charges - LTC				1
37	7/31/24	902	01-481-465-6057-6210 Telephone	48.80	D	Phone Charges - LPHG				1
38	7/31/24	902	01-481-465-6057-6210 Telephone	43.81	D	Phone Charges - LPHG				1
39	7/31/24	902	01-481-460-6012-6210 Telephone	29.29	D	Phone Charges - LTC				1
40	7/31/24	902	01-481-464-6052-6210 Telephone	19.52	D	Phone Charges - PHEP				1

Steele County
JOURNAL ENTRIES



Description 07 2024 JE UPLOAD ? C2

RRN	Audit Date	Aud Seq	Account/Formula	Trans Amt	D/C	Desc 1	Desc 2	RC1	RC2	Basis
41	7/31/24	902	01-201-000-0000-6211 Radio-Computers-Cameras	560.41	D	Squad Connections - Verizon				1
42	7/31/24	902	01-201-000-0000-6210 Telephone	1,061.44	D	Phone Charges - Verizon				1
43	7/31/24	902	01-000-000-0000-1001 Cash	5,219.33	C	Verizon Charges July				1
44	7/31/24	902	10-301-000-0000-6210 Telephone	746.91	D	Phone Charges - Verizon				1
45	7/31/24	902	10-000-000-0000-1001 Cash	746.91	C	Phone Charges - Verizon				1
46	7/31/24	902	53-398-000-0000-6210 Telephone	83.81	D	Phone Charges - Verizon				1
47	7/31/24	902	53-000-000-0000-1001 Cash	83.81	C	Phone Charges - Verizon				1
Debit Total				6,050.05		Credit Total	6,050.05	Net:	0.00	

Steele County

JOURNAL ENTRIES



Description 07 2024 JE UPLOAD - C5

RRN	Audit Date	Aud Seq	Account/Formula	Trans Amt	D/C	Desc 1	Desc 2	RC1	RC2	Basis
1	7/31/24	905	72-860-000-0000-2100 Mn State Treasurer - Mortgage Regis Tax	32,144.29	D	Mortgage Tax				1
2	7/31/24	905	72-000-000-0000-1001 Cash	32,144.29	C	Mortgage Tax				1
3	7/31/24	905	72-861-000-0000-2100 Mn State Treasurer - State Deed Tax	48,996.75	D	Deed Tax				1
4	7/31/24	905	72-000-000-0000-1001 Cash	48,996.75	C	Deed Tax				1
5	7/31/24	905	72-862-000-0000-2100 Mn State Treasurer - Sales Tax	6,982.00	D	Sales Tax				1
6	7/31/24	905	72-000-000-0000-1001 Cash	6,982.00	C	Sales Tax				1
7	7/31/24	905	53-398-000-0000-6540 Machine Fuel	212.00	D	Usage Diesel Tax				1
8	7/31/24	905	53-000-000-0000-1001 Cash	212.00	C	Usage Diesel Tax				1
9	7/31/24	905	53-398-000-0000-6540 Machine Fuel	150.20	D	Diesel Tax				1
10	7/31/24	905	53-000-000-0000-1001 Cash	150.20	C	Diesel Tax				1
11	7/31/24	905	10-304-000-0000-6522 Diesel Fuel Tax	286.99	D	Diesel Tax				1
12	7/31/24	905	10-000-000-0000-1001 Cash	286.99	C	Diesel Tax				1
13	7/31/24	905	01-003-000-0000-6961 Visa One Card Program	39,727.97	D	BMO One Card Payment				1
14	7/31/24	905	01-000-000-0000-1001 Cash	39,727.97	C	BMO One Card Payment				1
15	7/31/24	905	53-398-000-0000-6801 General Expense	766.27	D	Landfill CC Fees				1
16	7/31/24	905	53-000-000-0000-1001 Cash	766.27	C	Landfill CC Fees				1
17	7/31/24	905	01-521-000-0000-6540 Gas & Oil	39.83	D	WEX NASPO Payment Jul 2024				1
18	7/31/24	905	01-000-000-0000-1001 Cash	39.83	C	WEX NASPO Payment Jul 2024				1
19	7/31/24	905	10-304-000-0000-6540 Fuel & Lubricants	50.93	D	WEX NASPO Payment Jul 2024				1
20	7/31/24	905	10-000-000-0000-1001 Cash	50.93	C	WEX NASPO Payment Jul 2024				1

Steele County

JOURNAL ENTRIES



Description 07 2024 JE UPLOAD - C5

RRN	Audit Date	Aud Seq	Account/Formula	Trans Amt	D/C	Desc 1	Desc 2	RC1	RC2	Basis
21	7/31/24	905	01-044-000-0000-6540 Gas & Oil	32.31	D	WEX Enterprise Payment Jul2024				1
22	7/31/24	905	01-000-000-0000-1001 Cash	32.31	C	WEX Enterprise Payment Jul2024				1
23	7/31/24	905	01-281-000-0000-6801 Disaster/Emerg Fund	40.56	D	Background Check -Emergency M				1
24	7/31/24	905	01-000-000-0000-1001 Cash	40.56	C	Background Check -Emergency M				1
25	7/31/24	905	01-032-000-0000-6260 Background Checks	92.42	D	Background Check - Human Resou				1
26	7/31/24	905	01-000-000-0000-1001 Cash	92.42	C	Background Check - Human Resou				1
27	7/31/24	905	01-111-043-0000-6250 Utilities	62.73	D	OPU Payment Invoice # 718547				1
28	7/31/24	905	01-000-000-0000-1001 Cash	62.73	C	OPU Payment Invoice # 718547				1
29	7/31/24	905	01-111-043-0000-6250 Utilities	87.08	D	OPU Payment Invoice # 705296				1
30	7/31/24	905	01-000-000-0000-1001 Cash	87.08	C	OPU Payment Invoice # 705296				1
31	7/31/24	905	01-111-043-0000-6250 Utilities	390.46	D	OPU Payment Invoice # 718546				1
32	7/31/24	905	01-000-000-0000-1001 Cash	390.46	C	OPU Payment Invoice # 718546				1
33	7/31/24	905	01-502-000-0000-6250 Utilities	371.70	D	OPU Payment Invoice # 718550				1
34	7/31/24	905	01-000-000-0000-1001 Cash	371.70	C	OPU Payment Invoice # 718550				1
35	7/31/24	905	10-304-000-0000-6514 Utility Services	96.69	D	OPU Payment Invoice # 718553				1
36	7/31/24	905	10-000-000-0000-1001 Cash	96.69	C	OPU Payment Invoice # 718553				1
37	7/31/24	905	01-111-047-0000-6250 Utilities	37.11	D	OPU Payment Invoice # 716285				1
38	7/31/24	905	01-000-000-0000-1001 Cash	37.11	C	OPU Payment Invoice # 716285				1
39	7/31/24	905	01-111-041-0000-6250 Utilities	1,534.66	D	OPU Payment Invoice # 718556				1
40	7/31/24	905	01-000-000-0000-1001 Cash	1,534.66	C	OPU Payment Invoice # 718556				1

Description 07 2024 JE UPLOAD - C5

RRN	Audit Date	Aud Seq	Account/Formula	Trans Amt	D/C	Desc 1	Desc 2	RC1	RC2	Basis
41	7/31/24	905	01-111-042-0000-6250 Utilities	3,926.75	D	OPU Payment Invoice # 718555				1
42	7/31/24	905	01-000-000-0000-1001 Cash	3,926.75	C	OPU Payment Invoice # 718555				1
43	7/31/24	905	01-111-040-0000-6250 Utilities	8,223.35	D	OPU Payment Invoice # 718557				1
44	7/31/24	905	01-000-000-0000-1001 Cash	8,223.35	C	OPU Payment Invoice # 718557				1
45	7/31/24	905	01-111-044-0000-6250 Utilities	18,063.16	D	OPU Payment Invoice # 718563				1
46	7/31/24	905	01-000-000-0000-1001 Cash	18,063.16	C	OPU Payment Invoice # 718563				1
47	7/31/24	905	10-304-000-0000-6514 Utility Services	4,581.97	D	OPU Payment Invoice # 718562				1
48	7/31/24	905	10-000-000-0000-1001 Cash	4,581.97	C	OPU Payment Invoice # 718562				1
49	7/31/24	905	01-201-296-0000-6250 T#9 Utilities	379.49	D	OPU Payment Invoice # 718561				1
50	7/31/24	905	01-000-000-0000-1001 Cash	379.49	C	OPU Payment Invoice # 718561				1
51	7/31/24	905	01-111-049-0000-6250 Utilities	361.24	D	OPU Payment Invoice # 747497				1
52	7/31/24	905	01-000-000-0000-1001 Cash	361.24	C	OPU Payment Invoice # 747497				1
53	7/31/24	905	01-003-000-0000-6172 Unemployment Benefit	89.71	D	2nd Quarter 2024 Unemployment				1
54	7/31/24	905	01-000-000-0000-1001 Cash	89.71	C	2nd Quarter 2024 Unemployment				1
55	7/31/24	905	01-254-000-0000-6801 Misc. Expense	251,316.82	D	Dispatch Op Costs 3 Qtr SC Pmt				1
56	7/31/24	905	01-000-000-0000-1001 Cash	251,316.82	C	Dispatch Op Costs 3 Qtr SC Pmt				1
57	7/31/24	905	81-000-000-0000-1001 Cash	251,316.82	D	Dispatch Op Costs 3 Qtr SC Pmt				1
58	7/31/24	905	81-230-000-0000-5251 Revenue From Other Counties	251,316.82	C	Dispatch Op Costs 3 Qtr SC Pmt				1
59	7/31/24	905	81-230-000-0000-6172 Unemployment Benefit	3,462.72	D	2nd Quarter 2024 Unemployment				1
60	7/31/24	905	81-000-000-0000-1001 Cash	3,462.72	C	2nd Quarter 2024 Unemployment				1

Steele County

JOURNAL ENTRIES



Description 07 2024 JE UPLOAD - C5

RRN	Audit Date	Aud Seq	Account/Formula	Trans Amt	D/C	Desc 1	Desc 2	RC1	RC2	Basis
61	7/31/24	905	01-062-000-0000-6215 Postage	10,000.00	D	Postage				1
62	7/31/24	905	01-000-000-0000-1001 Cash	10,000.00	C	Postage				1
63	7/31/24	905	70-000-000-0000-2101 Unapportioned Current Tax	11,140.00	D	Returned Check # 14158, 14157				1
64	7/31/24	905	70-000-000-0000-1001 Cash	11,140.00	C	Returned Check # 14158, 14157				1
65	7/31/24	905	70-000-000-0000-2101 Unapportioned Current Tax	5,927.00	D	Returned Check # 12094				1
66	7/31/24	905	70-000-000-0000-1001 Cash	5,927.00	C	Returned Check # 12094				1
67	7/31/24	905	70-000-000-0000-2105 Unapportioned Delinquent Tax	2,399.66	D	Returned Check # 2314				1
68	7/31/24	905	70-000-000-0000-2113 Unapportioned Penalties & Int Delinquent	551.12	D	Returned Check # 2314				1
69	7/31/24	905	01-041-000-0000-5520 Fees	19.27	D	Returned Check # 2314				1
70	7/31/24	905	01-000-000-0000-1001 Cash	19.27	C	Returned Check # 2314				1
71	7/31/24	905	70-000-000-0000-1001 Cash	2,950.78	C	Returned Check # 2314				1
72	7/31/24	905	70-000-000-0000-2101 Unapportioned Current Tax	784.32	D	Returned Check # 2015, 2016				1
73	7/31/24	905	70-000-000-0000-2151 Unapportioned Pen & Int Current	15.68	D	Returned Check # 2015, 2016				1
74	7/31/24	905	70-000-000-0000-1001 Cash	800.00	C	Returned Check # 2015, 2016				1
75	7/31/24	905	38-111-045-0000-6600 Capital Outlay - CCA Bldg	10,197.00	D	Wire to City, CCA Sewer Hookup				1
76	7/31/24	905	38-000-000-0000-1001 Cash	10,197.00	C	Wire to City, CCA Sewer Hookup				1
77	7/31/24	905	70-000-000-0000-2122 Unapportioned Prepaid Special Assessment	93.52	D	Correct Receipt 1206, 1521				1
78	7/31/24	905	70-000-000-0000-2101 Unapportioned Current Tax	93.52	C	Correct Receipt 1206, 1521				1
79	7/31/24	905	70-000-000-0000-2112 Unapportioned Advanced Real & Pers Prop	9,707.33	D	Correct Warrant # 182425				1
80	7/31/24	905	70-000-000-0000-2131 Unapportioned Current Mobile Homes	9,707.33	C	Correct Warrant # 182425				1

Steele County

JOURNAL ENTRIES



Description 07 2024 JE UPLOAD - C5

RRN	Audit Date	Aud Seq	Account/Formula	Trans Amt	D/C	Desc 1	Desc 2	RC1	RC2	Basis
81	7/31/24	905	70-000-000-0000-2112 Unapportioned Advanced Real & Pers Prop	928.00	D	Correct Warrant # 182425				1
82	7/31/24	905	70-000-000-0000-2104 Tax Overpymt/Refund	928.00	C	Correct Warrant # 182425				1
83	7/31/24	905	01-000-000-0000-1001 Cash	630.00	D	Void Check # 182064				1
84	7/31/24	905	01-201-000-0000-6241 Membership Dues	630.00	C	Void Check # 182064				1
85	7/31/24	905	01-000-000-0000-1001 Cash	183.20	D	Returned ACH # 94334				1
86	7/31/24	905	01-062-000-0000-6210 Telephone	183.20	C	Returned ACH # 94334				1
87	7/31/24	905	01-201-000-0000-6261 Conference & Training	450.00	D	Correct BMO Charges				1
88	7/31/24	905	01-253-000-0000-6261 Conference & Training	275.00	C	Correct BMO Charges				1
89	7/31/24	905	01-253-000-0000-6261 Conference & Training	175.00	C	Correct BMO Charges				1
90	7/31/24	905	01-481-461-6025-6383 Contract Services	10.92	D	Returned Check # 2800305639				1
91	7/31/24	905	01-000-000-0000-1001 Cash	10.92	C	Returned Check # 2800305639				1
92	7/31/24	905	01-101-000-0000-5520 Fees	26.00	D	Returned Check # 1009				1
93	7/31/24	905	01-000-000-0000-1001 Cash	26.00	C	Returned Check # 1009				1
94	7/31/24	905	01-101-000-0000-5520 Fees	20.00	D	Returned Check # 2002				1
95	7/31/24	905	01-000-000-0000-1001 Cash	20.00	C	Returned Check # 2002				1
96	7/31/24	905	01-101-000-0000-5520 Fees	73.85	D	Returned Check # 13332				1
97	7/31/24	905	01-000-000-0000-1001 Cash	73.85	C	Returned Check # 13332				1
Debit Total				726,981.85		Credit Total	726,981.85	Net:		0.00

Steele County
JOURNAL ENTRIES



Description 05 2024 JE UPLOAD - C7

RRN	Audit Date	Aud Seq	Account/Formula	Trans Amt	D/C	Desc 1	Desc 2	RC1	RC2	Basis
1	5/31/24	907	01-003-000-0000-5710 Interest From Investments	97,306.01	C	MayInterest From Investments				1
2	5/31/24	907	01-003-000-0000-5710 Interest From Investments	743.61	C	May Interest ROI				1
3	5/31/24	907	01-000-000-0000-1001 Cash	237,569.47	D	May Investment				1
4	5/31/24	907	01-003-000-0000-5710 Interest From Investments	313.62	C	May Interest Adjustment				1
5	5/31/24	907	01-003-000-0000-5712 Premiums/Discounts on Investments	139,206.20	C	May Premiums/Discounts Invest				1
6	5/31/24	907	01-003-000-0000-6801 General Expense	0.03	C	May Investment Adjustment				1
7	5/31/24	907	75-000-000-0000-1001 Cash	30.80	D	May 2024 Missing Heir Interest				1
8	5/31/24	907	75-870-000-0000-5710 Interest	30.80	C	May 2024 Missing Heir Interest				1
Debit Total				237,600.27		Credit Total	237,600.27	Net:	0.00	

Description AUG 2024 POSTAGE C2

RRN	Audit Date	Aud Seq	Account/Formula	Trans Amt	D/C	Desc 1	Desc 2	RC1	RC2	Basis
1	8/31/24	902	01-031-000-0000-6215 Postage	0.69	D	Postage - Admin				1
2	8/31/24	902	01-103-000-0000-6215 Postage	84.87	D	Postage - Assessor				1
3	8/31/24	902	01-041-000-0000-6215 Postage	147.81	D	Postage - PT&E				1
4	8/31/24	902	01-252-000-0000-6215 Postage	173.02	D	Postage - CCA				1
5	8/31/24	902	01-062-000-0000-6802 Internal Chargeback	864.93	D	Postage - Court Admin				1
6	8/31/24	902	01-251-000-0000-6215 Postage	12.70	D	Postage - Detention Center				1
7	8/31/24	902	01-063-000-0000-6215 Postage	159.62	D	Postage - Auditor Elections				1
8	8/31/24	902	01-602-000-0000-6215 Postage	99.24	D	Postage - Extension				1
9	8/31/24	902	01-044-000-0000-6215 Postage	98.67	D	Postage - Finance				1
10	8/31/24	902	01-032-000-0000-6215 Postage	11.04	D	Postage - Human Resources				1
11	8/31/24	902	01-062-000-0000-6802 Internal Chargeback	62.99	D	Postage - MRCI				1
12	8/31/24	902	01-105-000-0000-6215 Postage	89.74	D	Postage - Planning and Zoning				1
13	8/31/24	902	01-101-000-0000-6215 Postage	343.09	D	Postage - Recorder				1
14	8/31/24	902	01-121-000-0000-6215 Postage	13.02	D	Postage - Veterans				1
15	8/31/24	902	01-481-460-6009-6215 Postage	15.18	D	Postage - QA				1
16	8/31/24	902	01-481-461-6011-6215 Postage	93.77	D	Postage - CTC				1
17	8/31/24	902	01-481-460-6012-6215 Postage	45.03	D	Postage - LTC				1
18	8/31/24	902	01-481-461-6025-6215 Postage	44.74	D	Postage - FAP/HCB/FC				1
19	8/31/24	902	01-481-461-6030-6215 Postage	21.60	D	Postage - MCH				1
20	8/31/24	902	01-481-461-6040-6215 Postage	2.19	D	Postage - WIC				1

Steele County
JOURNAL ENTRIES



Description AUG 2024 POSTAGE C2

RRN	Audit Date	Aud Seq	Account/Formula	Trans Amt	D/C	Desc 1	Desc 2	RC1	RC2	Basis
21	8/31/24	902	01-481-462-6047-6215 Postage	2.31	D	Postage - CID				1
22	8/31/24	902	01-481-465-6057-6215 Postage	148.15	D	Postage - LPHG/INF/MISC/ENV				1
23	8/31/24	902	01-062-000-0000-6215 Postage	2,534.40	C	GF Postage Allocation				1
24	8/31/24	902	10-301-000-0000-6215 Postage	2.76	D	Highway Postage				1
25	8/31/24	902	10-000-000-0000-1001 Cash	2.76	C	Highway Postage				1
26	8/31/24	902	01-000-000-0000-1001 Cash	2.76	D	Highway Postage				1
27	8/31/24	902	01-062-000-0000-5831 Miscellaneous	2.76	C	Highway Postage				1
28	8/31/24	902	53-398-000-0000-6215 Postage	27.03	D	Landfill Postage				1
29	8/31/24	902	53-000-000-0000-1001 Cash	27.03	C	Landfill Postage				1
30	8/31/24	902	01-000-000-0000-1001 Cash	27.03	D	Landfill Postage				1
31	8/31/24	902	01-062-000-0000-5831 Miscellaneous	27.03	C	Landfill Postage				1
Debit Total				2,593.98		Credit Total	2,593.98	Net:	0.00	

Steele County

JOURNAL ENTRIES



Description AUG 2024 - BMO - C3

RRN	Audit Date	Aud Seq	Account/Formula	Trans Amt	D/C	Desc 1	Desc 2	RC1	RC2	Basis
1	8/31/24	903	01-000-000-0000-1001 Cash	3,300.55	D	BMO One Card Allocation Aug	BMO One Card Allocation Aug			1
2	8/31/24	903	01-003-000-0000-6961 Visa One Card Program	23,804.47	C	BMO Charges Aug	BMO Charges Aug			1
3	8/31/24	903	01-031-000-0000-6330 Travel Expenses	223.03	D	MACA Conference	Zenith Asset Company Llc			1
4	8/31/24	903	01-031-000-0000-6410 Office Supplies	177.83	D	Supplies, books, paper tablets	Amazon.Com, Inc.			1
5	8/31/24	903	01-032-000-0000-6245 Recruiting/Advertising	240.00	D	HR Director Job Posting LMC	League Of Minnesota Citi			1
6	8/31/24	903	01-042-000-0000-6410 Office Supplies	39.99	D	Keyboard for Finance	Amazon.Com, Inc.			1
7	8/31/24	903	01-042-000-0000-6410 Office Supplies	701.20	D	Finance Headsets	Cdw Llc			1
8	8/31/24	903	01-044-000-0000-6410 Office Supplies	11.18	D	Folders	Amazon.Com, Inc.			1
9	8/31/24	903	01-044-000-0000-6410 Office Supplies	73.07	D	Dry erase board, markers Candi	Amazon.Com, Inc.			1
10	8/31/24	903	01-061-000-0000-6260 Computer Support	613.23	D	PSA -Ticketing Software	Connectwise, Llc			1
11	8/31/24	903	01-061-000-0000-6260 Computer Support	436.00	D	Performance Mgmt SW	Brightgauge Software, In			1
12	8/31/24	903	01-061-000-0000-6260 Computer Support	189.00	D	IT Document Management	Kaseya US Llc			1
13	8/31/24	903	01-061-000-0000-6410 Office Supplies	220.99	D	Safe for Server Room	Amazon.Com, Inc.			1
14	8/31/24	903	01-061-000-0000-6413 Computer Supplies	9.99	D	Audio Adapter for IT	Amazon.Com, Inc.			1
15	8/31/24	903	01-062-000-0000-6301 Equip/Software Maint	2,572.54	D	Monthly AWS Storage	Amazon.Com, Inc.			1
16	8/31/24	903	01-062-000-0000-6480 Non-Capitalized Inventory	79.98	D	Spare and Replacement PSU	Dell International L.L.C			1
17	8/31/24	903	01-062-000-0000-6480 Non-Capitalized Inventory	18.76	D	Adapter for 2023 Refresh	Amazon.Com, Inc.			1
18	8/31/24	903	01-091-000-0000-6410 Office Supplies	69.99	D	Webcam for SCAO	Amazon.Com, Inc.			1
19	8/31/24	903	01-091-000-0000-6410 Office Supplies	52.06	D	flash drives/sign /envelopes	Amazon.Com, Inc.			1
20	8/31/24	903	01-091-000-0000-6410 Office Supplies	51.54	D	photo paper	Amazon.Com, Inc.			1

Steele County

JOURNAL ENTRIES



Description AUG 2024 - BMO - C3

RRN	Audit Date	Aud Seq	Account/Formula	Trans Amt	D/C	Desc 1	Desc 2	RC1	RC2	Basis
21	8/31/24	903	01-101-000-0000-6215 Postage	26.35	D	Passport Postage	United States Postal Serv			1
22	8/31/24	903	01-101-000-0000-6215 Postage	26.35	D	Passport Postage	United States Postal Serv			1
23	8/31/24	903	01-101-000-0000-6215 Postage	26.35	D	Passport Postage	United States Postal Serv			1
24	8/31/24	903	01-101-000-0000-6215 Postage	26.35	D	Passport Postage	United States Postal Serv			1
25	8/31/24	903	01-103-000-0000-6241 Membership Dues	0.75	D	GRANT'S LICENSE UPGRADE	Us Bank National Associat			1
26	8/31/24	903	01-103-000-0000-6241 Membership Dues	35.00	D	GRANT'S LICENSE UPGRADE	State Of Minnesota			1
27	8/31/24	903	01-103-000-0000-6301 Equip/Software Maint	18.87	D	MONTHLY PEOPLE'S PRESS SUB.	Apg Media Of Southern Min			1
28	8/31/24	903	01-104-000-0000-6330 Travel Expenses	150.00	C	Security Deposit refund EsriUC	Selectstaysllc			1
29	8/31/24	903	01-104-000-0000-6330 Travel Expenses	253.44	C	Refund for canceled flight	Sun Country Inc			1
30	8/31/24	903	01-104-000-0000-6330 Travel Expenses	25.25	D	Lunch 7/19/24 Esri UC	Toast, Inc.			1
31	8/31/24	903	01-104-000-0000-6330 Travel Expenses	21.72	D	Lunch 7/18/24 Esri UC	Volume Services America I			1
32	8/31/24	903	01-104-000-0000-6330 Travel Expenses	318.98	D	Return Flight	Southwest Airlines Co.			1
33	8/31/24	903	01-104-000-0000-6330 Travel Expenses	29.48	D	Supper 7/16/24 Esri UC	Toast, Inc.			1
34	8/31/24	903	01-104-000-0000-6330 Travel Expenses	21.72	D	Lunch 7/17/24 Esri UC	Volume Services America I			1
35	8/31/24	903	01-104-000-0000-6330 Travel Expenses	25.55	D	Lunch 7/16/24 Esri UC	Block, Inc.			1
36	8/31/24	903	01-104-000-0000-6330 Travel Expenses	23.28	D	Lunch 7/15/24 Esri UC	Block, Inc.			1
37	8/31/24	903	01-104-000-0000-6330 Travel Expenses	144.00	D	Airport Parking	Metropolitan Airports Com			1
38	8/31/24	903	01-104-000-0000-6330 Travel Expenses	536.88	D	Flight for Esri UC	Sun Country Inc			1
39	8/31/24	903	01-104-000-0000-6410 Office Supplies	13.99	D	Ruler (GIS Tech)	Amazon.Com, Inc.			1
40	8/31/24	903	01-105-000-0000-6241 Membership Dues	910.79	D	ICC e-codes	International Code Council			1

Steele County

JOURNAL ENTRIES



Description AUG 2024 - BMO - C3

RRN	Audit Date	Aud Seq	Account/Formula	Trans Amt	D/C	Desc 1	Desc 2	RC1	RC2	Basis
41	8/31/24	903	01-111-000-0000-6320 Fleet Vehicle Maintenance	83.82	D	GeoTabs - BG, DC, SCSO	T-Mobile Usa, Inc.			1
42	8/31/24	903	01-111-040-0000-6300 Bldg Repairs & Maintenance	4.00	D	Light Bulb Recycling	Ivy Computer Inc			1
43	8/31/24	903	01-111-040-0000-6300 Bldg Repairs & Maintenance	5.00	D	Gas for Yard Tools	Kwik Trip Inc			1
44	8/31/24	903	01-111-040-0000-6300 Bldg Repairs & Maintenance	8.55	D	Heavy Duty Liners	Lowes Companies, Inc.			1
45	8/31/24	903	01-111-040-0000-6300 Bldg Repairs & Maintenance	12.98	D	Cable Ties	Lowes Companies, Inc.			1
46	8/31/24	903	01-111-040-0000-6300 Bldg Repairs & Maintenance	750.00	D	July Service	Intuit Payment Solutions,			1
47	8/31/24	903	01-111-040-0000-6300 Bldg Repairs & Maintenance	378.33	D	Unit #24 Repair	Kibble Equipment Llc			1
48	8/31/24	903	01-111-040-0000-6300 Bldg Repairs & Maintenance	106.81	D	12 Bags of Softener Salt	Driessen Water, Inc.			1
49	8/31/24	903	01-111-040-0000-6380 Grounds Maintenance	839.19	D	Weed Control	Trugreen Limited Partners			1
50	8/31/24	903	01-111-040-0000-6560 Janitorial Supplies	13.29	D	Janitorial Supplies	Amazon.Com, Inc.			1
51	8/31/24	903	01-111-040-0000-6560 Janitorial Supplies	956.44	D	Janitorial Supplies	Hillyard Inc			1
52	8/31/24	903	01-111-041-0000-6300 Bldg Repairs & Maintenance	98.74	D	Paint	Lowes Companies, Inc.			1
53	8/31/24	903	01-111-041-0000-6300 Bldg Repairs & Maintenance	3.99	D	Brackets	Owt Hardware Inc			1
54	8/31/24	903	01-111-041-0000-6300 Bldg Repairs & Maintenance	1.50	D	July Service Fee	Invoice Cloud, Inc.			1
55	8/31/24	903	01-111-041-0000-6300 Bldg Repairs & Maintenance	33.50	D	July Service	Invoice Cloud, Inc.			1
56	8/31/24	903	01-111-041-0000-6300 Bldg Repairs & Maintenance	246.95	D	Dehumidifier	Fleet Farm Group, Llc			1
57	8/31/24	903	01-111-041-0000-6380 Grounds Maintenance	155.34	D	Weed Control	Trugreen Limited Partners			1
58	8/31/24	903	01-111-042-0000-6300 Bldg Repairs & Maintenance	463.50	D	Bathroom Clean up	Jetter Clean Inc			1
59	8/31/24	903	01-111-042-0000-6380 Grounds Maintenance	116.82	D	Weed Control	Trugreen Limited Partners			1
60	8/31/24	903	01-111-043-0000-6300 Bldg Repairs & Maintenance	60.00	D	Recycling Old Bulbs	Ivy Computer Inc			1

Steele County

JOURNAL ENTRIES



Description AUG 2024 - BMO - C3

RRN	Audit Date	Aud Seq	Account/Formula	Trans Amt	D/C	Desc 1	Desc 2	RC1	RC2	Basis
61	8/31/24	903	01-111-043-0000-6380 Grounds Maintenance	53.09	D	Weed Control	Trugreen Limited Partners			1
62	8/31/24	903	01-111-044-0000-6300 Bldg Repairs & Maintenance	201.67	D	Kitchen Fryer	Parts Town, Llc			1
63	8/31/24	903	01-111-044-0000-6300 Bldg Repairs & Maintenance	110.00	D	Plumbing Plan Review	State Of Minnesota			1
64	8/31/24	903	01-111-044-0000-6300 Bldg Repairs & Maintenance	35.95	D	Kitchen Scale	Amazon.Com, Inc.			1
65	8/31/24	903	01-111-044-0000-6300 Bldg Repairs & Maintenance	12.98	D	D-pod Hose	Lowes Companies, Inc.			1
66	8/31/24	903	01-111-044-0000-6300 Bldg Repairs & Maintenance	148.89	D	Coil Cleaner	Amazon.Com, Inc.			1
67	8/31/24	903	01-111-044-0000-6300 Bldg Repairs & Maintenance	28.46	D	Hose and Weed Wire	Lowes Companies, Inc.			1
68	8/31/24	903	01-111-044-0000-6300 Bldg Repairs & Maintenance	237.88	D	Pest Control	Plunketts Pest Control In			1
69	8/31/24	903	01-111-044-0000-6300 Bldg Repairs & Maintenance	54.32	D	Flex Seal	Lowes Companies, Inc.			1
70	8/31/24	903	01-111-044-0000-6560 Janitorial Supplies	325.00	D	Janitorial Supplies	Hillyard Inc			1
71	8/31/24	903	01-111-049-0000-6300 Bldg Repairs & Maintenance	18.22	D	Radio Clock	Wal-Mart Stores			1
72	8/31/24	903	01-111-049-0000-6300 Bldg Repairs & Maintenance	4.96	D	Storage bins	Lowes Companies, Inc.			1
73	8/31/24	903	01-111-049-0000-6300 Bldg Repairs & Maintenance	64.98	D	Storage bins	Harbor Freight Tools Usa			1
74	8/31/24	903	01-111-049-0000-6300 Bldg Repairs & Maintenance	497.94	D	Tool Box & Supplies	Lowes Companies, Inc.			1
75	8/31/24	903	01-111-049-0000-6300 Bldg Repairs & Maintenance	45.00	D	Oxygen/CO2	Huber Supply Co Inc			1
76	8/31/24	903	01-111-049-0000-6300 Bldg Repairs & Maintenance	10.99	D	Wall Board	Owt Hardware Inc			1
77	8/31/24	903	01-201-000-0000-6210 Telephone	0.99	D	Evidence Data storage/GB plan	Apple Inc.			1
78	8/31/24	903	01-201-000-0000-6285 Firearms/Ammo Training	68.18	D	Misc shipping items for return	Faribault Rent Equipment			1
79	8/31/24	903	01-201-000-0000-6285 Firearms/Ammo Training	186.70	D	8/magazine loaders	Gun Mag Warehouse Llc			1
80	8/31/24	903	01-201-000-0000-6293 Gun Permit Expenses	107.88	D	2/Red Ink for printer	Pitney Bowes Inc.			1

Steele County

JOURNAL ENTRIES



Description AUG 2024 - BMO - C3

RRN	Audit Date	Aud Seq	Account/Formula	Trans Amt	D/C	Desc 1	Desc 2	RC1	RC2	Basis
81	8/31/24	903	01-201-000-0000-6293 Gun Permit Expenses	18.95	D	Lobby Music	Cloud Cover Media Inc			1
82	8/31/24	903	01-201-000-0000-6330 Travel Expenses	4.63	D	1/Meal - Storm training	Golden Opportunity Cor			1
83	8/31/24	903	01-201-000-0000-6330 Travel Expenses	28.07	D	1/Meal - Storm training	Perkins Llc			1
84	8/31/24	903	01-201-000-0000-6330 Travel Expenses	37.90	D	1/Meal - Storm training	Perkins Llc			1
85	8/31/24	903	01-201-000-0000-6330 Travel Expenses	29.75	D	1/Meal - Storm training	Perkins Llc			1
86	8/31/24	903	01-201-000-0000-6330 Travel Expenses	10.77	D	1/Meal - Storm training	Golden Opportunity Cor			1
87	8/31/24	903	01-201-000-0000-6330 Travel Expenses	18.48	D	1/Meal - Storm training	Gm Fargo, Llc			1
88	8/31/24	903	01-201-000-0000-6330 Travel Expenses	15.60	D	1/Meal - Storm training	Payrix Solutions, Llc			1
89	8/31/24	903	01-201-000-0000-6330 Travel Expenses	33.45	D	1/Meal - Storm training	Toast, Inc.			1
90	8/31/24	903	01-201-000-0000-6330 Travel Expenses	22.86	D	1/Meal - Storm training	Toast, Inc.			1
91	8/31/24	903	01-201-000-0000-6330 Travel Expenses	7.32	D	1/Meal - Storm training	Golden Opportunity Cor			1
92	8/31/24	903	01-201-000-0000-6330 Travel Expenses	5.81	D	1/Meal - Storm training	Golden Opportunity Cor			1
93	8/31/24	903	01-201-000-0000-6330 Travel Expenses	27.87	D	1/Meal - Storm training	Gm Fargo, Llc			1
94	8/31/24	903	01-201-000-0000-6330 Travel Expenses	20.65	D	1/Meal - Storm training	Toast, Inc.			1
95	8/31/24	903	01-201-000-0000-6330 Travel Expenses	19.91	D	1/Meal - Storm training	Payrix Solutions, Llc			1
96	8/31/24	903	01-201-000-0000-6330 Travel Expenses	27.87	D	1/Meal - Storm training	Gm Fargo, Llc			1
97	8/31/24	903	01-201-000-0000-6330 Travel Expenses	15.81	D	1/Meal - Storm training	Payrix Solutions, Llc			1
98	8/31/24	903	01-201-000-0000-6330 Travel Expenses	18.59	D	1/Meal - Storm training	Independent Purchasing Co			1
99	8/31/24	903	01-201-000-0000-6330 Travel Expenses	15.61	D	1/Meal - Storm training	Independent Purchasing Co			1
100	8/31/24	903	01-201-000-0000-6330 Travel Expenses	28.17	D	1/Meal - Storm training	Klafish Llc			1

Steele County

JOURNAL ENTRIES



Description AUG 2024 - BMO - C3

RRN	Audit Date	Aud Seq	Account/Formula	Trans Amt	D/C	Desc 1	Desc 2	RC1	RC2	Basis
101	8/31/24	903	01-201-000-0000-6330 Travel Expenses	10.77	D	1/Meal - Storm training	Golden Opportunity Cor			1
102	8/31/24	903	01-201-000-0000-6330 Travel Expenses	34.21	D	1/Meal - Storm training	Klafish Llc			1
103	8/31/24	903	01-201-000-0000-6330 Travel Expenses	17.90	D	1/Meal - Storm training	Last Call Llc			1
104	8/31/24	903	01-201-000-0000-6330 Travel Expenses	14.92	D	1/Meal - Storm training	Independent Purchasing Co			1
105	8/31/24	903	01-201-000-0000-6330 Travel Expenses	18.12	D	1/Meal - Storm training	Last Call Llc			1
106	8/31/24	903	01-201-000-0000-6330 Travel Expenses	20.96	D	1/Meal - Storm training	Last Call Llc			1
107	8/31/24	903	01-201-000-0000-6330 Travel Expenses	36.47	D	1/Meal - Storm training	Klafish Llc			1
108	8/31/24	903	01-201-000-0000-6330 Travel Expenses	14.68	D	1/Meal - Storm training	Rbk Investments, Inc			1
109	8/31/24	903	01-201-000-0000-6330 Travel Expenses	27.33	D	1/Meal - Storm training	Rbk Investments, Inc			1
110	8/31/24	903	01-201-000-0000-6330 Travel Expenses	11.20	D	1/Meal - Storm training	Golden Opportunity Cor			1
111	8/31/24	903	01-201-000-0000-6330 Travel Expenses	23.32	D	1/Meal - Storm training	Rbk Investments, Inc			1
112	8/31/24	903	01-201-000-0000-6330 Travel Expenses	2.47	D	1/Meal - Storm training	Golden Opportunity Cor			1
113	8/31/24	903	01-201-000-0000-6330 Travel Expenses	8.88	D	1/Meal - Storm training	Casey's General Stores In			1
114	8/31/24	903	01-201-000-0000-6330 Travel Expenses	14.41	D	1/Meal - Storm training	John Doughs Pizza Inc			1
115	8/31/24	903	01-201-000-0000-6330 Travel Expenses	20.39	D	1/Meal - Storm training	Toast, Inc.			1
116	8/31/24	903	01-201-000-0000-6330 Travel Expenses	18.24	D	1/Meal - Storm training	Toast, Inc.			1
117	8/31/24	903	01-201-000-0000-6330 Travel Expenses	18.24	D	1/Meal - Storm training	Toast, Inc.			1
118	8/31/24	903	01-201-000-0000-6330 Travel Expenses	22.71	D	1/Meal - Storm training	John Doughs Pizza Inc			1
119	8/31/24	903	01-201-000-0000-6330 Travel Expenses	15.94	D	1/Meal - Storm training	John Doughs Pizza Inc			1
120	8/31/24	903	01-201-000-0000-6408 Uniforms/Uniform Reimbursement	159.99	D	K. Vigeland -1/Cowboy Hat	Boot Barn, Inc.			1

Steele County

JOURNAL ENTRIES



Description AUG 2024 - BMO - C3

RRN	Audit Date	Aud Seq	Account/Formula	Trans Amt	D/C	Desc 1	Desc 2	RC1	RC2	Basis
121	8/31/24	903	01-201-000-0000-6408 Uniforms/Uniform Reimbursement	62.00	D	M.Borash - 1/Handcuff Carrier	Ppinc Usd Pro 1			1
122	8/31/24	903	01-201-000-0000-6408 Uniforms/Uniform Reimbursement	159.99	D	K. Vigeland - 1/Cowboy Hat	Boot Barn, Inc.			1
123	8/31/24	903	01-201-000-0000-6562 Gas & Oil Squads	49.43	D	Fuel squad 7405- Storm Trng	Holiday Companies			1
124	8/31/24	903	01-201-000-0000-6801 Misc Expense	159.92	D	1/4 pack- door stops	Amazon.Com, Inc.			1
125	8/31/24	903	01-201-000-0000-6801 Misc Expense	159.92	D	8/ 4 pack of Door Stops	Amazon.Com, Inc.			1
126	8/31/24	903	01-201-000-0110-6320 Squad 7403 Maintenance	27.94	D	GeoTabs - BG, DC, SCSO	T-Mobile Usa, Inc.			1
127	8/31/24	903	01-201-000-0115-6320 Squad 7405 Maintenance	27.94	D	GeoTabs - BG, DC, SCSO	T-Mobile Usa, Inc.			1
128	8/31/24	903	01-251-000-0000-6211 Radio - Computers - Cameras	229.99	D	signature pad	Amazon.Com, Inc.			1
129	8/31/24	903	01-251-000-0000-6211 Radio - Computers - Cameras	24.69	D	webcam	Amazon.Com, Inc.			1
130	8/31/24	903	01-251-000-0000-6215 Postage	5.80	D	POSTAGE	United States Postal Serv			1
131	8/31/24	903	01-251-000-0000-6261 Conference & Training	270.00	D	training - msa	Minnesota Sheriffs Associ			1
132	8/31/24	903	01-251-000-0000-6320 Vehicle Maintenance	139.70	D	GeoTabs - BG, DC, SCSO	T-Mobile Usa, Inc.			1
133	8/31/24	903	01-251-000-0000-6406 Program Supplies	10.73	D	programs tv	Sirius Xm Radio Inc.			1
134	8/31/24	903	01-251-000-0000-6406 Program Supplies	93.39	D	PROGRAM MUSIC	Hulu, Llc			1
135	8/31/24	903	01-251-000-0000-6801 Misc Expense	13.09	D	transport meal	Independent Purchasing Co			1
136	8/31/24	903	01-252-000-0000-6410 Office Supplies	45.92	D	Steno pads, legal pads	Amazon.Com, Inc.			1
137	8/31/24	903	01-252-000-0000-6410 Office Supplies	11.02	D	Plastic cups and dish soap	Wal-Mart Stores			1
138	8/31/24	903	01-252-000-0000-6410 Office Supplies	12.99	D	I phone case	Amazon.Com, Inc.			1
139	8/31/24	903	01-252-000-0000-6801 General Expense	29.98	D	Tactical Pouch	Amazon.Com, Inc.			1
140	8/31/24	903	01-252-000-0000-6851 Juvenile/Adult Incentives	49.32	D	Moving On -Subway	Independent Purchasing Co			1

Steele County

JOURNAL ENTRIES



Description AUG 2024 - BMO - C3

RRN	Audit Date	Aud Seq	Account/Formula	Trans Amt	D/C	Desc 1	Desc 2	RC1	RC2	Basis
141	8/31/24	903	01-252-775-0000-6261 Conference & Training - CCA Subsidy	59.99	D	Strength finder training	Digital River, Inc.			1
142	8/31/24	903	01-252-775-0000-6330 Travel Expenses - CCA	13.76	D	Lunch-Duluth Conference	Group 17 Inc			1
143	8/31/24	903	01-252-775-0000-6330 Travel Expenses - CCA	12.00	D	Parking - Duluth	Lake City Lot			1
144	8/31/24	903	01-252-775-0000-6330 Travel Expenses - CCA	17.04	D	Supper-duluth conference	Toast, Inc.			1
145	8/31/24	903	01-252-775-0000-6330 Travel Expenses - CCA	35.39	D	Supper-Director's Conference	Toast, Inc.			1
146	8/31/24	903	01-252-775-0000-6330 Travel Expenses - CCA	515.42	D	Hotel-Director's Conference	Blackburn Im Ruttgers Spv			1
147	8/31/24	903	01-252-775-0000-6330 Travel Expenses - CCA	12.00	D	Parking Confer Duluth	Lake City Lot			1
148	8/31/24	903	01-252-775-0000-6330 Travel Expenses - CCA	515.42	D	Hotel Directors Conference	Blackburn Im Ruttgers Spv			1
149	8/31/24	903	01-281-000-0000-6199 Safety Program	15.00	D	CPR Cert Cards	Minnesota State Colleges			1
150	8/31/24	903	01-281-000-0000-6251 Other Administrative Costs	59.00	D	Monthly Subscription	Basecamp, Llc			1
151	8/31/24	903	01-281-000-0000-6251 Other Administrative Costs	375.84	D	Map Laminations	Visionline Inc			1
152	8/31/24	903	01-281-000-0000-6251 Other Administrative Costs	270.00	D	EOP Hosting Annual Renewal	Internet Connections Inc			1
153	8/31/24	903	01-281-000-0000-6410 Office Supplies	89.99	C	Refundfurnitureprotectionplan	Office Depot			1
154	8/31/24	903	01-281-000-0000-6410 Office Supplies	89.99	C	Refundfurnitureprotectionplan	Office Depot			1
155	8/31/24	903	01-481-000-0000-6410 Office Supplies	15.98	D	Label Maker	Amazon.Com, Inc.			1
156	8/31/24	903	01-481-000-0000-6410 Office Supplies	22.06	D	Planners Community Health Wrks	Amazon.Com, Inc.			1
157	8/31/24	903	01-481-460-6009-6434 Medical Supplies	69.97	D	Medical Supplies for Inventory	Amazon.Com, Inc.			1
158	8/31/24	903	01-481-460-6009-6465 Patient Supplies & Services	58.71	D	Patient Supplies Wound Care	Amazon.Com, Inc.			1
159	8/31/24	903	01-481-460-6009-6806 Miscellaneous	44.00	D	Background Check Tonche	State Of Minnesota			1
160	8/31/24	903	01-481-460-6012-6410 Office Supplies	44.99	D	Laptop Desk w/ Harness	Amazon.Com, Inc.			1

