BOARD MEETING AGENDA

STEELE COUNTY BOARD ROOM - 630 FLORENCE AVENUE - OWATONNA, MN 55060

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

TUESDAY, AUGUST 25, 2026 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 If you wish to share your thoughts, please provide your name and address after being acknowledged by the Board Chair. Each speaker has two (2) minutes to express their remarks.

Steele County promotes respect in both its work environment and boardroom. Speakers should maintain dignity and show respect towards others. Comments should be directed to the entire Board, not to individual commissioners, officials, or staff. The Board Chair may limit comments if they are argumentative, disrespectful, or redundant. Please avoid name-calling or abusive language, as this may result in being asked to return to your seat or to leave the boardroom.

No action will be taken on items presented during Public Comment unless they are on the agenda. The Board may refer some inquiries to the County Administrator for follow-up.

Correspondence

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.

4. Approve August 11, 2026 Board Minutes

5. Approve August 11, 2026 Board Work Session Minutes

6. Approve August 13, 2026 Budget Work Session Minutes

7. Approve Bills

8. Approve Journal Entries

9. Approve Personnel Report

10. Authorize the Detention Center Administrator to solicit Food Service Contract proposals.

11. Adopt **Resolution 2026-42** approving the Sale Of Excess Highway Easement At 803 School Street For $3,650.00 and Vacating the Easement.

12. Adopt **Resolution 2026-39** delegating Authority of Forfeiture Powers to the County Recorder/Registrar of Titles.

13. Approve the MNDOC Mutual Aid Agreement between DOC, Minnesota Correctional Facility Faribault and Steele County Detention Center.

County Board Work Session

14. Action Item:

General Agenda

15. Approve the purchase of Wetland Banking Credits for SAP 074-628-004 in an amount of $200,560.00 and authorize the Public Works Director and/or the County Administrator to sign.

16. Approve Ditch Levies payable in 2027

17. Review the proposals received for the sale of the former County Highway Shop located at 828 Hoffman Drive, and make a determination regarding next steps or award.

18. Approve Courthouse Security Grant Letter of Commitment

Information Items

19. Public Works Committee Minutes - August 11, 2026

20. Land Use and Records Committee Minutes - August 13, 2026

21. Public Safety & Health Committee Minutes - August 18, 2026

Commissioner Reports:

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.

Notice: Steele County Commissioners may, at any time, participate by interactive technology per Minn. Stat. 13D.02 subds. 1 & 2.

STEELE COUNTY
BOARD MEETING MINUTES

Steele County Board Room - 630 Florence Avenue - Owatonna, MN 55060

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

TUESDAY, AUGUST 11, 2026 at 4:00 PM
County Boardroom, Steele County Administration Center

Agenda

1. Call to Order

The meeting was called to order by Commissioner Glynn at 4:18 pm. Members present were John Glynn, Joshua Prokopec, James Brady, James Abbe, Greg Krueger. Also present was Renae Fry and Campbell Housh.

2. Pledge of Allegiance

3. Approve Agenda

Motion by Commissioner Greg Krueger, second by Commissioner Joshua Prokopec to approve the agenda. Motion Passed. Ayes all.

Public Comment If you wish to share your thoughts, please provide your name and address after being acknowledged by the Board Chair. Each speaker has two (2) minutes to express their remarks.

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No action will be taken on items presented during Public Comment unless they are on the agenda. The Board may refer some inquiries to the County Administrator for follow-up.

None

Correspondence

None

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.

Motion by Commissioner James Abbe, seconded by Commissioner James Brady to approve the

Consent Agenda. Ayes all.

4. Approve July 28, 2026 Board Minutes

5. Approve July 28, 2026 Board Work Session Minutes

6. Approve Bills

7. Approve Journal Entries

8. Approve Personnel Report

9. Award CSAH 43 Resurfacing Project, SAP 074-643-012, to Crane Creek Asphalt in an amount of $1,671,220.46

10. Approve Detention Center Re-roof Advertisement for Bids

County Board Work Session

11. Action Item:

None

General Agenda

12. August Anniversary Report

13. Accept review of CUP # 302 (Martin Marietta - Owatonna Quarry) with 27 conditions based on the Findings of Fact.

Motion by Commissioner James Abbe, seconded by Commissioner James Brady to accept the review of CUP #302, subject to applicant's agreement to send a letter to all property owners within 1/2 mile radius of the pit, notifying them that they can sign up for notification of blast dates/times and other updates. Ayes all.