Steele County

JOURNAL ENTRIES



Description AUG 2024 - BMO - C3

RRN	Audit Date	Aud Seq	Account/Formula	Trans Amt	D/C	Desc 1	Desc 2	RC1	RC2	Basis
161	8/31/24	903	01-481-460-6012-6465 Patient Supplies & Services	143.14	D	Handheld Shower	Amazon.Com, Inc.			1
162	8/31/24	903	01-481-460-6012-6465 Patient Supplies & Services	53.00	D	Patient Supplies - Wagon	Amazon.Com, Inc.			1
163	8/31/24	903	01-481-461-6059-6464 General Supplies & Outreach	461.73	D	SF Incentives Toys	Amazon.Com, Inc.			1
164	8/31/24	903	01-481-461-6059-6464 General Supplies & Outreach	59.98	D	SF Incentives - Ride On Cars	Target Corporation			1
165	8/31/24	903	01-481-461-6067-6464 General Supplies & Outreach	636.00	D	On The Move Tshirts	Intuit Payment Solutions,			1
166	8/31/24	903	01-481-462-6047-6215 Postage	15.71	D	Return Private Flu Vaccine	Owt Hardware Inc			1
167	8/31/24	903	01-481-465-6057-6464 General Supplies & Outreach	13.95	D	Shelf Label Holders	Amazon.Com, Inc.			1
168	8/31/24	903	01-550-000-0000-6410 Operating Supplies - Contracts	64.46	D	Supplies East End Refurbish	Lowes Companies, Inc.			1
169	8/31/24	903	01-550-000-0000-6410 Operating Supplies - Contracts	59.99	D	Supplies East End Refurbish	Harbor Freight Tools Usa			1
170	8/31/24	903	01-550-000-0000-6410 Operating Supplies - Contracts	315.00	D	Arena Light Bulbs	Winsupply, Inc			1
171	8/31/24	903	01-550-000-0000-6410 Operating Supplies - Contracts	39.96	D	Supplies East End Refurbish	Harbor Freight Tools Usa			1
172	8/31/24	903	10-000-000-0000-1001 Cash	1,585.77	C	BMO Charges Aug	BMO Charges Aug			1
173	8/31/24	903	10-301-000-0000-6410 Office Supplies	13.99	C	Return wireless mouse	Amazon.Com, Inc.			1
174	8/31/24	903	10-302-000-0000-6525 CSAH Supplies - Aggregate/Asphalt	44.90	D	Mosquito repellent	Fleet Farm Group, Llc			1
175	8/31/24	903	10-302-000-0000-6534 Supplies - Signing	66.98	D	Cable ties & fence, CSAH 49	Fleet Farm Group, Llc			1
176	8/31/24	903	10-302-000-0000-6553 Weed Spray & Vegetation Supplies	37.99	D	Backpack wand	Harbor Freight Tools Usa			1
177	8/31/24	903	10-302-000-0000-6553 Weed Spray & Vegetation Supplies	296.99	D	Wand backpack	Amazon.Com, Inc.			1
178	8/31/24	903	10-304-000-0000-6511 Maint Shop Supplies & Materials	55.12	D	Kerosene for hot mix trailer	Fleet Farm Group, Llc			1
179	8/31/24	903	10-304-000-0000-6511 Maint Shop Supplies & Materials	29.99	D	Fuel cans	Fleet Farm Group, Llc			1
180	8/31/24	903	10-304-000-0000-6511 Maint Shop Supplies & Materials	12.40	D	Custom nut for Show mobile	Northstar Recreation Llc			1

Steele County

JOURNAL ENTRIES



Description AUG 2024 - BMO - C3

RRN	Audit Date	Aud Seq	Account/Formula	Trans Amt	D/C	Desc 1	Desc 2	RC1	RC2	Basis
181	8/31/24	903	10-304-000-0000-6511 Maint Shop Supplies & Materials	21.94	D	3V Lithium battery	Amazon.Com, Inc.			1
182	8/31/24	903	10-304-000-0000-6513 Tools	34.98	D	(2) box frame levels	Harbor Freight Tools Usa			1
183	8/31/24	903	10-304-000-0000-6520 Machinery/Vehicle Parts	52.96	D	ABR blaster, ball & bushing	Harbor Freight Tools Usa			1
184	8/31/24	903	10-304-000-0000-6520 Machinery/Vehicle Parts	45.72	D	Air regulator, hitch pin & fit	Fleet Farm Group, Llc			1
185	8/31/24	903	10-304-000-0000-6520 Machinery/Vehicle Parts	79.25	D	Thinner, Airless Tips, wrench	Fleet Farm Group, Llc			1
186	8/31/24	903	10-304-000-0000-6520 Machinery/Vehicle Parts	722.43	D	Custom part	Northstar Recreation Llc			1
187	8/31/24	903	10-304-000-0000-6520 Machinery/Vehicle Parts	11.48	D	Pipe, unit#2245	Lowes Companies, Inc.			1
188	8/31/24	903	10-304-000-0000-6520 Machinery/Vehicle Parts	14.28	D	Elbow & tubing, unit#2245	Fleet Farm Group, Llc			1
189	8/31/24	903	10-304-000-0000-6540 Fuel & Lubricants	72.35	D	Fuel, unit#9998	Kwik Trip Inc			1
190	8/31/24	903	38-000-000-0000-1001 Cash	37.39	C	BMO Charges Aug	BMO Charges Aug			1
191	8/31/24	903	38-111-000-0000-6600 Capital Outlay - Buildings and Grounds	37.39	D	Conference Rm Equipment	Amazon.Com, Inc.			1
192	8/31/24	903	81-000-000-0000-1001 Cash	1,677.39	C	BMO Charges Aug	BMO Charges Aug			1
193	8/31/24	903	81-230-000-0000-6210 Telephone	93.39	D	Cable TV	Hulu, Llc			1
194	8/31/24	903	81-230-000-0000-6261 Conference & Training	430.00	D	Training	Association Of Public-Saf			1
195	8/31/24	903	81-230-000-0000-6330 Travel Expenses	715.52	D	Hotel NENA Conference	Marriott International Ad			1
196	8/31/24	903	81-230-000-0000-6410 Office Supplies	189.45	D	Copy Paper	Amazon.Com, Inc.			1
197	8/31/24	903	81-230-000-0000-6410 Office Supplies	116.42	D	Utility Cart	Amazon.Com, Inc.			1
198	8/31/24	903	81-230-000-0000-6410 Office Supplies	7.98	D	Cell Phone Case	Amazon.Com, Inc.			1
199	8/31/24	903	81-230-000-0000-6480 Non-Capitalized Inventory	74.95	D	5 Wireless Mouse	Amazon.Com, Inc.			1
200	8/31/24	903	81-230-000-0000-6480 Non-Capitalized Inventory	49.68	D	Website Managing System	Godaddy.Com Llc			1

Steele County
JOURNAL ENTRIES



Description AUG 2024 - BMO - C3

RRN	Audit Date	Aud Seq	Account/Formula	Trans Amt	D/C	Desc 1	Desc 2	RC1	RC2	Basis
Debit Total				27,702.43		Credit Total	27,702.43	Net:	0.00	

Steele County

JOURNAL ENTRIES



Description AUG 2024 JE - C2 VERIZON

RRN	Audit Date	Aud Seq	Account/Formula	Trans Amt	D/C	Desc 1	Desc 2	RC1	RC2	Basis
1	8/31/24	901	01-031-000-0000-6210 Telephone	48.80	D	Phone Charges - Verizon				1
2	8/31/24	901	01-032-000-0000-6210 Telephone	48.80	D	Phone Charges - Verizon				1
3	8/31/24	901	01-044-000-0000-6210 Telephone	40.01	D	Phone Charges - Verizon				1
4	8/31/24	901	01-061-000-0000-6210 Telephone	68.82	D	Phone Charges - Verizon				1
5	8/31/24	901	01-091-000-0000-6210 Telephone	259.01	D	Phone Charges - Verizon				1
6	8/31/24	901	01-103-000-0000-6210 Telephone	262.74	D	Phone Charges - Verizon				1
7	8/31/24	901	01-105-000-0000-6210 Telephone	158.45	D	Phone Charges - Verizon				1
8	8/31/24	901	01-111-000-0000-6210 Telephone	394.20	D	Phone Charges - Verizon				1
9	8/31/24	901	01-121-000-0000-6210 Telephone	60.03	D	Phone Charges - Verizon				1
10	8/31/24	901	01-251-000-0000-6210 Telephone	180.20	D	Phone Charges - Verizon				1
11	8/31/24	901	01-252-000-0000-6210 Telephone	670.77	D	Phone Charges - Verizon				1
12	8/31/24	901	01-253-000-0000-6210 Telephone	43.80	D	Phone Charges - Verizon				1
13	8/31/24	901	01-281-000-0000-6210 Telephone	186.41	D	Phone Charges - Verizon				1
14	8/31/24	901	01-602-000-0000-6210 Telephone	40.01	D	Phone Charges - Verizon				1
15	8/31/24	901	01-481-460-6009-6210 Telephone	43.81	D	Phone Charges - QA				1
16	8/31/24	901	01-481-460-6009-6210 Telephone	43.81	D	Phone Charges - QA				1
17	8/31/24	901	01-481-460-6012-6210 Telephone	48.81	D	Phone Charges - LTC				1
18	8/31/24	901	01-481-461-6040-6210 Telephone	43.81	D	Phone Charges - WIC				1
19	8/31/24	901	01-481-461-6011-6210 Telephone	21.91	D	Phone Charges - CTC				1
20	8/31/24	901	01-481-462-6047-6210 Telephone	21.90	D	Phone Charges - CID				1

Steele County

JOURNAL ENTRIES



Description AUG 2024 JE - C2 VERIZON

RRN	Audit Date	Aud Seq	Account/Formula	Trans Amt	D/C	Desc 1	Desc 2	RC1	RC2	Basis
21	8/31/24	901	01-481-461-6040-6210 Telephone	32.86	D	Phone Charges - WIC				1
22	8/31/24	901	01-481-461-6030-6210 Telephone	10.95	D	Phone Charges - MCH				1
23	8/31/24	901	01-481-460-6009-6210 Telephone	43.81	D	Phone Charges - QA				1
24	8/31/24	901	01-481-461-6059-6210 Telephone	10.95	D	Phone Charges - SEMN				1
25	8/31/24	901	01-481-461-6034-6210 Telephone	32.86	D	Phone Charges - TANF				1
26	8/31/24	901	01-481-461-6059-6210 Telephone	43.81	D	Phone Charges - SEMN				1
27	8/31/24	901	01-481-460-6009-6210 Telephone	43.81	D	Phone Charges - QA				1
28	8/31/24	901	01-481-460-6009-6210 Telephone	43.81	D	Phone Charges - QA				1
29	8/31/24	901	01-481-460-6009-6210 Telephone	43.81	D	Phone Charges - QA				1
30	8/31/24	901	01-481-461-6059-6210 Telephone	21.91	D	Phone Charges - SEMN				1
31	8/31/24	901	01-481-461-6040-6210 Telephone	13.14	D	Phone Charges - WIC				1
32	8/31/24	901	01-481-462-6047-6210 Telephone	8.76	D	Phone Charges - CID				1
33	8/31/24	901	01-481-460-6012-6210 Telephone	48.81	D	Phone Charges - LTC				1
34	8/31/24	901	01-481-460-6012-6210 Telephone	20.76	C	Phone Charges - LTC				1
35	8/31/24	901	01-481-461-6040-6210 Telephone	40.01	D	Phone Charges - WIC				1
36	8/31/24	901	01-481-460-6012-6210 Telephone	43.81	D	Phone Charges - LTC				1
37	8/31/24	901	01-481-465-6057-6210 Telephone	48.81	D	Phone Charges - LPHG				1
38	8/31/24	901	01-481-465-6057-6210 Telephone	44.56	D	Phone Charges - LPHG				1
39	8/31/24	901	01-481-460-6012-6210 Telephone	29.29	D	Phone Charges - LTC				1
40	8/31/24	901	01-481-464-6052-6210 Telephone	19.52	D	Phone Charges - PHEP				1

Steele County
JOURNAL ENTRIES



Description AUG 2024 JE - C2 VERIZON

RRN	Audit Date	Aud Seq	Account/Formula	Trans Amt	D/C	Desc 1	Desc 2	RC1	RC2	Basis
41	8/31/24	901	01-201-000-0000-6211 Radio-Computers-Cameras	560.41	D	Squad Connections - Verizon				1
42	8/31/24	901	01-201-000-0000-6210 Telephone	1,061.44	D	Phone Charges - Verizon				1
43	8/31/24	901	01-000-000-0000-1001 Cash	4,912.48	C	Verizon Charges August				1
44	8/31/24	901	10-301-000-0000-6210 Telephone	746.91	D	Phone Charges - Verizon				1
45	8/31/24	901	10-000-000-0000-1001 Cash	746.91	C	Phone Charges - Verizon				1
46	8/31/24	901	53-398-000-0000-6210 Telephone	83.81	D	Phone Charges - Verizon				1
47	8/31/24	901	53-000-000-0000-1001 Cash	83.81	C	Phone Charges - Verizon				1
Debit Total				5,763.96		Credit Total	5,763.96	Net:	0.00	

Description 08 2024 JE UPLOAD - C4

RRN	Audit Date	Aud Seq	Account/Formula	Trans Amt	D/C	Desc 1	Desc 2	RC1	RC2	Basis
1	8/31/24	904	72-860-000-0000-2100 Mn State Treasurer - Mortgage Regis Tax	7,661.98	D	Mortgage Tax				1
2	8/31/24	904	72-000-000-0000-1001 Cash	1,194.19	C	Mortgage Tax				1
3	8/31/24	904	72-000-000-0000-1001 Cash	6,467.79	C	Mortgage Tax				1
4	8/31/24	904	01-000-000-0000-1001 Cash	1,194.19	D	Mortgage Tax				1
5	8/31/24	904	01-003-000-0000-5013 Mortgage Registry Tax Revenue	1,194.19	C	Mortgage Tax				1
6	8/31/24	904	72-861-000-0000-2100 Mn State Treasurer - State Deed Tax	5,981.58	D	Deed Tax				1
7	8/31/24	904	72-000-000-0000-1001 Cash	1,649.35	C	Deed Tax				1
8	8/31/24	904	72-000-000-0000-1001 Cash	4,332.23	C	Deed Tax				1
9	8/31/24	904	01-000-000-0000-1001 Cash	1,649.35	D	Deed Tax				1
10	8/31/24	904	01-003-000-0000-5014 State Deed Tax Revenue	1,649.35	C	Deed Tax				1
11	8/31/24	904	72-860-000-0000-2100 Mn State Treasurer - Mortgage Regis Tax	39,725.92	D	Mortgage Tax				1
12	8/31/24	904	72-000-000-0000-1001 Cash	1,191.78	C	Mortgage Tax				1
13	8/31/24	904	72-000-000-0000-1001 Cash	38,534.14	C	Mortgage Tax				1
14	8/31/24	904	01-000-000-0000-1001 Cash	1,191.78	D	Mortgage Tax				1
15	8/31/24	904	01-003-000-0000-5013 Mortgage Registry Tax Revenue	1,191.78	C	Mortgage Tax				1
16	8/31/24	904	72-861-000-0000-2100 Mn State Treasurer - State Deed Tax	82,887.85	D	Deed Tax				1
17	8/31/24	904	72-000-000-0000-1001 Cash	2,486.64	C	Deed Tax				1
18	8/31/24	904	72-000-000-0000-1001 Cash	80,401.21	C	Deed Tax				1
19	8/31/24	904	01-000-000-0000-1001 Cash	2,486.64	D	Deed Tax				1
20	8/31/24	904	01-003-000-0000-5014 State Deed Tax Revenue	2,486.64	C	Deed Tax				1

Steele County

JOURNAL ENTRIES



Description 08 2024 JE UPLOAD - C4

RRN	Audit Date	Aud Seq	Account/Formula	Trans Amt	D/C	Desc 1	Desc 2	RC1	RC2	Basis
21	8/31/24	904	72-862-000-0000-2100 Mn State Treasurer-Sales Tax	6,544.00	D	Sales Tax				1
22	8/31/24	904	72-000-000-0000-1001 Cash	6,544.00	C	Sales Tax				1
23	8/31/24	904	53-398-000-0000-6540 Machine Fuel	241.00	D	Usage Diesel Tax				1
24	8/31/24	904	53-000-000-0000-1001 Cash	241.00	C	Usage Diesel Tax				1
25	8/31/24	904	53-398-000-0000-6540 Machine Fuel	247.38	D	Diesel Tax				1
26	8/31/24	904	53-000-000-0000-1001 Cash	247.38	C	Diesel Tax				1
27	8/31/24	904	10-304-000-0000-6522 Diesel Fuel Tax	425.51	D	Diesel Tax				1
28	8/31/24	904	10-000-000-0000-1001 Cash	425.51	C	Diesel Tax				1
29	8/31/24	904	10-304-000-0000-6521 Supplies-Diesel Fuel	25.00	D	Special Fuel License				1
30	8/31/24	904	10-000-000-0000-1001 Cash	25.00	C	Special Fuel License				1
31	8/31/24	904	01-003-000-0000-6961 Visa One Card Program	23,804.47	D	BMO One Card Payment				1
32	8/31/24	904	01-000-000-0000-1001 Cash	23,804.47	C	BMO One Card Payment				1
33	8/31/24	904	53-398-000-0000-6801 General Expense	732.44	D	Landfill CC Fees				1
34	8/31/24	904	53-000-000-0000-1001 Cash	732.44	C	Landfill CC Fees				1
35	8/31/24	904	01-521-000-0000-6540 Gas & Oil	141.80	D	WEX NASPO Payment Aug 2024				1
36	8/31/24	904	01-000-000-0000-1001 Cash	141.80	C	WEX NASPO Payment Aug 2024				1
37	8/31/24	904	10-304-000-0000-6540 Fuel & Lubricants	49.48	D	WEX NASPO Payment Aug 2024				1
38	8/31/24	904	10-000-000-0000-1001 Cash	49.48	C	WEX NASPO Payment Aug 2024				1
39	8/31/24	904	01-281-000-0000-6801 Disaster/Emerg Fund	123.96	D	Background Check -Emergency M				1
40	8/31/24	904	01-000-000-0000-1001 Cash	123.96	C	Background Check -Emergency M				1

Steele County

JOURNAL ENTRIES



Description 08 2024 JE UPLOAD - C4

RRN	Audit Date	Aud Seq	Account/Formula	Trans Amt	D/C	Desc 1	Desc 2	RC1	RC2	Basis
41	8/31/24	904	01-032-000-0000-6260 Background Checks	34.08	D	Background Check - Human Resou				1
42	8/31/24	904	01-000-000-0000-1001 Cash	34.08	C	Background Check - Human Resou				1
43	8/31/24	904	01-111-043-0000-6250 Utilities	56.51	D	OPU Payment Invoice # 718547				1
44	8/31/24	904	01-000-000-0000-1001 Cash	56.51	C	OPU Payment Invoice # 718547				1
45	8/31/24	904	01-111-043-0000-6250 Utilities	21.11	D	OPU Payment Invoice # 705296				1
46	8/31/24	904	01-000-000-0000-1001 Cash	21.11	C	OPU Payment Invoice # 705296				1
47	8/31/24	904	01-111-043-0000-6250 Utilities	487.83	D	OPU Payment Invoice # 718546				1
48	8/31/24	904	01-000-000-0000-1001 Cash	487.83	C	OPU Payment Invoice # 718546				1
49	8/31/24	904	01-502-000-0000-6250 Utilities	391.08	D	OPU Payment Invoice # 718550				1
50	8/31/24	904	01-000-000-0000-1001 Cash	391.08	C	OPU Payment Invoice # 718550				1
51	8/31/24	904	10-304-000-0000-6514 Utility Services	96.69	D	OPU Payment Invoice # 718553				1
52	8/31/24	904	10-000-000-0000-1001 Cash	96.69	C	OPU Payment Invoice # 718553				1
53	8/31/24	904	01-111-047-0000-6250 Utilities	33.64	D	OPU Payment Invoice # 716285				1
54	8/31/24	904	01-000-000-0000-1001 Cash	33.64	C	OPU Payment Invoice # 716285				1
55	8/31/24	904	01-111-041-0000-6250 Utilities	1,897.90	D	OPU Payment Invoice # 718556				1
56	8/31/24	904	01-000-000-0000-1001 Cash	1,897.90	C	OPU Payment Invoice # 718556				1
57	8/31/24	904	01-111-042-0000-6250 Utilities	4,793.38	D	OPU Payment Invoice # 718555				1
58	8/31/24	904	01-000-000-0000-1001 Cash	4,793.38	C	OPU Payment Invoice # 718555				1
59	8/31/24	904	01-111-040-0000-6250 Utilities	8,072.29	D	OPU Payment Invoice # 718557				1
60	8/31/24	904	01-000-000-0000-1001 Cash	8,072.29	C	OPU Payment Invoice # 718557				1

Description 08 2024 JE UPLOAD - C4

RRN	Audit Date	Aud Seq	Account/Formula	Trans Amt	D/C	Desc 1	Desc 2	RC1	RC2	Basis
61	8/31/24	904	01-111-044-0000-6250 Utilities	18,249.03	D	OPU Payment Invoice # 718563				1
62	8/31/24	904	01-000-000-0000-1001 Cash	18,249.03	C	OPU Payment Invoice # 718563				1
63	8/31/24	904	10-304-000-0000-6514 Utility Services	4,715.64	D	OPU Payment Invoice # 718562				1
64	8/31/24	904	10-000-000-0000-1001 Cash	4,715.64	C	OPU Payment Invoice # 718562				1
65	8/31/24	904	01-201-296-0000-6250 T#9 Utilities	413.21	D	OPU Payment Invoice # 718561				1
66	8/31/24	904	01-000-000-0000-1001 Cash	413.21	C	OPU Payment Invoice # 718561				1
67	8/31/24	904	01-111-049-0000-6250 Utilities	357.30	D	OPU Payment Invoice # 747497				1
68	8/31/24	904	01-000-000-0000-1001 Cash	357.30	C	OPU Payment Invoice # 747497				1
69	8/31/24	904	05-445-000-0000-6253 Contracted Services-MN Prairie SDA	2,003.04	D	Hotel Vouchers - April and May				1
70	8/31/24	904	05-000-000-0000-1001 Cash, Human Services Fund	2,003.04	C	Hotel Vouchers - April and May				1
71	8/31/24	904	01-000-000-0000-1001 Cash	111.00	D	Void Check # 182616				1
72	8/31/24	904	01-111-044-0000-6300 Bldg Repairs & Maintenance	111.00	C	Void Check # 182616				1
73	8/31/24	904	38-000-000-0000-1001 Cash	199.50	D	Void Check # 182634				1
74	8/31/24	904	38-201-000-0000-6600 Capital Outlay - Sheriff	199.50	C	Void Check # 182634				1
75	8/31/24	904	70-000-000-0000-2101 Unapportioned Current Tax	10.00	D	Correct Check 182088				1
76	8/31/24	904	70-000-000-0000-2104 Tax Overpymt/Refund	10.00	C	Correct Check 182088				1
77	8/31/24	904	70-000-000-0000-2101 Unapportioned Current Tax	28.72	D	Correct Check 182085				1
78	8/31/24	904	70-000-000-0000-2104 Tax Overpymt/Refund	28.72	C	Correct Check 182085				1
79	8/31/24	904	70-000-000-0000-2101 Unapportioned Current Tax	2,720.00	D	Correction on Receipt 1749				1
80	8/31/24	904	70-000-000-0000-2151 Unapportioned Pen & Int Current	368.92	D	Correction on Receipt 1749				1

Steele County
JOURNAL ENTRIES



Description 08 2024 JE UPLOAD - C4

RRN	Audit Date	Aud Seq	Account/Formula	Trans Amt	D/C	Desc 1	Desc 2	RC1	RC2	Basis
81	8/31/24	904	70-000-000-0000-2105 Unapportioned Delinquent Tax	2,720.00	C	Correction on Receipt 1749				1
82	8/31/24	904	70-000-000-0000-2113 Unapportioned Penalties & Int Delinquent	368.92	C	Correction on Receipt 1749				1
Debit Total				220,175.20		Credit Total	220,175.20	Net:	0.00	

Steele County

JOURNAL ENTRIES



Description 08 2024 JE UPLOAD ? C5

RRN	Audit Date	Aud Seq	Account/Formula	Trans Amt	D/C	Desc 1	Desc 2	RC1	RC2	Basis
1	8/31/24	905	01-111-050-0000-6320 Vehicle Repairs & Maintenance	420.70	D	Enterprise Full Maint Fee Admn				1
2	8/31/24	905	01-251-000-0000-6320 Vehicle Maintenance	30.00	D	Enterprise Full Maint Fee DC				1
3	8/31/24	905	01-000-000-0000-1001 Cash	450.70	C	Admin-DC Enterprise Aug 2024				1
4	8/31/24	905	01-111-050-0000-6347 Enterprise Fleet Leasing	6,967.92	D	County Fleet Lease - Aug 24				1
5	8/31/24	905	01-201-000-0000-6347 Enterprise Fleet Leasing	9,749.65	D	Sheriff Fleet Lease - Aug 24				1
6	8/31/24	905	01-000-000-0000-1001 Cash	16,717.57	C	Fleet Lease Payments - Aug 24				1
7	8/31/24	905	01-201-000-0102-6320 Squad 7414 Maintenance	5.00	D	Fleet Vehicle Maintenance				1
8	8/31/24	905	01-201-000-0103-6320 Squad 7410 Maintenance	5.00	D	Fleet Vehicle Maintenance				1
9	8/31/24	905	01-201-000-0104-6320 Squad 7404 Maintenance	5.00	D	Fleet Vehicle Maintenance				1
10	8/31/24	905	01-201-000-0105-6320 Squad 7408 Maintenance	5.00	D	Fleet Vehicle Maintenance				1
11	8/31/24	905	01-201-000-0106-6320 Squad 7424 Maintenance	5.00	D	Fleet Vehicle Maintenance				1
12	8/31/24	905	01-201-000-0106-6320 Squad 7424 Maintenance	171.96	D	Oil, washer, blade, bananing				1
13	8/31/24	905	01-201-000-0107-6320 Squad 7407 Maintenance	5.00	D	Fleet Vehicle Maintenance				1
14	8/31/24	905	01-201-000-0108-6320 Squad 7418 Maintenance	5.00	D	Fleet Vehicle Maintenance				1
15	8/31/24	905	01-201-000-0109-6320 Squad 7416 Maintenance	5.00	D	Fleet Vehicle Maintenance				1
16	8/31/24	905	01-201-000-0110-6320 Squad 7403 Maintenance	5.00	D	Fleet Vehicle Maintenance				1
17	8/31/24	905	01-201-000-0111-6320 Squad 7422 Maintenace	5.00	D	Fleet Vehicle Maintenance				1
18	8/31/24	905	01-201-000-0111-6320 Squad 7422 Maintenace	115.00	D	Oil change & Tire rotation				1
19	8/31/24	905	01-201-000-0112-6320 Squad 7406 Maintenance	5.00	D	Fleet Vehicle Maintenance				1
20	8/31/24	905	01-201-000-0113-6320 Squad 7411 Maintenance	5.00	D	Fleet Vehicle Maintenance				1

Steele County

JOURNAL ENTRIES



Description 08 2024 JE UPLOAD ? C5

RRN	Audit Date	Aud Seq	Account/Formula	Trans Amt	D/C	Desc 1	Desc 2	RC1	RC2	Basis
21	8/31/24	905	01-201-000-0114-6320 Squad 7421 Maintenance	5.00	D	Fleet Vehicle Maintenance				1
22	8/31/24	905	01-201-000-0116-6320 Squad 116 Maintenance	70.10	D	Fleet Vehicle Maintenance				1
23	8/31/24	905	01-201-000-0117-6320 Squad 7420 Maintenance	5.00	D	Fleet Vehicle Maintenance				1
24	8/31/24	905	01-201-000-0119-6320 Squad 7401 Maintenance	84.68	D	Fleet Vehicle Maintenance				1
25	8/31/24	905	01-201-000-0120-6320 Squad 7402 Maintenance	84.68	D	Fleet Vehicle Maintenance				1
26	8/31/24	905	01-201-000-0121-6320 Squad 121 Maintenance	5.00	D	Fleet Vehicle Maintenance				1
27	8/31/24	905	01-201-000-0122-6320 Squad 7409 Maintenance	5.00	D	Fleet Vehicle Maintenance				1
28	8/31/24	905	01-201-000-0122-6320 Squad 7409 Maintenance	896.51	D	Oil, Brake rotor/disc & pads				1
29	8/31/24	905	01-201-000-0123-6320 Squad 7423 Maintenance	70.10	D	Fleet Vehicle Maintenance				1
30	8/31/24	905	01-201-000-0000-6320 Vehicle Maintenance	5.00	D	FVM - 22VH5M / Old 7402				1
31	8/31/24	905	01-201-000-0000-6320 Vehicle Maintenance	5.00	D	FVM - 22VH68 / Old 7426				1
32	8/31/24	905	01-000-000-0000-1001 Cash	1,583.03	C	Sheriff Enterprise - Aug 2024				1
Debit Total				18,751.30		Credit Total	18,751.30	Net:	0.00	

Steele County

JOURNAL ENTRIES



Description 08 2024 JE UPLOAD ? C6

RRN	Audit Date	Aud Seq	Account/Formula	Trans Amt	D/C	Desc 1	Desc 2	RC1	RC2	Basis
1	8/31/24	906	70-000-000-0000-2101 Unapportioned Current Tax	43.02	D	Adjustment to Receipt # 1243				1
2	8/31/24	906	70-000-000-0000-2151 Unapportioned Pen & Int Current	43.02	C	Adjustment to Receipt # 1243				1
3	8/31/24	906	70-000-000-0000-2101 Unapportioned Current Tax	68.88	D	Adjustment to Receipt # 1180				1
4	8/31/24	906	70-000-000-0000-2151 Unapportioned Pen & Int Current	68.88	C	Adjustment to Receipt # 1180				1
5	8/31/24	906	70-000-000-0000-2101 Unapportioned Current Tax	200.38	D	Adjustment Receipt # 451343				1
6	8/31/24	906	70-000-000-0000-2151 Unapportioned Pen & Int Current	200.38	C	Adjustment Receipt # 451343				1
7	8/31/24	906	70-000-000-0000-2105 Unapportioned Delinquent Tax	707.55	D	Adjustment to Receipt # 1258				1
8	8/31/24	906	70-000-000-0000-2113 Unapportioned Penalties & Int Delinquent	42.45	D	Adjustment to Receipt # 1258				1
9	8/31/24	906	70-000-000-0000-2101 Unapportioned Current Tax	707.55	C	Adjustment to Receipt # 1258				1
10	8/31/24	906	70-000-000-0000-2151 Unapportioned Pen & Int Current	42.45	C	Adjustment to Receipt # 1258				1
11	8/31/24	906	01-044-000-0000-6801 Misc Expense	12.50	D	Returned Check Fee 63526				1
12	8/31/24	906	01-000-000-0000-1001 Cash	12.50	C	Returned Check Fee 63526				1
Debit Total				1,074.78		Credit Total	1,074.78	Net:		0.00

Steele County

JOURNAL ENTRIES



Description 09 2024 JE UPLOAD ? C3

RRN	Audit Date	Aud Seq	Account/Formula	Trans Amt	D/C	Desc 1	Desc 2	RC1	RC2	Basis
1	9/30/24	903	01-031-000-0000-6210 Telephone	48.93	D	Phone Charges - Verizon				1
2	9/30/24	903	01-032-000-0000-6210 Telephone	48.93	D	Phone Charges - Verizon				1
3	9/30/24	903	01-044-000-0000-6210 Telephone	40.01	D	Phone Charges - Verizon				1
4	9/30/24	903	01-061-000-0000-6210 Telephone	68.95	D	Phone Charges - Verizon				1
5	9/30/24	903	01-091-000-0000-6210 Telephone	342.92	D	Phone Charges - Verizon				1
6	9/30/24	903	01-103-000-0000-6210 Telephone	244.65	D	Phone Charges - Verizon				1
7	9/30/24	903	01-105-000-0000-6210 Telephone	174.35	D	Phone Charges - Verizon				1
8	9/30/24	903	01-111-000-0000-6210 Telephone	395.37	D	Phone Charges - Verizon				1
9	9/30/24	903	01-121-000-0000-6210 Telephone	60.03	D	Phone Charges - Verizon				1
10	9/30/24	903	01-251-000-0000-6210 Telephone	180.72	D	Phone Charges - Verizon				1
11	9/30/24	903	01-252-000-0000-6210 Telephone	776.06	D	Phone Charges - Verizon				1
12	9/30/24	903	01-253-000-0000-6210 Telephone	43.93	D	Phone Charges - Verizon				1
13	9/30/24	903	01-281-000-0000-6210 Telephone	186.80	D	Phone Charges - Verizon				1
14	9/30/24	903	01-602-000-0000-6210 Telephone	40.01	D	Phone Charges - Verizon				1
15	9/30/24	903	01-481-460-6009-6210 Telephone	43.93	D	Phone Charges - QA				1
16	9/30/24	903	01-481-460-6009-6210 Telephone	43.93	D	Phone Charges - QA				1
17	9/30/24	903	01-481-460-6012-6210 Telephone	48.93	D	Phone Charges - LTC				1
18	9/30/24	903	01-481-461-6040-6210 Telephone	43.93	D	Phone Charges - WIC				1
19	9/30/24	903	01-481-461-6011-6210 Telephone	21.97	D	Phone Charges - CTC				1
20	9/30/24	903	01-481-462-6047-6210 Telephone	21.96	D	Phone Charges - CID				1

Steele County
JOURNAL ENTRIES

Description 09 2024 JE UPLOAD ? C3

RRN	Audit Date	Aud Seq	Account/Formula	Trans Amt	D/C	Desc 1	Desc 2	RC1	RC2	Basis
21	9/30/24	903	01-481-461-6040-6210 Telephone	32.95	D	Phone Charges - WIC				1
22	9/30/24	903	01-481-461-6030-6210 Telephone	10.98	D	Phone Charges - MCH				1
23	9/30/24	903	01-481-460-6009-6210 Telephone	43.93	D	Phone Charges - QA				1
24	9/30/24	903	01-481-461-6059-6210 Telephone	10.98	D	Phone Charges - SEMN				1
25	9/30/24	903	01-481-461-6034-6210 Telephone	32.95	D	Phone Charges - TANF				1
26	9/30/24	903	01-481-461-6059-6210 Telephone	43.93	D	Phone Charges - SEMN				1
27	9/30/24	903	01-481-460-6009-6210 Telephone	43.93	D	Phone Charges - QA				1
28	9/30/24	903	01-481-460-6009-6210 Telephone	43.93	D	Phone Charges - QA				1
29	9/30/24	903	01-481-460-6009-6210 Telephone	43.93	D	Phone Charges - QA				1
30	9/30/24	903	01-481-461-6059-6210 Telephone	21.97	D	Phone Charges - SEMN				1
31	9/30/24	903	01-481-461-6040-6210 Telephone	13.18	D	Phone Charges - WIC				1
32	9/30/24	903	01-481-462-6047-6210 Telephone	8.78	D	Phone Charges - CID				1
33	9/30/24	903	01-481-460-6012-6210 Telephone	48.93	D	Phone Charges - LTC				1
34	9/30/24	903	01-481-460-6012-6210 Telephone	2.55	D	Phone Charges - LTC				1
35	9/30/24	903	01-481-461-6040-6210 Telephone	40.01	D	Phone Charges - WIC				1
36	9/30/24	903	01-481-460-6012-6210 Telephone	43.93	D	Phone Charges - LTC				1
37	9/30/24	903	01-481-465-6057-6210 Telephone	48.93	D	Phone Charges - LPHG				1
38	9/30/24	903	01-481-465-6057-6210 Telephone	43.93	D	Phone Charges - LPHG				1
39	9/30/24	903	01-481-460-6012-6210 Telephone	29.36	D	Phone Charges - LTC				1
40	9/30/24	903	01-481-464-6052-6210 Telephone	19.57	D	Phone Charges - PHEP				1

Steele County
JOURNAL ENTRIES



Description 09 2024 JE UPLOAD ? C3

RRN	Audit Date	Aud Seq	Account/Formula	Trans Amt	D/C	Desc 1	Desc 2	RC1	RC2	Basis
41	9/30/24	903	01-201-000-0000-6211 Radio-Computers-Cameras	560.41	D	Squad Connections - Verizon				1
42	9/30/24	903	01-201-000-0000-6210 Telephone	1,064.32	D	Phone Charges - Verizon				1
43	9/30/24	903	01-000-000-0000-1001 Cash	5,129.69	C	Verizon Charges September				1
44	9/30/24	903	10-301-000-0000-6210 Telephone	748.34	D	Phone Charges - Verizon				1
45	9/30/24	903	10-000-000-0000-1001 Cash	748.34	C	Phone Charges - Verizon				1
46	9/30/24	903	53-398-000-0000-6210 Telephone	83.94	D	Phone Charges - Verizon				1
47	9/30/24	903	53-000-000-0000-1001 Cash	83.94	C	Phone Charges - Verizon				1
Debit Total				5,961.97		Credit Total	5,961.97	Net:	0.00	

Steele County

JOURNAL ENTRIES



Description SEP 2024 POSTAGE C1

RRN	Audit Date	Aud Seq	Account/Formula	Trans Amt	D/C	Desc 1	Desc 2	RC1	RC2	Basis
1	9/30/24	901	01-031-000-0000-6215 Postage	0.69	D	Postage - Admin				1
2	9/30/24	901	01-103-000-0000-6215 Postage	54.79	D	Postage - Assessor				1
3	9/30/24	901	01-041-000-0000-6215 Postage	267.31	D	Postage - PT&E				1
4	9/30/24	901	01-252-000-0000-6215 Postage	277.83	D	Postage - CCA				1
5	9/30/24	901	01-062-000-0000-6802 Internal Chargeback	808.34	D	Postage - Court Admin				1
6	9/30/24	901	01-251-000-0000-6215 Postage	15.42	D	Postage - Detention Center				1
7	9/30/24	901	01-063-000-0000-6215 Postage	1,799.86	D	Postage - Auditor Elections				1
8	9/30/24	901	01-602-000-0000-6215 Postage	456.80	D	Postage - Extension				1
9	9/30/24	901	01-044-000-0000-6215 Postage	40.71	D	Postage - Finance				1
10	9/30/24	901	01-550-000-0000-6215 Postage	2.35	D	Postage - Four Seasons				1
11	9/30/24	901	01-032-000-0000-6215 Postage	3.45	D	Postage - Human Resources				1
12	9/30/24	901	01-062-000-0000-6802 Internal Chargeback	47.46	D	Postage - MRCI				1
13	9/30/24	901	01-105-000-0000-6215 Postage	110.32	D	Postage - Planning and Zoning				1
14	9/30/24	901	01-101-000-0000-6215 Postage	321.01	D	Postage - Recorder				1
15	9/30/24	901	01-121-000-0000-6215 Postage	23.74	D	Postage - Veterans				1
16	9/30/24	901	01-481-460-6009-6215 Postage	20.16	D	Postage - QA				1
17	9/30/24	901	01-481-461-6011-6215 Postage	188.72	D	Postage - CTC				1
18	9/30/24	901	01-481-460-6012-6215 Postage	31.78	D	Postage - LTC				1
19	9/30/24	901	01-481-461-6025-6215 Postage	60.66	D	Postage - FAP/HCB/FC				1
20	9/30/24	901	01-481-461-6030-6215 Postage	25.07	D	Postage - MCH				1

Steele County

JOURNAL ENTRIES



Description SEP 2024 POSTAGE C1

RRN	Audit Date	Aud Seq	Account/Formula	Trans Amt	D/C	Desc 1	Desc 2	RC1	RC2	Basis
21	9/30/24	901	01-481-462-6047-6215 Postage	2.07	D	Postage - CID				1
22	9/30/24	901	01-481-465-6057-6215 Postage	24.48	D	Postage - LPHG/INF/MISC/ENV				1
23	9/30/24	901	01-062-000-0000-6215 Postage	4,583.02	C	GF Postage Allocation				1
24	9/30/24	901	10-301-000-0000-6215 Postage	25.36	D	Highway Postage				1
25	9/30/24	901	10-000-000-0000-1001 Cash	25.36	C	Highway Postage				1
26	9/30/24	901	01-000-000-0000-1001 Cash	25.36	D	Highway Postage				1
27	9/30/24	901	01-062-000-0000-5831 Miscellaneous	25.36	C	Highway Postage				1
28	9/30/24	901	53-398-000-0000-6215 Postage	23.67	D	Landfill Postage				1
29	9/30/24	901	53-000-000-0000-1001 Cash	23.67	C	Landfill Postage				1
30	9/30/24	901	01-000-000-0000-1001 Cash	23.67	D	Landfill Postage				1
31	9/30/24	901	01-062-000-0000-5831 Miscellaneous	23.67	C	Landfill Postage				1
Debit Total				4,681.08		Credit Total	4,681.08	Net:	0.00	

Steele County

JOURNAL ENTRIES



Description SEP 2024 - ENTERPRISE C2

RRN	Audit Date	Aud Seq	Account/Formula	Trans Amt	D/C	Desc 1	Desc 2	RC1	RC2	Basis
1	9/30/24	902	01-111-050-0000-6320 Vehicle Repairs & Maintenance	401.83	D	Enterprise Full Maint Fee Admn				1
2	9/30/24	902	01-251-000-0000-6320 Vehicle Maintenance	30.00	D	Enterprise Full Maint Fee DC				1
3	9/30/24	902	01-000-000-0000-1001 Cash	431.83	C	Admin-DC Enterprise Sep 2024				1
4	9/30/24	902	01-111-050-0000-6347 Enterprise Fleet Leasing	6,967.92	D	County Fleet Lease - Sep 24				1
5	9/30/24	902	01-201-000-0000-6347 Enterprise Fleet Leasing	9,693.88	D	Sheriff Fleet Lease - Sep 24				1
6	9/30/24	902	01-000-000-0000-1001 Cash	16,661.80	C	Fleet Lease Payments - Sep 24				1
7	9/30/24	902	01-201-000-0102-6320 Squad 7414 Maintenance	5.00	D	Fleet Vehicle Maintenance				1
8	9/30/24	902	01-201-000-0102-6320 Squad 7414 Maintenance	2,081.09	D	Oil, Struts, Shocks, etc.				1
9	9/30/24	902	01-201-000-0103-6320 Squad 7410 Maintenance	5.00	D	Fleet Vehicle Maintenance				1
10	9/30/24	902	01-201-000-0104-6320 Squad 7404 Maintenance	5.00	D	Fleet Vehicle Maintenance				1
11	9/30/24	902	01-201-000-0105-6320 Squad 7408 Maintenance	5.00	D	Fleet Vehicle Maintenance				1
12	9/30/24	902	01-201-000-0106-6320 Squad 7424 Maintenance	5.00	D	Fleet Vehicle Maintenance				1
13	9/30/24	902	01-201-000-0107-6320 Squad 7407 Maintenance	5.00	D	Fleet Vehicle Maintenance				1
14	9/30/24	902	01-201-000-0108-6320 Squad 7418 Maintenance	5.00	D	Fleet Vehicle Maintenance				1
15	9/30/24	902	01-201-000-0109-6320 Squad 7416 Maintenance	5.00	D	Fleet Vehicle Maintenance				1
16	9/30/24	902	01-201-000-0110-6320 Squad 7403 Maintenance	5.00	D	Fleet Vehicle Maintenance				1
17	9/30/24	902	01-201-000-0111-6320 Squad 7422 Maintenance	5.00	D	Fleet Vehicle Maintenance				1
18	9/30/24	902	01-201-000-0112-6320 Squad 7406 Maintenance	5.00	D	Fleet Vehicle Maintenance				1
19	9/30/24	902	01-201-000-0112-6320 Squad 7406 Maintenance	48.54	D	Oil change				1
20	9/30/24	902	01-201-000-0113-6320 Squad 7411 Maintenance	5.00	D	Fleet Vehicle Maintenance				1

Steele County

JOURNAL ENTRIES



Description SEP 2024 - ENTERPRISE C2

RRN	Audit Date	Aud Seq	Account/Formula	Trans Amt	D/C	Desc 1	Desc 2	RC1	RC2	Basis
21	9/30/24	902	01-201-000-0114-6320 Squad 7421 Maintenance	5.00	D	Fleet Vehicle Maintenance				1
22	9/30/24	902	01-201-000-0114-6320 Squad 7421 Maintenance	49.40	D	Oil change				1
23	9/30/24	902	01-201-000-0116-6320 Squad 116 Maintenance	70.10	D	Fleet Vehicle Maintenance				1
24	9/30/24	902	01-201-000-0117-6320 Squad 7420 Maintenance	5.00	D	Fleet Vehicle Maintenance				1
25	9/30/24	902	01-201-000-0119-6320 Squad 7401 Maintenance	84.68	D	Fleet Vehicle Maintenance				1
26	9/30/24	902	01-201-000-0120-6320 Squad 7402 Maintenance	84.68	D	Fleet Vehicle Maintenance				1
27	9/30/24	902	01-201-000-0121-6320 Squad 121 Maintenance	5.00	D	Fleet Vehicle Maintenance				1
28	9/30/24	902	01-201-000-0121-6320 Squad 121 Maintenance	75.20	D	Oil change & Washer fluid				1
29	9/30/24	902	01-201-000-0122-6320 Squad 7409 Maintenance	5.00	D	Fleet Vehicle Maintenance				1
30	9/30/24	902	01-201-000-0123-6320 Squad 7423 Maintenance	70.10	D	Fleet Vehicle Maintenance				1
31	9/30/24	902	01-201-000-0000-6320 Vehicle Maintenance	5.00	D	FVM - 22VH5M / Old 7402				1
32	9/30/24	902	01-201-000-0000-6320 Vehicle Maintenance	5.00	D	FVM - 22VH68 / Old 7426				1
33	9/30/24	902	01-000-000-0000-1001 Cash	2,653.79	C	Sheriff Enterprise - Sep 2024				1
Debit Total				19,747.42		Credit Total	19,747.42	Net:	0.00	

Steele County

JOURNAL ENTRIES



Description 09 2024 JE UPLOAD - C4

RRN	Audit Date	Aud Seq	Account/Formula	Trans Amt	D/C	Desc 1	Desc 2	RC1	RC2	Basis
1	9/30/24	904	01-000-000-0000-1001 Cash	4,796.88	D	BMO One Card Allocation Sep	BMO One Card Allocation Sep			1
2	9/30/24	904	01-003-000-0000-6961 Visa One Card Program	34,085.65	C	BMO Charges Sep	BMO Charges Sep			1
3	9/30/24	904	01-031-000-0000-6330 Travel Expenses	605.62	D	Conference lodging	Blackburn Im Ruttgers Spv			1
4	9/30/24	904	01-031-000-0000-6410 Office Supplies	28.29	D	Notary Stamp	Schwaab, Inc DbA Notaryst			1
5	9/30/24	904	01-032-000-0000-6215 Postage	9.85	D	Send Certified Letter to EE	United States Postal Serv			1
6	9/30/24	904	01-032-000-0000-6330 Travel Expenses	657.16	D	Gina MCHRMA Conf Hotel	Blackburn Im Ruttgers Spv			1
7	9/30/24	904	01-041-000-0000-6410 Office Supplies	980.72	D	Laptop for PT&E	Dell International L.L.C			1
8	9/30/24	904	01-041-000-0000-6410 Office Supplies	113.99	D	Monitor for PT&E	Dell International L.L.C			1
9	9/30/24	904	01-044-000-0000-6241 Membership Dues	150.00	D	National GFOA - B Osmon	Government Finance Offic			1
10	9/30/24	904	01-044-000-0000-6261 Conference & Training	250.00	D	MN GFOA Conference fees	Fullsteam Operations Llc			1
11	9/30/24	904	01-044-000-0000-6261 Conference & Training	250.00	D	GFOA Annual Conference - Jon	Fullsteam Operations Llc			1
12	9/30/24	904	01-044-000-0000-6330 Travel Expenses	57.45	D	Staff lunch for Budget meeting	Block, Inc.			1
13	9/30/24	904	01-044-000-0000-6330 Travel Expenses	364.00	D	Lunch for budget meetings	Kerr-McCauley Investments			1
14	9/30/24	904	01-061-000-0000-6260 Computer Support	1,056.00	D	SCIT CSAT	Smileback, Llc			1
15	9/30/24	904	01-061-000-0000-6260 Computer Support	189.00	D	IT Document Management	Kaseya US Llc			1
16	9/30/24	904	01-061-000-0000-6260 Computer Support	436.00	D	Performance Mgmt SW	Brightgauge Software, In			1
17	9/30/24	904	01-062-000-0000-6301 Equip/Software Maint	199.98	D	SSL Certificate Renewal	Godaddy Inc.			1
18	9/30/24	904	01-062-000-0000-6480 Non-Capitalized Inventory	36.23	D	Switch SFP Modules	Amazon.Com, Inc.			1
19	9/30/24	904	01-062-000-0000-6801 General Expense	499.00	D	MNP Keypad (Reimbursable)	B&h Foto & Electronics Co			1
20	9/30/24	904	01-062-000-0000-6801 General Expense	2,683.15	D	Monthly AWS Storage	Amazon.Com, Inc.			1

Steele County

JOURNAL ENTRIES



Description 09 2024 JE UPLOAD - C4

RRN	Audit Date	Aud Seq	Account/Formula	Trans Amt	D/C	Desc 1	Desc 2	RC1	RC2	Basis
21	9/30/24	904	01-063-000-0000-6410 Office Supplies	41.20	D	Election results to OSS	Fedex Cis			1
22	9/30/24	904	01-063-000-0000-6410 Office Supplies	42.26	D	Election night snacks	Coborn's Incorporated			1
23	9/30/24	904	01-063-000-0000-6410 Office Supplies	129.73	D	2 Election Carts	Harbor Freight Tools Usa			1
24	9/30/24	904	01-063-000-0000-6410 Office Supplies	64.41	D	1 Election Cart	Harbor Freight Tools Usa			1
25	9/30/24	904	01-091-000-0000-6410 Office Supplies	17.99	D	brochure holder	Amazon.Com, Inc.			1
26	9/30/24	904	01-091-000-0000-6410 Office Supplies	229.60	D	standing desk mats-5	Amazon.Com, Inc.			1
27	9/30/24	904	01-101-000-0000-6215 Postage	30.45	D	Birth Certificate Postage	United States Postal Serv			1
28	9/30/24	904	01-101-000-0000-6215 Postage	26.35	D	Marriage Certificate Postage	United States Postal Serv			1
29	9/30/24	904	01-101-000-9305-6480 Non-Capitalized Inv-Technology Fund	61.55	D	Credit Card Reader for REC	Amazon.Com, Inc.			1
30	9/30/24	904	01-101-000-9306-6410 Office Supplies - Compliance Fund	322.18	D	Headsets for GIS	Cdw Llc			1
31	9/30/24	904	01-103-000-0000-6261 Conference & Training	225.00	D	LEAD CLASS - FOR BENJI	Minnesota Association Of			1
32	9/30/24	904	01-103-000-0000-6301 Equip/Software Maint	18.87	D	MONTHLY PEOPLE'S PRESS SUB.	Apg Media Of Southern Min			1
33	9/30/24	904	01-103-000-0000-6301 Equip/Software Maint	18.87	D	MONTHLY PEOPLE'S PRESS SUB.	Apg Media Of Southern Min			1
34	9/30/24	904	01-103-000-0000-6301 Equip/Software Maint	645.00	D	MN CAR quaterly payment	Minnesota Commercial Prop			1
35	9/30/24	904	01-103-000-0000-6330 Travel Expenses	109.88	D	Hotel Stay - Roxanne	Shree Hari Om L. L. C.			1
36	9/30/24	904	01-103-000-0000-6330 Travel Expenses	109.88	D	Hotel stay - Lacy	Shree Hari Om L. L. C.			1
37	9/30/24	904	01-103-000-0000-6410 Office Supplies	54.19	D	TAPE MEASURE & BAG FOR GRANT	Amazon.Com, Inc.			1
38	9/30/24	904	01-103-000-0000-6801 General Expense	6.49	D	REGION MEETING SUPPLIES	Kwik Trip Inc			1
39	9/30/24	904	01-103-000-0000-6801 General Expense	64.54	D	REGION MEETING SUPPLIES	Kwik Trip Inc			1
40	9/30/24	904	01-103-000-0000-6801 General Expense	34.50	D	REGION MEETING SUPPLIES	Coborn's Incorporated			1

Description 09 2024 JE UPLOAD - C4

RRN	Audit Date	Aud Seq	Account/Formula	Trans Amt	D/C	Desc 1	Desc 2	RC1	RC2	Basis
41	9/30/24	904	01-104-000-0000-6410 Office Supplies	180.72	D	GIS Tech Chair/office supplies	Amazon.Com, Inc.			1
42	9/30/24	904	01-104-000-0000-6410 Office Supplies	7.14	D	desk drawer organizer-GIS Tech	Amazon.Com, Inc.			1
43	9/30/24	904	01-111-000-0000-6320 Fleet Vehicle Maintenance	83.82	D	July Geo Tabs - Admin, DC, SO	T-Mobile Usa, Inc.			1
44	9/30/24	904	01-111-040-0000-6300 Bldg Repairs & Maintenance	6.00	D	Hose Caps	Block Plumbing & Heating			1
45	9/30/24	904	01-111-040-0000-6300 Bldg Repairs & Maintenance	2.74	D	Hose Caps	First Supply Llc			1
46	9/30/24	904	01-111-040-0000-6300 Bldg Repairs & Maintenance	3.79	D	Eye Screw	Owt Hardware Inc			1
47	9/30/24	904	01-111-040-0000-6300 Bldg Repairs & Maintenance	650.70	D	El Kay Filter	Block Plumbing & Heating			1
48	9/30/24	904	01-111-040-0000-6300 Bldg Repairs & Maintenance	85.88	D	Tools	Lowes Companies, Inc.			1
49	9/30/24	904	01-111-040-0000-6300 Bldg Repairs & Maintenance	750.00	D	Monthly Service Aug	Intuit Payment Solutions,			1
50	9/30/24	904	01-111-040-0000-6560 Janitorial Supplies	625.50	D	Janitorial Supplies	Hillyard Inc			1
51	9/30/24	904	01-111-041-0000-6300 Bldg Repairs & Maintenance	650.70	D	El Kay Filter	Block Plumbing & Heating			1
52	9/30/24	904	01-111-041-0000-6300 Bldg Repairs & Maintenance	33.50	D	July Service	Invoice Cloud, Inc.			1
53	9/30/24	904	01-111-041-0000-6300 Bldg Repairs & Maintenance	1.50	D	Service Fee	Invoice Cloud, Inc.			1
54	9/30/24	904	01-111-042-0000-6300 Bldg Repairs & Maintenance	11.97	D	Tools for Courthouse	Harbor Freight Tools Usa			1
55	9/30/24	904	01-111-042-0000-6560 Janitorial Supplies	60.88	D	Toilet Paper	Hillyard Inc			1
56	9/30/24	904	01-111-042-0000-6560 Janitorial Supplies	65.10	D	Janitorial Supplies	Hillyard Inc			1
57	9/30/24	904	01-111-042-0000-6560 Janitorial Supplies	31.85	D	Scrim Wipes	Hillyard Inc			1
58	9/30/24	904	01-111-042-0000-6560 Janitorial Supplies	294.50	D	Janitorial Supplies	Hillyard Inc			1
59	9/30/24	904	01-111-042-0000-6560 Janitorial Supplies	45.13	D	Toilet Bowl Cleaner	Hillyard Inc			1
60	9/30/24	904	01-111-044-0000-6300 Bldg Repairs & Maintenance	17.46	D	Gaskets	Amazon.Com, Inc.			1

Description 09 2024 JE UPLOAD - C4

RRN	Audit Date	Aud Seq	Account/Formula	Trans Amt	D/C	Desc 1	Desc 2	RC1	RC2	Basis
61	9/30/24	904	01-111-044-0000-6300 Bldg Repairs & Maintenance	59.95	D	Washer parts	Amazon.Com, Inc.			1
62	9/30/24	904	01-111-044-0000-6300 Bldg Repairs & Maintenance	12.49	D	Washer Baskets	Amazon.Com, Inc.			1
63	9/30/24	904	01-111-044-0000-6300 Bldg Repairs & Maintenance	20.49	D	Fly spray	Fleet Farm Group, Llc			1
64	9/30/24	904	01-111-044-0000-6300 Bldg Repairs & Maintenance	267.00	D	Motor parts	Temple Electric Motor			1
65	9/30/24	904	01-111-044-0000-6300 Bldg Repairs & Maintenance	24.28	D	Flag Cables	Lowes Companies, Inc.			1
66	9/30/24	904	01-111-044-0000-6300 Bldg Repairs & Maintenance	87.43	D	Pest Control	Plunketts Pest Control In			1
67	9/30/24	904	01-111-044-0000-6300 Bldg Repairs & Maintenance	29.96	D	Flag hooks	Fleet Farm Group, Llc			1
68	9/30/24	904	01-111-044-0000-6300 Bldg Repairs & Maintenance	20.77	D	Saw Counter Top	Block, Inc.			1
69	9/30/24	904	01-111-044-0000-6300 Bldg Repairs & Maintenance	32.24	D	Anchors and Screws	Lowes Companies, Inc.			1
70	9/30/24	904	01-111-044-0000-6300 Bldg Repairs & Maintenance	21.94	D	Paint	Lowes Companies, Inc.			1
71	9/30/24	904	01-111-044-0000-6300 Bldg Repairs & Maintenance	20.60	D	Maint Supplies	Lowes Companies, Inc.			1
72	9/30/24	904	01-111-044-0000-6300 Bldg Repairs & Maintenance	96.00	D	LED Lighting	Amazon.Com, Inc.			1
73	9/30/24	904	01-111-045-0000-6300 Bldg Repairs & Maintenance	142.98	D	Counter Top for Breakrm	Lowes Companies, Inc.			1
74	9/30/24	904	01-111-045-0000-6560 Janitorial Supplies	55.87	D	Janitorial Supplies	Amazon.Com, Inc.			1
75	9/30/24	904	01-111-045-0000-6560 Janitorial Supplies	630.73	D	Janitorial Supplies	Hillyard Inc			1
76	9/30/24	904	01-111-049-0000-6300 Bldg Repairs & Maintenance	65.00	D	June, July & Aug Payment	Plunketts Pest Control In			1
77	9/30/24	904	01-111-049-0000-6300 Bldg Repairs & Maintenance	65.00	D	June, July & Aug Payment	Plunketts Pest Control In			1
78	9/30/24	904	01-111-049-0000-6300 Bldg Repairs & Maintenance	56.27	D	June, July & Aug Payment	Plunketts Pest Control In			1
79	9/30/24	904	01-111-049-0000-6300 Bldg Repairs & Maintenance	171.79	D	Tools	Fleet Farm Group, Llc			1
80	9/30/24	904	01-111-049-0000-6300 Bldg Repairs & Maintenance	26.82	D	Tools	Lowes Companies, Inc.			1

Steele County

JOURNAL ENTRIES



Description 09 2024 JE UPLOAD - C4

RRN	Audit Date	Aud Seq	Account/Formula	Trans Amt	D/C	Desc 1	Desc 2	RC1	RC2	Basis
81	9/30/24	904	01-111-049-0000-6300 Bldg Repairs & Maintenance	147.77	D	Tools	Lowes Companies, Inc.			1
82	9/30/24	904	01-111-049-0000-6300 Bldg Repairs & Maintenance	15.06	D	Metal Sheet & Cut	Metal Services Of Bloomin			1
83	9/30/24	904	01-111-049-0000-6300 Bldg Repairs & Maintenance	29.99	D	Rakes	Owt Hardware Inc			1
84	9/30/24	904	01-111-049-0000-6300 Bldg Repairs & Maintenance	5.99	D	Storage Case	Harbor Freight Tools Usa			1
85	9/30/24	904	01-201-000-0000-6210 Telephone	0.99	D	Evidence Data storage/GB plan	Apple Inc.			1
86	9/30/24	904	01-201-000-0000-6215 Postage	9.85	D	Certified mail- Redemption	United States Postal Serv			1
87	9/30/24	904	01-201-000-0000-6285 Firearms/Ammo Training	44.97	D	3/Gun Magazine	Fleet Farm Group, Llc			1
88	9/30/24	904	01-201-000-0000-6293 Gun Permit Expenses	18.95	D	Lobby Music	Cloud Cover Media Inc			1
89	9/30/24	904	01-201-000-0000-6293 Gun Permit Expenses	137.49	D	SCSO Monitor	Dell International L.L.C			1
90	9/30/24	904	01-201-000-0000-6293 Gun Permit Expenses	148.99	D	Monitor arm for LEC	Amazon.Com, Inc.			1
91	9/30/24	904	01-201-000-0000-6419 Community Programs	128.83	D	2/stools for fair office	Fleet Farm Group, Llc			1
92	9/30/24	904	01-201-000-0000-6419 Community Programs	82.14	D	Steele Co Fair supplies	Fleet Farm Group, Llc			1
93	9/30/24	904	01-201-000-0000-6562 Gas & Oil Squads	27.66	D	Fuel for Generator -Fair	Kwik Trip Inc			1
94	9/30/24	904	01-201-000-0000-6801 Misc Expense	83.88	D	12/hats for deputies	Boot Barn, Inc.			1
95	9/30/24	904	01-201-000-0110-6320 Squad 7403 Maintenance	27.94	D	July Geo Tabs - Admin, DC, SO	Tmobile Auto Pay			1
96	9/30/24	904	01-201-000-0115-6320 Squad 7405 Maintenance	27.94	D	July Geo Tabs - Admin, DC, SO	Tmobile Auto Pay			1
97	9/30/24	904	01-201-000-0125-6320 21 EOC Trailer Maintenance	18.69	D	Hardware for trailer	Owt Hardware Inc			1
98	9/30/24	904	01-201-000-0125-6320 21 EOC Trailer Maintenance	212.60	D	43" TV for trailer	Wal-Mart Stores			1
99	9/30/24	904	01-201-000-0125-6320 21 EOC Trailer Maintenance	127.45	D	USBs, Cables &Wall Chargers	Global Wireless, Inc.			1
100	9/30/24	904	01-251-000-0000-6320 Vehicle Maintenance	244.58	D	vehicle tires	Sun Auto Tire & Service I			1

Steele County

JOURNAL ENTRIES



Description 09 2024 JE UPLOAD - C4

RRN	Audit Date	Aud Seq	Account/Formula	Trans Amt	D/C	Desc 1	Desc 2	RC1	RC2	Basis
101	9/30/24	904	01-251-000-0000-6320 Vehicle Maintenance	139.70	D	July Geo Tabs - Admin, DC, SO	Tmobile Auto Pay			1
102	9/30/24	904	01-251-000-0000-6330 Travel Expenses	467.26	D	lodging- craguns	Cragun Corporation			1
103	9/30/24	904	01-251-000-0000-6330 Travel Expenses	467.26	D	lodging- craguns	Cragun Corporation			1
104	9/30/24	904	01-251-000-0000-6330 Travel Expenses	467.26	D	lodging- craguns	Cragun Corporation			1
105	9/30/24	904	01-251-000-0000-6406 Program Supplies	10.73	D	PROGRAM MUSIC	Sirius Xm Radio Inc.			1
106	9/30/24	904	01-251-000-0000-6406 Program Supplies	93.39	D	PROGRAM TV	Hulu, Llc			1
107	9/30/24	904	01-251-000-0000-6407 Training Supplies	500.00	D	training def. tact	Minnesota Sheriffs Associ			1
108	9/30/24	904	01-251-000-0000-6407 Training Supplies	75.15	D	training supplies, dummy	Amazon.Com, Inc.			1
109	9/30/24	904	01-251-000-0000-6407 Training Supplies	250.00	D	training course	Minnesota Sheriffs Associ			1
110	9/30/24	904	01-251-000-0000-6407 Training Supplies	250.00	D	MSA TRAINING	Minnesota Sheriffs Associ			1
111	9/30/24	904	01-251-000-0000-6451 Operating Supplies	5.86	D	BATTERIES	Amazon.Com, Inc.			1
112	9/30/24	904	01-251-000-0000-6562 Gas & Oil	26.51	D	transport fuel	Casey's General Stores In			1
113	9/30/24	904	01-251-000-0000-6562 Gas & Oil	34.25	D	transport fuel	Casey's General Stores In			1
114	9/30/24	904	01-251-000-0000-6801 Misc Expense	13.69	D	transport meal	Independent Purchasing Co			1
115	9/30/24	904	01-251-000-0000-6801 Misc Expense	13.68	D	transport meal	Gpcii Inc			1
116	9/30/24	904	01-251-000-0000-6801 Misc Expense	14.10	D	transport meal	Kim Foods Inc			1
117	9/30/24	904	01-252-000-0000-6261 Conference & Training	14.99	D	Water CWS workers	Casey's General Stores In			1
118	9/30/24	904	01-252-000-0000-6410 Office Supplies	26.47	D	Coffee and Envelopes	Amazon.Com, Inc.			1
119	9/30/24	904	01-252-000-0000-6410 Office Supplies	15.44	D	Cups, deodarizes	Wal-Mart Stores			1
120	9/30/24	904	01-252-775-0000-6330 Travel Expenses - CCA	8.54	D	IntrastateTraininglunch	Toast Inc			1

Steele County

JOURNAL ENTRIES



Description 09 2024 JE UPLOAD - C4

RRN	Audit Date	Aud Seq	Account/Formula	Trans Amt	D/C	Desc 1	Desc 2	RC1	RC2	Basis
121	9/30/24	904	01-252-775-0000-6330 Travel Expenses - CCA	11.81	D	IntrastateTraininglunch	Block, Inc.			1
122	9/30/24	904	01-252-775-0000-6330 Travel Expenses - CCA	6.17	D	IntrastateTraininglunch	Block, Inc.			1
123	9/30/24	904	01-252-775-0000-6330 Travel Expenses - CCA	6.18	D	IntrastateTraininglunch	Toast Inc			1
124	9/30/24	904	01-252-775-0000-6330 Travel Expenses - CCA	17.18	D	IntrastateTraininglunch	Block, Inc.			1
125	9/30/24	904	01-252-775-0000-6330 Travel Expenses - CCA	12.99	D	IntrastateTraininglunch	Block, Inc.			1
126	9/30/24	904	01-252-775-0000-6330 Travel Expenses - CCA	23.62	D	IntrastateTraininglunch	Block, Inc.			1
127	9/30/24	904	01-252-775-0000-6330 Travel Expenses - CCA	7.46	D	IntrastateTraininglunch	Toast Inc			1
128	9/30/24	904	01-252-775-0000-6330 Travel Expenses - CCA	11.81	D	IntrastateTraininglunch	Block, Inc.			1
129	9/30/24	904	01-252-775-0000-6330 Travel Expenses - CCA	16.51	D	IntrastateTraininglunch	Phat Pheasant Pub Inc			1
130	9/30/24	904	01-252-775-0000-6330 Travel Expenses - CCA	21.38	D	Prison tour lunch	Muddy Cow Oak Park Llc			1
131	9/30/24	904	01-252-775-0000-6330 Travel Expenses - CCA	22.88	D	Prison tour lunch	Muddy Cow Oak Park Llc			1
132	9/30/24	904	01-252-775-0000-6330 Travel Expenses - CCA	28.34	D	Prison tour lunch	Muddy Cow Oak Park Llc			1
133	9/30/24	904	01-252-775-0000-6330 Travel Expenses - CCA	19.91	D	Prison tour lunch	Muddy Cow Oak Park Llc			1
134	9/30/24	904	01-252-775-0000-6330 Travel Expenses - CCA	22.38	D	Prison tour lunch	Muddy Cow Oak Park Llc			1
135	9/30/24	904	01-252-775-0000-6330 Travel Expenses - CCA	23.72	D	Prison tour lunch	Muddy Cow Oak Park Llc			1
136	9/30/24	904	01-252-775-0000-6330 Travel Expenses - CCA	22.00	D	Prison tour lunch	Muddy Cow Oak Park Llc			1
137	9/30/24	904	01-252-775-0000-6330 Travel Expenses - CCA	16.99	D	Lunch Director's Conference	Independent Purchasing Co			1
138	9/30/24	904	01-252-775-0000-6330 Travel Expenses - CCA	29.81	D	Supper-Directors Conference	Grandma's Inc			1
139	9/30/24	904	01-252-775-0000-6330 Travel Expenses - CCA	22.34	D	Supper director's conference	Grandma's Inc			1
140	9/30/24	904	01-252-775-0000-6330 Travel Expenses - CCA	457.50	D	Hotel Director's Conference	Zenith Asset Company Llc			1

Steele County

JOURNAL ENTRIES



Description 09 2024 JE UPLOAD - C4

RRN	Audit Date	Aud Seq	Account/Formula	Trans Amt	D/C	Desc 1	Desc 2	RC1	RC2	Basis
141	9/30/24	904	01-252-790-0000-6801 General Expense	137.49	D	Monitor for CCA	Dell International L.L.C			1
142	9/30/24	904	01-253-000-0000-6215 Postage	146.00	D	2/100 Roll of Stamps	United States Postal Serv			1
143	9/30/24	904	01-253-000-0000-6410 Office Supplies	12.98	D	1/3 Ring Binder	Amazon.Com, Inc.			1
144	9/30/24	904	01-253-000-0000-6410 Office Supplies	25.99	D	12/rolls Self Adhesive Labels	Amazon.Com, Inc.			1
145	9/30/24	904	01-253-000-0000-6410 Office Supplies	120.00	D	Notary renewal-R.Babcock	State Of Minnesota			1
146	9/30/24	904	01-253-000-0000-6560 Janitorial Supplies	1,996.32	D	Janitorial Supplies	Hillyard Inc			1
147	9/30/24	904	01-253-000-0000-6560 Janitorial Supplies	320.26	D	Janitorial Supplies	Hillyard Inc			1
148	9/30/24	904	01-281-000-0000-6199 Safety Program	95.00	D	CarseatTechnicianCertCourse	Safe Kids Worldwide			1
149	9/30/24	904	01-281-000-0000-6199 Safety Program	126.00	D	CPR Cert Cards	Minnesota State Colleges			1
150	9/30/24	904	01-281-000-0000-6251 Other Administrative Costs	98.21	D	CERT Refreshments	Coborn's Incorporated			1
151	9/30/24	904	01-281-000-0000-6251 Other Administrative Costs	113.88	D	Padlocks for SCEM trailers	Owt Hardware Inc			1
152	9/30/24	904	01-281-000-0000-6251 Other Administrative Costs	59.00	D	Monthly Subscription	Basecamp, Llc			1
153	9/30/24	904	01-281-000-0000-6251 Other Administrative Costs	11.97	D	Keys for SCEM trailers	Owt Hardware Inc			1
154	9/30/24	904	01-281-000-0000-6251 Other Administrative Costs	23.60	D	HSEM Region 1 Meeting	Kwik Trip Inc			1
155	9/30/24	904	01-281-000-0000-6251 Other Administrative Costs	159.96	D	NOAA WX Radio for SCFF	Fleet Farm Group, Llc			1
156	9/30/24	904	01-281-000-0000-6251 Other Administrative Costs	80.00	D	CERT Park Shelter Reservation	City Of Owatonna			1
157	9/30/24	904	01-281-000-0000-6806 Skywarn System	594.12	D	Outreach items for fair	4imprint, Inc			1
158	9/30/24	904	01-481-000-0000-6410 Office Supplies	19.68	D	Sign Holders/Laminating Sheets	Amazon.Com, Inc.			1
159	9/30/24	904	01-481-460-6009-6261 Conference & Training	450.00	D	Home Care Conference	Minnesota Homecare Associ			1
160	9/30/24	904	01-481-460-6009-6330 Travel Expenses	170.73	D	Home Care Conference Hotel	Breezy Point Internation			1

Description 09 2024 JE UPLOAD - C4

RRN	Audit Date	Aud Seq	Account/Formula	Trans Amt	D/C	Desc 1	Desc 2	RC1	RC2	Basis
161	9/30/24	904	01-481-460-6009-6434 Medical Supplies	19.98	D	Wound Care Supplies	Amazon.Com, Inc.			1
162	9/30/24	904	01-481-460-6009-6434 Medical Supplies	84.64	D	Medical Supplies Homecare	Amazon.Com, Inc.			1
163	9/30/24	904	01-481-460-6009-6465 Patient Supplies & Services	22.26	D	Gauze/Patient Supplies	Amazon.Com, Inc.			1
164	9/30/24	904	01-481-460-6009-6465 Patient Supplies & Services	19.31	D	Foam Dressing for Client	Amazon.Com, Inc.			1
165	9/30/24	904	01-481-460-6009-6465 Patient Supplies & Services	52.94	D	Wound Care Patient Supplies	Amazon.Com, Inc.			1
166	9/30/24	904	01-481-460-6009-6465 Patient Supplies & Services	55.96	D	Dressings Patient Supplies	Amazon.Com, Inc.			1
167	9/30/24	904	01-481-461-6025-6261 Conference & Training	95.00	D	CERT Training for Emma	Safe Kids Worldwide			1
168	9/30/24	904	01-481-461-6025-6261 Conference & Training	55.00	D	Tech Recert Fee SB	Safe Kids Worldwide			1
169	9/30/24	904	01-481-461-6031-6464 General Supplies & Outreach	14.00	D	Water Bottle Sticker/Fair	Amazon.Com, Inc.			1
170	9/30/24	904	01-481-461-6059-6464 General Supplies & Outreach	69.95	D	Incentives for SF	Amazon.Com, Inc.			1
171	9/30/24	904	01-481-461-6066-6464 General Supplies & Outreach	91.54	D	Tobacco Products for Outreach	Owatonna Smoke Shop Inc			1
172	9/30/24	904	01-481-461-6066-6464 General Supplies & Outreach	13.98	D	Water Bottle Sticker/Fair	Amazon.Com, Inc.			1
173	9/30/24	904	01-481-461-6066-6464 General Supplies & Outreach	97.66	D	Meal for YOLO Meeting	Toreys Incorporated			1
174	9/30/24	904	01-481-464-6061-6464 General Supplies & Outreach	28.50	D	Sign Holders/Laminating Sheets	Amazon.Com, Inc.			1
175	9/30/24	904	01-481-464-6061-6464 General Supplies & Outreach	60.19	C	Credit for tax charged	Www.Bannerbuzz.Com			1
176	9/30/24	904	01-481-464-6061-6464 General Supplies & Outreach	60.19	D	Sales tax will be credited	Www.Bannerbuzz.Com			1
177	9/30/24	904	01-481-464-6061-6464 General Supplies & Outreach	816.20	D	Table Cloths/PH Banner & Frame	Www.Bannerbuzz.Com			1
178	9/30/24	904	01-481-465-6057-6330 Travel Expenses	21.25	D	MCHHSA Conference Meal	Fullsteam Operations Llc			1
179	9/30/24	904	01-481-465-6057-6330 Travel Expenses	791.46	D	MCHHSA Conference	Breezy Point Internation			1
180	9/30/24	904	01-481-465-6057-6464 General Supplies & Outreach	39.49	D	Laptop Stand	Amazon.Com, Inc.			1

Steele County

JOURNAL ENTRIES



Description 09 2024 JE UPLOAD - C4

RRN	Audit Date	Aud Seq	Account/Formula	Trans Amt	D/C	Desc 1	Desc 2	RC1	RC2	Basis
181	9/30/24	904	01-481-465-6057-6540 Gas & Oil	70.90	D	Fill tank to bring mobile unit	Pilot Travel Ctr, Llc			1
182	9/30/24	904	01-502-000-0000-6300 Bldg Repairs & Maintenance	17.28	D	Batteries	Bpb, Llc			1
183	9/30/24	904	01-502-000-0000-6560 Janitorial Supplies	243.52	D	Toilet Paper	Hillyard Inc			1
184	9/30/24	904	01-502-000-0000-6560 Janitorial Supplies	45.13	D	Toilet Bowl Cleaner	Hillyard Inc			1
185	9/30/24	904	01-502-000-0000-6560 Janitorial Supplies	58.64	D	Air Freshener	Hillyard Inc			1
186	9/30/24	904	01-550-000-0000-6410 Operating Supplies - Contracts	95.00	D	Register Refinish - Front Room	Associated Finishing Inc			1
187	9/30/24	904	01-550-000-0000-6410 Operating Supplies - Contracts	35.10	D	Misc. Shop Supplies	Lowes Companies, Inc.			1
188	9/30/24	904	10-000-000-0000-1001 Cash	3,933.29	C	BMO Charges Sep	BMO Charges Sep			1
189	9/30/24	904	10-301-000-0000-6410 Office Supplies	55.92	D	Charges for Ipads	Lowes Companies, Inc.			1
190	9/30/24	904	10-302-000-0000-6525 CSAH Supplies - Aggregate/Asphalt	513.80	D	Striping paint	Sherwin Williams Co			1
191	9/30/24	904	10-302-000-0000-6553 Weed Spray & Vegetation Supplies	15.69	D	Adjustable nozzle for sprayer	L & D Ag Service Inc			1
192	9/30/24	904	10-304-000-0000-6252 Contracted Services	1,853.00	D	Custom labor & parts - landfill	Truck Center Companies			1
193	9/30/24	904	10-304-000-0000-6511 Maint Shop Supplies & Materials	13.79	D	Blades	Fleet Farm Group, Llc			1
194	9/30/24	904	10-304-000-0000-6520 Machinery/Vehicle Parts	82.94	D	Weed whip string & batteries	Lowes Companies, Inc.			1
195	9/30/24	904	10-304-000-0000-6520 Machinery/Vehicle Parts	77.76	D	Rock filter, gasket & filter	Intuit Payment Solutions,			1
196	9/30/24	904	10-304-000-0000-6520 Machinery/Vehicle Parts	874.44	D	Custom labor & parts - landfill	Truck Center Co. #304			1
197	9/30/24	904	10-304-000-0000-6520 Machinery/Vehicle Parts	445.95	D	Skid shoes	United Farmers Cooperativ			1
198	9/30/24	904	81-000-000-0000-1001 Cash	863.59	C	BMO Charges Sep	BMO Charges Sep			1
199	9/30/24	904	81-230-000-0000-6198 Health Promotion	21.99	D	Warranty for walking pad	Amazon.Com, Inc.			1
200	9/30/24	904	81-230-000-0000-6210 Telephone	93.39	D	Cable TV	Hulu, Llc			1

Steele County

JOURNAL ENTRIES



Description 09 2024 JE UPLOAD - C4

RRN	Audit Date	Aud Seq	Account/Formula	Trans Amt	D/C	Desc 1	Desc 2	RC1	RC2	Basis
201	9/30/24	904	81-230-000-0000-6261 Conference & Training	495.00	D	Training	Association Of Public-Saf			1
202	9/30/24	904	81-230-000-0000-6261 Conference & Training	990.00	D	Supervisor Training	Association Of Public-Saf			1
203	9/30/24	904	81-230-000-0000-6261 Conference & Training	430.00	C	APCO Training Matt Collins	Association Of Public-Saf			1
204	9/30/24	904	81-230-000-0000-6261 Conference & Training	430.00	C	APCO Training Amanda Rothbauer	Association Of Public-Saf			1
205	9/30/24	904	81-230-000-0000-6410 Office Supplies	9.98	D	Desk Calendar	Amazon.Com, Inc.			1
206	9/30/24	904	81-230-000-0000-6410 Office Supplies	45.99	D	Refrigerator Filter	Amazon.Com, Inc.			1
207	9/30/24	904	81-230-000-0000-6410 Office Supplies	19.62	D	CD's for Call Requests	Amazon.Com, Inc.			1
208	9/30/24	904	81-230-000-0000-6480 Non-Capitalized Inventory	47.62	D	Batteries for Wireless Mouse	Amazon.Com, Inc.			1
Debit Total				39,802.72		Credit Total	39,802.72	Net:	0.00	

Steele County

JOURNAL ENTRIES



Description 09 2024 JE UPLOAD - C5

RRN	Audit Date	Aud Seq	Account/Formula	Trans Amt	D/C	Desc 1	Desc 2	RC1	RC2	Basis
1	9/24/24	905	70-000-000-0000-1001 Cash	1,315.00	D	Void Check # 181934				1
2	9/24/24	905	70-000-000-0000-2104 Tax Overpymt/Refund	1,315.00	C	Void Check # 181934				1
3	9/24/24	905	10-000-000-0000-1001 Cash	92.11	D	Void Check # 182859				1
4	9/24/24	905	10-304-000-0000-6520 Machinery/Vehicle Parts	92.11	C	Void Check # 182859				1
5	9/24/24	905	70-000-000-0000-1001 Cash	228.00	D	Void Check # 175134				1
6	9/24/24	905	70-000-000-0000-2104 Tax Overpymt/Refund	228.00	C	Void Check # 175134				1
7	10/11/24	905	70-000-000-0000-2101 Unapportioned Current Tax	3,759.00	D	Ret Check # 1194, 17-100-0111				1
8	10/11/24	905	70-000-000-0000-2151 Unapportioned Pen & Int Current	413.49	D	Ret Check # 1194, 17-100-0111				1
9	10/11/24	905	70-000-000-0000-1001 Cash	4,172.49	C	Ret Check # 1194, 17-100-0111				1
10	10/22/24	905	70-000-000-0000-2101 Unapportioned Current Tax	1,420.00	D	Ret Check # 3797, 17-016-2049				1
11	10/22/24	905	70-000-000-0000-1001 Cash	1,420.00	C	Ret Check # 3797, 17-016-2049				1
12	10/22/24	905	70-000-000-0000-2101 Unapportioned Current Tax	180.00	D	Ret Check # 99001132				1
13	10/22/24	905	70-000-000-0000-1001 Cash	180.00	C	Ret Check # 99001132				1
14	9/26/24	905	70-000-000-0000-2131 Unapportioned Current Mobile Homes	200.38	D	Reclass MH Tax/Current RE Pen				1
15	9/26/24	905	70-000-000-0000-2101 Unapportioned Current Tax	200.38	C	Reclass MH Tax/Current RE Pen				1
Debit Total				7,607.98		Credit Total	7,607.98	Net:		0.00

Steele County
JOURNAL ENTRIES



Description 06 2024 JE UPLOAD - C6

RRN	Audit Date	Aud Seq	Account/Formula	Trans Amt	D/C	Desc 1	Desc 2	RC1	RC2	Basis
1	6/30/24	906	01-003-000-0000-5710 Interest From Investments	137,016.42	C	Jun Interest From Investments				1
2	6/30/24	906	01-003-000-0000-5710 Interest From Investments	691.21	C	Jun Interest ROI				1
3	6/30/24	906	01-000-000-0000-1001 Cash	185,695.25	D	Jun Investment				1
4	6/30/24	906	01-003-000-0000-5710 Interest From Investments	3,737.67	C	Jun Interest Adjustment				1
5	6/30/24	906	01-003-000-0000-5712 Premiums/Discounts on Investments	44,249.95	C	Jun Premiums/Discounts Invest				1
6	6/30/24	906	75-000-000-0000-1001 Cash	141.57	D	Jun 2024 Missing Heir Interest				1
7	6/30/24	906	75-870-000-0000-5710 Interest	141.57	C	Jun 2024 Missing Heir Interest				1
Debit Total				185,836.82		Credit Total	185,836.82	Net:	0.00	

Steele County
JOURNAL ENTRIES



Description 07 2024 JE UPLOAD - C6

RRN	Audit Date	Aud Seq	Account/Formula	Trans Amt	D/C	Desc 1	Desc 2	RC1	RC2	Basis
1	7/31/24	906	01-003-000-0000-5710 Interest From Investments	238,241.78	C	Jul Interest From Investments				1
2	7/31/24	906	01-003-000-0000-5710 Interest From Investments	748.42	C	Jul Interest ROI				1
3	7/31/24	906	01-000-000-0000-1001 Cash	278,696.31	D	Jul Investment				1
4	7/31/24	906	01-003-000-0000-5710 Interest From Investments	1,137.48	C	Jul Interest Adjustment				1
5	7/31/24	906	01-003-000-0000-5712 Premiums/Discounts on Investments	38,568.63	C	Jul Premiums/Discounts Invest				1
6	7/31/24	906	75-000-000-0000-1001 Cash	207.31	D	Jul 2024 Missing Heir Interest				1
7	7/31/24	906	75-870-000-0000-5710 Interest	207.31	C	Jul 2024 Missing Heir Interest				1
Debit Total				278,903.62		Credit Total	278,903.62	Net:	0.00	

Steele County
JOURNAL ENTRIES



Description 08 2024 JE UPLOAD - C7

RRN	Audit Date	Aud Seq	Account/Formula	Trans Amt	D/C	Desc 1	Desc 2	RC1	RC2	Basis
1	8/31/24	907	01-003-000-0000-5710 Interest From Investments	191,302.45	C	Aug Interest From Investments				1
2	8/31/24	907	01-003-000-0000-5710 Interest From Investments	696.19	C	Aug Interest ROI				1
3	8/31/24	907	01-000-000-0000-1001 Cash	228,995.27	D	Aug Investment				1
4	8/31/24	907	01-003-000-0000-5710 Interest From Investments	354.49	C	Aug Interest Adjustment				1
5	8/31/24	907	01-003-000-0000-5712 Premiums/Discounts on Investments	36,642.14	C	Aug Premiums/Discounts Invest				1
6	8/31/24	907	75-000-000-0000-1001 Cash	30.95	D	Aug 2024 Missing Heir Interest				1
7	8/31/24	907	75-870-000-0000-5710 Interest	30.95	C	Aug 2024 Missing Heir Interest				1
Debit Total				229,026.22		Credit Total	229,026.22	Net:	0.00	

Description 09 2024 JE UPLOAD - C6

RRN	Audit Date	Aud Seq	Account/Formula	Trans Amt	D/C	Desc 1	Desc 2	RC1	RC2	Basis
1	9/30/24	906	72-860-000-0000-2100 Mn State Treasurer -Mortgage Regis Tax	53,499.28	D	Mortgage Tax				1
2	9/30/24	906	72-000-000-0000-1001 Cash	1,604.98	C	Mortgage Tax				1
3	9/30/24	906	72-000-000-0000-1001 Cash	51,894.30	C	Mortgage Tax				1
4	9/30/24	906	01-000-000-0000-1001 Cash	1,604.98	D	Mortgage Tax				1
5	9/30/24	906	01-003-000-0000-5013 Mortgage Registry Tax Revenue	1,604.98	C	Mortgage Tax				1
6	9/30/24	906	72-861-000-0000-2100 Mn State Treasurer-State Deed Tax	47,816.00	D	Deed Tax				1
7	9/30/24	906	72-000-000-0000-1001 Cash	1,434.48	C	Deed Tax				1
8	9/30/24	906	72-000-000-0000-1001 Cash	46,381.52	C	Deed Tax				1
9	9/30/24	906	01-000-000-0000-1001 Cash	1,434.48	D	Deed Tax				1
10	9/30/24	906	01-003-000-0000-5014 State Deed Tax Revenue	1,434.48	C	Deed Tax				1
11	9/30/24	906	72-862-000-0000-2100 Mn State Treasurer-Sales Tax	7,059.00	D	Sales Tax				1
12	9/30/24	906	72-000-000-0000-1001 Cash	7,059.00	C	Sales Tax				1
13	9/30/24	906	53-398-000-0000-6540 Machine Fuel	197.00	D	Usage Diesel Tax				1
14	9/30/24	906	53-000-000-0000-1001 Cash	197.00	C	Usage Diesel Tax				1
15	9/30/24	906	53-398-000-0000-6540 Machine Fuel	125.69	D	Diesel Tax				1
16	9/30/24	906	53-000-000-0000-1001 Cash	125.69	C	Diesel Tax				1
17	9/30/24	906	10-304-000-0000-6522 Diesel Fuel Tax	1,084.14	D	Diesel Tax				1
18	9/30/24	906	10-000-000-0000-1001 Cash	1,084.14	C	Diesel Tax				1
19	9/30/24	906	01-003-000-0000-6961 Visa One Card Program	34,085.65	D	BMO One Card Payment				1
20	9/30/24	906	01-000-000-0000-1001 Cash	34,085.65	C	BMO One Card Payment				1

Steele County

JOURNAL ENTRIES



Description 09 2024 JE UPLOAD - C6

RRN	Audit Date	Aud Seq	Account/Formula	Trans Amt	D/C	Desc 1	Desc 2	RC1	RC2	Basis
21	9/30/24	906	53-398-000-0000-6801 General Expense	709.39	D	Landfill CC Fees				1
22	9/30/24	906	53-000-000-0000-1001 Cash	709.39	C	Landfill CC Fees				1
23	9/30/24	906	01-521-000-0000-6540 Gas & Oil	72.27	D	WEX NASPO Payment Sep 2024				1
24	9/30/24	906	01-000-000-0000-1001 Cash	72.27	C	WEX NASPO Payment Sep 2024				1
25	9/30/24	906	10-304-000-0000-6540 Fuel & Lubricants	25.98	D	WEX NASPO Payment Sep 2024				1
26	9/30/24	906	10-000-000-0000-1001 Cash	25.98	C	WEX NASPO Payment Sep 2024				1
27	9/30/24	906	01-252-000-0000-6540 Gas & Oil	34.44	D	WEX Enterprise Payment Sep2024				1
28	9/30/24	906	01-105-000-0000-6540 Gas & Oil	51.17	D	WEX Enterprise Payment Sep2024				1
29	9/30/24	906	01-000-000-0000-1001 Cash	85.61	C	WEX Enterprise Payment Sep2024				1
30	9/30/24	906	01-032-000-0000-6260 Background Checks	155.52	D	Background Check - Human Resou				1
31	9/30/24	906	01-000-000-0000-1001 Cash	155.52	C	Background Check - Human Resou				1
32	9/30/24	906	01-111-043-0000-6250 Utilities	55.69	D	OPU Payment Invoice # 718547				1
33	9/30/24	906	01-000-000-0000-1001 Cash	55.69	C	OPU Payment Invoice # 718547				1
34	9/30/24	906	01-111-043-0000-6250 Utilities	28.78	D	OPU Payment Invoice # 705296				1
35	9/30/24	906	01-000-000-0000-1001 Cash	28.78	C	OPU Payment Invoice # 705296				1
36	9/30/24	906	01-111-043-0000-6250 Utilities	533.21	D	OPU Payment Invoice # 718546				1
37	9/30/24	906	01-000-000-0000-1001 Cash	533.21	C	OPU Payment Invoice # 718546				1
38	9/30/24	906	01-502-000-0000-6250 Utilities	409.83	D	OPU Payment Invoice # 718550				1
39	9/30/24	906	01-000-000-0000-1001 Cash	409.83	C	OPU Payment Invoice # 718550				1
40	9/30/24	906	10-304-000-0000-6514 Utility Services	96.69	D	OPU Payment Invoice # 718553				1

Steele County

JOURNAL ENTRIES



Description 09 2024 JE UPLOAD - C6

RRN	Audit Date	Aud Seq	Account/Formula	Trans Amt	D/C	Desc 1	Desc 2	RC1	RC2	Basis
41	9/30/24	906	10-000-000-0000-1001 Cash	96.69	C	OPU Payment Invoice # 718553				1
42	9/30/24	906	01-111-047-0000-6250 Utilities	33.50	D	OPU Payment Invoice # 716285				1
43	9/30/24	906	01-000-000-0000-1001 Cash	33.50	C	OPU Payment Invoice # 716285				1
44	9/30/24	906	01-111-041-0000-6250 Utilities	1,891.81	D	OPU Payment Invoice # 718556				1
45	9/30/24	906	01-000-000-0000-1001 Cash	1,891.81	C	OPU Payment Invoice # 718556				1
46	9/30/24	906	01-111-042-0000-6250 Utilities	5,334.49	D	OPU Payment Invoice # 718555				1
47	9/30/24	906	01-000-000-0000-1001 Cash	5,334.49	C	OPU Payment Invoice # 718555				1
48	9/30/24	906	01-111-040-0000-6250 Utilities	7,588.39	D	OPU Payment Invoice # 718557				1
49	9/30/24	906	01-000-000-0000-1001 Cash	7,588.39	C	OPU Payment Invoice # 718557				1
50	9/30/24	906	01-111-044-0000-6250 Utilities	18,477.69	D	OPU Payment Invoice # 718563				1
51	9/30/24	906	01-000-000-0000-1001 Cash	18,477.69	C	OPU Payment Invoice # 718563				1
52	9/30/24	906	10-304-000-0000-6514 Utility Services	4,675.39	D	OPU Payment Invoice # 718562				1
53	9/30/24	906	10-000-000-0000-1001 Cash	4,675.39	C	OPU Payment Invoice # 718562				1
54	9/30/24	906	01-201-296-0000-6250 T#9 Utilities	382.59	D	OPU Payment Invoice # 718561				1
55	9/30/24	906	01-000-000-0000-1001 Cash	382.59	C	OPU Payment Invoice # 718561				1
56	9/30/24	906	01-111-049-0000-6250 Utilities	389.57	D	OPU Payment Invoice # 747497				1
57	9/30/24	906	01-000-000-0000-1001 Cash	389.57	C	OPU Payment Invoice # 747497				1
Debit Total				187,852.62		Credit Total	187,852.62	Net:		0.00

PERSONNEL REPORT

November 12, 2024

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>
Penny Miller	Tech Clerk 1 / Recorder's Office	B22 / 4	10/28/2024
Matthew Stiehm	Juv. PO / Comm. Corrections	C42/5	12/03/2024

Resignations/Retirements/Terminations/Change in Status:

<i>Name</i>	<i>Position</i>	<i>Department</i>	<i>End Date</i>
Marta Grieman	Project Engineer	Highway	11/01/2024
Gavin Meyer	Correctional Officer	Det. Center	10/29/2024

Open Positions-Pending Board Approval:

<i>Position</i>	<i>Department</i>	<i>Notes</i>
Engineering Tech I/II/III	Highway	Backfill Grieman as Eng Tech

STAFFING STATUS (Information Only – No Action Required)

Open Positions - Approved to Fill:

<i>Position</i>	<i>Department</i>	<i>Notes</i>
IT Security Analyst	IT	Working on Job Description
Correctional Officer (3)	Det. Center/Sheriff's Office	Recruiting/Backgrounding
Assistant County Engineer	Highway	Interviewing
Asst. County Attorney I/II/Sr.	County Attorney's Office	Offer Pending
Chief Deputy Recorder	Recorder's Office	Recruiting will begin soon
Case Manager / Social Worker (2)	Public Health	Elderly waiver work from MNP

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: Office Space Lease Agreement - MNPrairie

Department: Administration Office

Committee: Internal Central Services

Committee Meeting Date: November 6, 2024

Work Session Date: Enter a date.