Information Items

14. Internal Central Services Committee Minutes - July 28, 2026

15. Property & Maintenance Committee Minutes - August 4, 2026

Commissioner Reports:

- Deputy County Attorney, Campbell Housh had nothing to report.
- County Administrator, Renae Fry had nothing to report.
- Commissioner Abbe reported his attendance at the 911 Joint Powers Board and Work Session.
- Commissioner Brady reported his attendance at Planning & Zoning, Property & Maintenance, 911 Joint Powers Board, and Work Session.
- Commissioner Prokopec reported his attendance at the Cannon River Watershed, SEMCAC Board Meeting, SEMCAC Executive meeting, Budget work session and Work Session.
- Commissioner Krueger reported his attendance at the SE Communication Board and Work

Session.

- Commissioner Glynn reported his attendance at the Property & Maintenance Committee and the Public Works Committee.
- Jon Nelson, the new Public Works Director, introduced himself to the Board.

Adjourn

Motion by Commissioner James Abbe, seconded by Commissioner Greg Krueger to adjourn to the Call of the Chair at 4:39 p.m. Ayes all.

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CHAIRMAN

ATTEST: __________________________

ADMINISTRATOR

Steele County

INTEGRATED FINANCIAL SYSTEMS

WARRANTS FOR PUBLICATION

Warrants Approved On 8/11/2026 For Payment 8/14/2026

Vendor Name	Amount
7 Rivers Recycling LLC	7,320.00
Advanced Correctional Healthcare Inc	34,324.81
Braun Intertec Eng Inc	10,000.00
BRN Lawn & Landscape LLC	5,365.00
Canadian Pacific Railway Company	254,445.98
Central Farm Services	5,967.42
Counties Providing Technology	4,864.00
Crane Creek Asphalt	3,372.37
Data Works Plus LLC	3,882.00
DLT Solutions LLC	6,356.28
Election Systems & Software Inc	5,448.28
Four Seasons Electric	2,829.49
Gallagher Benefits Services Inc	3,000.00
Greystone Construction Company	3,260.00
Hillyard-Hutchinson	2,168.88
Hyatt/Cody D	9,000.00
J.R.'s Advanced Recyclers Inc	4,053.75
Loken Excavating & Drainage	9,694.74
Mettler Toledo Inc	4,150.20
MN Prairie County Alliance	38,850.00
Motorola Solutions Inc	22,223.90
Nuss Truck & Equipment	2,825.69
Paape Companies Inc	5,070.75
Plunket/Peter D	6,930.00
Range Environmental Drilling	2,499.00
RDO Equipment Co, Inc.	4,051.23
Rinke-Noonan Attorney at Law	2,625.50
Rolling Green Fencing Inc	41,458.00
Semcac	28,835.85
Short Elliott Hendrickson Inc	43,784.87
Spero	10,527.00
Steele County Soil & Water Conserv Dist	5,012.50
Stewart Sanitation	2,499.48
Streichers Inc	4,041.61
Summit Food Services LLC	7,752.36
Thomson Reuters - West	2,551.34
Treas Of Aurora Township	12,809.00
Valstone Corporation	2,675.00
WHKS & Co	7,401.80
WSB & Associates Inc	195,190.65
73 Payments less than 2000	31,166.56
Final Total:	860,285.29

STEELE COUNTY
BOARD WORK SESSION MINUTES

Steele County Board Room - 630 Florence Avenue -
Owatonna, MN 55060

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

TUESDAY, AUGUST 11, 2026 at 3:00 PM
County Boardroom, Steele County Administration Center

Agenda

1. Call to Order

The meeting was called to order by Commissioner Glynn at 3:00 pm. Members present were James Brady, John Glynn, Joshua Prokopec, James Abbe, Greg Krueger. Also present were Campbell Housh (arrived at 3:30pm) and Renae Fry.