Board Meeting Date: November 12, 2024

Consent Agenda: ☒ Yes ☐ No

Resolution: ☐ Yes ☒ No

Policy Committee Recommendation:

Committee recommends approving the MNP Lease and authorize the Chair to sign the agreement.

Recommendation:

Approve 2025 office lease agreement with MN Prairie and authorize Chair to sign agreement

Background (*Including Budget Impact*):

MN Prairie (14,336 square feet) leases office space from the County in the Administration Center. Since MN Prairie is a "arms length" agency of the county using federal funds, we are restricted by federal regulations to charge them an amount that cannot exceed our cost to provide the service. The proposed 2025 annual lease rate is \$182,961 (same as 2024)

Attachments: MNP Lease 2025

LEASE OF COMMERCIAL SPACE

THIS AGREEMENT, by and between Steele County (the County), Lessor, and Minnesota Prairie County Alliance (MNPrairie), Lessee.

WITNESSETH, that the Lessor in consideration of rents and covenants herein mentioned, does hereby lease to the Lessee, and the Lessee does hereby take from the Lessor, the premises described below in the County of Owatonna, State of Minnesota.

1. Term: (1) year commencing January 1, 2025.

2. Commencement of Lease: The date upon which the term of this lease begins is referred to as the “commencement date” and shall be deemed to be the date which occurs on the first date following delivery of possession.

3. Rent: Rent shall be payable as follows: The annual lease shall be \$182,961.00 which the Lessee shall pay in quarterly installments of \$45,740.25. These rental amounts shall be due in the first month of each calendar quarter, payments beginning January 1, 2025 and in the first month of each successive quarter during the term of this lease. There shall be no security deposit paid.

4. Scope of Lease: Payment of rent **will** cover the following items:

- Approximately 14,336 square feet of office space currently being occupied by employees of Lessee located at 630 Florence Avenue, Owatonna, MN 55060.
- Use of shared conference rooms and other common areas that are presently shared with other employees of Steele County.
- Parking
- Utilities, including water, sewer, gas and electricity
- Garbage and recycling management
- Maintenance of real property
- Lawn care
- Snow removal
- Supplies for restroom facilities
- Cleaning of leased office space
- Cleaning of restrooms, waiting areas and other common areas
- Access key for existing staff with a to be determined charge for new staff
- Real property insurance

The rent payment **will not** cover the following items:

- Copy machines
- Paper shredding
- MNPrairie owned vehicles
- Furniture

- Future physical plant modifications will be discussed on a case by case basis

5. Use: Exclusive use – Lessor agrees that provided Lessee is not in default herein under during the term of this lease, and any extensions or renewals thereof, Lessors will not lease any portion of the building to any other Lessee.

6. Premises: Lessor hereby leases to Lessee and Lessee hereby leases from Lessor, for the term upon and conditions herein provided, the premises described herein.

7. Care of Property: Lessor and Lessee will keep said premises in a neat, clean, and respectful condition. If Lessee believes an unclean condition exists on the property they shall give notice of the same, including the specific conditions which need to be remedied and the Lessor shall have 30 days in which to cure such condition.

8. Sub-lease or Assignment: Lessee will not assign or underlet said premises or any part thereof without the written consent of Lessor.

9. Renewal: This lease will expire December 31, 2025. The parties can agree to a one year renewal. Unless otherwise agreed to by both parties prior to the expiration date no renewal will be issued. If no renewal is issued by December 31, 2025, all items of the Lessee must be removed from the premises.

10. Taxes: The Lessor shall pay as due all real estate taxes due on the subject property. Payment shall be made directly to the appropriate county officer.

11. Insurance: The Lessor shall maintain insurance on the property and the Lessee shall maintain insurance applicable to its personal property.

12. Maintenance, repairs, and alterations: Routine maintenance which shall include but not be limited to, to light bulbs, cleaning supplies and floor coverings shall be the responsibility of Lessor. In addition, major repairs will be the responsibility of Lessor, unless the negligence and/or abuse of Lessee is the reason for any malfunction or damage.

13. Utilities: The Lessor agrees to pay for all water, light, heat, and other utilities used herein during the term of this lease. Said Lessor is solely responsible for payment of such debts incurred for such use of utilities and will hold the Lessee harmless for any delinquency that may incur from Lessor's non-payment.

14. Waiver and Indemnity: Lessor (including their officers, employees, agents and representatives) shall not be liable to Lessee or those claiming by, through or under Lessee for any injury, death, or property damage occurring in, on or about the property except for negligence directly attributable to the Lessor.

15. Casualty: If the premises or the project shall be partially damaged by fire, or other cause, the Lessor shall at their option, either:

a) undertake to restore such damages with all due diligence; or

b) in the event the premises are damaged by fire or other cause to the extent that damage cannot in Lessor's sole judgment be economically repaired within 30 days after the date of such damage, the lease shall be terminated unless otherwise agreed upon by both the Lessor and Lessee.

16. Default: If the Lessee defaults on this lease, the Lessors may use any legal remedy recognized by laws of the State of Minnesota.

17. Parking of vehicles: Lessee agrees that they shall park no private vehicles or Lessee owned vehicles in locations that are designated for public use.

IN TESTIMONY WHEREOF, both parties have signed this lease the date herein first above written.

Lessor, Steele County Board Chair

Lessee, MNPrairie Board Chair



Steele County Agenda Item

Request for Board Action

Subject: MRCI Lease – Administration Center

Department: Administration Office

Committee: Internal Central Services

Committee Meeting Date: November 6, 2024

Work Session Date: Enter a date.

Board Meeting Date: November 12, 2024

Consent Agenda: ☒ Yes ☐ No

Resolution: ☐ Yes ☐ No

Policy Committee Recommendation:

Committee recommends approving the renewal of the 2025 MRCI office lease in amount of \$26,856

Recommendation:

Approve 2025 office Lease for MRCI

Background (*Including Budget Impact*):

The County leases 1566 sq ft of office space in the lower level of the Administration Center to MRCI, who works with MN Prairie to provide employment services. The proposed 2025 lease is \$26,856 annually (\$17.15/sq ft), which represents a 3% increase over the 2024 rate. This rate aligns with the current CPI.

		Per Ft	
	Rent	Increase	1566 Sq Feet rented
2020	\$20,775.00		\$13.27
2021	\$21,924.00	5.5%	\$14.00
2022	\$23,490.00	7.1%	\$15.00
2023	\$25,056.00	6.7%	\$16.00
2024	\$26,070.00	4.0%	\$16.65

Attachments: MRCI Lease

LEASE OF COMMERCIAL SPACE

THIS AGREEMENT is by and between Steele County (the “County”), Lessor, and MRCI (MRCI), Lessee.

In consideration of the mutual covenant contained herein, the parties agree as follows:

Section One Description of Premises

Lessors lease to the Lessee the portion of the premises located at 630 Florence Avenue, City of Owatonna, County of Steele, State of Minnesota, described as follows:

1,566 square feet of office space located on the garden floor of the Steele County Administration Center

Section Two Term

The term of this lease is for twelve months beginning January 1, 2025 and terminating on December 31, 2025.

Section Three Rent

Rent shall be payable as follows: the annual rental for the premises shall be twenty-six thousand eight hundred and fifty-six dollars and zero cents (\$26,856.00.00), payable in 12 equal monthly installments of two thousand two hundred and thirty-eight dollars and zero cents (\$2,238.00). These rental amounts shall be on the first of each month during the calendar year, beginning January 1, 2025. There shall be no security deposit paid.

Section Four Scope of Lease

Payment of rent will cover the following items:

- Approximately 1,566 square feet of office space as defined in Section One.
- Use of common areas that are presently shared with employees of Steele County.
- Parking
- Utilities, including water, sewer, gas and electricity.
- Garbage and recycling management.
- Maintenance of real property
- Lawn care

- Snow removal
- Supplies for restroom facilities
- Cleaning of leased office space
- Cleaning of restrooms, waiting areas and other common areas
- Real estate taxes due on subject property
- Initial access key card as outlined in Tenant Key Card Policy
- Real property insurance

The rent payment will not cover the following items:

- Copy Machines and other technology
- Paper shredding
- Furniture
- Insurance applicable to its personal property
- Future physical plant modifications will be discussed on a case by case basis.

Section Five Restrictions

Lessee shall not use the premises in any manner that will increase the risks covered by insurance on the premises and result in an increase in the rate of insurance or a cancellation of any insurance policy, even if such use may be in furtherance of Lessee's business purposes. Lessee shall not keep, use or sell anything prohibited by any policy of fire insurance covering the premises necessary to keep in force the property and liability insurance. Lessee shall make no improvements to the premises without approval, in writing, from Lessors which shall not be unreasonably withheld.

Section Six Care of Property

Lessor represents that the premises are in fit condition for use by Lessee. Acceptance of the premises by Lessee shall be construed as recognition that the premises are in a good state of repair and in sanitary condition. Lessee shall surrender the premises, in the same condition as when Lessee took possession, allowing for reasonable use and wear, and damage by acts of God, including fires and storms. Before delivery, Lessee shall remove all business signs placed on premises by Lessee and restore the portion of the premises on which they are placed in the same condition as when received.

Lessor and Lessee will keep said premises in a neat, clean and respectful condition. If Lessee believes an unclean condition exists on the property they shall give notice of the same, including the specific conditions which need to be remedied and the Lessor shall have 30 days in which to correct such condition.

Routine maintenance which shall include, but not be limited to: light bulbs, cleaning supplies and floor coverings shall be the responsibility of the Lessor. In addition, major repairs will be the responsibility of Lessor, unless the negligence and/or abuse of the Lessee is the reason for any malfunction or damage.

Section Seven

Entry of Premises by Lessor

Lessor reserve the right to enter on the premises at reasonable times to inspect them, perform required maintenance and repairs, or make additions, alterations, or modifications to any part of the building in which the premises are located. The Lessee shall permit Lessor to do so. Lessor may erect scaffolding, post relevant notices, and place moveable equipment in connection with making alterations, additions, or repairs, all without incurring liability to Lessee for disturbance of quiet enjoyment of the premises, or loss of occupation thereof.

Section Eight

Waiver and Indemnity

Lessor (including their officers, employees, agents and representative) shall not be liable to Lessee or those claiming by, through or under Lessee for any injury, death, or property damage occurring in, on or about the property except for negligence directly attributable to the Lessor.

Section Nine

Sub-Lease or Assignment

Lessee will not assign or underlet said premises or any part thereof without the written consent of the Lessor. Any unauthorized assignment, sub-lease, or license to occupy by any Lessee shall be void and shall terminate the lease at the option of the Lessor.

Section Ten

Breach

The appointment of a receiver to take possession of the assets of Lessee, a general assignment for the benefit of the creditors of Lessee, any action taken or allowed to be taken by Lessee under any bankruptcy act, or the failure of Lessee to comply with each and every term and condition of this lease shall constitute a breach of this lease. Lessee shall have 15 days after receipt of written notice from Lessor of any breach to correct the conditions specified in the notice, or if the corrections cannot be made within the 15-day period, Lessee shall have a reasonable time to correct the default if action is commenced by Lessee within 15 days after receipt of the notice.

Section Eleven

Remedies of Lessor for Breach by Lessee

In the event of a breach under this lease, Lessor may terminate the lease on giving 30-days written notice of termination to Lessee. Without such notice, re-entry will not terminate the lease. On termination Lessor may recover from Lessee all damages proximately resulting from the breach, including the cost of recovering the premises and the worth of the balance of this lease over the

reasonable rental value of the premises for the remainder of the lease term, which sum shall be immediately due Lessor from Lessee.

MRCI

Steele County

By:

Steele County Administrator

Its: _____

Date: _____

Date: _____



Steele County Agenda Item

Request for Board Action

Subject: Summit Food Service Contract Amendment

Department: Sheriff's Office - Detention Center

Committee: ICS

Committee Meeting Date: November 6, 2024

Work Session Date: Enter a date.

Board Meeting Date: November 12, 2024

Consent Agenda: ☒ Yes ☐ No

Resolution: ☐ Yes ☒ No

Policy Committee Recommendation:

Committee recommends approving the contract amendment with Summit Food Service.

Recommendation:

Recommendation is to approve the contract amendment with Summit Food Service.

Background (*Including Budget Impact*):

Summit Food Service recently lost the jail contract with Rice County (Rice County opened their new jail with an on-site kitchen). With the loss of the contract, Summit will no longer be preparing meals for Rice County by using our kitchen. Summit will cease payment of the rental fee of \$2959.62 per month, effective November 2024.

Attachments: Contract Amendment

AMENDMENT #22 TO THE FOOD SERVICE MANAGEMENT AGREEMENT

This Amendment is made and entered into by and between Steele County Sheriff's Office ("Client"), and Summit Food Service, LLC ("Company") (collectively "the Parties").

WHEREAS, the Parties have entered into a certain FOOD SERVICE MANAGEMENT AGREEMENT (the "Agreement"), effective February 1, 2007;

WHEREAS, the Parties now desire to amend said Agreement upon the terms and conditions stated herein.

NOW, THEREFORE, the Parties, intending to be legally bound hereby, mutually agree as follows:

1. **Rice County Jail Service Fee.** Company service to the Rice County Jail shall cease on October 27, 2024. Accordingly, the monthly service fee, previously memorialized in Amendment #21, paid to the Client shall also end.

This Amendment is effective as of November 1, 2024. All other terms and conditions of the original Agreement (as modified from time to time) shall remain in full force and effect unless otherwise amended as provided in the Agreement.

CLIENT: Steele County Sheriff's Office

COMPANY: Summit Food Service, LLC

Signature: _____

Name: _____

Title: _____

Date: _____

Signature: _____

Name: Brittany Mayer-Schuler

Title: President

Date: _____



Steele County Agenda Item

Request for Board Action

Subject: Ditch Levies

Department: Property Tax & Elections

Committee: Internal Central Services

Committee Meeting Date: November 6, 2024

Work Session Date: November 12, 2024

Board Meeting Date: November 12, 2024

Consent Agenda: ☐ Yes ☐ No

Resolution: ☐ Yes ☐ No

Policy Committee Recommendation:

Committee recommends approving drainage ditch annual maintenance and repair levies for pay 2025.

Recommendation:

Approve drainage ditch annual maintenance and repair levies for pay 2025

Background (*Including Budget Impact*):

There are 30 drainage ditch systems in Steele County. An annual review of the individual ditch fund balances and potential pending maintenance concerns is completed by the PT&E Director and the Ditch Inspectors for the following year. Once the review has been completed, a percentage of total benefits is determined along with the levied amounts to be added as a special assessment for payable 2025 property taxes.

MN Statute 103E.705, subd. 6 – Annual repair assessment; levy limits.

Attachments:

Ditch levy spreadsheet

DITCH FUND BALANCES THRU JUNE 2024												Dodge
ASSES			TOTAL		BALANCE	EXPENSES	REVENUE	BALANCE		Proposed		Rice
CODE	DITCH	ACCT#	BENEFITS	5% LEVY	1/1/2024			6/30/2024	2025 LEVY	Levy Amount		Freeborn
												Waseca
7001	J.D. 1	631	308,856.00	15,442.80	(67,699.05)	4,348.31	5,567.77	(66,479.59)	2.50%	7,721.40		
7000	J.D. 2 RED	665	812,491.00	40,624.55	135,630.14	6,325.82	13,902.90	143,207.22	2.00%	16,249.82		
7005	J.D. 5	634	26,311.50	1,315.58	(47,191.52)	710.60	4,836.84	(43,065.28)	20.00%	5,262.30	redet 2025	
7025	J.D. 6	635	7,849,873.00	392,493.65	98,948.67	12,120.46	28,989.01	115,817.22	0.50%	39,249.37	repair 2025	
7007	J.D. 7	636	25,358.58	1,267.93	17,904.65	640.33	82.24	17,346.56		0.00		
7010	J.D. 10	633	18,905.00	945.25	(64,312.67)	322.31	2,425.19	(62,209.79)	20.00%	3,781.00	redet 2025	
7011	J.D. 11	637	169,866.00	8,493.30	50,115.42	290.55	2,175.96	52,000.83	2.00%	3,397.32	repair 2025	
7012	J.D. 12	638	53,893.56	2,694.68	17,357.81	339.09	835.63	17,854.35	2.50%	1,347.34		
7019	J.D. 19	662			(253.39)	154.27	0.00	(407.66)		0.00	redet/repair	
7023	J.D. 23	639	90,292.00	4,514.60	25,638.45	387.60	1,259.32	26,510.17	2.50%	2,257.30		
7026	J.D. 24	640	25,401,704.00	1,270,085.20	(72,533.06)	6,555.29	26,030.38	(53,057.97)	0.10%	25,401.70		
7101	C.D. 1	641	843,477.00	42,173.85	60,539.12	243.82	986.67	61,281.97	1.00%	8,434.77		
7100	C.D. 1 CH BR	642	7,212.60	360.63	(3,013.68)	196.73	14,847.97	11,637.56	20.00%	1,442.52		
7102	C.D. 2	643	272,319.00	13,615.95	(3,686.93)	831.23	5,086.12	567.96	3.00%	8,169.57		
7104	C.D. 4	644	1,404,494.80	70,224.74	63,978.43	2,169.48	4,346.48	66,155.43	0.50%	7,022.47		
7105	C.D. 5	645	3,565,913.65	178,295.68	(5,587.20)	984.87	4,698.27	(1,873.80)	1.00%	35,659.14		
7119	C.D.19	646	57,940.00	2,897.00	19,426.19	196.73	19,108.14	38,337.60	1.00%	579.40		
7131	C.D. 20	647	987,867.00	49,393.35	2,316.71	196.73	3,119.23	5,239.21	0.50%	4,939.34		
7128	C.D. 21	648	5,267,334.00	263,366.70	58,127.68	\$255.48	\$8,752.54	66,624.74	0.25%	13,168.34		
7130	C.D. 22	649	5,133,608.00	256,680.40	28,127.30	478.73	7,614.49	35,263.06	0.25%	12,834.02		
7123	C.D. 23	650	24,715.59	1,235.78	6,105.98	220.23	764.32	6,650.07	5.00%	1,235.78		
7124	C.D. 24	651	20,433.00	1,021.65	2,104.92	220.23	1,136.51	3,021.20	8.00%	1,634.64		
7125	C.D. 25	652	56,074.81	2,803.74	(4,336.92)	220.23	2,694.34	(1,862.81)	11.00%	6,168.23		
7129	C.D. 27	653	544,593.00	27,229.65	(15,575.74)	220.24	3,475.63	(12,320.35)	0.25%	1,361.48	lowered from	
7207	PTD 7	654	2,354,086.00	117,704.30	96,885.58	\$431.74	\$1,491.89	97,945.73	0.10%	2,354.09		
7208	PTD 8	655	27,591.00	1,379.55	17,110.02	243.74	769.37	17,635.65	5.00%	1,379.55		
7209	PTD 9	656	47,126.38	2,356.32	3,687.45	739.24	1,407.73	4,355.94	5.00%	2,356.32		
7210	PTD 10	657	6,037.50	301.88	402.55	220.24	241.50	423.81	8.00%	483.00		
7211	PTD 11	658	31,758.95	1,587.95	(56,362.01)	478.74	3,853.45	(52,987.30)	20.00%	6,351.79		
7217	PTD 17	659	20,387.20	1,019.36	4,250.90	537.49	669.10	4,382.51	5.00%	1,019.36		
7218	PTD 18	660	14,752.93	737.65	5,377.48	267.24	211.22	5,321.46	5.00%	737.65	increase from	
				2,772,263.65		373,483.28	41,547.79	171,380.21		503,315.70		221,998.99



Steele County Agenda Item

Request for Board Action

Subject: Drainage Ditch Lien Interest Rate

Department: Property Tax & Elections

Committee: Internal Central Services

Committee Meeting Date: November 6, 2024

Work Session Date: November 12, 2024

Board Meeting Date: November 12, 2024

Consent Agenda: ☐ Yes ☐ No

Resolution: ☐ Yes ☐ No

Policy Committee Recommendation:

Committee recommends setting the drainage ditch interest rate for 2025 at 4%

Recommendation:

Set the drainage ditch interest rate for 2025 at 4%

Background (*Including Budget Impact*):

Annually the County Board sets the interest rate to be charged on ditch liens.

In consultation with the Finance Office, we recommend the rate be set at 4% for 2024.

MN Statute 103E.611 Subd. 2. Paying Drainage Liens and Interest

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: Authorize Chairman to Sign Bills

Department: Property Tax & Elections

Committee: Internal Central Services

Committee Meeting Date: November 6, 2024

Work Session Date:

Board Meeting Date: November 12, 2024

Consent Agenda: ☐ Yes ☐ No

Resolution: ☐ Yes ☐ No

Policy Committee Recommendation:

Committee recommends authorizing the Chairman to sign bills on December 27, 2024, if there is a need to process an additional check run prior to year-end.

Recommendation:

Staff recommends approval as requested.

Background (*Including Budget Impact*):

MN Statute 385.05 – Receipt and payment of money requires signature of the chair

MN Statute 471.425 – Prompt payment of local government bills

Attachments:

n/a



Steele County Agenda Item

Request for Board Action

Subject: Resolution - Approve Final Payment for Contract No. 240207; SAP 074-602-007

Department: Highway

Committee: Public Works

Committee Meeting Date: NA

Work Session Date: NA

Board Meeting Date: November 12, 2024

Consent Agenda: ☒ Yes ☐ No

Resolution: ☒ Yes ☐ No

Policy Committee Recommendation:

NA

Recommendation:

Adopt resolution to approve final payment for Contract No. 240207: SAP 074-602-007 to MN Signal in the amount of \$1,224.75

Background (*Including Budget Impact*):

This project revised two signal systems, the signal on CSAH 2 (Hoffman Drive) at the I-35 northbound ramps, and the signal on Bridge Street at the I-35 southbound ramps. This project is in cooperation with both the City of Owatonna and MnDOT. The major work included installation of camera detection systems and battery backup systems. The signals were painted, and signs were replaced. The County share was \$59,969.99 paid with County State Aid funds, the City share was \$55,669.00, and MnDOT's share was \$6,835.02. MnDOT also furnished about \$47,500 worth of equipment out side of the contract. The final contract amount was \$122,475.00.

Attachments:

Resolution – Certificate of Final Acceptance



STEELE COUNTY
HIGHWAY DEPARTMENT
PO Box 890 • 3000 Hoffman Drive NW • Owatonna, MN 55060-0890
(507) 444-7670

Contract Number: 240207
Final Pay Request Number: 4

Project Number	Project Description
074-602-007	Traffic Signal Revisions

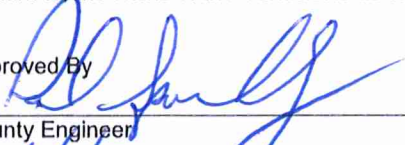
Contractor: MN Signal PO Box 116 LeCenter, Mn 56057	Vendor Number: N/A Up To Date: 10/29/2024
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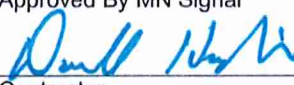
Contract Amount		Funds Encumbered	
Original Contract	\$122,475.00	Original	\$122,475.00
Contract Changes	\$0.00	Additional	N/A
Revised Contract	\$122,475.00	Total	\$122,475.00

Work Certified To Date	
Base Bid Items	\$122,475.00
Contract Changes	\$
Material On Hand	\$0.00
Total	\$122,475.00

Project Number	Work Certified This Request	Work Certified to Date	Less Amount Retained	Less Previous Payments	Amount Paid this Request	Total Amount Paid to Date
074-602-007	\$0.00	\$122,475.00	\$0.00	\$121,250.25	\$1,224.75	\$122,475.00
Contract 240207 Totals	\$0.00	\$122,475.00	\$0.00	\$121,250.25	\$1,224.75	\$122,475.00
Percent: Retained: 0%			Percent Complete: 100%			
Amount Paid This Final Pay Request					\$1,224.75	

I hereby certify that a Final Examination has been made of the noted Contract, that the Contract has been completed, and that the entire amount of Work Shown in this Final Voucher has been performed and the Total Value of the Work Performed in accordance with, and pursuant to, the terms of the Contract is as shown in this Final Voucher.

Approved By 
County Engineer
11/1/2024
Date

Approved By MN Signal

Contractor
10-30-24
Date

Steele County Highway Department
Certificate of Final Contract Acceptance
Final Voucher Number: 4

This is to certify that to the best of my knowledge, the items of work shown in the Statement of Work Certified herein have actually furnished in accordance with the Plans and Specifications. This Project has been completed in accordance with the Laws, Standards and Procedures of as they apply to projects in this category, and if applicable, approved by the Federal Highway Administration.

Dated 11/1/2024 Signature [Signature] County Engineer

The undersigned Contractor hereby certifies that the work described has been performed in accordance with the terms of the Contract, and agrees that the Final Value of Work Certified on this Contract is \$122,475.00 and agrees to the amount of \$1,224.75 as Final Payment on this Contract in accordance with this Final Voucher.

Contractor: MN Signal By Darrell Haight

And _____ And _____

State of Minnesota

On This 30 Day October, 2024, Before me appeared Darrell Haight To me known to

(Individual Acknowledgment)

be the person who executed the foregoing Acceptance and Acknowledged that he/she executed the same as
x _____ free to act and deed

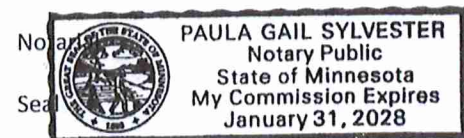
(Corporate Acknowledgment)

_____ And _____, to me personally known, who, being each by me duly sworn

each did say that they are respectively the _____ and _____ of the

Minnesota Signal LLC Corporation named in the foregoing instrument, and that the seal affixed to said instrument is the Corporate Seal of said Corporation, and the said instrument was signed and sealed in behalf of said Corporation by authority of its

_____ and said _____ and _____
acknowledged said instrument to be the free act and deed of said Corporation.



My Commission as Notary Public in Le Sueur County

Expires Jan. 31, 2028 Signature Paula G. Sylvester

I hereby certify that a Final Examination has been made of the noted Contract, that the Contract has been completed, that the entire amount of Work Shown in this Final Voucher has been performed and the Total Value of the Work Performed in accordance with, the terms of the Contract is as shown in this Final Voucher.

This Contract is hereby accepted in accordance with the Specification 1516. Final acceptance of the Contract will be effective upon full Execution, by the Contractor and the Department, of the "Certificate of Final Acceptance" included with the Final Voucher.

Dated _____ Signature _____ District Engineer

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

Contract Number: 240207
Contractor: MN Signal
Date Certified: October 29, 2024
Final Pay Request Number: 4

Whereas; Contract No. 240207 has in all things been completed, and the County Board being fully advised in the premises, now then be resolved; that we do hereby accept said completed project for and in behalf of the Steele County Highway Department and authorize final payment as specified herein.

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

State of Minnesota
County of Steele

Dated this ____ day of _____, 20__

Signed by _____
County Administrator

Contract Summaries

Contract Payment Summary				
Payment Number	Up To Date	Work Certified Per Request	Amount Retained Per Request	Amount Paid Per Request
1	2024-07-12	\$29,487.51	\$1,474.38	\$28,013.13
2	2024-08-01	\$78,945.00	\$3,947.25	\$74,997.75
3	2024-09-26	\$14,042.49	(\$4,196.88)	\$18,239.37
4	2024-10-29	\$0.00	(\$1,224.75)	\$1,224.75

Contract Funding Category Summary						
Funding Category Name	Work Certified this Request	Work Certified to Date	Less Amount Retained	Less Previous Payments	Amount Paid this Request	Total Amount Paid to Date
City	\$0.00	\$34,343.75	\$0.00	\$34,000.31	\$343.44	\$34,343.75
County	\$0.00	\$37,193.75	\$0.00	\$36,821.81	\$371.94	\$37,193.75
LPP City	\$0.00	\$24,743.75	\$0.00	\$24,496.32	\$247.43	\$24,743.75
LPP County	\$0.00	\$26,193.75	\$0.00	\$25,931.81	\$261.94	\$26,193.75

Contract Funding Source Summary					
Accounting Number	Funding Source Name	Amount Paid this Request	Revised Contract Amount	Funds Encumbered to Date	Paid Contractor to Date
020702	Regular (CSAH)	\$599.70	\$59,969.99	\$59,969.99	\$59,969.99
020705	Local (City)	\$556.70	\$55,669.99	\$55,669.99	\$55,669.99
020724	MnDOT LPP	\$68.35	\$6,835.02	\$6,835.02	\$6,835.02

Project Summaries

Project Payment Summary					
Project	Payment Number	Up To Date	Work Certified Per Request	Amount Retained Per Request	Amount Paid Per Request
074-602-007	1	2024-07-12	\$29,487.51	\$1,474.38	\$28,013.13
074-602-007	2	2024-08-01	\$78,945.00	\$3,947.25	\$74,997.75
074-602-007	3	2024-09-26	\$14,042.49	(\$4,196.88)	\$18,239.37
074-602-007	4	2024-10-29	\$0.00	(\$1,224.75)	\$1,224.75

Project Funding Category Summary							
Project	Funding Category Name	Work Certified This Request	Work Certified to Date	Less Amount Retained	Less Previous Payments	Amount Paid this Request	Total Amount Paid to Date
074-602-007	City	\$0.00	\$34,343.75	\$0.00	\$34,000.31	\$343.44	\$34,343.75
074-602-007	County	\$0.00	\$37,193.75	\$0.00	\$36,821.81	\$371.94	\$37,193.75
074-602-007	LPP City	\$0.00	\$24,743.75	\$0.00	\$24,496.32	\$247.43	\$24,743.75
074-602-007	LPP County	\$0.00	\$26,193.75	\$0.00	\$25,931.81	\$261.94	\$26,193.75

Project Funding Source Summary					
Project	Funding Source Name	Amount Paid this Request	Revised Contract Amount	Funds Encumbered to Date	Paid Contractor to Date
074-602-007	020702	\$599.70	\$59,969.99	\$59,969.99	\$59,969.99
074-602-007	020705	\$556.70	\$55,669.99	\$55,669.99	\$55,669.99
074-602-007	020724	\$68.35	\$6,835.02	\$6,835.02	\$6,835.02

Contract Items

Contract Item Status										
Project	Line	Item	Description	Units	Unit Price	Contract Quantity	Quantity This Request	Amount Certified This Request	Quantity To Date	Amount Certified To Date
074-602-007	1	2011.601	AS BUILT	LS	\$1,950.00	0.5	0	\$0.00	0.5	\$975.00
074-602-007	2	2011.601	AS BUILT	LS	\$1,950.00	0.25	0	\$0.00	0.25	\$487.50
074-602-007	3	2011.601	AS BUILT	LS	\$1,950.00	0.25	0	\$0.00	0.25	\$487.50
074-602-007	4	2021.501	MOBILIZATION	LS	\$9,100.00	0.5	0	\$0.00	0.5	\$4,550.00
074-602-007	5	2021.501	MOBILIZATION	LS	\$9,100.00	0.25	0	\$0.00	0.25	\$2,275.00
074-602-007	6	2021.501	MOBILIZATION	LS	\$9,100.00	0.25	0	\$0.00	0.25	\$2,275.00
074-602-007	7	2563.601	TRAFFIC CONTROL	LS	\$8,925.00	0.5	0	\$0.00	0.5	\$4,462.50
074-602-007	8	2563.601	TRAFFIC CONTROL	LS	\$8,925.00	0.25	0	\$0.00	0.25	\$2,231.25
074-602-007	9	2563.601	TRAFFIC CONTROL	LS	\$8,925.00	0.25	0	\$0.00	0.25	\$2,231.25
074-602-007	10	2565.601	PAINT SIGNAL SYSTEM ALS	LS	\$5,600.00	1	0	\$0.00	1	\$5,600.00
074-602-007	11	2565.601	PAINT SIGNAL SYSTEM BLS	LS	\$5,600.00	1	0	\$0.00	1	\$5,600.00
074-602-007	12	2565.616	REVISE SIGNAL SYSTEM A	SYS	\$42,400.00	0.5	0	\$0.00	0.5	\$21,200.00
074-602-007	13	2565.616	REVISE SIGNAL SYSTEM A	SYS	\$42,400.00	0.5	0	\$0.00	0.5	\$21,200.00
074-602-007	14	2565.616	REVISE SIGNAL SYSTEM B	SYS	\$39,500.00	0.5	0	\$0.00	0.5	\$19,750.00

Contract Item Status										
Project	Line	Item	Description	Units	Unit Price	Contract Quantity	Quantity This Request	Amount Certified This Request	Quantity To Date	Amount Certified To Date
074-602-007	15	2565.616	REVISE SIGNAL SYSTEM B	SYS	\$39,500.00	0.5	0	\$0.00	0.5	\$19,750.00
074-602-007	16	2565.502	APS PUSH BUTTON & SIGN (SYSTEM A)	EACH	\$1,350.00	4	0	\$0.00	4	\$5,400.00
074-602-007	17	2565.502	APS PUSH BUTTON & SIGN (SYSTEM B)	EACH	\$2,000.00	2	0	\$0.00	2	\$4,000.00
Base Bid Totals:								\$0.00		\$122,475.00

Base Bid Project Category Totals				
Project	Category	Amount Certified This Request		Amount Certified To Date
074-602-007	SP 7480-138	\$0.00		\$50,937.50
074-602-007	153-109-015	\$0.00		\$34,343.75
074-602-007	074-602-007	\$0.00		\$37,193.75

Contract Changes

Contract Change Item Status												
Project	CC	CC#	Line	Item	Description	Units	Unit Price	Contract Quantity	Quantity This Request	Amount Certified This Request	Quantity To Date	Amount Certified To Date
Contract Change Totals:										\$		\$

Contract Total	\$122,475.00
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Contract Change Totals			
Number	Description	Amount This Request	Amount To Date

Material On Hand

Material On Hand Additions					
Line	Item	Description	Date	Added	Comments

Material On Hand Balance						
Line	Item	Description	Date	Added	Used	Remaining



Steele County Agenda Item

Request for Board Action

Subject: Resolution - Approve Final Payment for Contract No. 242405; CP 074-024-005

Department: Highway

Committee: Public Works

Committee Meeting Date: NA

Work Session Date: NA

Board Meeting Date: November 12, 2024

Consent Agenda: ☒ Yes ☐ No

Resolution: ☒ Yes ☐ No

Policy Committee Recommendation:

NA

Recommendation:

Adopt resolution to approve final payment for Contract No. 242405: CP 074-024-005 to Subsurface, Inc. in the amount of \$2,042.29

Background (*Including Budget Impact*):

This project on CSAH 23 between CSAH 34 (26th St. NW) and NW 32nd Ave. lined eight centerline culverts with ultraviolet cured in place liner and performed joint repairs. The project was funded by Sales Tax funds. The final contract amount was \$204,228.60.

Attachments:

Resolution – Certificate of Final Acceptance



STEELE COUNTY
HIGHWAY DEPARTMENT
PO Box 890 • 3000 Hoffman Drive NW • Owatonna, MN 55060-0890
(507) 444-7670

Contract Number: 242405
Final Pay Request Number: 3

Project Number	Project Description
CP 074-024-005	CSAH 23 Pipe Lining & Joint Repair

Contractor: Subsurface, Inc. PO BOX 37 Moorhead, MN 56561-0037	Vendor Number: N/A Up To Date: 09/30/2024
--	--

Contract Amount		Funds Encumbered	
Original Contract	\$193,480.00	Original	\$193,480.00
Contract Changes	\$0.00	Additional	N/A
Revised Contract	\$193,480.00	Total	\$193,480.00

Work Certified To Date	
Base Bid Items	\$204,228.60
Contract Changes	\$
Material On Hand	\$0.00
Total	\$204,228.60

Project Number	Work Certified This Request	Work Certified to Date	Less Amount Retained	Less Previous Payments	Amount Paid this Request	Total Amount Paid to Date
CP 074-024-005	\$0.00	\$204,228.60	\$0.00	\$202,186.31	\$2,042.29	\$204,228.60
Contract 242405 Totals	\$0.00	\$204,228.60	\$0.00	\$202,186.31	\$2,042.29	\$204,228.60
Percent: Retained: 0%				Percent Complete: 105.56%		
Amount Paid This Final Pay Request					\$2,042.29	

I hereby certify that a Final Examination has been made of the noted Contract, that the Contract has been completed, and that the entire amount of Work Shown in this Final Voucher has been performed and the Total Value of the Work Performed in accordance with, and pursuant to, the terms of the Contract is as shown in this Final Voucher.

Approved By

County Engineer

Date

Approved By Subsurface, Inc.

Contractor

Date

Steele County Highway Department
Certificate of Final Contract Acceptance
Final Voucher Number: 3

This is to certify that to the best of my knowledge, the items of work shown in the Statement of Work Certified herein have actually furnished in accordance with the Plans and Specifications. This Project has been completed in accordance with the Laws, Standards and Procedures of as they apply to projects in this category, and if applicable, approved by the Federal Highway Administration.

Dated 10/30/2024 Signature [Signature] County Engineer

The undersigned Contractor hereby certifies that the work described has been performed in accordance with the terms of the Contract, and agrees that the Final Value of Work Certified on this Contract is \$204,228.60 and agrees to the amount of \$2,042.29 as Final Payment on this Contract in accordance with this Final Voucher.

Contractor: Subsurface, Inc.

By [Signature]

And _____ And _____

State of North Dakota

On This 10 Day October, 2024, Before me appeared _____ To me known to

(Individual Acknowledgment)

be the person who executed the foregoing Acceptance and Acknowledged that he/she executed the same as
_____ free to act and deed

(Corporate Acknowledgment)

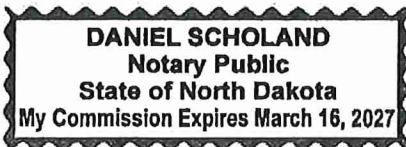
Sarah Streit And _____, to me personally known, who, being each by me duly sworn

each did say that they are respectively the Corp Secretary and _____ of the

Subsurface corporation named in the foregoing instrument, and that the seal affixed to said instrument is the Corporate Seal of said Corporation, and the said instrument was signed and sealed in behalf of said Corporation by authority of its

Corp. Secretary and said _____ and _____
acknowledged said instrument to be the free act and deed of said Corporation.

Notarial



Seal

My Commission as Notary Public in Cass County

Expires March 16, 2027 Signature [Signature]

I hereby certify that a Final Examination has been made of the noted Contract, that the Contract has been completed, that the entire amount of Work Shown in this Final Voucher has been performed and the Total Value of the Work Performed in accordance with, the terms of the Contract is as shown in this Final Voucher.

This Contract is hereby accepted in accordance with the Specification 1516. Final acceptance of the Contract will be effective upon full Execution, by the Contractor and the Department, of the "Certificate of Final Acceptance" included with the Final Voucher.

Dated _____ Signature _____ District Engineer

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

Contract Number: 242405
Contractor: Subsurface, Inc
Date Certified: September 30, 2024
Final Pay Request Number: 3

Whereas; Contract No. 242405 has in all things been completed, and the County Board being fully advised in the premises, now then be resolved; that we do hereby accept said completed project for and in behalf of the Steele County Highway Department and authorize final payment as specified herein.

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

State of Minnesota
County of Steele

Dated this ____ day of _____, 20__

Signed by _____
County Administrator

Contract Summaries

Contract Payment Summary				
Payment Number	Up To Date	Work Certified Per Request	Amount Retained Per Request	Amount Paid Per Request
1	2024-06-27	\$184,678.60	\$9,233.93	\$175,444.67
2	2024-09-26	\$19,550.00	(\$7,191.64)	\$26,741.64
3	2024-09-30	\$0.00	(\$2,042.29)	\$2,042.29

Contract Funding Category Summary						
Funding Category Name	Work Certified this Request	Work Certified to Date	Less Amount Retained	Less Previous Payments	Amount Paid this Request	Total Amount Paid to Date
CSAH 23	\$0.00	\$204,228.60	\$0.00	\$202,186.31	\$2,042.29	\$204,228.60

Contract Funding Source Summary					
Accounting Number	Funding Source Name	Amount Paid this Request	Revised Contract Amount	Funds Encumbered to Date	Paid Contractor to Date
240510	Sales Tax	\$2,042.29	\$193,480.00	\$193,480.00	\$204,228.60

Project Summaries

Project Payment Summary					
Project	Payment Number	Up To Date	Work Certified Per Request	Amount Retained Per Request	Amount Paid Per Request
CP 074-024-005	1	2024-06-27	\$184,678.60	\$9,233.93	\$175,444.67
CP 074-024-005	2	2024-09-26	\$19,550.00	(\$7,191.64)	\$26,741.64
CP 074-024-005	3	2024-09-30	\$0.00	(\$2,042.29)	\$2,042.29

Project Funding Category Summary							
Project	Funding Category Name	Work Certified This Request	Work Certified to Date	Less Amount Retained	Less Previous Payments	Amount Paid this Request	Total Amount Paid to Date
CP 074-024-005	CSAH 23	\$0.00	\$204,228.60	\$0.00	\$202,186.31	\$2,042.29	\$204,228.60

Project Funding Source Summary					
Project	Funding Source Name	Amount Paid this Request	Revised Contract Amount	Funds Encumbered to Date	Paid Contractor to Date
CP 074-024-005	240510	\$2,042.29	\$193,480.00	\$193,480.00	\$204,228.60

Contract Items

Contract Item Status										
Project	Line	Item	Description	Units	Unit Price	Contract Quantity	Quantity This Request	Amount Certified This Request	Quantity To Date	Amount Certified To Date
CP 074-024-005	1	2021.501	MOBILIZATION	LS	\$10,000.00	1	0	\$0.00	1	\$10,000.00
CP 074-024-005	2	2106.601	DEWATERING	LS	\$12,000.00	1	0	\$0.00	1	\$12,000.00
CP 074-024-005	3	2501.602	REPAIR CULVERT JOINT	EACH	\$2,400.00	3	0	\$0.00	3	\$7,200.00
CP 074-024-005	4	2507.603	LINING CULVERT PIPE (18") SPECIAL	L F	\$185.00	268	0	\$0.00	264.92	\$49,010.20
CP 074-024-005	5	2507.603	LINING CULVERT PIPE (24") SPECIAL	L F	\$250.00	60	0	\$0.00	72.5	\$18,125.00
CP 074-024-005	6	2507.603	LINING CULVERT PIPE (30") SPECIAL	L F	\$310.00	68	0	\$0.00	77	\$23,870.00
CP 074-024-005	7	2507.603	LINING CULVERT PIPE (36") SPECIAL	L F	\$430.00	94	0	\$0.00	98.5	\$42,355.00
CP 074-024-005	8	2507.603	LINING CULVERT PIPE (42") SPECIAL	L F	\$520.00	60	0	\$0.00	66.67	\$34,668.40
CP 074-024-005	9	2563.601	TRAFFIC CONTROL	LS	\$7,000.00	1	0	\$0.00	1	\$7,000.00
Base Bid Totals:								\$0.00		\$204,228.60

Base Bid Project Category Totals				
Project	Category	Amount Certified This Request		Amount Certified To Date
CP 074-024-005	CSAH 23	\$0.00		\$204,228.60

Contract Changes

Contract Change Item Status												
Project	CC	CC#	Line	Item	Description	Units	Unit Price	Contract Quantity	Quantity This Request	Amount Certified This Request	Quantity To Date	Amount Certified To Date
Contract Change Totals:										\$		\$

Contract Total	\$204,228.60
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Contract Change Totals			
Number	Description	Amount This Request	Amount To Date

Material On Hand

Material On Hand Additions					
Line	Item	Description	Date	Added	Comments

Material On Hand Balance						
Line	Item	Description	Date	Added	Used	Remaining



Steele County Agenda Item

Request for Board Action

Subject: Resolution - Approve Final Payment for Contract No. 242401; CP 074-024-001

Department: Highway

Committee: Public Works

Committee Meeting Date: NA

Work Session Date: NA

Board Meeting Date: November 12, 2024

Consent Agenda: ☒ Yes ☐ No

Resolution: ☒ Yes ☐ No

Policy Committee Recommendation:

NA

Recommendation:

Adopt resolution to approve final payment for Contract No. 242401: CP 074-024-001 to Kamco Inc. in the amount of \$2,751.95

Background (*Including Budget Impact*):

This project was a cooperative agreement project with the City of Owatonna and provided countywide pavement markings of centerlines and edge lines. The project was funded with CSAH-Maintenance funds, local funds, and City participation of \$15,597.45. The final contract amount was \$275,194.79.

Attachments:

Resolution – Certificate of Final Acceptance



STEELE COUNTY
HIGHWAY DEPARTMENT
PO Box 890 • 3000 Hoffman Drive NW • Owatonna, MN 55060-0890
(507) 444-7670

Contract Number: 242401
Final Pay Request Number: 2

Project Number	Project Description
CP 074-024-001	2024 County Wide Pavement Marking

Contractor: KAMCO Inc 23524 735th ave Dassel, MN 55325	Vendor Number: Up To Date: 09/30/2024
--	--

Contract Amount	Funds Encumbered
Original Contract \$277,818.19	Original \$277,818.19
Contract Changes \$0.00	Additional N/A
Revised Contract \$277,818.19	Total \$277,818.19

Work Certified To Date	
Base Bid Items \$275,194.79	
Contract Changes \$	
Material On Hand \$0.00	
Total \$275,194.79	

Project Number	Work Certified This Request	Work Certified to Date	Less Amount Retained	Less Previous Payments	Amount Paid this Request	Total Amount Paid to Date
CP 074-024-001	\$0.00	\$275,194.79	\$0.00	\$272,442.84	\$2,751.95	\$275,194.79
Contract 242401 Totals	\$0.00	\$275,194.79	\$0.00	\$272,442.84	\$2,751.95	\$275,194.79
Percent: Retained: 0%			Percent Complete: 99.06%			
Amount Paid This Final Pay Request					\$2,751.95	

I hereby certify that a Final Examination has been made of the noted Contract, that the Contract has been completed, and that the entire amount of Work Shown in this Final Voucher has been performed and the Total Value of the Work Performed in accordance with, and pursuant to the terms of the Contract is as shown in this Final Voucher.

Approved By

County Engineer

Date

Approved By KAMCO Inc

Contractor

Date

Contract No.: 242401
Final Pay Request No.: 2

**Steele County Highway Department
Certificate of Final Contract Acceptance
Final Voucher Number: 2**

This is to certify that to the best of my knowledge, the items of work shown in the Statement of Work Certified herein have actually furnished in accordance with the Plans and Specifications. This Project has been completed in accordance with the Laws, Standards and Procedures of as they apply to projects in this category, and if applicable, approved by the Federal Highway Administration.

Dated 10/30/2024 Signature [Signature] County Engineer

The undersigned Contractor hereby certifies that the work described has been performed in accordance with the terms of the Contract, and agrees that the Final Value of Work Certified on this Contract is \$275,194.79 and agrees to the amount of \$2,751.95 as Final Payment on this Contract in accordance with this Final Voucher.

Contractor: KAMCO Inc

By Ken Tormanen [Signature]

And _____ And _____

State of MN

On This 25th Day October, 2024, Before me appeared Ken Tormanen To me known to

(Individual Acknowledgment)

be the person who executed the foregoing Acceptance and Acknowledged that he/she executed the same as
_____ free to act and deed

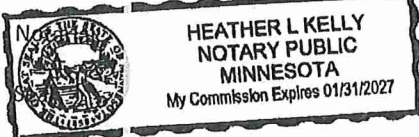
(Corporate Acknowledgment)

_____ And Ken Tormanen, to me personally known, who, being each by me duly sworn

each did say that they are respectively the CEO and _____ of the

Kamco Corporation named in the foregoing instrument, and that the seal affixed to said instrument is the Corporate Seal of said Corporation, and the said instrument was signed and sealed in behalf of said Corporation by authority of its

_____ and said _____ and _____
acknowledged said instrument to be the free act and deed of said Corporation.



My Commission as Notary Public in Wright County

Expires 1/31/2027 Signature Heather L Kelly

I hereby certify that a Final Examination has been made of the noted Contract, that the Contract has been completed, that the entire amount of Work Shown in this Final Voucher has been performed and the Total Value of the Work Performed in accordance with, the terms of the Contract is as shown in this Final Voucher.

This Contract is hereby accepted in accordance with the Specification 1516. Final acceptance of the Contract will be effective upon full Execution, by the Contractor and the Department, of the "Certificate of Final Acceptance" included with the Final Voucher.

Dated _____ Signature _____ District Engineer

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

Contract Number: 242401
Contractor: KAMCO Inc
Date Certified: September 30, 2024
Final Pay Request Number: 2

Whereas; Contract No. 242402 has in all things been completed, and the County Board being fully advised in the premises, now then be resolved; that we do hereby accept said completed project for and in behalf of the Steele County Highway Department and authorize final payment as specified herein.

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

State of Minnesota
County of Steele

Dated this ____ day of _____, 20__

Signed by _____
County Administrator

Contract Summaries

Contract Payment Summary				
Payment Number	Up To Date	Work Certified Per Request	Amount Retained Per Request	Amount Paid Per Request
1	2024-08-31	\$275,194.79	\$2,751.95	\$272,442.84
2	2024-09-30	\$0.00	(\$2,751.95)	\$2,751.95

Contract Funding Category Summary						
Funding Category Name	Work Certified this Request	Work Certified to Date	Less Amount Retained	Less Previous Payments	Amount Paid this Request	Total Amount Paid to Date
CITY	\$0.00	\$15,597.45	\$0.00	\$15,441.48	\$155.97	\$15,597.45
CR 107	\$0.00	\$1,046.52	\$0.00	\$1,036.06	\$10.46	\$1,046.52
CR 112	\$0.00	\$8,029.23	\$0.00	\$7,948.94	\$80.29	\$8,029.23
CR 135	\$0.00	\$9,018.50	\$0.00	\$8,928.32	\$90.18	\$9,018.50
CR 159	\$0.00	\$4,190.41	\$0.00	\$4,148.51	\$41.90	\$4,190.41
CR 161	\$0.00	\$5,611.23	\$0.00	\$5,555.12	\$56.11	\$5,611.23
CR 162	\$0.00	\$4,114.26	\$0.00	\$4,073.12	\$41.14	\$4,114.26
CR 163	\$0.00	\$3,072.26	\$0.00	\$3,041.54	\$30.72	\$3,072.26
CR 171	\$0.00	\$9,102.08	\$0.00	\$9,011.06	\$91.02	\$9,102.08
CR 180	\$0.00	\$4,600.26	\$0.00	\$4,554.26	\$46.00	\$4,600.26
CR 198	\$0.00	\$105.43	\$0.00	\$104.38	\$1.05	\$105.43
CSAH 1	\$0.00	\$6,950.56	\$0.00	\$6,881.05	\$69.51	\$6,950.56
CSAH 10	\$0.00	\$3,954.29	\$0.00	\$3,914.74	\$39.55	\$3,954.29
CSAH 12	\$0.00	\$12,726.99	\$0.00	\$12,599.72	\$127.27	\$12,726.99
CSAH 13	\$0.00	\$2,289.83	\$0.00	\$2,266.93	\$22.90	\$2,289.83
CSAH 17	\$0.00	\$15,739.37	\$0.00	\$15,581.98	\$157.39	\$15,739.37
CSAH 18	\$0.00	\$18,115.46	\$0.00	\$17,934.31	\$181.15	\$18,115.46
CSAH 19	\$0.00	\$12,784.28	\$0.00	\$12,656.44	\$127.84	\$12,784.28
CSAH 2	\$0.00	\$6,570.13	\$0.00	\$6,504.42	\$65.71	\$6,570.13
CSAH 23	\$0.00	\$25,380.90	\$0.00	\$25,127.10	\$253.80	\$25,380.90
CSAH 24	\$0.00	\$7,822.80	\$0.00	\$7,744.58	\$78.22	\$7,822.80
CSAH 26	\$0.00	\$14,714.45	\$0.00	\$14,567.31	\$147.14	\$14,714.45
CSAH 29	\$0.00	\$1,786.21	\$0.00	\$1,768.34	\$17.87	\$1,786.21
CSAH 32	\$0.00	\$4,893.92	\$0.00	\$4,844.98	\$48.94	\$4,893.92
CSAH 33	\$0.00	\$3,539.74	\$0.00	\$3,504.34	\$35.40	\$3,539.74
CSAH 35	\$0.00	\$4,633.55	\$0.00	\$4,587.21	\$46.34	\$4,633.55
CSAH 36	\$0.00	\$878.80	\$0.00	\$870.01	\$8.79	\$878.80
CSAH 40	\$0.00	\$928.96	\$0.00	\$919.67	\$9.29	\$928.96
CSAH 43	\$0.00	\$7,916.36	\$0.00	\$7,837.19	\$79.17	\$7,916.36
CSAH 45	\$0.00	\$24,982.10	\$0.00	\$24,732.27	\$249.83	\$24,982.10
CSAH 48	\$0.00	\$901.59	\$0.00	\$892.57	\$9.02	\$901.59
CSAH 49	\$0.00	\$1,486.70	\$0.00	\$1,471.83	\$14.87	\$1,486.70
CSAH 7	\$0.00	\$13,331.86	\$0.00	\$13,198.54	\$133.32	\$13,331.86
CSAH 77	\$0.00	\$4,581.42	\$0.00	\$4,535.61	\$45.81	\$4,581.42
CSAH 8	\$0.00	\$722.16	\$0.00	\$714.93	\$7.23	\$722.16
CSAH 9	\$0.00	\$13,074.73	\$0.00	\$12,943.98	\$130.75	\$13,074.73

Contract Funding Source Summary					
Accounting Number	Funding Source Name	Amount Paid this Request	Revised Contract Amount	Funds Encumbered to Date	Paid Contractor to Date
232319	Local (Co. Construction)	\$488.87	\$50,465.85	\$50,560.35	\$48,890.18
240103	Local (Co. Maintenance)	\$2,107.11	\$211,873.69	\$211,779.19	\$210,707.16
240105	Local (City)	\$155.97	\$15,478.65	\$15,478.65	\$15,597.45

Project Summaries

Project Payment Summary					
Project	Payment Number	Up To Date	Work Certified Per Request	Amount Retained Per Request	Amount Paid Per Request
CP 074-024-001	1	2024-08-31	\$275,194.79	\$2,751.95	\$272,442.84
CP 074-024-001	2	2024-09-30	\$0.00	(\$2,751.95)	\$2,751.95

Project Funding Category Summary							
Project	Funding Category Name	Work Certified This Request	Work Certified to Date	Less Amount Retained	Less Previous Payments	Amount Paid this Request	Total Amount Paid to Date
CP 074-024-001	CITY	\$0.00	\$15,597.45	\$0.00	\$15,441.48	\$155.97	\$15,597.45
CP 074-024-001	CR 107	\$0.00	\$1,046.52	\$0.00	\$1,036.06	\$10.46	\$1,046.52
CP 074-024-001	CR 112	\$0.00	\$8,029.23	\$0.00	\$7,948.94	\$80.29	\$8,029.23
CP 074-024-001	CR 135	\$0.00	\$9,018.50	\$0.00	\$8,928.32	\$90.18	\$9,018.50
CP 074-024-001	CR 159	\$0.00	\$4,190.41	\$0.00	\$4,148.51	\$41.90	\$4,190.41
CP 074-024-001	CR 161	\$0.00	\$5,611.23	\$0.00	\$5,555.12	\$56.11	\$5,611.23
CP 074-024-001	CR 162	\$0.00	\$4,114.26	\$0.00	\$4,073.12	\$41.14	\$4,114.26
CP 074-024-001	CR 163	\$0.00	\$3,072.26	\$0.00	\$3,041.54	\$30.72	\$3,072.26
CP 074-024-001	CR 171	\$0.00	\$9,102.08	\$0.00	\$9,011.06	\$91.02	\$9,102.08
CP 074-024-001	CR 180	\$0.00	\$4,600.26	\$0.00	\$4,554.26	\$46.00	\$4,600.26
CP 074-024-001	CR 198	\$0.00	\$105.43	\$0.00	\$104.38	\$1.05	\$105.43
CP 074-024-001	CSAH 1	\$0.00	\$6,950.56	\$0.00	\$6,881.05	\$69.51	\$6,950.56
CP 074-024-001	CSAH 10	\$0.00	\$3,954.29	\$0.00	\$3,914.74	\$39.55	\$3,954.29
CP 074-024-001	CSAH 12	\$0.00	\$12,726.99	\$0.00	\$12,599.72	\$127.27	\$12,726.99
CP 074-024-001	CSAH 13	\$0.00	\$2,289.83	\$0.00	\$2,266.93	\$22.90	\$2,289.83
CP 074-024-001	CSAH 17	\$0.00	\$15,739.37	\$0.00	\$15,581.98	\$157.39	\$15,739.37
CP 074-024-001	CSAH 18	\$0.00	\$18,115.46	\$0.00	\$17,934.31	\$181.15	\$18,115.46
CP 074-024-001	CSAH 19	\$0.00	\$12,784.28	\$0.00	\$12,656.44	\$127.84	\$12,784.28
CP 074-024-001	CSAH 2	\$0.00	\$6,570.13	\$0.00	\$6,504.42	\$65.71	\$6,570.13
CP 074-024-001	CSAH 23	\$0.00	\$25,380.90	\$0.00	\$25,127.10	\$253.80	\$25,380.90
CP 074-024-001	CSAH 24	\$0.00	\$7,822.80	\$0.00	\$7,744.58	\$78.22	\$7,822.80
CP 074-024-001	CSAH 26	\$0.00	\$14,714.45	\$0.00	\$14,567.31	\$147.14	\$14,714.45
CP 074-024-001	CSAH 29	\$0.00	\$1,786.21	\$0.00	\$1,768.34	\$17.87	\$1,786.21
CP 074-024-001	CSAH 32	\$0.00	\$4,893.92	\$0.00	\$4,844.98	\$48.94	\$4,893.92
CP 074-024-001	CSAH 33	\$0.00	\$3,539.74	\$0.00	\$3,504.34	\$35.40	\$3,539.74
CP 074-024-001	CSAH 35	\$0.00	\$4,633.55	\$0.00	\$4,587.21	\$46.34	\$4,633.55
CP 074-024-001	CSAH 36	\$0.00	\$878.80	\$0.00	\$870.01	\$8.79	\$878.80
CP 074-024-001	CSAH 40	\$0.00	\$928.96	\$0.00	\$919.67	\$9.29	\$928.96
CP 074-024-001	CSAH 43	\$0.00	\$7,916.36	\$0.00	\$7,837.19	\$79.17	\$7,916.36
CP 074-024-001	CSAH 45	\$0.00	\$24,982.10	\$0.00	\$24,732.27	\$249.83	\$24,982.10
CP 074-024-001	CSAH 48	\$0.00	\$901.59	\$0.00	\$892.57	\$9.02	\$901.59
CP 074-024-001	CSAH 49	\$0.00	\$1,486.70	\$0.00	\$1,471.83	\$14.87	\$1,486.70
CP 074-024-001	CSAH 7	\$0.00	\$13,331.86	\$0.00	\$13,198.54	\$133.32	\$13,331.86
CP 074-024-001	CSAH 77	\$0.00	\$4,581.42	\$0.00	\$4,535.61	\$45.81	\$4,581.42
CP 074-024-001	CSAH 8	\$0.00	\$722.16	\$0.00	\$714.93	\$7.23	\$722.16
CP 074-024-001	CSAH 9	\$0.00	\$13,074.73	\$0.00	\$12,943.98	\$130.75	\$13,074.73

Project Funding Source Summary					
Project	Funding Source Name	Amount Paid this Request	Revised Contract Amount	Funds Encumbered to Date	Paid Contractor to Date
CP 074-024-001	232319	\$488.87	\$50,465.85	\$50,560.35	\$48,890.18
CP 074-024-001	240103	\$2,107.11	\$211,873.69	\$211,779.19	\$210,707.16
CP 074-024-001	240105	\$155.97	\$15,478.65	\$15,478.65	\$15,597.45

Contract Items

Contract Item Status										
Project	Line	Item	Description	Units	Unit Price	Contract Quantity	Quantity This Request	Amount Certified This Request	Quantity To Date	Amount Certified To Date
CP 074-024-001	1	2582.503	4" SOLID LINE PAINT	L F	\$0.09	795606	0	\$0.00	790279	\$71,125.11
CP 074-024-001	2	2582.503	6" SOLID LINE PAINT	L F	\$0.11	1604527	0	\$0.00	1593374	\$175,271.14
CP 074-024-001	3	2582.503	8" SOLID LINE PAINT	L F	\$0.17	1671	0	\$0.00	463	\$78.71
CP 074-024-001	4	2582.503	12" SOLID LINE PAINT	L F	\$0.75	1250	0	\$0.00	1250	\$937.50
CP 074-024-001	5	2582.503	24" SOLID LINE PAINT	L F	\$1.50	1041	0	\$0.00	631	\$946.50
CP 074-024-001	6	2582.503	4" BROKEN LINE PAINT	L F	\$0.09	119613	0	\$0.00	117766	\$10,598.94
CP 074-024-001	7	2582.503	4" DOTTED LINE PAINT	L F	\$0.09	45	0	\$0.00	0	\$0.00
CP 074-024-001	8	2582.503	6" DOTTED LINE PAINT	L F	\$0.11	134	0	\$0.00	154	\$16.94
CP 074-024-001	9	2582.503	10" DOTTED LINE PAINT	L F	\$1.25	536	0	\$0.00	498	\$622.50
CP 074-024-001	10	2582.503	4" SOLID LINE PAINT	L F	\$0.09	137592	0	\$0.00	140984	\$12,688.56
CP 074-024-001	11	2582.503	4" BROKEN LINE PAINT	L F	\$0.09	34393	0	\$0.00	32321	\$2,908.89
Base Bid Totals:								\$0.00		\$275,194.79

Base Bid Project Category Totals			
Project	Category	Amount Certified This Request	Amount Certified To Date
CP 074-024-001	County	\$0.00	\$259,597.34
CP 074-024-001	City	\$0.00	\$15,597.45

Contract Changes

Contract Change Item Status												
Project	CC	CC#	Line	Item	Description	Units	Unit Price	Contract Quantity	Quantity This Request	Amount Certified This Request	Quantity To Date	Amount Certified To Date
Contract Change Totals:										\$		\$

Contract Total	\$275,194.79
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Contract Change Totals			
Number	Description	Amount This Request	Amount To Date

Material On Hand

Material On Hand Additions					
Line	Item	Description	Date	Added	Comments

Material On Hand Balance						
Line	Item	Description	Date	Added	Used	Remaining



Steele County Agenda Item

Request for Board Action

Subject: Resolution - Approve Final Payment for Contract No. 243709; SAP 074-637-009

Department: Highway

Committee: Public Works

Committee Meeting Date: NA

Work Session Date: NA

Board Meeting Date: November 12, 2024

Consent Agenda: ☒ Yes ☐ No

Resolution: ☒ Yes ☐ No

Policy Committee Recommendation:

NA

Recommendation:

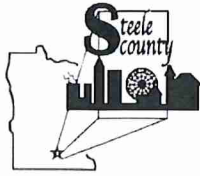
Adopt resolution to approve final payment for Contract No. 243709: SAP 074-637-009 to Crane Creek Asphalt in the amount of \$26,025.51.

Background (*Including Budget Impact*):

This project reclaimed and resurfaced CSAH 37 from CSAH 43 to approximately County Road 135 and Dodge County CSAH 20 on the county line from Steele CSAH 19 to approximately County Road 135. This project was a cooperative agreement project with Dodge County. The project was funded with State-Aid and Sales Tax funds, in addition to Dodge County's share. The final contract amount was \$2,602,551.29 with Dodge County's share at 291,640.03.

Attachments:

Resolution – Certificate of Final Acceptance



STEELE COUNTY
HIGHWAY DEPARTMENT
PO Box 890 • 3000 Hoffman Drive NW • Owatonna, MN 55060-0890
(507) 444-7670

Contract Number: 243709
Final Pay Request Number: 6

Project Number	Project Description
SAP 074-637-009; SAP 020-620-007	Steele CSAH 37 & Dodge CSAH 20 Reclamation and Bituminous Replacement

Contractor: Crane Creek Asphalt 710 24th Street NW Faribault, MN 55021	Vendor Number: 339 Up To Date: 10/03/2024
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Contract Amount		Funds Encumbered	
Original Contract	\$2,593,059.82	Original	\$2,593,059.82
Contract Changes	\$91,366.35	Additional	N/A
Revised Contract	\$2,684,426.17	Total	\$2,593,059.82

Work Certified To Date	
Base Bid Items	\$2,503,810.59
Contract Changes	\$98,740.70
Material On Hand	\$0.00
Total	\$2,602,551.29

Project Number	Work Certified This Request	Work Certified to Date	Less Amount Retained	Less Previous Payments	Amount Paid this Request	Total Amount Paid to Date
SAP 074-637-009; SAP 020-620-007	\$0.00	\$2,602,551.29	\$0.00	\$2,576,525.78	\$26,025.51	\$2,602,551.29
Contract 243709 Totals	\$0.00	\$2,602,551.29	\$0.00	\$2,576,525.78	\$26,025.51	\$2,602,551.29
Percent: Retained: 0%				Percent Complete: 96.95%		
Amount Paid This Final Pay Request					\$26,025.51	

I hereby certify that a Final Examination has been made of the noted Contract, that the Contract has been completed, and that the entire amount of Work Shown in this Final Voucher has been performed and the Total Value of the Work Performed in accordance with, and pursuant to, the terms of the Contract is as shown in this Final Voucher.

Approved By

County Engineer

Date

Approved By Crane Creek Asphalt

Contractor

Date

Contract No.: 243709
Final Pay Request No.: 6

**Steele County Highway Department
Certificate of Final Contract Acceptance
Final Voucher Number: 6**

This is to certify that to the best of my knowledge, the items of work shown in the Statement of Work Certified herein have actually furnished in accordance with the Plans and Specifications. This Project has been completed in accordance with the Laws, Standards and Procedures of as they apply to projects in this category, and if applicable, approved by the Federal Highway Administration.

Dated 10/30/2024 Signature [Signature] County Engineer

The undersigned Contractor hereby certifies that the work described has been performed in accordance with the terms of the Contract, and agrees that the Final Value of Work Certified on this Contract is \$2,602,551.29 and agrees to the amount of \$26,025.51 as Final Payment on this Contract in accordance with this Final Voucher.

Contractor: Crane Creek Asphalt

By Wayne Gieseke - Area Manager

And _____ And _____

State of _____

On This 14 Day October, 2024, Before me appeared _____ To me known to

(Individual Acknowledgment)

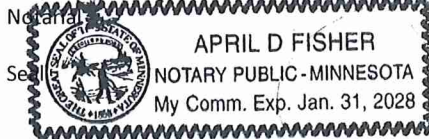
be the person who executed the foregoing Acceptance and Acknowledged that he/she executed the same as
_____ free to act and deed

(Corporate Acknowledgment)

Wayne Gieseke And _____, to me personally known, who, being each by me duly sworn

each did say that they are respectively the Area Manager and _____ of the
Crane Creek Asphalt, a Division of
Mathy Construction Company Corporation named in the foregoing instrument, and that the seal affixed to said instrument is the Corporate
Seal of said Corporation, and the said instrument was signed and sealed in behalf of said Corporation by authority of its

Board of Directors and said Area Manager and _____
acknowledged said instrument to be the free act and deed of said Corporation.



My Commission as Notary Public in Steele County

Expires Jan 31, 2028 Signature [Signature]

I hereby certify that a Final Examination has been made of the noted Contract, that the Contract has been completed, that the entire amount of Work Shown in this Final Voucher has been performed and the Total Value of the Work Performed in accordance with, the terms of the Contract is as shown in this Final Voucher.

This Contract is hereby accepted in accordance with the Specification 1516. Final acceptance of the Contract will be effective upon full Execution, by the Contractor and the Department, of the "Certificate of Final Acceptance" included with the Final Voucher.

Dated _____ Signature _____ District Engineer

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

Contract Number: 243709
Contractor: Crane Creek Asphalt
Date Certified: October 3, 2024
Final Pay Request Number: 6

Whereas; Contract No. 243709 has in all things been completed, and the County Board being fully advised in the premises, now then be resolved; that we do hereby accept said completed project for and in behalf of the Steele County Highway Department and authorize final payment as specified herein.

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

State of Minnesota
County of Steele

Dated this ____ day of _____, 20__

Signed by _____
County Administrator

Contract No.: 243709
Final Pay Request No.: 6

Contract Summaries

Contract Payment Summary				
Payment Number	Up To Date	Work Certified Per Request	Amount Retained Per Request	Amount Paid Per Request
1	2024-06-04	\$62,346.00	\$3,117.30	\$59,228.70
2	2024-07-01	\$255,100.80	\$12,755.04	\$242,345.76
3	2024-07-31	\$1,095,125.84	\$54,756.29	\$1,040,369.55
4	2024-08-31	\$1,165,892.02	\$58,294.60	\$1,107,597.42
5	2024-09-18	\$24,086.63	(\$102,897.72)	\$126,984.35
6	2024-10-03	\$0.00	(\$26,025.51)	\$26,025.51

Contract Funding Category Summary						
Funding Category Name	Work Certified this Request	Work Certified to Date	Less Amount Retained	Less Previous Payments	Amount Paid this Request	Total Amount Paid to Date
CSAH 20 Dodge	\$0.00	\$50,474.78	\$0.00	\$49,970.04	\$504.74	\$50,474.78
CSAH 20 Split	\$0.00	\$249,611.85	\$0.00	\$247,115.75	\$2,496.10	\$249,611.85
CSAH 37 Split	\$0.00	\$232,468.70	\$0.00	\$230,144.01	\$2,324.69	\$232,468.70
CSAH 37 Steele	\$0.00	\$2,069,745.96	\$0.00	\$2,049,048.50	\$20,697.46	\$2,069,745.96
Non-Participating	\$0.00	\$250.00	\$0.00	\$247.48	\$2.52	\$250.00

Contract Funding Source Summary					
Accounting Number	Funding Source Name	Amount Paid this Request	Revised Contract Amount	Funds Encumbered to Date	Paid Contractor to Date
370902	Regular (CSAH)	\$23,107.86	\$2,382,103.01	\$2,294,780.18	\$2,310,786.26
370910	Sales Tax	\$1.26	\$125.00	\$125.00	\$125.00
370921	Local (Other County)	\$2,916.39	\$302,198.16	\$298,154.64	\$291,640.03

Project Summaries

Project Payment Summary					
Project	Payment Number	Up To Date	Work Certified Per Request	Amount Retained Per Request	Amount Paid Per Request
SAP 074-637-009; SAP 020-620-007	1	2024-06-04	\$62,346.00	\$3,117.30	\$59,228.70
SAP 074-637-009; SAP 020-620-007	2	2024-07-01	\$255,100.80	\$12,755.04	\$242,345.76
SAP 074-637-009; SAP 020-620-007	3	2024-07-31	\$1,095,125.84	\$54,756.29	\$1,040,369.55
SAP 074-637-009; SAP 020-620-007	4	2024-08-31	\$1,165,892.02	\$58,294.60	\$1,107,597.42
SAP 074-637-009; SAP 020-620-007	5	2024-09-18	\$24,086.63	(\$102,897.72)	\$126,984.35
SAP 074-637-009; SAP 020-620-007	6	2024-10-03	\$0.00	(\$26,025.51)	\$26,025.51

Project Funding Category Summary							
Project	Funding Category Name	Work Certified This Request	Work Certified to Date	Less Amount Retained	Less Previous Payments	Amount Paid this Request	Total Amount Paid to Date
SAP 074-637-009; SAP 020-620-007	CSAH 20 Dodge	\$0.00	\$50,474.78	\$0.00	\$49,970.04	\$504.74	\$50,474.78
SAP 074-637-009; SAP 020-620-007	CSAH 20 Split	\$0.00	\$249,611.85	\$0.00	\$247,115.75	\$2,496.10	\$249,611.85
SAP 074-637-009; SAP 020-620-007	CSAH 37 Split	\$0.00	\$232,468.70	\$0.00	\$230,144.01	\$2,324.69	\$232,468.70
SAP 074-637-009; SAP 020-620-007	CSAH 37 Steele	\$0.00	\$2,069,745.96	\$0.00	\$2,049,048.50	\$20,697.46	\$2,069,745.96
SAP 074-637-009; SAP 020-620-007	Non-Participating	\$0.00	\$250.00	\$0.00	\$247.48	\$2.52	\$250.00

Project Funding Source Summary					
Project	Funding Source Name	Amount Paid this Request	Revised Contract Amount	Funds Encumbered to Date	Paid Contractor to Date
SAP 074-637-009; SAP 020-620-007	370902	\$23,107.86	\$2,382,103.01	\$2,294,780.18	\$2,310,786.26
SAP 074-637-009; SAP 020-620-007	370910	\$1.26	\$125.00	\$125.00	\$125.00
SAP 074-637-009; SAP 020-620-007	370921	\$2,916.39	\$302,198.16	\$298,154.64	\$291,640.03

Contract No.: 243709
Final Pay Request No.: 6

Contract Items

Contract Item Status										
Project	Line	Item	Description	Units	Unit Price	Contract Quantity	Quantity This Request	Amount Certified This Request	Quantity To Date	Amount Certified To Date
SAP 074-637-009; SAP 020-620-007	1	2021.501	MOBILIZATION	LS	\$28,290.00	0.8	0	\$0.00	0.8	\$22,632.00
SAP 074-637-009; SAP 020-620-007	2	2106.507	EXCAVATION - SUBGRADE	C Y	\$10.00	84	0	\$0.00	25	\$250.00
SAP 074-637-009; SAP 020-620-007	3	2118.509	AGGREGATE SURFACING CLASS 5 MOD	TON	\$30.00	350	0	\$0.00	115.69	\$3,470.70
SAP 074-637-009; SAP 020-620-007	4	2118.509	AGGREGATE SURFACING CLASS 1(B)	TON	\$17.00	5368	0	\$0.00	3060.22	\$52,023.74
SAP 074-637-009; SAP 020-620-007	5	2211.509	AGGREGATE BASE CLASS 6	TON	\$18.00	150	0	\$0.00	22.12	\$398.16
SAP 074-637-009; SAP 020-620-007	6	2215.504	FULL DEPTH RECLAMATION (P)	S Y	\$0.95	107004	0	\$0.00	107004	\$101,653.80
SAP 074-637-009; SAP 020-620-007	7	2232.504	MILL BITUMINOUS SURFACE (2.5") (P)	S Y	\$1.50	91906	0	\$0.00	91906	\$137,859.00
SAP 074-637-009; SAP 020-620-007	8	2232.603	MILLED RUMBLE STRIPS	L F	\$0.17	57040	0	\$0.00	55634	\$9,457.78
SAP 074-637-009; SAP 020-620-007	9	2360.509	TYPE SP 12.5 WEARING COURSE MIX (2,C)	TON	\$78.00	21119	0	\$0.00	20885.04	\$1,629,033.12
SAP 074-637-009; SAP 020-620-007	10	2540.602	MAIL BOX	EACH	\$50.00	5	0	\$0.00	5	\$250.00
SAP 074-637-009; SAP 020-620-007	11	2540.602	MAIL BOX SUPPORT	EACH	\$200.00	7	0	\$0.00	7	\$1,400.00
SAP 074-637-009; SAP 020-620-007	12	2563.601	TRAFFIC CONTROL	LS	\$7,950.00	0.8	0	\$0.00	0.8	\$6,360.00
SAP 074-637-009; SAP 020-620-007	13	2580.503	INTERIM PAVEMENT MARKING	L F	\$0.01	6019	0	\$0.00	6019	\$60.19
SAP 074-637-009; SAP 020-620-007	14	2582.503	4" SOLID LINE PAINT	L F	\$0.12	30502	0	\$0.00	31354	\$3,762.48
SAP 074-637-009; SAP 020-620-007	15	2582.503	6" SOLID LINE PAINT	L F	\$0.17	60190	0	\$0.00	60129	\$10,221.93
SAP 074-637-009; SAP 020-620-007	16	2582.503	4" BROKEN LINE PAINT	L F	\$0.12	4693	0	\$0.00	4245	\$509.40
SAP 074-637-009; SAP 020-620-007	17	2021.501	MOBILIZATION	LS	\$28,290.00	0.1	0	\$0.00	0.1	\$2,829.00
SAP 074-637-009; SAP 020-620-007	18	2106.507	EXCAVATION - SUBGRADE	C Y	\$10.00	14	0	\$0.00	0	\$0.00
SAP 074-637-009; SAP 020-620-007	19	2118.509	AGGREGATE SURFACING CLASS 1(B)	TON	\$17.00	633	0	\$0.00	381.22	\$6,480.74
SAP 074-637-009; SAP 020-620-007	20	2118.509	AGGREGATE SURFACING CLASS 5 MOD	TON	\$30.00	34	0	\$0.00	23.4	\$702.00

Contract Item Status										
Project	Line	Item	Description	Units	Unit Price	Contract Quantity	Quantity This Request	Amount Certified This Request	Quantity To Date	Amount Certified To Date
SAP 074-637-009; SAP 020-620-007	21	2211.509	AGGREGATE BASE CLASS 6	TON	\$18.00	25	0	\$0.00	0	\$0.00
SAP 074-637-009; SAP 020-620-007	22	2215.504	FULL DEPTH RECLAMATION (P)	S Y	\$0.95	13005	0	\$0.00	13005	\$12,354.75
SAP 074-637-009; SAP 020-620-007	23	2232.504	MILL BITUMINOUS SURFACE (2.5") (P)	S Y	\$1.50	11039	0	\$0.00	11039	\$16,558.50
SAP 074-637-009; SAP 020-620-007	24	2232.603	MILLED RUMBLE STRIPS	L F	\$0.17	7015	0	\$0.00	7498	\$1,274.66
SAP 074-637-009; SAP 020-620-007	25	2360.509	TYPE SP 12.5 WEARING COURSE MIX (2,C)	TON	\$78.00	2570	0	\$0.00	2397.99	\$187,043.22
SAP 074-637-009; SAP 020-620-007	26	2563.601	TRAFFIC CONTROL	LS	\$7,950.00	0.1	0	\$0.00	0.1	\$795.00
SAP 074-637-009; SAP 020-620-007	27	2580.503	INTERIM PAVEMENT MARKING	L F	\$0.01	732	0	\$0.00	732	\$7.32
SAP 074-637-009; SAP 020-620-007	28	2582.503	4" SOLID LINE PAINT	L F	\$0.12	1436	0	\$0.00	1476	\$177.12
SAP 074-637-009; SAP 020-620-007	29	2582.503	6" SOLID LINE PAINT	L F	\$0.17	7316	0	\$0.00	7309	\$1,242.53
SAP 074-637-009; SAP 020-620-007	30	2582.503	4" BROKEN LINE PAINT	L F	\$0.12	287	0	\$0.00	260	\$31.20
SAP 074-637-009; SAP 020-620-007	31	2021.501	MOBILIZATION	LS	\$28,290.00	0.1	0	\$0.00	0.1	\$2,829.00
SAP 074-637-009; SAP 020-620-007	32	2106.507	EXCAVATION - SUBGRADE	C Y	\$10.00	14	0	\$0.00	0	\$0.00
SAP 074-637-009; SAP 020-620-007	33	2118.509	AGGREGATE SURFACING CLASS 1(B)	TON	\$17.00	633	0	\$0.00	381.14	\$6,479.38
SAP 074-637-009; SAP 020-620-007	34	2118.509	AGGREGATE SURFACING CLASS 5 MOD	TON	\$30.00	34	0	\$0.00	23.39	\$701.70
SAP 074-637-009; SAP 020-620-007	35	2211.509	AGGREGATE BASE CLASS 6	TON	\$18.00	25	0	\$0.00	0	\$0.00
SAP 074-637-009; SAP 020-620-007	36	2215.504	FULL DEPTH RECLAMATION (P)	S Y	\$0.95	13005	0	\$0.00	13005	\$12,354.75
SAP 074-637-009; SAP 020-620-007	37	2232.504	MILL BITUMINOUS SURFACE (2.5") (P)	S Y	\$1.50	11039	0	\$0.00	11039	\$16,558.50
SAP 074-637-009; SAP 020-620-007	38	2232.603	MILLED RUMBLE STRIPS	L F	\$0.17	7015	0	\$0.00	6440	\$1,094.80
SAP 074-637-009; SAP 020-620-007	39	2360.509	TYPE SP 12.5 WEARING COURSE MIX (2,C)	TON	\$78.00	2570	0	\$0.00	2590.96	\$202,094.88
SAP 074-637-009; SAP 020-620-007	40	2563.601	TRAFFIC CONTROL	LS	\$7,950.00	0.1	0	\$0.00	0.1	\$795.00
SAP 074-637-009; SAP 020-620-007	41	2580.503	INTERIM PAVEMENT MARKING	L F	\$0.01	731	0	\$0.00	731	\$7.31

Contract No.: 243709
Final Pay Request No.: 6

Contract Item Status										
Project	Line	Item	Description	Units	Unit Price	Contract Quantity	Quantity This Request	Amount Certified This Request	Quantity To Date	Amount Certified To Date
SAP 074-637-009; SAP 020-620-007	42	2582.503	4" SOLID LINE PAINT	L F	\$0.12	2236	0	\$0.00	2298	\$275.76
SAP 074-637-009; SAP 020-620-007	43	2582.503	6" SOLID LINE PAINT	L F	\$0.17	7314	0	\$0.00	7307	\$1,242.19
SAP 074-637-009; SAP 020-620-007	44	2582.503	4" BROKEN LINE PAINT	L F	\$0.12	591	0	\$0.00	535	\$64.20
SAP 074-637-009; SAP 020-620-007	45	2118.509	AGGREGATE SURFACING CLASS 1(B)	TON	\$17.00	185	0	\$0.00	72.46	\$1,231.82
SAP 074-637-009; SAP 020-620-007	46	2360.509	TYPE SP 12.5 WEARING COURSE MIX (2,C)	TON	\$78.00	600	0	\$0.00	631.32	\$49,242.96
Base Bid Totals:								\$0.00		\$2,503,810.59

Base Bid Project Category Totals				
Project	Category	Amount Certified This Request		Amount Certified To Date
SAP 074-637-009; SAP 020-620-007	Non Part (Steele/Dodge)	\$0.00		\$250.00
SAP 074-637-009; SAP 020-620-007	074-637-009 (Steele/Dodge)	\$0.00		\$229,496.04
SAP 074-637-009; SAP 020-620-007	074-637-009 (Steele 100%)	\$0.00		\$1,979,092.30
SAP 074-637-009; SAP 020-620-007	020-620-007 (Steele/Dodge)	\$0.00		\$244,497.47
SAP 074-637-009; SAP 020-620-007	020-620-007 (DODGE 100%)	\$0.00		\$50,474.78

Contract No.: 243709
Final Pay Request No.: 6

Contract Changes

Contract Change Item Status												
Project	CC	CC#	Line	Item	Description	Units	Unit Price	Contract Quantity	Quantity This Request	Amount Certified This Request	Quantity To Date	Amount Certified To Date
SAP 074-637-009; SAP 020-620-007	CO	1	47	2360.521	BITUMINOUS DENSITY INCENTIVE	DOLLAR	\$1.00	10825.86	0	\$0.00	10825.86	\$10,825.86
SAP 074-637-009; SAP 020-620-007	CO	1	48	2360.521	BITUMINOUS DENSITY INCENTIVE	DOLLAR	\$1.00	671.74	0	\$0.00	671.74	\$671.74
SAP 074-637-009; SAP 020-620-007	CO	1	49	2360.521	BITUMINOUS DENSITY INCENTIVE	DOLLAR	\$1.00	2813.46	0	\$0.00	2813.46	\$2,813.46
SAP 074-637-009; SAP 020-620-007	CO	2	50	2021.501	MOBILIZATION	LS	\$5,720.00	1	0	\$0.00	1	\$5,720.00
SAP 074-637-009; SAP 020-620-007	CO	2	51	2104.507	REMOVE BITUMINOUS PAVEMENT	SQ YD	\$4.50	1128	0	\$0.00	1128	\$5,076.00
SAP 074-637-009; SAP 020-620-007	CO	2	52	2360.509	TYPE SP 12.5 WEARING COURSE MIX (2,C)	TON	\$96.00	271	0	\$0.00	297.15	\$28,526.40
SAP 074-637-009; SAP 020-620-007	CO	2	53	2360.509	TYPE SP 9.5 WEARING COURSE MIX (2,C)	TON	\$91.00	205	0	\$0.00	258.45	\$23,518.95
SAP 074-637-009; SAP 020-620-007	CO	3	54	2360.521	BITUMINOUS DENSITY INCENTIVE	DOLLAR	\$1.00	16986.45	0	\$0.00	16986.45	\$16,986.45
SAP 074-637-009; SAP 020-620-007	CO	3	55	2360.521	BITUMINOUS DENSITY INCENTIVE	DOLLAR	\$1.00	2300.92	0	\$0.00	2300.92	\$2,300.92
SAP 074-637-009; SAP 020-620-007	CO	3	56	2360.521	BITUMINOUS DENSITY INCENTIVE	DOLLAR	\$1.00	2300.92	0	\$0.00	2300.92	\$2,300.92
Contract Change Totals:										\$0.00		\$98,740.70

Contract Total	\$2,602,551.29
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Contract Change Totals			
Number	Description	Amount This Request	Amount To Date
3	Issue: Standard Specification 2360, "Plant Mixed Asphalt Pavement", and S-29 "(2360) Plant Mixed Asphalt Pavement (Local Government Unit)" requires payment of incentives or assessment of disincentives for Bituminous Pavement and material properties. Resolution: The Department had evaluated the Bituminous Density in accordance to the specifications and special provisions and has determined payment of incentives or assessment of disincentives. This Change Order documents the Monetary Adjustments associated with the Bituminous Paving placed on CSAH 37 & CSAH 20 between August 5, 2024 and August 10, 2024.	\$0.00	\$21,588.29
2	There are soft spots in the road subbase that have caused rutting and premature degradation of the 2" base lift of the road. Issue: The Engineer had determined the Contract needs to be revised in accordance with	\$0.00	\$62,841.35

Contract Change Totals			
Number	Description	Amount This Request	Amount To Date
	specification 1402.2 - Differing Site Conditions. Due to the abnormally high rainfalls the road subbase is saturated and has caused the the 2" base lift of the bituminous mat to rut and shift, degrading the mat. Prior to paving operations the reclaimed base was tested for compaction per specification 2215 "Reclamation", all tests passed. The soft spot did not present until after paving the first lift of the bituminous mat. The 2" base lift has degraded in some spots so that the final 2" lift can not be properly placed and compacted on top of it. There is currently no pay item for subbase correction or pavement removal in the contract. Resolution: The contractor is directed to remove approximately 1,128 SY of unsuitable bituminous mat and aggregate base to a depth 4" below the existing surface paid for by the square yard under 2104 "Remove Bituminous Pavement". The contractor will then pave the 4" back in bituminous pavement mix design SPWEB240C. The contractor is further directed to place a 1" leveling lift, (mix design SPWEA240C), on approximately 2,500 feet of road to fill in the minor rutting that has occurred. The contractor will be responsible for supplying all equipment, labor, and materials needed for the completion of this work. Entitlement: Payment for this work will be at: Negotiated Unit Prices as provided in MnDOT Specification 1904. as shown in the estimate of cost. The Contract Time is also extended such that Special Provision S-19.1 states: "The Contractor must compete all Work to meet the requirements of 1516.2 (Project Acceptance) under this Contract before September 21, 2024."		
1	Issue: Standard Specification 2360, "Plant Mixed Asphalt Pavement", and S-29 "(2360) Plant Mixed Asphalt Pavement (Local Government Unit)" requires payment of incentives or assessment of disincentives for Bituminous Pavement and material properties. Resolution: The Department had evaluated the Bituminous Density in accordance to the specifications and special provisions and has determined payment of incentives or assessment of disincentives. This Change Order documents the Monetary Adjustments associated with the Bituminous Paving placed on CSAH 37 between July 22,2024 and July 29, 2024.	\$0.00	\$14,311.06

Contract No.: 243709
Final Pay Request No.: 6

Material On Hand

Material On Hand Additions					
Line	Item	Description	Date	Added	Comments

Material On Hand Balance						
Line	Item	Description	Date	Added	Used	Remaining



Steele County Agenda Item

Request for Board Action

Subject: Resolution - Approve Final Payment for Contract No. 249816; SAP 074-598-016

Department: Highway

Committee: Public Works

Committee Meeting Date: NA

Work Session Date: NA

Board Meeting Date: November 12, 2024

Consent Agenda: ☒ Yes ☐ No

Resolution: ☒ Yes ☐ No

Policy Committee Recommendation:

NA

Recommendation:

Adopt resolution to approve final payment for Contract No. 249816: SAP 074-598-016 to Structural Specialties, Inc. in the amount of \$13,806.61.

Background (*Including Budget Impact*):

This project replaced Bridge No. 74513 on CR 162 over Crane Creek. The existing bridge, a deteriorating timber structure built in 1968, was replaced with Bridge No. 74562, a 103' single span prestress concrete girder bridge. The project was funded by the MnDOT Local Bridge Replacement Program funds for eligible costs and Sales Tax revenue funded the remaining and ineligible costs of the project. The final contract amount was \$885,661.17.

Attachments:

Resolution – Certificate of Final Acceptance



STEELE COUNTY
HIGHWAY DEPARTMENT
PO Box 890 • 3000 Hoffman Drive NW • Owatonna, MN 55060-0890
(507) 444-7670

Contract Number: 249816
Final Pay Request Number: 6

Project Number	Project Description
074-598-016	Bridge No. 74562 - CR 162 over Crane Creek

Contractor: Structural Specialties Inc. 20498 State Hwy 15 N Hutchinson, MN 55350	Vendor Number: 1896 Up To Date: 10/04/2024
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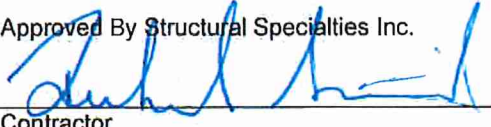
Contract Amount		Funds Encumbered	
Original Contract	\$889,868.67	Original	\$889,868.67
Contract Changes	\$2,500.00	Additional	N/A
Revised Contract	\$892,368.67	Total	\$889,868.67

Work Certified To Date	
Base Bid Items	\$883,161.17
Contract Changes	\$2,500.00
Material On Hand	\$0.00
Total	\$885,661.17

Project Number	Work Certified This Request	Work Certified to Date	Less Amount Retained	Less Previous Payments	Amount Paid this Request	Total Amount Paid to Date
074-598-016	\$5,000.00	\$885,661.17	\$0.00	\$871,854.56	\$13,806.61	\$885,661.17
Contract 249816 Totals	\$5,000.00	\$885,661.17	\$0.00	\$871,854.56	\$13,806.61	\$885,661.17
Percent: Retained: 0%				Percent Complete: 99.25%		
Amount Paid This Final Pay Request					\$13,806.61	

I hereby certify that a Final Examination has been made of the noted Contract, that the Contract has been competed, and that the entire amount of Work Shown in this Final Voucher has been performed and the Total Value of the Work Performed in accordance with, and pursuant to, the terms of the Contract is as shown in this Final Voucher.