2. Wold Presentation/ Public Health Concepts

Wold provided a follow-up presentation regarding the possibility of remodeling the existing Public Health Building. Their review focused on whether efficiencies could be gained by remodeling either the entire building or specific portions of it. The goal is to improve the overall functionality and operational efficiency of the Public Health Department. Three options were presented, including potential building additions. These concepts were developed based on initial conversations with Amber. If any of these options were to move forward, additional discussions and more detailed planning would be required. The Board asked Wold to calculate the estimated cost to build out a basement area below the possible addition to be used for storage.

3. Coroner Update on Steele County Deaths and Trends

Dr. Moore was present and provided an overview of her operations, including how she uses Julie to communicate with community partners and gather information required information to the state. She explained the process beginning with the Coroner One Call system (the initial notification), followed by scene investigation, autopsy services (contracted through the Southern Minnesota Regional Medical Examiner's Office), and ultimately the completion of death certificates.

4. Coroner/Medical Examiners Contract Drafts

This item will be considered at the 8/25/2026 Work Session.

Adjourn

The meeting adjourned at 4:17 p.m.

CHAIRMAN

ATTEST: ____________________________
ADMINISTRATOR

STEELE COUNTY
BOARD WORK SESSION MINUTES

Administration Center - Conf. Room 40 - 630 Florence Avenue - Owatonna, MN 55060

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

THURSDAY, AUGUST 13, 2026 at 1:00 PM
County Boardroom, Steele County Administration Center

Agenda

1. Call to Order

The meeting was called to order at 1:00 p.m.

2. Steele County 2027 Budget Work Session

The Finance Director and Administrator led a comprehensive discussion on the 2027 preliminary budget. Commissioners were present to review the draft and ask questions regarding key assumptions and proposed allocations.

Adjourn

The meeting was adjourned at 4:10 p.m.

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CHAIRMAN

ATTEST: _________________________
ADMINISTRATOR

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

Vendor No.	Name / Account/Formula	Rpt Accr	Amount	Warrant Description / Service Dates	Invoice # / Paid On Bhf #	Account/Formula Description / On Behalf of Name	1099
3	DEPT			County Wide			
9173	Madden Galanter Hansen LLP						
83	01-003-000-0000-6194		474.10	LABOR RELATIONS SERVICES-JULY	AUGUST 6, 2026	Personnel Policy	Y
9173	Madden Galanter Hansen LLP		474.10	1 Transactions			
10873	Youngerberg/Angela						
217	01-003-000-0000-6194		2,450.00	ALY CONSULTATION SERVICES	116	Personnel Policy	Y
10873	Youngerberg/Angela		2,450.00	1 Transactions			
3	DEPT Total:		2,924.10	County Wide	2 Vendors	2 Transactions	
5	DEPT			Board Of Commissioners			
51300	Metro Sales Inc						
91	01-005-000-0000-6410		571.04	COPIER/PRINTER 4/25 - 7/24	INV3142622	Office Supplies	N
51300	Metro Sales Inc		571.04	1 Transactions			
5	DEPT Total:		571.04	Board Of Commissioners	1 Vendors	1 Transactions	
13	DEPT			Law Library			
70550	Thomson Reuters - West						
196	01-013-000-0000-6501		735.50	THOMSON REUTERS - JULY 2026	853912788	Books	N
70550	Thomson Reuters - West		735.50	1 Transactions			
13	DEPT Total:		735.50	Law Library	1 Vendors	1 Transactions	
31	DEPT			County Administrator			
51300	Metro Sales Inc						
93	01-031-000-0000-6410		114.21	COPIER/PRINTER 4/25 - 7/24	INV3142622	Office Supplies	N
51300	Metro Sales Inc		114.21	1 Transactions			
31	DEPT Total:		114.21	County Administrator	1 Vendors	1 Transactions	
32	DEPT			Human Resources			
51300	Metro Sales Inc						
94	01-032-000-0000-6410		114.21	COPIER/PRINTER 4/25 - 7/24	INV3142622	Office Supplies	N
51300	Metro Sales Inc		114.21	1 Transactions			