Approved By 
County Engineer
10/30/2024
Date

Approved By Structural Specialties Inc. 
Contractor
10/29/2024
Date

**Steele County Highway Department
Certificate of Final Contract Acceptance
Final Voucher Number: 6**

This is to certify that to the best of my knowledge, the items of work shown in the Statement of Work Certified herein have actually furnished in accordance with the Plans and Specifications. This Project has been completed in accordance with the Laws, Standards and Procedures of as they apply to projects in this category, and if applicable, approved by the Federal Highway Administration.

Dated 10/30/2024 Signature [Signature] County Engineer

The undersigned Contractor hereby certifies that the work described has been performed in accordance with the terms of the Contract, and agrees that the Final Value of Work Certified on this Contract is \$885,661.17 and agrees to the amount of \$13,806.61 as Final Payment on this Contract in accordance with this Final Voucher.

Contractor: Structural Specialties Inc.

By [Signature]

And _____ And _____

State of Minnesota

On This 29th Day October, 2024, Before me appeared Richard Barrick To me known to

(Individual Acknowledgment)

be the person who executed the foregoing Acceptance and Acknowledged that he/she executed the same as
_____ free to act and deed

(Corporate Acknowledgment)

_____ And _____, to me personally known, who, being each by me duly sworn

each did say that they are respectively the President and _____ of the

Structural Specialties Corporation named in the foregoing instrument, and that the seal affixed to said instrument is the Corporate Seal of said Corporation, and the said instrument was signed and sealed in behalf of said Corporation by authority of its

President and said _____ and _____
acknowledged said instrument to be the free act and deed of said Corporation.



My Commission as Notary Public in Meeker County

Expires 1/31/2025 Signature Diana R. Johanneck

I hereby certify that a Final Examination has been made of the noted Contract, that the Contract has been completed, that the entire amount of Work Shown in this Final Voucher has been performed and the Total Value of the Work Performed in accordance with, the terms of the Contract is as shown in this Final Voucher.

This Contract is hereby accepted in accordance with the Specification 1516. Final acceptance of the Contract will be effective upon full Execution, by the Contractor and the Department, of the "Certificate of Final Acceptance" included with the Final Voucher.

Dated _____ Signature _____ District Engineer

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

Contract Number: 249816
Contractor: Structural Specialties Inc.
Date Certified: October 7, 2024
Final Pay Request Number: 6

Whereas; Contract No. 249816 has in all things been completed, and the County Board being fully advised in the premises, now then be resolved; that we do hereby accept said completed project for and in behalf of the Steele County Highway Department and authorize final payment as specified herein.

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

State of Minnesota
County of Steele

Dated this ____ day of _____, 20__

Signed by _____
County Administrator

Contract Summaries

Contract Payment Summary				
Payment Number	Up To Date	Work Certified Per Request	Amount Retained Per Request	Amount Paid Per Request
1	2024-05-15	\$215,945.94	\$10,797.30	\$205,148.64
2	2024-06-04	\$313,746.10	\$15,687.30	\$298,058.80
3	2024-07-01	\$254,477.00	\$12,723.85	\$241,753.15
4	2024-08-01	\$95,892.13	\$4,794.61	\$91,097.52
5	2024-08-31	\$600.00	(\$35,196.45)	\$35,796.45
6	2024-10-04	\$5,000.00	(\$8,806.61)	\$13,806.61

Contract Funding Category Summary						
Funding Category Name	Work Certified this Request	Work Certified to Date	Less Amount Retained	Less Previous Payments	Amount Paid this Request	Total Amount Paid to Date
Non- Participating	\$5,000.00	\$105,911.27	\$0.00	\$99,902.16	\$6,009.11	\$105,911.27
Participating	\$0.00	\$779,749.90	\$0.00	\$771,952.40	\$7,797.50	\$779,749.90

Contract Funding Source Summary					
Accounting Number	Funding Source Name	Amount Paid this Request	Revised Contract Amount	Funds Encumbered to Date	Paid Contractor to Date
981606	Bridge Bonding	\$7,797.50	\$784,791.88	\$784,791.88	\$779,749.90
981610	Sales Tax	\$6,009.11	\$107,576.79	\$105,076.79	\$105,911.27

Project Summaries

Project Payment Summary					
Project	Payment Number	Up To Date	Work Certified Per Request	Amount Retained Per Request	Amount Paid Per Request
074-598-016	1	2024-05-15	\$215,945.94	\$10,797.30	\$205,148.64
074-598-016	2	2024-06-04	\$313,746.10	\$15,687.30	\$298,058.80
074-598-016	3	2024-07-01	\$254,477.00	\$12,723.85	\$241,753.15
074-598-016	4	2024-08-01	\$95,892.13	\$4,794.61	\$91,097.52
074-598-016	5	2024-08-31	\$600.00	(\$35,196.45)	\$35,796.45
074-598-016	6	2024-10-04	\$5,000.00	(\$8,806.61)	\$13,806.61

Project Funding Category Summary							
Project	Funding Category Name	Work Certified This Request	Work Certified to Date	Less Amount Retained	Less Previous Payments	Amount Paid this Request	Total Amount Paid to Date
074-598-016	Non- Participating	\$5,000.00	\$105,911.27	\$0.00	\$99,902.16	\$6,009.11	\$105,911.27
074-598-016	Participating	\$0.00	\$779,749.90	\$0.00	\$771,952.40	\$7,797.50	\$779,749.90

Project Funding Source Summary					
Project	Funding Source Name	Amount Paid this Request	Revised Contract Amount	Funds Encumbered to Date	Paid Contractor to Date
074-598-016	981606	\$7,797.50	\$784,791.88	\$784,791.88	\$779,749.90
074-598-016	981610	\$6,009.11	\$107,576.79	\$105,076.79	\$105,911.27

Contract Items

Contract Item Status										
Project	Line	Item	Description	Units	Unit Price	Contract Quantity	Quantity This Request	Amount Certified This Request	Quantity To Date	Amount Certified To Date
074-598-016	1	2021.501	MOBILIZATION	LS	\$59,053.88	1	0	\$0.00	1	\$59,053.88
074-598-016	3	2101.501	CLEARING AND GRUBBING	LS	\$1.00	1	0	\$0.00	1	\$1.00
074-598-016	4	2104.502	SALVAGE SIGN	EACH	\$50.00	2	0	\$0.00	2	\$100.00
074-598-016	5	2104.503	SAWING BIT PAVEMENT (FULL DEPTH)	L F	\$8.00	58	0	\$0.00	58	\$464.00
074-598-016	6	2104.503	REMOVE PIPE CULVERTS	L F	\$10.00	300	0	\$0.00	301	\$3,010.00
074-598-016	7	2104.504	REMOVE BITUMINOUS PAVEMENT	S Y	\$5.00	459	0	\$0.00	304	\$1,520.00
074-598-016	8	2104.601	REMOVE REGULATED WASTE MATERIAL (BRIDGE)	LS	\$1.00	1	0	\$0.00	1	\$1.00
074-598-016	9	2104.601	HAUL SALVAGED MATERIAL	LS	\$100.00	1	0	\$0.00	0	\$0.00
074-598-016	10	2106.507	EXCAVATION - COMMON (P)	C Y	\$28.00	260	0	\$0.00	260	\$7,280.00
074-598-016	11	2118.509	AGGREGATE SURFACING CLASS 1	TON	\$40.00	55	0	\$0.00	42.7	\$1,708.00
074-598-016	12	2211.509	AGGREGATE BASE CLASS 5	TON	\$35.00	108	0	\$0.00	127.4	\$4,459.00
074-598-016	13	2357.506	BITUMINOUS MATERIAL FOR TACK COAT	GAL	\$0.01	19	0	\$0.00	19	\$0.19
074-598-016	14	2360.509	TYPE SP 12.5 WEARING COURSE MIX (2,B)	TON	\$128.00	84	0	\$0.00	80.61	\$10,318.08
074-598-016	15	2401.503	TYPE S (TL-4) 36" BARRIER CONC (3S52) (P)	L F	\$130.00	207	0	\$0.00	207	\$26,910.00
074-598-016	16	2401.507	STRUCTURAL CONCRETE (3B52) (P)	C Y	\$900.00	70	0	\$0.00	70	\$63,000.00
074-598-016	17	2401.508	REINFORCEMENT BARS (EPOXY COATED) (P)	LB	\$1.50	30890	0	\$0.00	30890	\$46,335.00
074-598-016	18	2401.508	REINFORCEMENT BARS (STAINLESS-75KSI) (P)	LB	\$5.00	370	0	\$0.00	370	\$1,850.00
074-598-016	19	2401.518	BRIDGE SLAB CONCRETE (3YHPC-M) (P)	S F	\$36.00	3615	0	\$0.00	3615	\$130,140.00
074-598-016	20	2401.601	SLOPE PREPARATION	LS	\$8,500.00	1	0	\$0.00	1	\$8,500.00
074-598-016	21	2401.601	STRUCTURE EXCAVATION	LS	\$9,000.00	1	0	\$0.00	1	\$9,000.00

Contract Item Status										
Project	Line	Item	Description	Units	Unit Price	Contract Quantity	Quantity This Request	Amount Certified This Request	Quantity To Date	Amount Certified To Date
074-598-016	22	2402.502	ELASTOMERIC BEARING PAD	EACH	\$200.00	10	0	\$0.00	10	\$2,000.00
074-598-016	23	2402.502	FLOOR DRAIN TYPE B706	EACH	\$1,650.00	4	0	\$0.00	4	\$6,600.00
074-598-016	24	2405.503	PRESTRESSED CONCRETE BEAMS 35MH (P)	L F	\$505.00	506	0	\$0.00	506	\$255,530.00
074-598-016	25	2406.503	EXPANSION JOINTS, DESIGN E8 (P)	L F	\$200.00	70	0	\$0.00	70	\$14,000.00
074-598-016	26	2406.504	BRIDGE APPROACH PANELS (P)	S Y	\$325.00	75	0	\$0.00	75	\$24,375.00
074-598-016	27	2442.501	REMOVE EXISTING BRIDGE	LS	\$45,000.00	1	0	\$0.00	1	\$45,000.00
074-598-016	28	2451.607	STRUCTURAL BACKFILL	C Y	\$30.00	330	0	\$0.00	299.27	\$8,978.10
074-598-016	29	2452.502	C-I-P CONC TEST PILE 80 FT LONG 12"	EACH	\$20,200.00	1	0	\$0.00	1	\$20,200.00
074-598-016	30	2452.502	C-I-P CONC TEST PILE 85 FT LONG 12"	EACH	\$20,500.00	1	0	\$0.00	1	\$20,500.00
074-598-016	31	2452.502	PILE REDRIVING	EACH	\$1.00	2	0	\$0.00	0	\$0.00
074-598-016	32	2452.503	C-I-P CONCRETE PILING 12"	L F	\$40.00	870	0	\$0.00	747	\$29,880.00
074-598-016	33	2501.502	18" GS PIPE APRON	EACH	\$260.00	4	0	\$0.00	4	\$1,040.00
074-598-016	34	2501.502	24" GS PIPE APRON	EACH	\$350.00	4	0	\$0.00	4	\$1,400.00
074-598-016	35	2501.503	18" CS PIPE CULVERT	L F	\$42.50	138	0	\$0.00	138	\$5,865.00
074-598-016	36	2501.503	24" CS PIPE CULVERT	L F	\$50.00	144	0	\$0.00	144	\$7,200.00
074-598-016	37	2502.501	DRAINAGE SYSTEM TYPE (B910)	LS	\$3,000.00	1	0	\$0.00	1	\$3,000.00
074-598-016	38	2511.504	GEOTEXTILE FILTER TYPE 7	S Y	\$4.00	624	0	\$0.00	568.88	\$2,275.52
074-598-016	39	2511.509	RANDOM RIPRAP CLASS III	TON	\$80.00	530	0	\$0.00	542.78	\$43,422.40
074-598-016	40	2563.601	TRAFFIC CONTROL	LS	\$4,200.00	1	0	\$0.00	1	\$4,200.00
074-598-016	42	2573.502	CULVERT END CONTROLS	EACH	\$150.00	4	0	\$0.00	4	\$600.00
074-598-016	43	2573.503	SILT FENCE, TYPE MS	L F	\$2.40	754	0	\$0.00	585	\$1,404.00
074-598-016	44	2573.503	FLOTATION SILT CURTAIN TYPE MOVING WATER	L F	\$21.00	206	0	\$0.00	200	\$4,200.00

Contract Item Status										
Project	Line	Item	Description	Units	Unit Price	Contract Quantity	Quantity This Request	Amount Certified This Request	Quantity To Date	Amount Certified To Date
074-598-016	45	2575.501	TURF ESTABLISHMENT	LS	\$5,000.00	1	0.5	\$2,500.00	1	\$5,000.00
074-598-016	46	2575.505	RAPID STABILIZATION METHOD 1	ACRE	\$2,000.00	0.3	0	\$0.00	0	\$0.00
074-598-016	47	2582.503	6" SOLID LINE PAINT WHITE	L F	\$3.00	453	0	\$0.00	587	\$1,761.00
074-598-016	48	2582.503	4" BROKEN LINE PAINT YELLOW	L F	\$2.00	226	0	\$0.00	260	\$520.00
074-598-016	49	2582.503	4" SOLID LINE PAINT YELLOW	L F	\$2.00	226	0	\$0.00	280	\$560.00
Base Bid Totals:								\$2,500.00		\$883,161.17

Base Bid Project Category Totals				
Project	Category	Amount Certified This Request		Amount Certified To Date
074-598-016	Participating	\$0.00		\$779,749.90
074-598-016	Non-Participating	\$2,500.00		\$103,411.27

Contract Changes

Contract Change Item Status												
Project	CC	CC#	Line	Item	Description	Units	Unit Price	Contract Quantity	Quantity This Request	Amount Certified This Request	Quantity To Date	Amount Certified To Date
074-598-016	CO	3	50	2575.501	TURF ESTABLISHMENT	LS	\$2,500.00	1	1	\$2,500.00	1	\$2,500.00
Contract Change Totals:										\$2,500.00		\$2,500.00

Contract Total	\$885,661.17
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Contract Change Totals			
Number	Description	Amount This Request	Amount To Date
3	Issue: The Engineer has determined the Contract needs to be revised in accordance with specification 1402.5 - Extra Work. Extraordinary heavy rains (5 inches) washed out recently installed turf establishment. The Engineer has determined that the topsoil needs to be regraded and the site reseeded and re-mulched. Resolution: The Contractor will regrade and restore the turf establishment. Entitlement: Payment for this work will be at: Negotiated Lump Sum as shown in the estimate of cost. This document does not change Contract Time.	\$2,500.00	\$2,500.00
2	Issue: The months of April, May, and June have had extraordinary wet weather, preventing the contractor from working on critical path items. Wind speeds have prevented crane operations on several days that were not raining during those months. The number of days that the contractor could actually work was significantly less than the probable working days used to compute the original contract deadline. The Engineer has determined the Contract needs to be revised in accordance with specification 1806 Determination and Extension of Contract Time. Resolution: The Contract completion date is modified to July 31, 2024.	\$0.00	\$0.00
1	Issue: The MnDOT Schedule of Materials Control was mistakenly included in the Project Manual instead of the SALT Schedule of Materials Control. The SALT Schedule of Materials Control was listed in the Table of Contents. The Engineer has determined the Contract needs to be revised in accordance with specification 1402 Contract Revisions. Resolution: The Contractor and County shall remove the MnDOT Schedule of Materials Control from the Project Manual and replace it with the SALT Schedule of Materials Control, herein attached. Entitlement: This change does not change contract unit prices. This document does not change Contract Time.	\$0.00	\$0.00

Material On Hand

Material On Hand Additions					
Line	Item	Description	Date	Added	Comments

Material On Hand Balance						
Line	Item	Description	Date	Added	Used	Remaining



Steele County Agenda Item

Request for Board Action

Subject: Courthouse – Chair Replacement

Department: Other

Committee: Internal Central Services

Committee Meeting Date: November 7, 2024

Consent Agenda: ☐ Yes ☐ No

Resolution: ☐ Yes ☐ No

Background (*Including Budget Impact*):

The Courthouse is a county building, and the County is responsible for providing a building and furnishing the building for the court system. The current chairs at the counsel tables, court clerks, judges, court report, witness, and security staff are in poor condition, and many are not usable and do not adjust. All the chairs are beyond their useful life.

This capital proposal was not in the 2024 CIP plan.

There are funds in the Courthouse budget to cover the cost of the chairs.

Court Administrator Stacy Ashley has reviewed the proposal, noting it will provide sufficient chairs for all court rooms and provide consistency of appearance of all courtroom furniture.

It is unknown the original date of the current chairs.

Attachments:

State contract bid pricing bid attached.



PROJECT PROPOSAL

Project: Steele County County Courthouse
Contact: Robert Jarrett
Salesperson: Trent Larson
Designer: Laurie Leonard
System: HM/HAT
Date: August 21, 2024

PRODUCT SPECIFICATIONS

<u>Qty.</u>	<u>Description</u>	<u>Unit Price</u>	<u>Total Price</u>
	Courtroom A (11 Total Chairs)		
1	Allseating YouToo Highback, Deluxe Tilt J-Bar, 4 Dimensional Arm -Model #: 85180-4D -Black Nylon, -M3 Mesh -Ebony -Upholstered Large Seat -Seat Slider -Grade 1 Oasis Drift -Adjustable Back Width Bracket Knob -Back Height Adjustment NASPO CONTRACT #MA3962 #231994	762.00	762.00
2	Allseating YouToo Midback, Deluxe Tilt J-Bar, No Arms -Model #: 85080-NA -Black Nylon, -M3 Mesh -Ebony -Upholstered Large Seat -Seat Slider -Grade 1 Oasis Drift -Adjustable Back Width Bracket Knob -Back Height Adjustment NASPO CONTRACT #MA3962 #231994	634.80	1,269.60
8	Allseating YouToo Midback, Deluxe Tilt J-Bar, 4 Dimensional Arms -Model #: 85080-NA -Black Nylon, -M3 Mesh -Ebony -Upholstered Large Seat -Seat Slider -Grade 1 Oasis Drift -Adjustable Back Width Bracket Knob -Back Height Adjustment NASPO CONTRACT #MA3962 #231994	730.80	5,846.40
	Courtroom B (13 Total Chairs)		
1	Allseating YouToo Highback, Deluxe Tilt J-Bar, 4 Dimensional Arm -Model #: 85180-4D -Black Nylon, -M3 Mesh -Ebony -Upholstered Large Seat -Seat Slider -Grade 1 Oasis Drift -Adjustable Back Width Bracket Knob -Back Height Adjustment NASPO CONTRACT #MA3962 #231994	762.00	762.00

3	Allseating YouToo Midback, Deluxe Tilt J-Bar, No Arms -Model #: 85080-NA <i>-Black Nylon,</i> <i>-M3 Mesh</i> <i>-Ebony</i> <i>-Upholstered Large Seat</i> <i>-Seat Slider</i> <i>-Grade 1 Oasis Drift</i> <i>-Adjustable Back Width Bracket Knob</i> <i>-Back Height Adjustment</i> NASPO CONTRACT #MA3962 #231994	634.80	1,904.40
9	Allseating YouToo Midback, Deluxe Tilt J-Bar, 4 Dimensional Arms -Model #: 85080-NA <i>-Black Nylon,</i> <i>-M3 Mesh</i> <i>-Ebony</i> <i>-Upholstered Large Seat</i> <i>-Seat Slider</i> <i>-Grade 1 Oasis Drift</i> <i>-Adjustable Back Width Bracket Knob</i> <i>-Back Height Adjustment</i> NASPO CONTRACT #MA3962 #231994	730.80	6,577.20
Courtroom C (3 Total Chairs)			
2	Allseating YouToo Midback, Deluxe Tilt J-Bar, No Arms -Model #: 85080-NA <i>-Black Nylon,</i> <i>-M3 Mesh</i> <i>-Ebony</i> <i>-Upholstered Large Seat</i> <i>-Seat Slider</i> <i>-Grade 1 Oasis Drift</i> <i>-Adjustable Back Width Bracket Knob</i> <i>-Back Height Adjustment</i> NASPO CONTRACT #MA3962 #231994	634.80	1,269.60
1	Allseating YouToo Midback, Deluxe Tilt J-Bar, 4 Dimensional Arms -Model #: 85080-NA <i>-Black Nylon,</i> <i>-M3 Mesh</i> <i>-Ebony</i> <i>-Upholstered Large Seat</i> <i>-Seat Slider</i> <i>-Grade 1 Oasis Drift</i> <i>-Adjustable Back Width Bracket Knob</i> <i>-Back Height Adjustment</i> NASPO CONTRACT #MA3962 #231994	730.80	730.80

Product Subtotal: 19,122.00

Install & Service Costs:

4	Delivery	82.00	328.00
27	Chair Assembly	12.00	324.00
130	Mileage	0.655	<u>85.15</u>

NOTE:

-Quote Valid for 30 Days

Services Subtotal: 737.15

Product Total: 19,122.00
Services Total: 737.15

PROJECT TOTAL: 19,859.15

*Applicable Sales Taxes will be added at time of invoicing.
Pricing Subject to Unannounced Tariff Surcharges.*

STEELE COUNTY PERSONNEL AGENDA ITEM

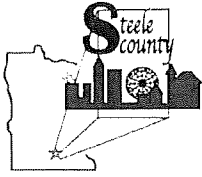
November 12, 2024

NOVEMBER EMPLOYEE ANNIVERSARIES

(Information Only – No Action Required)

Anniversaries:

<i>Name</i>	<i>Position-Dept</i>	<i>Anniv. Date</i>	<i>Yrs. Service</i>
Melissa Trihus	Technical Clerk II – Recorder’s Office	November 2 nd	9
Dawn Grunklee	Programs Assistant – Detention Center	November 13 th	17
Madilyn Trupe	Road Deputy – Sheriff’s Office	November 13 th	1
Drew Meyer	Custodian – Facilities & Fleet Dept.	November 16 th	2
Alexa Wencil	Long Term Care Supervisor – Public Health	November 21 st	2
Debbie Grems	Office Support Specialist – Public Health	November 27 th	18
Jennifer Mueller	Property Tax & Elections Director – PT&E	November 27 th	1



Steele County Agenda Item

Request for Board Action

Subject: Renewal of CUP 233 (Ulland Bros – Olson Pit)

Department: Planning & Zoning

Committee: Planning Commission

Committee Meeting Date: November 4, 2024

Work Session Date: Enter a date.

Board Meeting Date: November 12, 2024

Consent Agenda: ☐ Yes ☒ No

Resolution: ☐ Yes ☒ No

Policy Committee Recommendation:

Planning Commission recommends approving the Renewal of CUP #233 with one change to the 17 conditions based on the findings of fact.

Staff Recommendation:

Adopt the planning commission findings of fact.

Background (*Including Budget Impact*):

This request is from Ulland Brothers Inc. to renew Conditional Use Permit #233 allowing the mining of sand and gravel and stockpiling and processing of recyclable aggregate material on property owned by Roger Olson located in the S1/2 of the SE1/4, Section 10, Lemond Township.

Attachments:

Findings of Fact

Location Map

Site Maps

Staff Report

Draft Permit

COUNTY OF STEELE
FINDINGS OF FACT
REVIEW of CONDITIONAL USE PERMIT #233

Ulland Brothers – Olson Pit

Applicant:

Ulland Brothers Inc.

Land Owner:

Roger Olson

Project Description:

The applicant is requesting the renewal of CUP #233 allowing the mining of sand and gravel and the stockpiling of recyclable aggregate material.

Zoning District:

Agricultural District

Ordinance Section:

Condition #11 of the permit requires it to be renewed.

Property Description:

The S/12 of the SE ¼, Section 10, T 106 N, R 21 W, Lemond Township, Steele County, MN.

Property Address:

6588 SW 62nd Ave.

Permit History:

Issued as permit #182 in 1994
Re-issued as CUP #233 in 1997.
Reviewed in 2004
Reviewed in 2009
Reviewed in 2014
Reviewed in 2019

Total Area:

80 ac.

Minable Area:

25 ac. east of pipeline
45 ac. west of pipeline.

Active Areas:

9 acres on the east side of the pipeline

Reclaimed Areas:

None on the east side
24 ac. west of the pipeline.

Natural Elev:

1160 – 1180 feet

Permitted Elev:

1147 feet

Mining Elev:

1160 feet on the east side.
Water level is 1158 on the west side.

Material Removed:

5 ton in 2022

Recyclable Amts:

Minimal amounts located on the west side.

Other Permits: NPDES – General Permit
DNR Permit: None

Road Access: SW 68th Street for the west side – Gravel Township
SW 62nd Ave. or the east side – Gravel Township

General Criteria for considering an Interim Use Permit:

- 1) **The use will not create a burden on parks, schools, streets, public facilities or utilities:**
The planning commission find the facility will use public roads. Several pipelines also run through the property. Conditions #1, and #3 deal with mitigation efforts concerning the roads. Conditions #12 and #13 requires setbacks from the pipeline.
- 2) **The use is compatible, separated, or screening from adjacent agricultural or residential land so it will not deter development or depreciated the value of existing properties:**
The planning commission find condition #1 implementing setbacks from property lines is put into place to mitigate effects to neighboring properties. Conditions #8, #14, #16 mitigate concerns with noise.
- 3) **The appearance will not have an adverse effect on adjacent properties:**
The planning commission find the appearance of the pit has not had an adverse effect on adjacent properties. Condition #14 limits the amount of recyclable material that can be stored at any one time.
- 4) **The use is related to the needs of the county and the existing land use:**
The planning commission find the existing land use has been a sand and gravel mine for decades.
- 5) **The use is consistence with the purpose of the zoning ordinance and zoning district:**
The planning commission find mining of aggregate material is consistent with the Zoning Ordinance.
- 6) **The use will not creation a traffic hazards or congestion:**
The planning commission find there have been no reported issues with truck traffic from this pit. Conditions #4, #5, and #15 are implemented to reduce the potential for hazards.
- 7) **Existing businesses will not be adversely affected because of curtailment of customer's trade:**
The planning commission find the site has not adversely affected nearby businesses.
- 8) **Adequate utilities, access roads, drainage and other facilities will be provided:**
The planning commission find:
 - **Utilities:** The pit does not use utilities.
 - **Access Road:** The existing accesses have been established. Gates have been installed at the accesses.
 - **Drainage:** Drainage flows toward the pit.

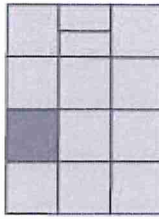
Planning Commission Recommendations:

Based on the information provided and comments received, the Steele County Planning Commission recommends the renewal of CUP 233 with the following conditions.

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

1. The setback from property lines and road right of ways shall be 20 feet of undisturbed soil. Any erosion to neighboring properties or right of ways as a result of this mine shall be corrected by the applicant.
2. The applicant shall maintain adequate topsoil on site for a reclamation plan.
3. Ulland Brothers Inc. shall obtain all necessary permits from Lemond Township.
4. The applicant shall be responsible to maintain dust control on the access road, the haul roads and in the pit if necessary.
5. Truck Hauling signs shall be placed when there is activity in the gravel mine at locations specified by the township.
6. The applicant shall obtain a National Discharge Elimination System (NPDES) permit and/or a water appropriation permit if required. If the site is to be dewatered this permit shall be amended.
7. The applicant shall consult with the SWCD to reclaim mine areas for purposes of maintaining wildlife habitat.
8. Hours of operation shall be between 6:00 AM and 7:00 PM, Monday thru Saturday.
9. Mining is limited to a bottom depth of 1147 feet.
10. All access roads to the site shall be gated.
11. Applicant is responsible to initiate renewal proceeding on or before April 1st, ~~2024~~ 2029 or this permit becomes invalid.
12. The setback from the pipelines shall be as required by the pipeline company, but in no case less than 50 feet from the pipeline with a 3 to 1 side slope on the excavation face. Any erosion shall be immediately corrected.
13. The setback from the pipeline shall be marked at 100 foot interval along the face of the mine and shall remain in place during the life of the mine and during reclamation procedures.
14. Storage of recyclable aggregate material shall not exceed 30,000 cu. yds. The State of Minnesota has additional requirements concerning recyclable aggregate stockpiles.
15. Trucks shall not track material from the pit onto the public road.
16. Trucks hauling material to and from this site shall not use "jake brakes"
17. This permit remains valid during times when the owner/operator is current on all tax obligations including but not limited to aggregate taxes. In addition, if notified by the Auditor of a delinquency, the owner/operator is required to either pay the tax or file an appropriate challenge within 30 days or else the permit is null and void.

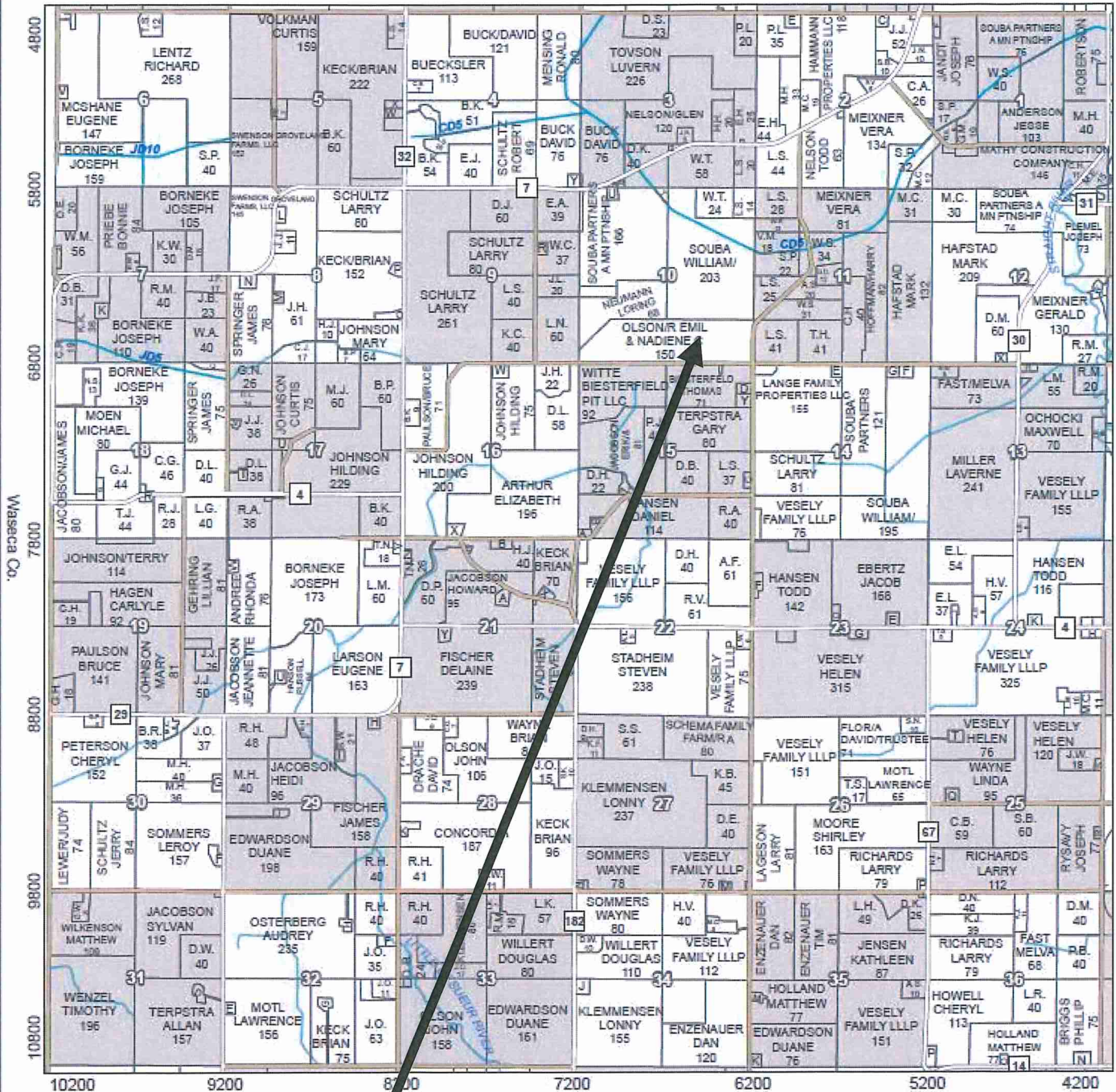
Lemond



T.106N. - R.21W.



See Pages 20 & 21



Olson Pit Location

6588 SW 62nd Ave.

2022



10/22/2024, 3:17:42 PM

Lines

Override 2

Sections

Override 1

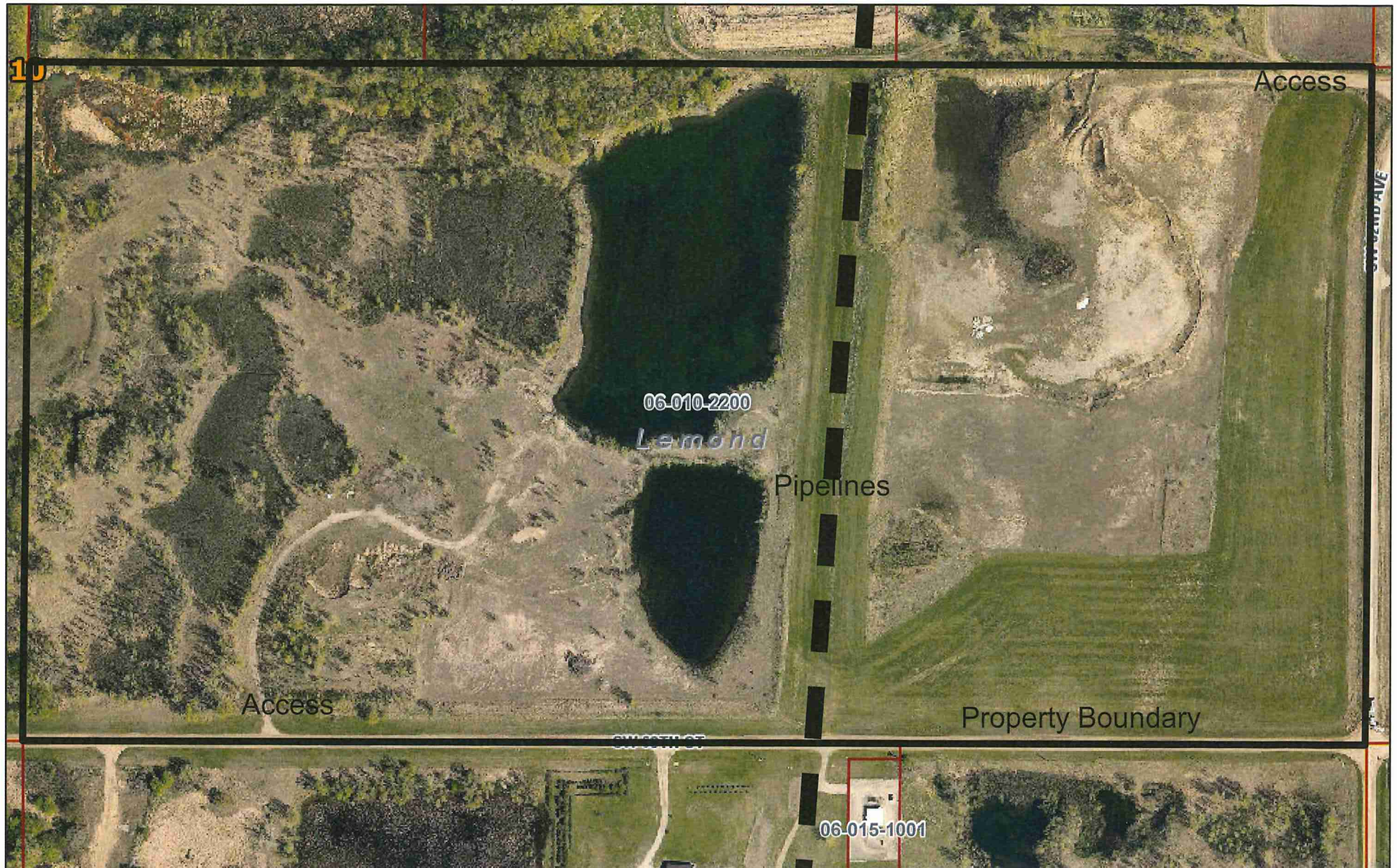
Tax Parcels

1:5,000

0 0.03 0.06 0.12 mi

0 0.05 0.1 0.2 km

2019



10/22/2024, 1:42:36 PM

Lines
Override 1
Override 2
Tax Parcels
Sections

1:4,514
0 0.03 0.06 0.11 mi
0 0.04 0.09 0.17 km

Staff Report
for
2024 Review of Conditional Use Permit #233
Ulland Bros – Olson Pit
(Section 10 of Lemond Township)

Operator: Ulland Brothers

Owner(s): Roger Olson

Project Location: The S1/2 of the SE ¼, Section 10, T 106 N, R 21 W, Lemond Township, Steele County, MN.

Zonin District: Agricultural

Permitted Uses: Mining of sand and gravel, crushing, screening, wash plant, stockpiling of aggregate material, and the stockpiling of recyclable aggregate material.

Permit History: Issued as permit #182 in 1994
Re-issued as CUP #233 in 1997.
Reviewed in 2004
Reviewed in 2009
Reviewed in 2014
Reviewed in 2019

Conditions:

1. The setback from property lines and road right of ways shall be 20 feet of undisturbed soil. Any erosion to neighboring properties or right of ways as a result of this mine shall be corrected by the applicant.
2. The applicant shall maintain adequate topsoil on site for a reclamation plan.
3. Ulland Brothers Inc. shall obtain all necessary permits from Lemond Township.
4. The applicant shall be responsible to maintain dust control on the access road, the haul roads and in the pit if necessary.
5. Truck Hauling signs shall be placed when there is activity in the gravel mine at locations specified by the township.
6. The applicant shall obtain a National Discharge Elimination System (NPDES) permit and/or a water appropriation permit if required. If the site is to be dewatered this permit shall be amended.
7. The applicant shall consult with the SWCD to reclaim mine areas for purposes of maintaining wildlife habitat.
8. Hours of operation shall be between 6:00 AM and 7:00 PM, Monday thru Saturday.
9. Mining is limited to a bottom depth of 1147 feet.
10. All access roads to the site shall be gated.
11. Applicant is responsible to initiate renewal proceeding on or before April 1st, 2024 or this permit becomes invalid.
12. The setback from the pipelines shall be as required by the pipeline company, but in no case less than 50 feet from the pipeline with a 3 to 1 side slope on the excavation face. Any erosion shall be immediately corrected.
13. The setback from the pipeline shall be marked at 100 foot interval along the face of the mine and shall remain in place during the life of the mine and during reclamation procedures.
14. Storage of recyclable aggregate material shall not exceed 30,000 cu. yds. The State of Minnesota has additional requirements concerning recyclable aggregate stockpiles.
15. Trucks shall not track material from the pit onto the public road.
16. Trucks hauling material to and from this site shall not use “jake brakes”

17. This permit remains valid during times when the owner/operator is current on all tax obligations including but not limited to aggregate taxes. In addition, if notified by the Auditor of a delinquency, the owner/operator is required to either pay the tax or file an appropriate challenge within 30 days or else the permit is null and void.

Total Area: 80 acres
Minable Area: 25 ac. east of pipeline
45 ac. west of pipeline.
Active Areas: 9 acres on the east side of the pipeline
Reclaimed Areas: None on the east side
24 ac. west of the pipeline.
Natural Elev: 1160 – 1180 feet
Permitted Elev: 1147 feet
Mining Elev: 1160 feet on the east side.
Water level is 1158 on the west side.
Material Mined: 5 ton in 2022
Recyclable Amt: Minimal on west side
Road Access: SW 68th Street for the west side – Gravel Township
SW 62nd Ave. or the east side – Gravel Township
Other Permits: NPDES – General Permit MNG490130
DNR Water Appropriations - None

Staff Comments: There has been very little mining in the past five years. The slopes on the pond areas have re-vegetated and appear stable. The embankment on the pipeline appears stable as well.

Reason for Conditional Use Permit Review:

Condition #11 of the permit requires the mine to be renewed every 5 years.

General Criteria for Issuing Conditional Use Permit:

- a) **Burden on Existing Public Facilities and Utilities:**
Public facilities being used will be the township roads. Condition #3 requires them to obtain all necessary permits from Lemond Township.
- b) **Compatible, Separated, or Screened from Adjacent Agricultural or Residential Properties:**
Condition #8 limits the hours of operation to mitigate potential noise on neighboring residential properties. There have been no concerns expressed by neighboring property owners.
- c) **Appearance of Structures and Site will not have an Adverse Effect on Adjacent Properties:**
The appearance is similar to other gravel pits in the area.
- d) **Relationship of Proposed Project to Existing Land Use:**
The existing land use has been a permitted gravel pit.
- e) **Consistency with Zoning Ordinance and Zoning District:**
Gravel mining, crushing and the processing of aggregate materials is consistent with the Zoning Ordinance.
- f) **Creation of Traffic Hazards or Congestion:**
There have been no reported issues with truck traffic from this pit.

g) Nuisance Effects on Nearby Business:

There are no permitted businesses in the area.

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

- **Gas Pipeline:** There are several pipelines running thru the property. Condition 13 concerns the pipeline. The location of the pipeline is clearly visible from the existing mining.
- **Floodplain:** No floodplain on this property.
- **Wetlands:** No known wetlands in the area of the proposed mining area.
- **Tile:** No known tile in the proposed area.

Staff Comments:

If the Planning Commission finds that this site meets the criteria for an amended interim use permit they may want to consider amending the following conditions. ~~Strike through~~ is deleted, underlined is added.

11. Applicant is responsible to initiate renewal proceeding on or before April 1st, ~~2024~~ 2029 or this permit becomes invalid.

CONDITIONAL USE PERMIT**PERMIT#** 233
Review

PARCEL #:	<u>06-010-2200</u>	HEARING DATE:	<u>11/04/24</u>
DISTRICT:	<u>Agricultural</u>	DECISION DATE:	<u>11/12/24</u>
APPLICANT:	<u>Ulland Brothers Inc</u>	LANDOWNER:	<u>Roger Olson</u>
ADDRESS:	<u>2501 E. Main St.</u> <u>Albert Lea, MN 56007</u>	ADDRESS:	<u>P.O. Box 7</u> <u>Glenville, MN 56036</u>

LEGAL DESCRIPTION OF PROPERTY:

S 1/2 of the SE 1/4, Section 10, T 106 N, R 21 W, Steele County

REFERENCE ORDINANCE FOR CUP:

Section 703.2 requires a Interim Use Permit for the mining of sand and gravel in the Agricultural District.

PROPOSED USE(S):

Mining of sand and gravel, the operation of a crusher and wash plant and the stockpiling of aggregate and recycled aggregate material.

DECISION OF BOARD OF COMMISSIONERSDeny ☐Approve ☒with 17 conditions.

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

Chair, Steele County Board of Commissioners

Date

Conditions

- 1 The setback from property lines and road right of ways shall be 20 feet of undisturbed soil. Any erosion to neighboring properties or right of ways as a result of this mine shall be corrected by the applicant.
- 2 The applicant shall maintain adequate topsoil on site for a reclamation plan.
- 3 Ulland Brothers Inc. shall obtain all necessary permits from Lemond Township.
- 4 The applicant shall be responsible to maintain dust control on the access road, the haul roads and in the pit if necessary.
- 5 Truck Hauling signs shall be placed on SE 68th St. when there is activity in the gravel mine at locations specified by the township.
- 6 The applicant shall obtain a National Discharge Elimination System (NPDES) permit and/or a water appropriation permit if required. If the site is to be dewatered this permit shall be amended.
- 7 The applicant shall consult with the SWCD to reclaim mine areas for purposes of maintaining wildlife habitat.
- 8 Hours of operation shall be between 6:00 AM and 7:00 PM, Monday thru Saturday.
- 9 Mining is limited to a bottom elevation of 1147 feet.
- 10 All access roads to the site shall be gated.
- 11 Applicant is responsible to initiate renewal proceeding on or before April 1st 2029 or this permit becomes invalid.
- 12 The setback from the pipelines shall be as required by the pipeline company, but in no case less than 50 feet from the pipeline with a 3 to 1 side slope on the excavation face. Any erosion shall be immediately corrected.
- 13 The setback from the pipeline shall be marked at 100 foot interval along the face of the mine and shall remain in place during the life of the mine and during reclamation procedures.
- 14 Storage of recyclable aggregate material shall not exceed 30,000 cu. yds. The State of Minnesota has additional requirements concerning recyclable aggregate stockpiles.
- 15 Trucks shall not track material from the pit onto the public road.
- 16 Trucks hauling material to and from this site shall not use "jake brakes"
- 17 This permit remains valid during times when the owner/operator is current on all tax obligations including but not limited to aggregate taxes. In addition, if notified by the Auditor of a delinquency, the owner/operator is required to either pay the tax or file an appropriate challenge within 30 days or else the permit is null and void.

CONDITIONAL USE PERMIT

PERMIT# 233
Review

CERTIFICATION

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

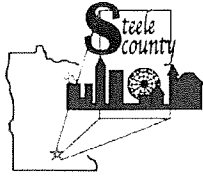
Steele County Administrator

Date

This document prepared by Steele County Planning and Zoning Director

Director, Steele County Planning & Zoning

Date



Steele County Agenda Item

Request for Board Action

Subject: Renewal of IUP 2009-05 (JJD Companies – CAN Pit)

Department: Planning & Zoning

Committee: Planning Commission

Committee Meeting Date: November 4, 2024

Work Session Date: Enter a date.

Board Meeting Date: November 12, 2024

Consent Agenda: ☐ Yes ☒ No

Resolution: ☐ Yes ☒ No

Policy Committee Recommendation:

Planning Commission recommends approving the Renewal of IUP 2009-05 with 21 conditions based on the findings of fact.