Vendor No.	Name / Account/Formula	Rpt Accr	Amount	Warrant Description / Service Dates	Invoice # / Paid On Bhf #	Account/Formula Descripti / On Behalf of Name	1099
9348	Vault Health						
212	01-032-000-0000-6801		644.04	DOT 3RD QUARTER RANDOMS	FL00723018	General Expense	N
9348	Vault Health		644.04	1 Transactions			
32	DEPT Total:		758.25	Human Resources	2 Vendors	2 Transactions	
41	DEPT			Auditor			
51300	Metro Sales Inc						
90	01-041-000-0000-6410		171.31	COPIER/PRINTER 4/25 - 7/24	INV3142622	Office Supplies	N
51300	Metro Sales Inc		171.31	1 Transactions			
84035	Tri-M Graphics						
201	01-041-000-0000-6410		632.92	WINDOW ENVELOPES - 5000	110904	Office Supplies	N
84035	Tri-M Graphics		632.92	1 Transactions			
41	DEPT Total:		804.23	Auditor	2 Vendors	2 Transactions	
44	DEPT			Financial Administrator			
10422	Abdo LLP						
1	01-044-000-0000-6260		535.50	COA PROJECT 7/10 7/13	527382	Consultants	Y
2	01-044-000-0000-6260		229.50	MONTHLY CONNECT - JULY	527382	Consultants	Y
10422	Abdo LLP		765.00	2 Transactions			
8589	Baker Tilly US, LLP						
16	01-044-000-0000-6279		22,785.00	2025 SC FINAN AUDIT PROGRESS	BTUS-10005491	Audit Costs	Y
8589	Baker Tilly US, LLP		22,785.00	1 Transactions			
8917	Girard's Business Solutions, Inc.						
51	01-044-000-0000-6410		303.00	SCANNER 09/22/2026 09/21/2027	2609STLCTY	Office Supplies	N
52	01-044-000-0000-6480		1,641.00	MIRRORIMAGE 09/22/2026 09/21/2027	2609STLCTY	Non-Capitalized Inventory	N
8917	Girard's Business Solutions, Inc.		1,944.00	2 Transactions			
51300	Metro Sales Inc						
92	01-044-000-0000-6410		171.31	COPIER/PRINTER 4/25 - 7/24	INV3142622	Office Supplies	N
51300	Metro Sales Inc		171.31	1 Transactions			

Vendor No.	Name / Account/Formula	Rpt Accr	Amount	Warrant Description / Service Dates	Invoice # / Paid On Bhf #	Account/Formula Description / On Behalf of Name	1099
44	DEPT Total:		25,665.31	Financial Administrator	4 Vendors	6 Transactions	
61	DEPT			Information Technology			
7891	Cousins/Ethan						
34	01-061-000-0000-6331		86.96	MILEAGE 7/21 - 8/7/26	7/21 - 8/7/2026	Mileage Reimbursement	N
7891	Cousins/Ethan		86.96	1 Transactions			
61	DEPT Total:		86.96	Information Technology	1 Vendors	1 Transactions	
62	DEPT			Central Services			
8919	ArchKey Technologies						
11	01-062-000-0000-6801		1,034.58	CAMERA TROUBLESHOOTING/REPAIR	S0014975571	General Expense	Y
8919	ArchKey Technologies		1,034.58	1 Transactions			
9983	CallTower						
24	01-062-000-0000-6210		706.83	CALLTOWER PHONE JULY 2026	203356367	Telephone	N
9983	CallTower		706.83	1 Transactions			
10405	CloudSAFEGroup LLC						
33	01-062-000-0000-6301		3,735.00	AS400 QUARTERLY HOSTING	INV18746	Equip/Software Maint	N
10405	CloudSAFEGroup LLC		3,735.00	1 Transactions			
5655	High Point Networks						
56	01-062-000-0000-6301		921.00	FS FIREWALL RENEWAL	2817358	Equip/Software Maint	Y
5655	High Point Networks		921.00	1 Transactions			
18450	Office of MN IT Services						
108	01-062-000-0000-6301		2,217.76	TVMU & CROWDSTRIKE JUNE 2026	26060594	Equip/Software Maint	N
109	01-062-000-0000-6212		1,673.66	INTERNET- JULY 2026	DV26070391	M-Net Expenses	N
18450	Office of MN IT Services		3,891.42	2 Transactions			
65100	Paape Companies Inc						
112	01-062-000-0000-6801		390.00	ACCESS CONTROL TROUBLESHOOTING	122794	General Expense	N
65100	Paape Companies Inc		390.00	1 Transactions			
3778	SHI International Corp						
172	01-062-000-0000-6301		818.64	HS M365 LICENSE ADDS	B21471112	Equip/Software Maint	N