Staff Recommendation:

Adopt the planning commission findings of fact

Background (*Including Budget Impact*):

This request is from JJD Companies LLC to renew Interim Use Permit #2009-05 allowing the mining of sand and gravel and the stockpiling and processing of recyclable aggregate material on property owned by CAN Aggregates LLC located in the SE ¼ of NE1/4, and the NE1/4 of SE1/4 of Section 2, Lemond Township.

Attachments:

Findings of Fact

Location Map

Site Maps

Staff Reports

Draft Permit

COUNTY OF STEELE
FINDINGS OF FACT
RENEWAL of INTERIM USE PERMIT #2009-05

JJD Companies – CAN Pit

Applicant:

JJD Companies LLC.

Landowner:

CAN Aggregates LLC

Project Description:

The applicant is requesting the renewal of IUP #2009-05 allowing the mining of sand and gravel and the stockpiling of recyclable aggregate material in the SE ¼ of the NE ¼ and the NE ¼ of SE ¼, Section 2, Lemond Township.

Zoning District:

Agricultural District

Ordinance Section:

Section 703.2 of the Steele County Zoning Ordinance requires an Interim Use Permit for Mining and Gravel Extraction in the Agricultural District.

Section 703.3 of the Steele County Zoning Ordinance requires an Interim Use Permit for temporary storage, crushing/recycling of concrete or bituminous materials.

Property Description:

That part of the SE 1/4 of the NE 1/4 and that part of the NE 1/4 of the SE ¼ of Section 2, T-106-N, R-21-W, Steele County, MN, lying North and East of SW 51st St.

Property Address:

5240 SW 51st Street
Owatonna, MN 55060

Permit History:

Jul. 2009 - Permit issued to Tri-County Aggregate.
Aug. 2009 -Violations brought before the planning commission.
Apr. 2010 - Permit amended to include additional area in the NE ¼ of the SE ¼.
Jul. 2010 - Permit amended to remove areas south and west of SW 51st Street.
Jul. 2019 - Property sold to CAN aggregates.
Permit renewed and transferred to JJD Companies.

Total Area: 25 ac.

Minable Area: 20 ac.

Reclaimed Areas: 8.4 ac.

Active Areas: 4.2 ac.

Unmined Areas: 7.4 ac.

Natural Elev: 1160 – 1174 feet

Permitted Elev: 1130 feet

Mining Elev: Estimated at 1140 feet

Material Removed: 2023 – 27,500 ton
2022 – 19,301 ton
2021 – 71,510 ton
2020 – 66,269 ton
2019 - 121,870 ton

Recyclable Amt: Minimal (est. 25 yds³)

Other Permits: NPDES – General Permit
DNR Permit: None

Road Access: SW 51st Street – Paved Township Road

General Criteria for considering an Interim Use Permit:

- 1) **The use will not create a burden on parks, schools, streets, public facilities or utilities:**
The planning commission find the facility will use public roads. The township road is asphalt to the northwest and gravel to the east. Repeated truck and equipment traffic accessing the site can cause damage to the edge of the road pavement. Condition #8 requires truck traffic to only travel to the NW. Condition #21 requires an apron on all accesses to protect the pavement.
- 2) **The use is compatible, separated, or screening from adjacent agricultural or residential land so it will not deter development or depreciated the value of existing properties:**
The planning commission finds conditions #4, #6, #11, #12, and #14 have been implemented to protect neighboring properties from potential issues from the operation of this site.
- 3) **The appearance will not have an adverse effect on adjacent properties:**
The planning commission find the appearance of the pit has not had an adverse effect on adjacent properties. Condition #5 limits the amount of recyclable material that can be stored at any one time.
- 4) **The use is related to the needs of the county and the existing land use:**
The planning commission find the existing land use has been a sand and gravel mine since 2009.
- 5) **The use is consistent with the purpose of the zoning ordinance and zoning district:**
The planning commission find the mining of aggregate material is consistent with the Zoning Ordinance.
- 6) **The use will not create a traffic hazard or congestion:**
The planning commission find that conditions #4, #9, #10 and #12 have been added to mitigate potential hazards from traffic. In addition, condition #20 shall be added to address the use of a non-permitted access.
- 7) **Existing businesses will not be adversely affected because of curtailment of customer's trade:**
The planning commission find condition #8 directs traffic away from the nearest neighboring business.

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

The planning commission find:

- **Utilities:** The pit does not use utilities.
- **Access Road:** Access roads shall be permitted by Lemond Township. Conditions #7, #20, and #21 address all accesses.
- **Drainage:** A ditch has been excavated to drain surface water from the pit. The DNR has indicated that this type of drainage does not require a DNR water appropriations permit.

Planning Commission Recommendations:

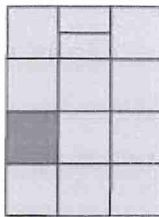
Based on the information provided and comments received, the Steele County Planning Commission recommends the renewal of CUP IUP 2009-05 with the following conditions.

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

1. This permit allows the mining of sand and gravel and the stockpiling and processing of recyclable aggregate material.
2. Mining is limited to the areas identified in the application.
3. Mining is limited to a bottom elevation of 1130 feet.
4. A 30 feet unexcavated buffer shall remain adjacent to all property lines and tower easements. A 50 feet unexcavated buffer shall remain adjacent to road right of ways. Any erosion to neighboring properties or easements as a result of this mine shall be immediately corrected by the applicant.
5. Storage piles of recyclable aggregate materials shall not exceed 30,000 cubic yards. These piles shall not remain onsite more than 5 years unless crushed. The State of Minnesota has additional requirements concerning recyclable aggregate stockpiles.
6. Equipment shall only be operated between the hours of 6:00 AM and 7:00 PM. Monday thru Saturday.
7. The access shall be gated to deter unauthorized access.
8. Truck traffic from this pit must only travel on SW 51st St. to the Northwest to CSAH #7.
9. Signage warning of truck traffic shall be located along the township road and County Road #7 if required by the road authority. The size and placement of these signs shall be at the direction of the Steele County Highway Department or Lemond Township Officials.
10. Trucks shall not track material from the pit onto the public road.
11. Trucks hauling material to and from this site shall not use "jake brakes"
12. Operator is responsible to maintain dust control in the pit and on the access road so it does not negatively affect neighboring properties or highway traffic.
13. The applicant shall follow their submitted reclamation plan. Final reclamation shall include grading slopes to a 4:1 slope or flatter, replacing topsoil, and vegetating exposed areas not used for cropland or a pond.
14. Operator shall maintain the viability of the existing private drainage system at all times during the operation of the pit.
15. If the operator dewateres the pit or requires a DNR water appropriation permit, this permit will need to be amended.
16. This permit remains valid during times when the owner/operator is current on all tax obligations including but not limited to aggregate taxes. In addition, if notified by the Auditor of a delinquency, the owner/operator is required to either pay the tax or file an appropriate challenge within 30 days or else the permit is null and void.
17. Applicant is responsible to obtain and follow all other federal, state, and local permits and regulations including but not limited to NPDES permits, DNR Water Appropriation Permits, and Minnesota Wetland Conservation Act regulations.
18. Applicant is responsible to initiate renewal proceeding on or before August 1st, 2024 2028 or this permit becomes invalid.

19. The permittee shall furnish bond, escrow, or other financial surety as approved by the county, for potential site restoration. The bond or other financial surety shall be in an amount of \$5,000 per acre for 11.6 acres for a total amount of \$58,000 and remain in place for 5 years from the date this permit is issued or until the total site is reclaimed and the reclamation is approved by Steele County.
20. The access at the corner of SW 51st street and Lemond Road shall be removed, and no traffic shall be allowed to enter or leave the site in this area.
21. All access shall be from SW 51st Street and authorized by Lemond Township. A hard surface apron shall be constructed on all access. These aprons shall match the thickness of the bituminous on the township road, be a minimum of 30 feet wide, and extend from the existing bituminous to the outside edge of the road right-of-way.

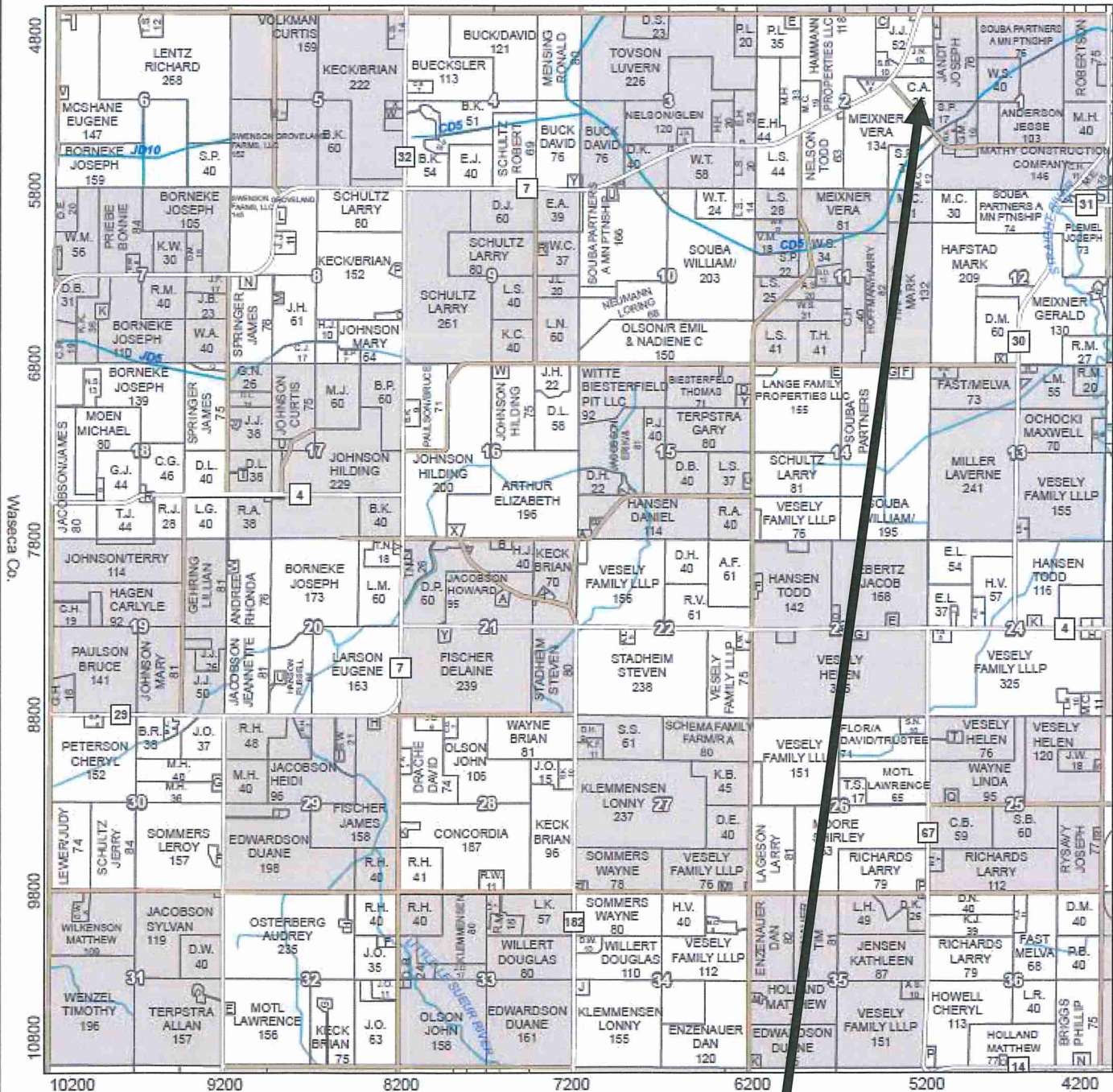
Lemond



T.106N. - R.21W.



See Pages 20 & 21



See Pages 12 & 13

See Pages 8 & 9

JJD Companies Pit Location

5420 SW 51st St.

CAN Pit
8/2024





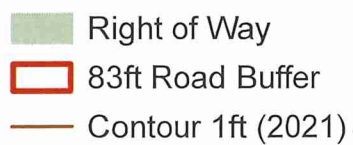
CAN Pit

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September 26, 2024





Staff Report (Supplemental)
for
2024 Review of Interim Use Permit #2009-05
JJD Companies LLC – CAN Pit

- Operator:** JJD Companies LLC
- Owner(s):** CAN Aggregates LLC
- Project Location:** That part of the SE 1/4 of the NE 1/4 and that part of the NE 1/4 of the SE ¼ of Section 2, T-106-N, R-21-W, Steele County, MN, lying North and East of SW 51st St.
- Tabled Issues:** This request was tabled at the October 7th planning commission meeting to obtain more information on the accesses and the required setback from SW 51st.
- Accesses:** Two additional accesses have been created since the permit was first issued. One has been punched through the berm and is located directly opposite the access to the gravel pit across the road. Another access is located in the corner at the intersection of SW 51st Street. and Lemond. The township was not present at the Oct 7th meeting but Brian Cook representing JJD indicated that the township had approved of the accesses and the Steele County Highway department did not oppose the one located at the corner of Lemond Road and SW 51st Street.
- I talked to the Steele County Highway engineer who stated they are against the access located at the intersection and feel it is in a dangerous location but because the access is actually located outside of the 50 feet County right-of-way they have no jurisdiction over it. I also talked to a township supervisor who also indicated they have not approved of the accesses and also feel the use of the one at the intersection is dangerous. The township was asked to be present at the November 4th meeting.
- Setback:** Condition #4 requires “A 30 feet unexcavated buffer shall remain adjacent to all property lines and tower easements. A 50 feet unexcavated buffer shall remain adjacent to road right of ways.” There appeared to be some disagreement as to what is meant by this condition as Cook claimed that he measured the setback and they are maintaining the 50 feet buffer along SW 51st Street. I revisited the site and verified that while the actual ditch is approximately 50 feet away from the right of way, the area between the ditch and the right of way has been excavated to create a constant slope at an approximate 4:1 slope down to the edge of the ditch. This is in contrast to the condition that states no excavation shall occur. That being said the slope as it is appears to be stable and flat enough, if its vegetated, to prevent erosion.
- Current Conditions:**
1. This permit allows the mining of sand and gravel and the stockpiling and processing of recyclable aggregate material.
 2. Mining is limited to the areas identified in the application.
 3. Mining is limited to a bottom elevation of 1130 feet.
 4. A 30 feet unexcavated buffer shall remain adjacent to all property lines and tower easements. A 50 feet unexcavated buffer shall remain adjacent to road right of ways. Any erosion to neighboring properties or easements as a result of this mine shall be immediately corrected by the applicant.
 5. Storage piles of recyclable aggregate materials shall not exceed 30,000 cubic yards. These piles shall not remain onsite more than 5 years unless crushed. The State of Minnesota has additional requirements concerning recyclable aggregate stockpiles.
 6. Equipment shall only be operated between the hours of 6:00 AM and 7:00 PM. Monday thru Saturday.
 7. The access shall be gated to deter unauthorized access.

8. Truck traffic from this pit must only travel on SW 51st St. to the Northwest to CSAH #7.
9. Signage warning of truck traffic shall be located along the township road and County Road #7 if required by the road authority. The size and placement of these signs shall be at the direction of the Steele County Highway Department or Lemond Township Officials.
10. Trucks shall not track material from the pit onto the public road.
11. Trucks hauling material to and from this site shall not use "jake brakes"
12. Operator is responsible to maintain dust control in the pit and on the access road so it does not negatively affect neighboring properties or highway traffic.
13. The applicant shall follow their submitted reclamation plan. Final reclamation shall include grading slopes to a 4:1 slope or flatter, replacing topsoil, and vegetating exposed areas not used for cropland or a pond.
14. Operator shall maintain the viability of the existing private drainage system at all times during the operation of the pit.
15. If the operator dewateres the pit or requires a DNR water appropriation permit, this permit will need to be amended.
16. This permit remains valid during times when the owner/operator is current on all tax obligations including but not limited to aggregate taxes. In addition, if notified by the Auditor of a delinquency, the owner/operator is required to either pay the tax or file an appropriate challenge within 30 days or else the permit is null and void.
17. Applicant is responsible to obtain and follow all other federal, state, and local permits and regulations including but not limited to NPDES permits, DNR Water Appropriation Permits, and Minnesota Wetland Conservation Act regulations.
18. Applicant is responsible to initiate renewal proceeding on or before August 1st, 2024 or this permit becomes invalid.

Staff Comments:

The county has been adding a condition to new interim use permits and the renewal of existing interim use permits requiring a bond or financial surety for reclamation. The amount has been set at \$5,000 per permitted acre. This site has 20 acres of mineable area with 8.4 already reclaimed leaving 11.6 acres. 11.6 acres at \$5000 per acre would require a \$57,500 bond. Because of the cost of a 5 year bond, the operator has requested a renewal period of 4 years instead of the typical 5 years.

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

Condition

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

Considerations:

18. Applicant is responsible to initiate renewal proceeding on or before August 1st, 2024 2028 or this permit becomes invalid.
19. The permittee shall furnish bond, escrow, or other financial surety as approved by the county, for potential site restoration. The bond or other financial surety shall be in an amount of \$5,000 per acre for 11.6 acres for a total amount of \$58,000 and remain in place for 5 years from the date this permit is issued or until the total site is reclaimed and the reclamation is approved by Steele County.
20. The access at the corner of SW 51st street and Lemond Road shall be removed and no traffic shall be allowed to enter or leave the site in this area.
21. All accesses shall be from SW 51st Street and authorized by Lemond Township. A hard surface apron shall be constructed on all access. These aprons shall match the thickness of the bituminous on the township road, be a minimum of 30 feet wide, and extend from the existing bituminous to the outside edge of the road right-of-way.

LEMOND JULY MIN

JULU 2023

PLEADGE

SECREATRT REPORT

TREASURE REPORT

- Jon Witte brought in the bill no water truck on there and wrong loads, jennelle will talk to their secretary
- Ditch mowing is done
- Spraying is done he did it in June
- ✕• Jjd came wants to move a driveway was told by dale Olman to come talk to Lemond board we gave them a go ahead on moving the driveway
- We sent otisco a bill for 3 loads and 2 hrs of grader labor
- Discussion on the Danish cemetery was going to table it till march or have a special meeting
- Adjourned

Staff Report
for
2024 Review of Interim Use Permit #2009-05
JJD Companies LLC – CAN Pit

Operator: JJD Companies LLC

Owner(s): CAN Aggregates LLC

Project Location: That part of the SE 1/4 of the NE 1/4 and that part of the NE 1/4 of the SE 1/4 of Section 2, T-106-N, R-21-W, Steele County, MN, lying North and East of SW 51st St.

Zoning District: Agricultural District

Permitted Uses: The mining, processing and storage of sand, gravel and fill material and the stockpiling and processing of recyclable aggregate material.

Permit History: July 2009 – Permit issued to Tri-County Aggregate for the South 46 acres of the NE 1/4, Section 2, Lemond TWSP.
Aug. 2009 – Violations brought before the planning commission.
April 2010 - Permit amended to include additional area in the NE 1/4 of the SE 1/4.
July 2010 - Permit amended to remove areas south and west of SW 51st Street.
July 2019 – Property sold to CAN aggregates. Permit renewed and transferred to JJD Companies.

Conditions:

1. This permit allows the mining of sand and gravel and the stockpiling and processing of recyclable aggregate material.
2. Mining is limited to the areas identified in the application.
3. Mining is limited to a bottom elevation of 1130 feet.
4. A 30 feet unexcavated buffer shall remain adjacent to all property lines and tower easements. A 50 feet unexcavated buffer shall remain adjacent to road right of ways. Any erosion to neighboring properties or easements as a result of this mine shall be immediately corrected by the applicant.
5. Storage piles of recyclable aggregate materials shall not exceed 30,000 cubic yards. These piles shall not remain onsite more than 5 years unless crushed. The State of Minnesota has additional requirements concerning recyclable aggregate stockpiles.
6. Equipment shall only be operated between the hours of 6:00 AM and 7:00 PM. Monday thru Saturday.
7. The access shall be gated to deter unauthorized access.
8. Truck traffic from this pit must only travel on SW 51st St. to the Northwest to CSAH #7.
9. Signage warning of truck traffic shall be located along the township road and County Road #7 if required by the road authority. The size and placement of these signs shall be at the direction of the Steele County Highway Department or Lemond Township Officials.
10. Trucks shall not track material from the pit onto the public road.
11. Trucks hauling material to and from this site shall not use “jake brakes”
12. Operator is responsible to maintain dust control in the pit and on the access road so it does not negatively affect neighboring properties or highway traffic.
13. The applicant shall follow their submitted reclamation plan. Final reclamation shall include grading slopes to a 4:1 slope or flatter, replacing topsoil, and vegetating exposed areas not used for cropland or a pond.
14. Operator shall maintain the viability of the existing private drainage system at all times during the operation of the pit.
15. If the operator dewateres the pit or requires a DNR water appropriation permit, this permit will need to be amended.

16. This permit remains valid during times when the owner/operator is current on all tax obligations including but not limited to aggregate taxes. In addition, if notified by the Auditor of a delinquency, the owner/operator is required to either pay the tax or file an appropriate challenge within 30 days or else the permit is null and void.
17. Applicant is responsible to obtain and follow all other federal, state, and local permits and regulations including but not limited to NPDES permits, DNR Water Appropriation Permits, and Minnesota Wetland Conservation Act regulations.
18. Applicant is responsible to initiate renewal proceeding on or before August 1st, 2024 or this permit becomes invalid.

Total Acres: 25 acres
Minable Acres: 20 acres
Reclaimed Areas: 8.4 acres.
Active Areas: 4.2 acres
Unmined Areas: 7.4 acres

Natural Elev: 1160 - 1174 feet
Permitted Elev: 1130 feet
Mining Elev: Estimated at 1140 feet.

Road Access: SW 51st Street – Paved Township Road

Recyclable Amt: 25 yds³.

Material Removed: Gravel tax has been paid on the following amount of material removed since the last review.

2023 – 27,500 ton
2022 – 19,301 ton
2021 – 71,510 ton
2020 – 66,269 ton
2019 - 121,870 ton

Other Permits: DNR Water Appropriations: Not applicable

Reason for Conditional Use Permit Application:

Section 703.2 of the Zoning Ordinance requires an Interim Use Permit for the mining of sand and gravel in the Agricultural District.

Section 703.3 of the Zoning Ordinance requires an Interim Use Permit for the temporary storage, crushing/recycling and processing of concrete and/or bituminous material.

a) Burden on Existing Public Facilities and Utilities:

Roads are the major public facility used by this operation. The road is a paved township road and there have always been concerns about maintaining the pavement on the road with several different gravel pits locate on it. So far, the road appears to be in fair shape. Conditions #4, #8 and #10 were put into place to address other potential issues with the road. Condition #4 requires a mining to be setback 50 feet from the road right of way. Excavation of a ditch has occurred right up to the right-of-way of SE 51st street in the area located southeast of the main access.

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

The property is abutted by agricultural land to the north and east. Condition #4 and #14 are put into place to protect neighboring agricultural properties. Once again it appears mining may have encroached closer than 30 feet to the north property line, but it is difficult to tell where the property line exactly is, but it appears the access road around the pit on the north side is over the property line. I've have not heard from that property owner.

The nearest residences are located 400+ feet from the western property line. Conditions #6, #11 #12, and #14 were added to minimize effects to the nearest neighbors. There have been no concerns expressed from the nearest of these neighbors.

c) Appearance of Structures and Site and Effect on Adjacent Properties:

Condition #5 was put into place to address the effects of the appearance of large unprocessed concrete or asphalt stockpiles. There is currently less than 25 yards of material on site. The appearance has not been an issue.

d) Relationship of Proposed Project to Existing Land Use:

The existing land use is an existing permitted gravel pit and farmland. The continued use of this site as a gravel pit would be consistent.

e) Consistency with Zoning Ordinance and Zoning District:

The ordinance allows gravel mining and the temporary storage, crushing/recycling and processing of concrete and/or bituminous material as an interim use in the agricultural district.

f) Creation of Traffic Hazards or Congestion:

Conditions #9, #10, and #12 were added to minimize any potential hazards from truck traffic from this site. There have been no reported issues with truck traffic from this pit since the last review.

g) Nuisance Effects on Nearby Business:

Nearby businesses include several commercial gravel pits, and an auto body shop. There have been no reported issues from this pit that effect these nearby facilities.

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

- **Access roads:** The access roads outlet onto SE 51st Street. Since the original permit was issued, two additional accesses have been created. One has been punched through the berm and is located directly opposite the access to the gravel pit across the road. This one is probably used to relocate equipment from one pit to the other and does not appear to have much use. The other is located in the corner at the intersection of SW 51st Street. and Lemond and Road and is in a dangerous location. The operator claims this is used only by the farmer to access his field and has been asked to gate this access so trucks cannot use it. No gate has been installed and it is clear that it is also being used for truck traffic. The original permit also required an asphalt apron to prevent damage to the edge of the road. Neither of the added accesses has an apron and there are some signs of the edges of the pavement crumbling on the access located by Lemond Road.
- **Drainage:** A ditch along the road and a tile has been installed to lower the water table thru a forced outlet into the County Ditch #2. The DNR has indicated this type of drainage is exempt from a water appropriation permit as long as they are not physically pumping. Condition #14 requires them to maintain any agricultural drainage tile.

Staff Comments:

The two issues observed in the review of this permit include the encroachment of excavation into the setback areas and the additional accesses installed. The planning commission should strongly consider requiring the removal of the access by Lemond Road as this access is in a dangerous location. Keeping the other access could be up to Lemond Township but if its kept, the county should consider requiring an apron on it to protect the road.

The encroachment into the setbacks seems to be an ongoing issue. The slopes have been shaped back to the property / right-of-way line in both areas and if seeded to vegetation should provide a stable slope, however the planning commission should decide if they want further reclamation.

The county has been adding a condition to new interim use permits and the renewal of existing interim use permits requiring a bond or financial surety for reclamation. The amount has been set at \$5,000 per permitted acre. This site has 20 acres of mineable area with 8.4 already reclaimed leaving 11.6 acres. 11.6 acres at \$5000 per acre would require a \$57,500 bond. Because of the cost of a 5 year bond, the operator has requested a renewal period of 4 years instead of the typical 5 years.

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

Condition ~~Strikethrough~~ is deleted, underlined is added.
Considerations:

18. Applicant is responsible to initiate renewal proceeding on or before August 1st, ~~2024~~ 2028 or this permit becomes invalid.
19. The permittee shall furnish bond, escrow, or other financial surety as approved by the county, for potential site restoration. The bond or other financial surety shall be in an amount of \$5,000 per acre for 11.6 acres for a total amount of \$58,000 and remain in place for 5 years from the date this permit is issued or until the total site is reclaimed and the reclamation is approved by Steele County.
20. The access at the corner of SW 51st street and Lemond Road shall be removed and no traffic shall be allowed to enter or leave the site in this area.
21. All access shall be from SW 51st Street and authorized by Lemond Township. A hard surface apron shall be constructed on all access. These aprons shall match the thickness of the bituminous on the township road, be a minimum of 30 feet wide, and extend from the existing bituminous to the outside edge of the road right-of-way.

INTERIM USE PERMIT**Permit #** 2009-05
Renewal**PARCEL #:** 06-002-1201
06-002-2101
DISTRICT: Agricultural**HEARING DATE:** 10/07/24
DECISION DATE: 11/05/24**APPLICANT:** JJD Companies LLC
ADDRESS: 11822 County Road 45 S.
Blooming Prairie, MN 55917**LANDOWNER:** CAN Aggregates
ADDRESS: 11822 County Road 45 S.
Blooming Prairie, MN 55917**LEGAL DESCRIPTION OF PROPERTY:**

See Attachment A

REFERENCE ORDINANCE FOR CUP:

Section 703.2 of the Steele County Zoning Ordinance allows mining and gravel extraction as an Interim Use in the Agricultural District.

Section 703.3 of the Steele County Zoning Ordinance allows temporary storage, crushing / recycling and processing of concrete and/or bituminous material as an Interim Use in the Agricultural District.

PROPOSED USE(S):

The mining and processing of sand and gravel and the stockpiling and processing of recyclable aggregate materials.

DECISION OF BOARD OF COMMISSIONERSDeny ☐Approve ☒ with 21 conditions.

The Findings of the Planning Commission are hereby adopted as the Findings of the Steele County Board of Commissioners.

Chair, Steele County Board of Commissioners_____
Date

INTERIM USE PERMIT

Permit # 2009-05
Renewal

Conditions

- 1 This permit allows the mining of sand and gravel and the stockpiling and processing of recyclable aggregate material.
- 2 Mining is limited to the areas identified in the application.
- 3 Mining is limited to a bottom elevation of 1130 feet.
- 4 A 30 feet unexcavated buffer shall remain adjacent to all property lines and tower easements. A 50 feet unexcavated buffer shall remain adjacent to road right of ways. Any erosion to neighboring properties or easements as a result of this mine shall be immediately corrected by the applicant.
- 5 Storage piles of recyclable aggregate materials shall not exceed 30,000 cubic yards. These piles shall not remain onsite more than 5 years unless crushed. The State of Minnesota has additional requirements concerning recyclable aggregate stockpiles.
- 6 Equipment shall only be operated between the hours of 6:00 AM and 7:00 PM. Monday thru Saturday.
- 7 The access shall be gated to deter unauthorized access.
- 8 Truck traffic from this pit must only travel on SW 51st St. to the Northwest to CSAH #7.
- 9 Signage warning of truck traffic shall be located along the township road and County Road #7 if required by the road authority. The size and placement of these signs shall be at the direction of the Steele County Highway Department or Lemond Township Officials.
- 10 Trucks shall not track material from the pit onto the public road.
- 11 Trucks hauling material to and from this site shall not use "jake brakes".
- 12 Operator is responsible to maintain dust control in the pit and on the access road so it does not negatively affect neighboring properties or highway traffic.
- 13 The applicant shall follow their submitted reclamation plan. Final reclamation shall include grading slopes to a 4:1 slope or flatter, replacing topsoil, and vegetating exposed areas not used for cropland or a pond.
- 14 Operator shall maintain the viability of the existing private drainage system at all times during the operation of the pit.
- 15 If the operator dewateres the pit or requires a DNR water appropriation permit, this permit will need to be amended.
- 16 This permit remains valid during times when the owner/operator is current on all tax obligations including but not limited to aggregate taxes. In addition, if notified by the Auditor of a delinquency, the owner/operator is required to either pay the tax or file an appropriate challenge within 30 days or else the permit is null and void.
- 17 Applicant is responsible to obtain and follow all other federal, state, and local permits and regulations including but not limited to NPDES permits, DNR Water Appropriation Permits, and Minnesota Wetland Conservation Act regulations.

- 18 Applicant is responsible to initiate renewal proceeding on or before August 1st, 2028 or this permit becomes invalid.
- 19 The permittee shall furnish bond, escrow, or other financial surety as approved by the county, for potential site restoration. The bond or other financial surety shall be in an amount of \$5,000 per acre for 11.6 acres for a total amount of \$58,0000 and remain in place for 5 years from the date this permit is issued or until the total site is reclaimed and the reclamation is approved by Steele County.
- 20 The access at the corner of SW 51st street and Lemond Road shall be removed and no traffic shall be allowed to enter or leave the site in this area.
- 21 All access shall be from SW 51st Street and authorized by Lemond Township. A hard surface apron shall be constructed on all access. These aprons shall match the thickness of the bituminous on the township road, be a minimum of 30 feet wide, and extend from the existing bituminous to the outside edge of the road right-of-way.

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

EXHIBIT A – Legal Description

Parcel 06-002-1201

All that part of the NE1/4 of Section 2-T106N-R21W, Steele County, Minnesota; described as follows;

Beginning at the southeast corner of said NE1/4; thence North 89°38'27" West a distance of 800.58 feet on an assumed bearing on south line of said NE1/4, to the centerline of SW 51st Street;

thence North 41°12'17" west a distance of 839.73 feet, on said centerline of County State Aid Highway No. 7;

thence Northeasterly a distance of 155.07 feet on said C.S.A.H. No. 7 centerline, on a non-tangential curve concave to the northwest with a radius of 2290.00 feet, a chord distance of 155.04 feet, a central angle of 3°52'47" and a chord bearing of North 42°15'13" East, to the north line of the South 46 acres of said NE1/4;

thence South 89°38'27" East a distance of 1240.29 feet, on the said north line of the South 46 acres to the east line of said NE1/4;

thence South 00°42'38" East a distance of 743.84 feet to the point of beginning.

Subject to a public road easement on the southwesterly and northwesterly sides thereof and any other easements or restrictions of record, if any.

Parcel 06-002-2101

All that part of the SE1/4 Section 2-T106N-R21W, Steele County, Minnesota; described as follows:

Beginning at the northeast corner of said SE1/4; thence North 89°38'27" West a distance of 800.58 feet, on assumed bearing on the north line of said SE1/4, to the centerline of Southwest 51st Street;

Thence South 41°12'17" East a distance of 1192.28 feet, on said centerline to the east line of said SE1/4;

Thence North 00°58'24" East a distance of 892.14 feet, to the point of beginning;

Subject to a public road easement on the southwesterly side thereof, Parcel 2 on Minnesota Department of Transportation Right of Way Plat No. 74-39, and any other easements or restrictions of record, if any.

Excepting therefrom the following:

That part of the Northeast Quarter of the Southeast Quarter of Section 2, Township 106 North, Range 21 West, shown as Parcel 2 on Minnesota Department of Transportation Right of Way Plat Numbered 74-39 as the same is on file and of record in the office of the County Recorder in and for Steele County, Minnesota; containing 1.32 acres, more or less.



Steele County Agenda Item

Request for Board Action

Subject: Resolution – Authorize Acquisition by Expedited Eminent Domain Proceedings for SAP
074-628-004

Department: Highway

Committee: Public Works

Committee Meeting Date: October 10, 2024

Work Session Date: NA

Board Meeting Date: October 22, 2024

Consent Agenda: ☐ Yes ☒ No

Resolution: ☒ Yes ☐ No

Policy Committee Recommendation:

Adopt resolution authorizing acquisition by expedited (“quick take”) eminent domain proceedings for the CSAH 28 and Beaver Lake Park project.

Recommendation:

Adopt resolution authorizing acquisition by expedited (“quick take”) eminent domain proceedings for the CSAH 28 and Beaver Lake Park project.

Background (*Including Budget Impact*):

Steele County is finalizing plans for a project that will reconstruct CSAH 28 from North Beaver Lake Road to South Beaver Lake Road on a new alignment away from Beaver Lake making room for most of Beaver Lake Park amenities to be on the lake side of the road. A multiuse trail will be constructed from Beaver Lake Road South to Beaver Lake Road North. This project will provide safety benefits to motorists, boat launchers, park users and area pedestrians.

The project will need to acquire additional right of way in fee title and temporary easements on an estimated 13 parcels. The project consultant will soon prepare appraisals, make offers, and begin negotiations for direct purchase the of the required right of way. If the consultant is unable to obtain the parcels by direct purchase, eminent domain will be required to ensure that the rights-of-way are obtained in time to support the construction schedule starting spring of 2025.

Consultant staff will continue to negotiate with property owners to achieve either a direct purchase before filing with the court, or a settlement subsequent to filing.

Attachments:

Resolution

**RESOLUTION AUTHORIZING ACQUISITION BY EXPEDITED (“QUICK TAKE”)
EMINENT DOMAIN PROCEEDINGS FOR S.A.P. 074-628-004
CSAH 28 (S. BEAVER LAKE RD TO N. BEAVER LAKE RD)
AND BEAVER LAKE PARK**

WHEREAS, Steele County Highway Department and Parks Department are preparing plans and specifications for the reconstruction of CSAH 28 from South Beaver Lake Road to North Beaver Lake Road with improvements to Beaver Lake Park and,

WHEREAS, the project is designated as SAP 074-628-004 and includes grading, aggregate base, storm sewer, concrete curb & gutter, drainage improvements and paving, boat launch, parking lots, landscaping and other minor improvements; and

WHEREAS, this construction project will require the acquisition of additional right of way to accommodate the improvements; and

WHEREAS, Steele County has the legal authority to acquire the necessary land interests by eminent domain, pursuant to Minnesota Statute Section 163.02 and Minnesota Statutes Chapter 117; and

WHEREAS, road right of way and park land constitutes a public use of land and serves a public purpose; and

WHEREAS, Steele County will continue negotiations in an attempt to acquire necessary right of way by direct purchase.

NOW, THEREFORE, BE IT RESOLVED, the Steele County Board of Commissioners does hereby authorize the acquisition of right of way for S.A.P. 074-628-004 by eminent domain including the use of the expedited (“quick take”) procedure, pursuant to Minnesota Statutes 163.02 and Chapter 117 and directs the County Attorney to file the necessary petition therefore and to prosecute such action to a successful conclusion or until it is abandoned, dismissed or terminated by the County or the Court. The County Attorney is also authorized to engage independent legal counsel to represent the County in the eminent domain proceedings and any related legal proceedings and to engage such other experts as the County Attorney deems necessary and convenient for the purpose of acquiring the necessary land rights for the reconstruction project.

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 22nd day of October, 2024, as shown by the minutes of said meeting in my possession.

Steele County Administrator



Steele County Agenda Item

Subject: Request to approve Memorandum of Agreement with University of MN-Extension for 2025-27

Department: Extension

Committee Meeting Date: October 8, 2024

Board Meeting Date: October 8, 2024

Consent Agenda: ☒ Yes ☐ No

Resolution: ☐ Yes ☒ No

Policy Committee Recommendation:

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

Recommendation:

Approval of the 2025-27 Memorandum of Agreement with University of Minnesota-Extension

Background (Including Budget Impact):

The Association of Minnesota Counties Extension subcommittee drafted and recommended approval of the 2025-27 agreement between the Regents of the University of Minnesota and Minnesota counties. Under the terms of the agreement, Extension will provide local programming for counties, and in return counties will pay for the full cost of employing Extension staff. The agreement would be in effect from Jan. 1, 2025, until Dec. 31, 2027. The funds counties pay cover employees' salary, benefits and other direct costs such as travel (mileage, meals, and lodging) and training. During the next three years (2025-2027), on average, funds received from counties will be used as follows: on average, salaries and fringe (95%), and other direct expenses (5%).

The Steele County Extension Committee has provided a budget recommendation to the County Board to approve the 2025-27 agreement with the same staffing level as 2024.

Attachments:

2025-27 Memorandum of Agreement with Steele County and University of Minnesota-Extension

Agreement
Between the Regents of the University of Minnesota
And
Steele County, Minnesota
For providing Extension programs locally and
employing Extension Staff

This Agreement (“Agreement”) between the County of Steele, Minnesota (“County”) and Regents of the University of Minnesota on behalf of its Extension unit, 240 Coffey Hall, St. Paul, Minnesota, 55108 (“University”) is effective January 1, 2025, and supersedes and replaces any and all current or existing agreements relating to Extension and its programs that may exist between the County and University.

The term of this Agreement shall be three (3) years, beginning on January 1, 2025 and ending on December 31, 2027, unless earlier terminated as provided in paragraphs 9 and 10.

WITNESSETH:

WHEREAS, Minn. Stat. §38.34 authorizes a Board of County Commissioners to incur expenses and spend money for County Extension work; and

WHEREAS, the money set aside and appropriated by the County Board in the County Extension Fund may be paid out by orders of the University’s Director of Extension, or the Director’s designee, as identified in Minn. Stat. §38.36, Subd. 3; and

WHEREAS, Minn. Stat. §38.37 provides that Extension educators must be employed according to University personnel procedures and must be University employees; and

WHEREAS, it is the intention of the County and University that the University shall provide Extension services on behalf of the County in exchange for considerations as detailed herein.

NOW THEREFORE, in consideration of the mutual undertaking and agreements contained within this Agreement, the County and University hereby agree as follows:

1. In accordance with Minn. Stat. §38.37 County desires to augment the University’s state-wide Extension programs (Programs) as detailed in Exhibit A, Table A. Exhibit A also details the University-hired administrative support specialists, short-term temporary casual program staff, and the

grant/partner-funded positions that the County supports. Program deliverables are listed in Exhibit B.

2. County recognizes that University costs for supporting these Programs and positions increase from year to year. The costs payable for these positions are reviewed by the Association of Minnesota Counties' ("AMC") Extension Committee and University's Extension central administration, at which time the parties agree on an appropriate inflation factor for the coming year(s). Unless County and University otherwise agree, the inflation factor will be as agreed to by AMC and University.

3. Based on the County's funding commitment, University agrees to hire, schedule, pay, and evaluate employees. University employees will follow University policies, procedures, contracts and labor agreements. University will provide salary and fringe benefits for the positions and, following University personnel guidelines, University will determine the salary adjustment of each University Extension employee. University will provide employee supervision, staff development, and performance management. University also agrees to provide Program leadership, connections to University research, enhanced programming from state/regional Extension employees, oversight for risk management and contract management, and payroll and accounting services, including reimbursing employees for business travel.

4. County agrees to provide local support in the form of a county-hired administrative support specialist or to contract with the University for administrative support. The County also agrees to provide office space, office furnishings, telephone, computer and printer, software, internet service, storage space, and general office supplies for the positions listed on Exhibit A. The University will recommend administrative support specialist responsibilities and technology needs (Exhibit C). Nevertheless, the County will determine the level of availability and type of local support as established in the annual budget.

5. University will bill the County quarterly and the County will submit payment within thirty-five (35) days of receipt of the bill. The total annual amount to be paid by the County for the Program and University hired administrative support specialist positions shall be billed and paid in four (4) equal quarterly payments. University will bill the County for short-term temporary casual positions as outlined in Exhibit A.

6. During an extended leave of absence (e.g. FMLA; educational leave), the University will continue the Program with regional educators and/or temporary employees with the involvement and concurrence of the County. The County will be billed at the contract price and will not incur any additional charges for regional educators or temporary employees. If the Program is reduced during a leave of absence, the University and County will mutually agree to the amount the invoice should be adjusted.

7. As vacancies occur (e.g. retirement, resignation), and if the County and University agree to continue to support the desired Program and position, University will hire new personnel with the involvement and concurrence of the County. The County will not be billed for a position during the time that position is vacant. If temporary employees are hired to continue the Program during the hiring process, the County will be billed at the contract price.

8. Annually, the County Extension Committee, in coordination with University, will be responsible for approving the County Extension educational programming and services, as provided for in Minn. Stat. §38.37. The County Extension Committee will have the option to provide input to University on Programs as part of the University's annual Program evaluation. County and University will work together to address Program concerns. Program or personnel issues that cannot be resolved locally, should be addressed with the supervisor (Exhibit D - Org. Chart).

9. Nothing in this Agreement precludes the County or University at any time during the term of this Agreement from requesting a modification of the Program, including an adjustment of the number of University Extension personnel working in the County. The County or University will provide a minimum of ninety (90) days prior notice if either party desires a change in Programs that results in a decrease in the staffing or funding level, and both parties agree to enter into good faith discussions to address such request.

10. If University or the County in good faith determines that funding is no longer available to support the Programs or positions providing services locally, either party may terminate this Agreement. Termination of the Agreement in its entirety requires a minimum of ninety (90) days' prior notice. Notice shall be dated and provided in writing to the parties listed below as the contacts for this Agreement.

If to County: Steele County Administration
630 Florence Avenue
Owatonna MN 55060

If to University: University of Minnesota
Minnesota Extension
Attn: Dean Beverly R. Durgan
240 Coffey Hall
1420 Eckles Avenue
St. Paul, MN 55108
E-mail: mnext@umn.edu

11. Each party agrees that it will be responsible for its own actions and the results thereof to the extent authorized by law and shall not be responsible for the acts of the other party or the results thereof. The County's liability is governed by the provisions of Minn. Stat. Chap. 466 and other applicable laws. The University's liability is governed by the provisions of the Minnesota Tort Claims Act, Minn. Stat. §3.736 and other applicable law.

12. Pursuant to Minn. Stat. §16C.05, Subd. 5, the University agrees that County, the State Auditor, or any of their duly authorized representatives at any time during normal business hours and as often as they may reasonably deem necessary, shall have access to and the right to examine, audit, excerpt, and transcribe any books, documents, papers, records, etc., which are pertinent to the accounting practices and procedures of relating to this Agreement. University agrees to maintain these records in accordance with applicable law.

13. All data collected, created, received, maintained, or disseminated for any purposes by the activities of University because of this Agreement is governed by the Minnesota Government Data Practices Act, Minn. Stat. Chap. 13, as amended, the Minnesota Rules implementing such Act now in force or as adopted, as well as Federal Regulations on data privacy.

14. With respect to their obligations under this Agreement, the University and the County are committed to the policy that all persons shall have equal access to its programs, facilities, and employment without regard to race, color, creed, religion, national origin, sex, age, marital status, disability, public assistance status, veteran status, sexual orientation or other classifications protected by state or federal law. In adhering to this policy, the University abides by the Minnesota Human Rights Act, Minnesota Statute Ch. 363A; by the Federal Civil Rights Act, 42 U.S.C. 2000e; by the requirements of Title IX of the Education Amendments of 1972; by Sections 503 and 504 of the Rehabilitation Act of 1973; by the Americans With Disabilities Act of 1990; by Executive Order 11246, as amended; by 38 U.S.C. 2012, the Vietnam Era Veterans Readjustment Assistance Act of 1972, as amended; and by other applicable statutes and regulations relating to equality of opportunity.

15. This Agreement may be executed in counterparts and/or by electronic signature, each counterpart of which will be deemed an original, and all of which together will constitute one agreement. The executed counterparts of this Agreement may be delivered by electronic means, such as email, and the receiving party may rely on the receipt of such executed counterpart as if the original had been received.

– Signature Page Follows –

IN WITNESS WHEREOF, the parties by their respective authorized agents or officers have executed this Agreement.

County of Steele

BY _____
Chair, County Board of Commissioners

DATE _____

Approved as to form:

BY _____
County Attorney

DATE _____

Regents of the University of Minnesota

BY _____
Dean, University of Minnesota Extension

DATE _____

Agreement between the Regents of the University of Minnesota through its Extension and Steele County, Minnesota

Exhibit A: Extension Programs and Positions Supported by the County

The County has agreed to support the following University of Minnesota Extension Programs and positions. Package prices are based on a three-year commitment unless otherwise noted.

Table A: Programs

County agrees to provide the funds identified below to augment the following Extension Programs and positions. Package prices include salary, fringe, travel, and other expenses as described in paragraph 3 of the above-referenced "Agreement."

Program/Position	2025		2026		2027	
	FTE	Price	FTE	Price	FTE	Price
Extension Educator, Youth Development	2.0	\$200,000	2.0	\$206,000	2.0	\$212,200
Extension Educator, Agricultural and Natural Resources	0.5	\$50,000	0.5	\$51,500	0.5	\$53,050
Master Gardener Volunteer Program Coordinator	0.35	\$29,750	0.35	\$30,625	0.35	\$31,535
Total		\$279,750		\$288,125		\$296,785

Table B: Administrative Support Specialist

County agrees to provide the funds identified below to support a University-hired Administrative Support Specialist in the County Extension Office. The Administrative Support Specialist is a bargaining unit employee, paid hourly. Full-time is 40 hours per week or 2080 hours per year. Unless otherwise specified, hours of work will be divided equally across 52 weeks. Package price includes salary, fringe, travel, and other expenses as described in paragraph 3 of the above-referenced "Agreement."

Administrative Support	2025		2026		2027	
	Hours	Price	Hours	Price	Hours	Price
University-hired Administrative Support Specialist – 5 Weeks X 1.0 FTE; 47 weeks X 0.5 FTE	1140	\$41,106	1140	\$42,340	1140	\$43,610
Total		\$41,106		\$42,340		\$43,610

Table C: Short-term Temporary Casual Program Staff (e.g. College Intern; Summer Coordinator)

County agrees to provide the funds identified below to support University-hired short-term temporary casual program staff. Salary and fringe vary by classification and experience. Unless otherwise noted,

the University has the flexibility to hire individuals into the classification that matches the employee's qualifications and best serves the county Program needs. Funds provided will be used to cover salary, fringe, travel, and other expenses as described in paragraph 3 of the above-referenced "Agreement."

Casual Program Staff	2025 Total Funds	2026 Total Funds	2027 Total Funds
Temp-Casual Staff, Youth Development	\$25,350	\$26,110	\$26,891
Total	\$25,350	\$26,110	\$26,891

- Budget calculation based upon 400 hours summer intern and 668 hours coordinator. Summer staffing plan to be adjusted annual based upon staff availability and budget allotment.

Agreement between the Regents of the University of Minnesota through its Extension and Steele County, Minnesota

Exhibit B: Program Deliverables

The University of Minnesota Extension offers the County four options for augmenting Extension programming locally. Deliverables within a county depend on the Program(s) selected (Exhibit A - Table A) and the level of investment in the Program.

4-H Youth Development:

1. The county 4-H program will be delivered to promote youth learning, leadership and service with research-based curricula and educational methods.
2. All 4-H'ers will have opportunities to showcase their learning, leadership and service at public events.
3. All 4-H'ers will have opportunities to participate in regional, state and national 4-H programs and events.
4. A volunteer system will be in place to recruit, train and engage adults to support the delivery of the county 4-H program.
5. Community needs and opportunities will be discussed and 4-H program plans, program calendar, impact reports and other communications will be shared with the County Extension Committee, 4-H membership and families, and other stakeholders.

Agriculture, Food and Natural Resources:

1. Extension educators will provide customized, research-based resources and education to meet identified County needs.
2. Extension educators will provide agricultural, horticultural, and natural resource adult education that is reliable and practical, using a variety of delivery methods/platforms.
3. Extension educators will provide technical assistance (phone, online, in-person) for homeowners and farmers.
4. Extension Master Gardener Volunteer Program coordinators will guide county volunteers in volunteer recruitment, training, and program delivery, with a focus on sharing research-based horticultural knowledge and practices, cultivating diverse collaborations, supporting project-based volunteer activities and inspiring change.
5. Extension educators and program coordinators will discuss county needs and share program goals, impact reports, calendar of events, newsletters, and other communications with the County Extension Committee and other stakeholders.

Family, Health and Wellbeing:

1. Extension Educators and SNAP Ed/EFNEP Health and Wellness Coordinators will promote health through education in family nutrition, family resource management/finances, family mental health, substance use and recovery, and/or parent education.
2. Extension Educators and SNAP ED/EFNEP Health and Wellness Coordinators will work with, adapt, and deliver programs for new, diverse, and historically underserved audiences.
3. Extension educators will develop, train, consult, implement, and evaluate educational programs based in scholarly/scientific research and community needs/assets.
4. Extension Educators will conduct applied research in collaboration with campus faculty and county partners, if applicable to local needs and demographic trends.
5. Extension will communicate with the County Extension Committee and other stakeholders by discussing community needs, sharing program goals to meet community needs, sharing impact reports, and discussing feedback for future programming.

Community Development:

1. Extension Educators will work with community leaders, including the County Extension Committee, to engage different segments of the community to understand and assess the issues affecting their community and its development.
2. Extension Educators will facilitate the development of an annual community development action plan that guides educational programming and applied research for the county on an annual basis and contributes to the development of a core \set of community development resources for the county.
3. Extension Educators will facilitate and support access to community development educational programming in the county such as programs in leadership development, tourism, entrepreneurship, workforce development, placemaking, and others tailored to the needs of the county.
4. Extension Educators will coordinate applied research programs that examine issues of community and economic development that help community leaders better understand these issues and inform actionable responses.
5. Extension Educators will evaluate the short and long-term impacts of community development programming in the county and share this information with the County Extension Committee and other stakeholders.

Agreement between the Regents of the University of Minnesota through its Extension And Steele County, Minnesota

Exhibit C: University Recommendations

The County will determine the level of availability and type of local support as established in the annual budget. Per the Memorandum of Agreement, paragraph 4, the University offers the following recommendations for the time and responsibilities of county-hired administrative support specialists; and, technology support for Extension employees located in county Extension offices.

1. Technology recommendations for Extension employees located in county Extension offices

- Hardware: Laptop computer; keyboard and mouse; monitor; docking station; camera with microphone; and, printer or access to a shared printer for each employee.
 - A laptop computer is recommended over a desktop computer for ease of use offsite (e.g. county fair; programs)
- Software: Allow for installation, use, and updates to University-provided software on county hardware and networks: Google Workspace; Microsoft Office; Web Conferencing (e.g. Zoom); 4HOnline
 - Google Workspace is used by the University for email, shared calendars, online document editing and storage, and quick connections by chat or video.
 - Microsoft Office is used to create documents, spreadsheets, and presentations.
 - Web Conferencing tools, like Zoom, are used by the University for regularly scheduled internal and external meetings and training (e.g. updates on 4honline and fair entry software).
 - 4-HOnline is an online member enrollment and event management software used by Minnesota 4-H.
- Website Access:
 - University and Extension web pages are used for internal communication, accessing resources for program participants, and updating county websites.
- Social Media Access
 - Facebook and X (formerly Twitter) are used for promoting programming to the public, including 4-H members and volunteers.
- Access to electronic county forms/documents required for the position.
- Support from County IT.

2. Recommendations for time and responsibilities of county-hired administrative support specialists

- A minimum of 20 hours/week/year round (1040 hours) of support is recommended with additional hours needed as the size and scope of Programs increase.
- University-hired Administrative Support Specialist position description, copied below, is an example of tasks to be completed by a county-hired administrative support specialist.

Example Position Description Extension Administrative Support Specialist

An Extension Administrative Support Specialist provides day-to-day operations including customer service and administrative support for all county Extension programs and activities. This position provides support for 4-H, Master Gardeners, Agriculture and Natural Resources, and SNAP Ed.

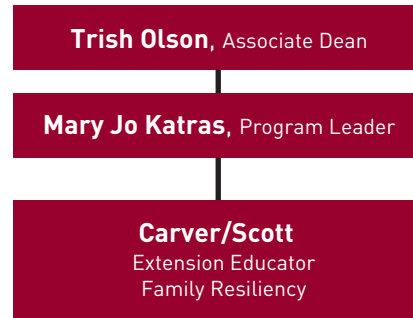
County Program Support

- Assists Extension staff in planning and developing resources and events.
- Assists in communicating Extension programs through website updates, social media, listservs, newsletters, and print and radio media.
- Helps to ensure Extension is adhering to applicable county and University policies.
- Provides direct and back-up support for the county 4-H program.
- Provides backup and backfill assistance for similar programs.

Office and General Administration

- Operates and maintains general office equipment; consults with IT as appropriate.
- Orders, maintains, and manages office supplies and publications for the department.
- Processes office mail.
- Maintains schedule for office meeting rooms.
- Participates in training, professional staff development, and conferences.
- Point of contact for the county Extension office; receives, greets, and responds to requests; provides resources and referrals to questions and distributes requests/messages to correct parties.
- Provides clerical and technical office support for all Extension programs and staff.
- Assists with creating and modifying electronic documents, brochures, program fliers, posters, reports, and correspondence. Prints, scans, and files materials.
- Provides support to the county Extension committee.
- Administers Extension Office accounting activities including deposits, accounts payable, and processing invoices and vouchers for payment reviews financial statements monthly.

Family, Health & Wellbeing

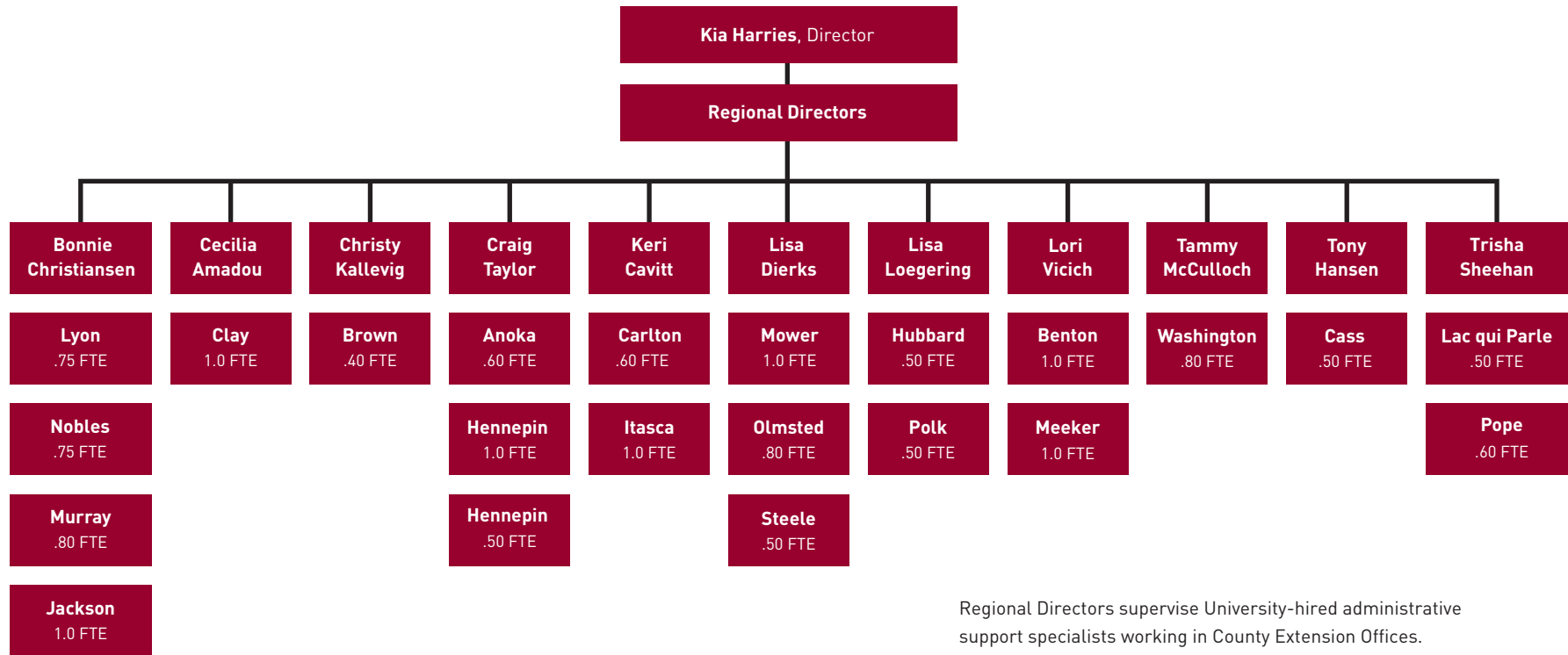


Department of Youth Development

Jennifer Skuza
Associate Dean

Leah Larson Program Leader Central Region	Jan Derdowski Program Leader Northeast Region	Kari Robideau Program Leader Northwest Region	Kristen Hurley Program Leader Southeast Region	Nancy Hegland Program Leader Southwest Region
Anoka	Cook	Kittson	Goodhue	Martin
Carver	Lake	Roseau	Wabasha	Watonwan
Chisago	St. Louis	Lake of the Woods	Winona	Jackson
Scott	Carlton	Marshall	Houston	Cottonwood
Dakota	Pine	Polk	Fillmore	Redwood
Hennepin	Mille Lacs	Pennington	Olmsted	Renville
Washington	Kanabec	Red Lake	Dodge	Kandiyohi
Stearns	Morrison	Clearwater	Mower	Swift
Benton	Todd	Hubbard	Steele	Pope
Sherburne	Crow Wing	Wadena	Freeborn	Stevens
Isanti	Aitkin	Becker	Rice	Big Stone
Wright	Cass	Otter Tail	LeSueur	Lac Qui Parle
McLeod	Itasca	Douglas	Blue Earth	Yellow Medicine
Ramsey	Koochiching	Grant	Waseca	Lincoln
Meeker	Beltrami	Traverse	Faribault	Lyon
		Wilkin	Sibley	Pipestone
		Clay	Nicollet	Murray
		Becker	Blue Earth	Rock
		Mahnomen	Brown	Nobles
		Norman		Chippewa

Statewide Operations



Department of Agricultural and Natural Resource Systems

Mike Schmitt
Associate Dean

Tim Kenny
State Director
Master Gardener Program

Nathan Winter
Program Leader

Sarah Chur
Program Leader

Diane Greiwe
Volunteer Manager
Statewide Master
Gardener Program

Extension Educators

Extension Educators

Program Coordinators

Carlton Ag & NR 1.0 FTE	Carver/Scott Ag Production 1.0 FTE	Dakota NR 1.0 FTE
Douglas Horticulture .85 FTE	Fillmore/Houston AP, Hort, NR 1.0 FTE	Meeker/McLeod/ Wright Crops 1.0 FTE
Meeker/McLeod/ Wright Hort 1.0 FTE	Meeker/McLeod/ Wright Livest 1.0 FTE	Nicollet/Sibley Ag Production 1.0 FTE
Olmsted Ag & Hort .75 FTE	Pine/Isanti AP, Hort, NR 1.0 FTE	Pipestone/Murray Ag Production 1.0 FTE
St Louis Ag & NR 1.0 FTE	St Louis Agriculture .75 FTE	Todd Livestock .75 FTE

Blue Earth/LeSueur Ag Production 1.0 FTE	Clay Horticulture .8 FTE
Cook Hea & Res Com 1.0 FTE	Hennepin Ur Ag & SF 1.0 FTE
Hubbard Healthy Comm .35 FTE	Otter Tail Ag & Hort 1.0 FTE
Polk/Norman Ag Production 1.0 FTE	Rice/Steele Ag Production 1.0 FTE
Stearns/Benton/ Morrison/Sherburne Crops 1.0 FTE	Stearns/Benton/ Morrison/Sherburne Hort 1.0 FTE
Stearns/Benton/ Morrison/Sherburne Livestock 1.0 FTE	Stearns/Benton/ Morrison/Sherburne SM, Local Foods 1.0 FTE

Anoka .75 FTE	Carver/Scott .8 FTE
Chisago Temp Casual	Crow Wing .5 FTE
Hennepin 1.0 FTE	Hennepin 1.0 FTE
Ramsey 1.0 FTE	Rice/Steele .4 FTE
Washington .75 FTE	



UNIVERSITY OF MINNESOTA
EXTENSION

	2024 Budget		Option A Staffing same as 2024		Option B No Part time Administrative Support		Option C No Part time Administrative support and reduce summer staffing/programs		Option D Adjust to be at 3%	
Position	FTE	Cost	FTE	Cost	FTE	Cost	FTE	Cost	FTE	Cost
Youth Development Educators	2	161296	2	200000	2	200000	2	200000	2	200000
Agriculture Educators	0.5	44543	0.5	50000	0.5	50000	0.5	50000	0.5	50000
Master Gardener Coordinator	0.35	28227	0.35	29750	0.35	29750	0.35	29750	0.35	29750
Administrative Support	0.5	32001	0.5	41106	0	0	0	0	0	0
Summer Intern	400	6288	400	9024	400	9024	320	7219	320	7219
Summer Coordinators	668	14028	668	16326	668	16326	515	12587	325	7943
Total		286383		346206		305100		299556		294912
% over 2024 Budget				20.89%		6.54%		4.60%		2.98%



Steele County Agenda Item

Request for Board Action

Subject: Letter of support for regional rail planning

Department: Administration Office

Committee: Choose an item.

Committee Meeting Date: Enter a date.

Work Session Date: November 12, 2024

Board Meeting Date: November 12, 2024

Consent Agenda: ☐ Yes ☒ No

Resolution: ☐ Yes ☐ No

Policy Committee Recommendation:

.

Recommendation:

Commissioner Krueger and Renae recommend that the board re-affirm its support of the 2015 regional rail plan and request support for the including of the DM&E rail line that connects Mankato and Winona and authorize Renae to sign the attached on behalf of the board.

Background (*Including Budget Impact*):

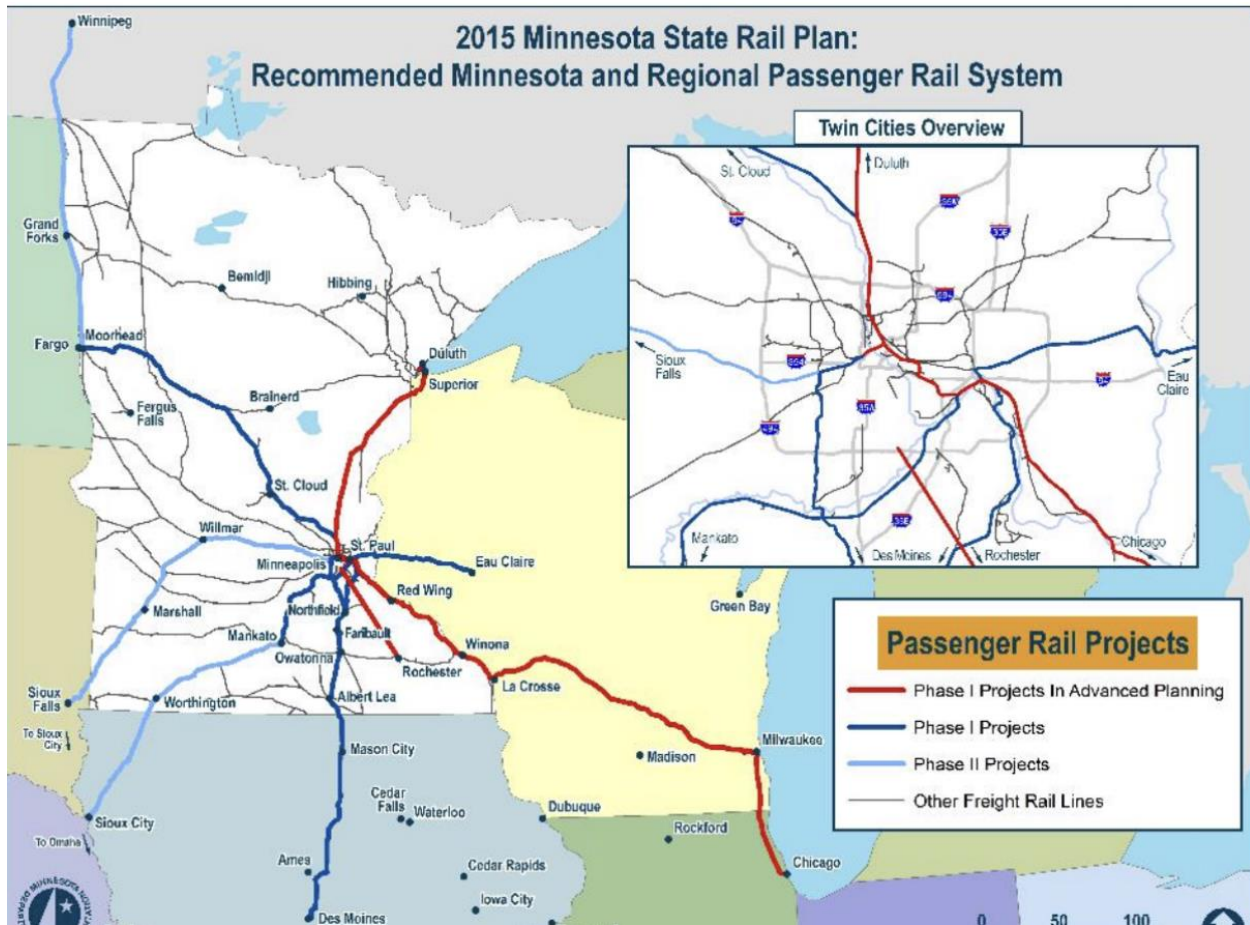
Commissioner Krueger recently attended the regional leaders' discussion of the 2015 State Rail Plan and passenger rail projects designated for southern Minnesota. Renae followed up with the organizer to gain additional information about the federal funding available and the benefits of a letter of support. The feds have advance appropriated \$66B for rail infrastructure. The rail planning committee is requesting that we contact the Commissioner of the Department of Transportation asking for continued prioritized Phase 1 passenger rail designation of the Twin Cities-Albert Lea and Twin Cities-Mankato Corridors and the introduction of a Phase 1 passenger rail designation for the existing east-west (Canadian Pacific/DM&E) rail line that connects the Mankato and Albert Lea Corridors that further connects Southern Minnesota communities including Waseca, Rochester/DMC Mayo Clinic and Winona, as well as to the existing Amtrak Service that is already available at Winona).

Attachments:

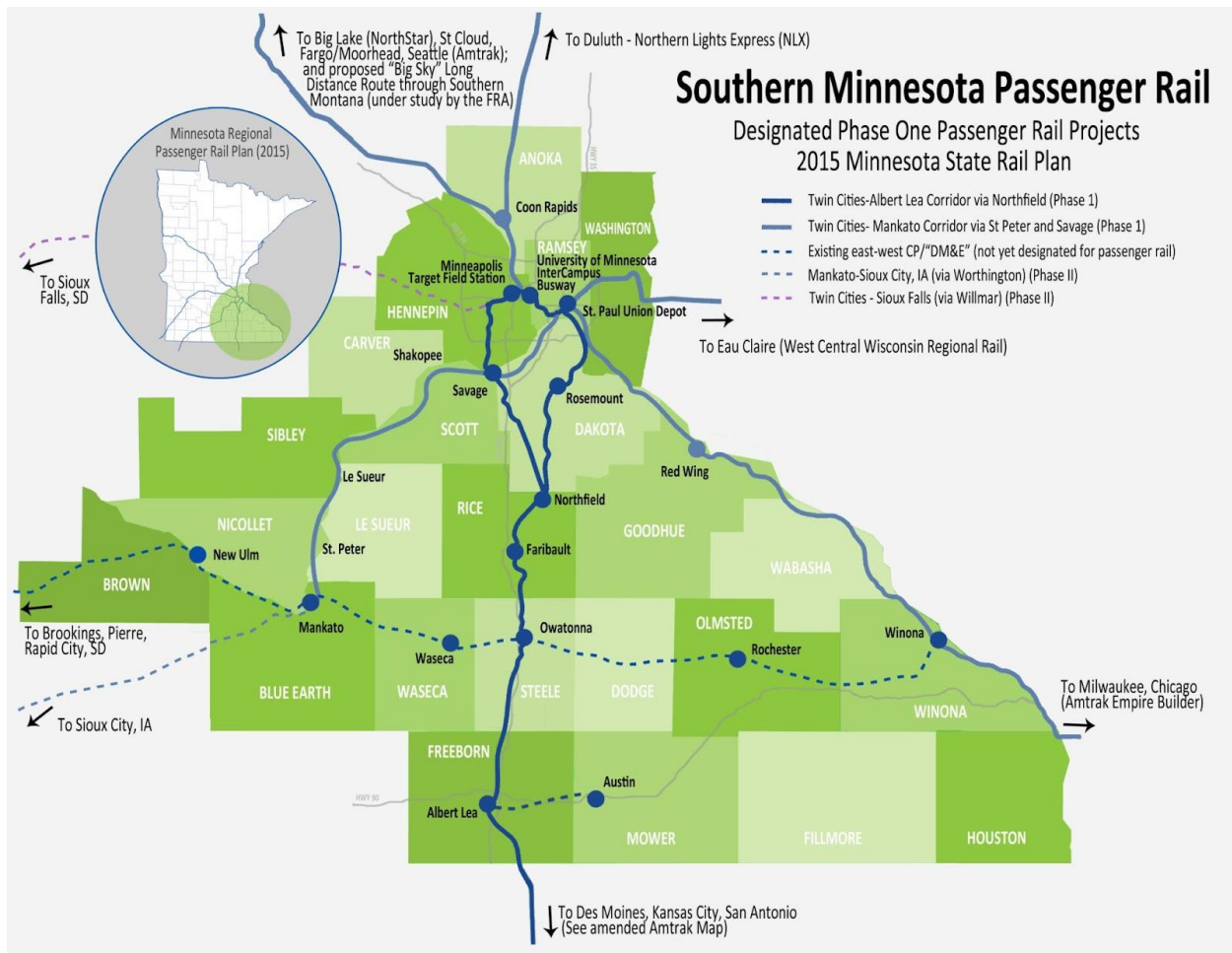
See below for rail maps showing the Current Phase 1 project, the route of the proposed DM&E line, and the proposed letter of support.

Map 1: the 2015 State Rail Plan Map

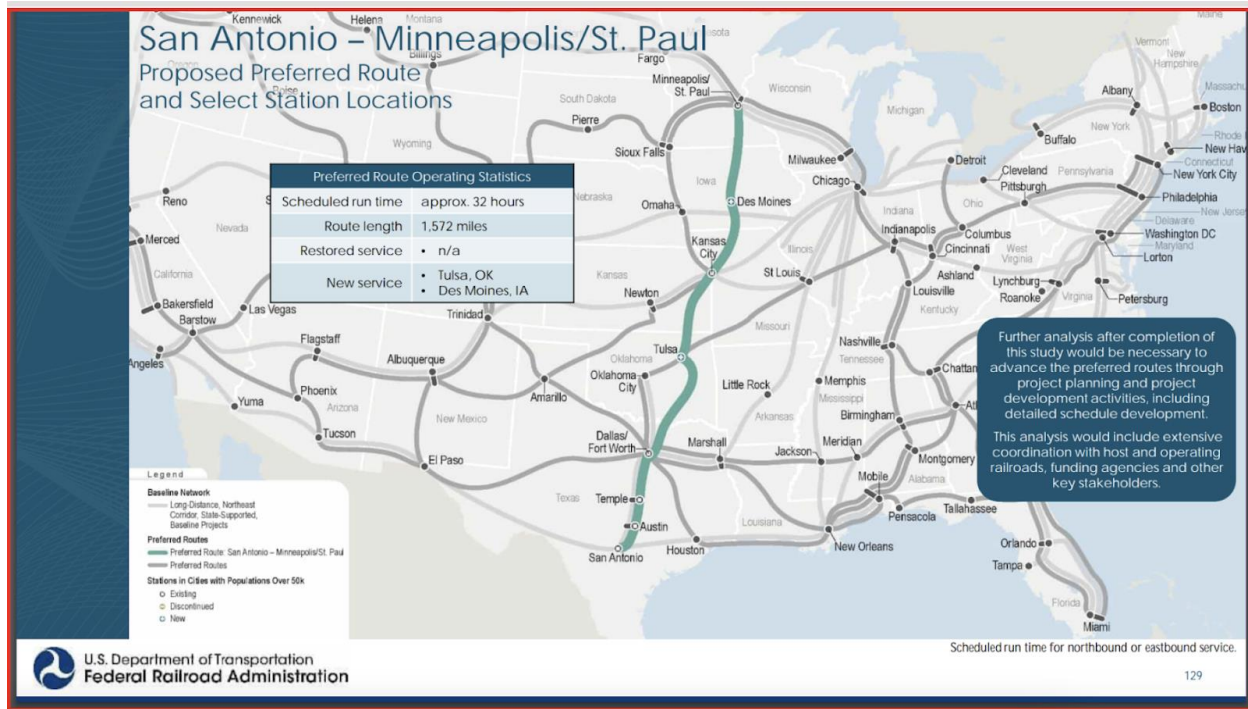
Note: the proposed Rochester “Zip Rail” project (shown below) has since been “tabled indefinitely” by MnDOT



Map 2: Southern Minnesota Passenger Rail : this map shows the potential network of passenger rail service that results from designating the CP/DM&E as a passenger rail corridor.



Map 3: FRA Map of the Twin Cities-SanAntonio Corridor (ia Albert Lea): a “Preferred Route” for potential addition to the National Amtrak Network (2024 FRA Long Distance Route Study)]



November 13, 2024

Nancy Daubenberger, Commissioner
Minnesota Department of Transportation
395 John Ireland Boulevard, Mailstop 100
St. Paul, MN 55155-1899

Dear Commissioner Daubenberger:

I am writing on behalf of Steele County to renew the county's support for the continued prioritization of the Twin Cities-Albert Lea and Twin Cities-Mankato passenger rail corridors as Phase 1 Projects in the 2025 State Rail Plan; and to request that your department introduce a passenger rail designation for the existing east-west Canadian Pacific/former "DM&E" rail line that connects the Mankato and Albert Lea Corridors in Southern Minnesota, and affords the opportunity to extend passenger rail service to Southern Minnesota cities including Waseca, Rochester/Mayo Clinic/DMC and Winona.

Re-introducing passenger service on *existing* rail lines:

1. supports Minnesota communities in the competition to attract and retain new business investment, employers and employees;
2. helps state and municipal highway/road budgets go farther by reducing vehicular wear and tear on Minnesota's roadways;
3. is a prudent use of existing rail infrastructure (*let's make use what we have*); and
4. reduces highway vehicular traffic congestion! Rail lines can absorb the mobility needs of anticipated population growth more easily than highways (e.g. I-35, H14 and H169)! . . . *It's easier (and far less expensive) to add a rail car to a train, than to build an additional lane onto an existing roadway!*

We congratulate your Department on the progress that the State Rail Office has made in the implementation of other Phase 1 passenger rail projects designated in the 2015 Rail Plan over the last decade. With those well underway, we urge you to make the reintroduction of passenger rail service for Southern Minnesota a priority for the coming decade.

Thank you for your consideration.

Renae Fry
Steele County Administrator



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, November 4, 2024, at 7:00 p.m. – Steele County Boardroom

Call to Order:

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

Agenda:

Motion by Queen, second by Ingvalson to approve the agenda as submitted. Motion passed unanimously.

Minutes:

Motion by Dinse, second by Lammers to approve the October 7th, 2024, minutes as submitted. Motion passed unanimously.

Building Permits:

The building permits for October were reviewed.

CUP #233 (Ulland Brothers- Olson Pit)

This request is from Ulland Brothers for the review of CUP #233 allowing the mining of sand and gravel and the stockpiling and processing of recyclable aggregate material on property owned by the R Emil Olson Trust and located in the South ½ of the SE ¼, Section 10, Lemond Township. The property address is 6588 SW 62nd Ave.

Questions and comments of the commission.

Spatenka- This pit was mostly used for asphalt production, correct?

Andy Erichson, Ulland Bros. indicated it was years ago, but now it is used to mine sand and gravel. They would come back with a new request if they ever wanted to put an asphalt plant back in this pit.

The public hearing was opened.

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

Pool – I will be abstaining from any discussion and vote because I am employed by Ulland Bros.

Motion by Ingvason, second by Queen to recommend approval of the renewal of CUP #233 (Ulland Brothers- Olson Pit) with the following 17 conditions: (underlined is added, ~~strikethrough~~ is deleted)

1. The setback from property lines and road right of ways shall be 20 feet of undisturbed soil. Any erosion to neighboring properties or right of ways as a result of this mine shall be corrected by the applicant.

2. The applicant shall maintain adequate topsoil on site for a reclamation plan.
3. Ulland Brothers Inc. shall obtain all necessary permits from Lemond Township.
4. The applicant shall be responsible to maintain dust control on the access road, the haul roads and in the pit if necessary.
5. Truck Hauling signs shall be placed when there is activity in the gravel mine at locations specified by the township.
6. The applicant shall obtain a National Discharge Elimination System (NPDES) permit and/or a water appropriation permit if required. If the site is to be dewatered this permit shall be amended.
7. The applicant shall consult with the SWCD to reclaim mine areas for purposes of maintaining wildlife habitat.
8. Hours of operation shall be between 6:00 AM and 7:00 PM, Monday thru Saturday.
9. Mining is limited to a bottom depth of 1147 feet.
10. All access roads to the site shall be gated.
11. Applicant is responsible to initiate renewal proceeding on or before April 1st, ~~2024~~ 2029 or this permit becomes invalid.
12. The setback from the pipelines shall be as required by the pipeline company, but in no case less than 50 feet from the pipeline with a 3 to 1 side slope on the excavation face. Any erosion shall be immediately corrected.
13. The setback from the pipeline shall be marked at 100 foot interval along the face of the mine and shall remain in place during the life of the mine and during reclamation procedures.
14. Storage of recyclable aggregate material shall not exceed 30,000 cu. yds. The State of Minnesota has additional requirements concerning recyclable aggregate stockpiles.
15. Trucks shall not track material from the pit onto the public road.
16. Trucks hauling material to and from this site shall not use "jake brakes"
17. This permit remains valid during times when the owner/operator is current on all tax obligations including but not limited to aggregate taxes. In addition, if notified by the Auditor of a delinquency, the owner/operator is required to either pay the tax or file an appropriate challenge within 30 days or else the permit is null and void.

Motion passed unanimously.

IUP 2009-05 (JJD CAN Pit)

Motion by Spatenka, second by Dinse to bring discussion on IUP 2009-05 back to the table.

Motion passed.

This request is from JJD Companies LLC, to renew Interim Use Permit #2009-05 allowing the mining of sand and gravel on property owned by CAN Aggregates and located in the SE ¼ of the NE ¼ and the NE ¼ of the SE ¼, Section 2, Lemond Township.

Questions and comments of the commission.

Lammers- We (Dinse) went out to the property to look and do some measuring.

Spatenka indicated he too looked at the site.

Ingvalson asked if the slope to the township road looked good?

Lammers- Yes

Spatenka- Asked if they will have to put an apron in for the access installed through the berm?

Oolman- That would be up to the township and the planning commission to attach that condition.

Esplan- Is there a gate on the access driveway.

Oolman- Yes

The public hearing was opened.

Brian Cook, CAN Aggregates, objected to having to bond the entire parcel as they only have plans to mine the 4.2 acres in the next five years. Requiring a bond on all the acres was putting a unfair cost on the operators.

Oolman explained that the Board typically requires the bond to cover all mineable acres, as the county has experienced contractors mining beyond what they initially indicated.

How much does a \$5000 bond per acre cost?

Cook did not know.

Lemond Township officials discussed the accesses. They also would like the access at the corner of Lemond Road and SW 51st street removed. They felt it was dangerous, and damage had already occurred to the road edge from truck traffic.

Cook indicated that access has been taken out. He claimed the damage there was caused by somebody else when they bored through the road for a utility.

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

Discussion by the planning commission.

Esplan- Felt they need to stick with the requiring the bond on the entire mineable acres.

Discussion was held on the accesses. Cook indicated the new access in the middle is only used to transfer equipment from one pit to another. He did not feel an asphalt apron was needed there. Spatenka commented that equipment crossing can damage the road, just like trucks.

Motion by Lammers, second by Dinse to recommend approval of the renewal of IUP 2009-05 (JJD CAN Pit) With the following 21 conditions: (underlined is added. ~~Strikethrough~~ is deleted.)

1. This permit allows the mining of sand and gravel and the stockpiling and processing of recyclable aggregate material.
2. Mining is limited to the areas identified in the application.
3. Mining is limited to a bottom elevation of 1130 feet.
4. A 30 feet unexcavated buffer shall remain adjacent to all property lines and tower easements. A 50 feet unexcavated buffer shall remain adjacent to road right of ways. Any erosion to neighboring properties or easements as a result of this mine shall be immediately corrected by the applicant.
5. Storage piles of recyclable aggregate materials shall not exceed 30,000 cubic yards. These piles shall not remain onsite more than 5 years unless crushed. The State of Minnesota has additional requirements concerning recyclable aggregate stockpiles.
6. Equipment shall only be operated between the hours of 6:00 AM and 7:00 PM. Monday thru Saturday.
7. The access shall be gated to deter unauthorized access.
8. Truck traffic from this pit must only travel on SW 51st St. to the Northwest to CSAH #7.
9. Signage warning of truck traffic shall be located along the township road and County Road #7 if required by the road authority. The size and placement of these signs shall be at the direction of the Steele County Highway Department or Lemond Township Officials.
10. Trucks shall not track material from the pit onto the public road.
11. Trucks hauling material to and from this site shall not use "jake brakes"

12. Operator is responsible to maintain dust control in the pit and on the access road so it does not negatively affect neighboring properties or highway traffic.
13. The applicant shall follow their submitted reclamation plan. Final reclamation shall include grading slopes to a 4:1 slope or flatter, replacing topsoil, and vegetating exposed areas not used for cropland or a pond.
14. Operator shall maintain the viability of the existing private drainage system at all times during the operation of the pit.
15. If the operator dewater the pit or requires a DNR water appropriation permit, this permit will need to be amended.
16. This permit remains valid during times when the owner/operator is current on all tax obligations including but not limited to aggregate taxes. In addition, if notified by the Auditor of a delinquency, the owner/operator is required to either pay the tax or file an appropriate challenge within 30 days or else the permit is null and void.
17. Applicant is responsible to obtain and follow all other federal, state, and local permits and regulations including but not limited to NPDES permits, DNR Water Appropriation Permits, and Minnesota Wetland Conservation Act regulations.
18. Applicant is responsible to initiate renewal proceeding on or before August 1st, ~~2024~~ 2028 or this permit becomes invalid.
19. The permittee shall furnish bond, escrow, or other financial surety as approved by the county, for potential site restoration. The bond or other financial surety shall be in an amount of \$5,000 per acre for 11.6 acres for a total amount of \$58,000 and remain in place for 5 years from the date this permit is issued or until the total site is reclaimed and the reclamation is approved by Steele County.
20. The access at the corner of SW 51st street and Lemond Road shall be removed and no traffic shall be allowed to enter or leave the site in this area.
21. All accesses shall be from SW 51st Street and authorized by Lemond Township. A hard surface apron shall be constructed on all access. These aprons shall match the thickness of the bituminous on the township road, be a minimum of 30 feet wide, and extend from the existing bituminous to the outside edge of the road right-of-way.

Motion passed unanimously.

Adjournment:

Motion by Spatenka, second by Pool to adjourn at 7:33 pm. Motion passed.



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

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

Wednesday, November 6, 2024 at 8:00 a.m. – Steele County Boardroom

Attendees: Commissioner Abbe, Commissioner Brady, Human Resource Director Gina McGuire, Extension Lisa Dierks, Finance Director Candi Lemarr, PT&E Director Jennifer Mueller, Detention Center Administrator Anthony Buttera, Administrator Renae Fry and Executive Assistant Rebecca Kubicek.

Consent Agenda

1. Committee recommends approving the 2025 MN Prairie Office Lease Agreement renewal at the same rate as 2024 and authorize Chair to sign agreement.
2. Committee recommends approving the 2025 MRCI Office Lease Agreement renewal at \$26,856 annually (\$17.15/sq ft), which represents a 3% increase over 2024 and authorize the Chair to sign the agreement.
3. Committee recommends approving the Summit Food Service Contract Amendment eliminating the Rice County kitchen rental fee of \$2,959.62 per month effective November 2024.
4. Committee recommends approving the drainage ditch annual maintenance and repair levies for pay 2025.
5. Committee recommends setting the drainage ditch interest rate for 2025 at 4%.
6. Committee recommends authorizing the Chairman to sign bills on December 27, 2024, if there is a need to process an additional check run prior to year-end.

General Agenda

7. Bring to the Work Session the update RBA to adopt a Resolution accepting donation of two burial plots from Michael Nelson to Veteran's Services. The updated certificate to the plots located at Owatonna Memorial Gardens, Garden of Christus is needed for board action to accept the donation.

Informational

8. Continued discussion regarding the Memorandum of Agreement with University of MN-Extension for 2025-27. In order to lower the budget increase, Lisa proposed to reduce staffing costs for summer seasonal workers who are primarily assigned to conduct the outreach programs which are designed to offer activities hoping children will sign up for 4H. Currently there are 900 to 950 4H students, of this amount, 400 students are agreement youth (through a school) and approximately 550 are club members. Questions were raised about out of county gardeners who participate in the Master Gardner program. The practice of keeping and sharing extension committee minutes was discussed. For now, Renae requested that minutes from the last few quarterly meetings be sent to Commissioner Abbe and Brady. Whether minutes will be provided to the full

board going forward will be discussed at a future meeting. Lisa reviewed alternative budgets, one keeping staffing the same a 2024, one with the elimination of a part-time administrative support person, and a new option with reductions in summer staffing. After review, the commissioners asked that Lisa prepare a budget proposal with only a 3% increase over the 2024 budgeted amount for the Board consideration at its next work session.

Department Head Reports

Extension Office: October is a busy month with reenrollment for the programs. Usually, 4H has some programs that occur before the end of November. Ag educator and Statewide educator will be having the land rent meetings. December is the farm transition workshop. This goes through the change of farmland from generation to generation. Ag management position. After the new year pesticide training comes forward. Offered. Thei is for application on your own property. This sis the 3-year certification.

Human Resources: Open enrollment has ended. Received full participation. Dispatch enrollment continues till next week. Hiring of the HR manager for MNP started yesterday. Assistant County Engineer interviews start this afternoon. Finance position at MNP is advertised and closed last night.

Administration: Data request from Matt Sonnett will take some time. The request has been reviewed by the Attorney, IT Director and the Administrator. This will take months to pull the data from 2019 to 2024. They are working on the best way to pull the data and looking at ways to speed up the process at the same time being able to review for private data. The board received invitations to a regional railroad initiative. They are requesting a letter of support for MnDOT to proceed with expansion of passenger rail on existing rail lines in and through Owatonna. Renae met with Leota at a SCHA meeting. SCHA will be presenting in November.

PT&E Office: Finished the General election. New registration was incredible. T-n-T file has been sent in, reviewing the proof and then the file submitted to be mailed on time

Detention Center: Still working on the building project. Looking for grant funding for the wellness room. Hiring is now in the background process. It might be a little while to move in at it is tricky to get all the records get out there. What are the logistical pieces of the puzzle with all the sensitive data. Is the City aware the furniture is coming with the move. Houston county has a 8 day hold for youth. Can we explore the options for youth. The current space does not meet the criteria for youth. The DOC would need to come in and review again to determine the needs to create a space.

Finance: Going through budgets. 911 joint dispatch was a surprise, trying to find the money for it.



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

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

Tuesday, November 7, 2024 at 8:00 a.m. – Steele County Boardroom

Attendees: Commissioner Gnemi, Commissioner Abbe, Finance Director Candi Lemarr, Facilities and Fleet Director Jake Rysavy, IT Director Dave Purscell, County Attorney Robert Jarrett, Court Administrator Stacy Ashley, Administrator Renae Fry and Executive Assistance Rebecca Kubicek.

Consent Agenda:

1. Committee approves the purchase of Courthouse chairs from Alternative Business Furniture in an amount of \$19,859.15.
Courthouse chairs are in disrepair. The chairs will be deployed in Courtrooms A and B. The chairs in Courtroom C were recently replaced. Funds will come from the courthouse budget in 2024.

Information:

Courthouse parking lot update:

The City of Owatonna has indicated that we need to go down to one parking lot opening on Mill St. The west driveway on Mill St along with Court Ave driveway will be openings to the parking lot. The lot will be going from 40 parking spots to 53. The shortage of parking for jurors and other courthouse visitors was discussed. Renae will be looking into special parking permits for Mill St to accommodate the jury members or other special visitors of the facility.

County Attorney office building doors:

The Attorney's building is looking at installing doors that require badge access. The quote on the doors came in for 5 doors. Since the original quote, the double doors will not be installed with badge access so a new quote is needed. The plan is to have the doors installed in 2024 but before February 3, 2025.

The County Attorney inquired about the future of the County Attorney building. The offices should be reviewed for safety and security of its employees. There is a need for an air exchange unit in office and the heating units are home furnaces which need to be updated. These updates should only be looked at if the plan is to stay in this building for a long time.

Courthouse:

If the county plans on staying in the current courthouse, the need for updated security and a new entry way should be on the facilities plan. New state flags are being installed in the building.

Community Corrections Building update:

The building should be ready in February. They will need to be out of the current facility on April 30th.

Sheriff's Office update:

The drywall painting has started, and windows are coming in December with carpet to follow. Logistics in moving each department based on safety, security and chain of custody was discussed. Jake

to follow up with Lon regarding the timeframe and plans for the move of the information and the chain of custody. Need to firm up the plans with the Sheriff and OPD regarding the moving of the records department so OPD can plan for the change on their end.

Facility Plan:

Jake indicated there is a facility plan. The plan will be pulled for review and updating of the status of projects with Finance, the Administrator and the Commissioners.

Department Head Reports

Facilities & Fleet:

Morton was out to the Alexander building. The door opening is cut.

Finance:

Soil & Water and the Ag Society will be coming in for financial review. The November 26th Work Session will contain the information on appropriations. The recipients will not be notified till after December 12th. Library appropriation minimum payment requirement is \$180K. Owatonna should allocate a portion to BP but we show no allocations ever being turned over to Blooming Prairie. If Owatonna is not sending the money to BP, where is it going. Tax payments are now starting to come in for agriculture. They have also taken in past due property tax collections.

Information Technology:

There are three refreshes are going on. These consist of MNP, MDC, and Steele County. Steele County equipment will be here early December. MNP remodeling has started. The cubes are out of the office. IT needs to replace some net ware cables in MNP. MNP staff that can work remotely are doing so. This allows the space needed to complete the areas upstairs. Another 3 weeks before the space is reoccupied. Keeping track of hours worked in MNP.

Courthouse:

Stacy would like to be part of any discussions regarding the Courthouse.