Steele County

Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor No.	Name / Account/Formula	Rpt Accr	Amount	Warrant Description / Service Dates	Invoice # / Paid On Bhf #	Account/Formula Description / On Behalf of Name	1099
3778	SHI International Corp		818.64	1 Transactions			
9767	UKG Kronos Systems LLC						
211	01-062-000-0000-6301		4,083.52	HRIS OPERATING COST JULY 2026	I10080070414	Equip/Software Maint	N
9767	UKG Kronos Systems LLC		4,083.52	1 Transactions			
62	DEPT Total:		15,580.99	Central Services	8 Vendors	9 Transactions	
63	DEPT			Auditor Elections			
4480	DS Solutions Inc						
43	01-063-000-0000-6410		500.00	ELECT JUDGE ONLINE HOST&MAINT	14157	Office Supplies	N
44	01-063-000-0000-6410		1,500.00	ELECT JDGE ONLINE TRNG SET UP	14157	Office Supplies	N
4480	DS Solutions Inc		2,000.00	2 Transactions			
1116	Kehler/Hildie						
67	01-063-000-0000-6801		54.00	POLL PAD TRAINING	1	General Expense	Y
1116	Kehler/Hildie		54.00	1 Transactions			
10901	Kehler/Peter						
68	01-063-000-0000-6801		72.00	POLL PAD TRAINING FOR ELECTION	1	General Expense	Y
10901	Kehler/Peter		72.00	1 Transactions			
63	DEPT Total:		2,126.00	Auditor Elections	3 Vendors	4 Transactions	
91	DEPT			County Attorney			
9363	PITNEY BOWES GLOBAL FINANACIAL SVC						
119	01-091-000-0000-6260		163.53	POSTAGE METER LEASE	3108020067	Contract Labor/Services	N
9363	PITNEY BOWES GLOBAL FINANACIAL SVC		163.53	1 Transactions			
91	DEPT Total:		163.53	County Attorney	1 Vendors	1 Transactions	
92	DEPT			Attorney Contingent Exp			
10437	Madsen/Kashayla						
84	01-092-000-0000-6801		46.75	TRANSCRIPT 74-CR261117	26004	General Expense	Y
10437	Madsen/Kashayla		46.75	1 Transactions			

Vendor No.	Name / Account/Formula	Rpt Accr	Amount	Warrant Description / Service Dates	Invoice # / Paid On Bhf #	Account/Formula Descripti / On Behalf of Name	1099
92	DEPT Total:		46.75	Attorney Contingent Exp	1 Vendors	1 Transactions	
101	DEPT			County Recorder			
51300	Metro Sales Inc						
95	01-101-000-0000-6410		139.37	COLOR/BLACK COPIES	INV3155162	Office Supplies	N
51300	Metro Sales Inc		139.37	1 Transactions			
84035	Tri-M Graphics						
203	01-101-000-0000-6410		26.40	NOTARY STAMP - RKVIEN	110900	Office Supplies	N
84035	Tri-M Graphics		26.40	1 Transactions			
101	DEPT Total:		165.77	County Recorder	2 Vendors	2 Transactions	
105	DEPT			Planning & Zoning			
13000	City Of Blooming Prairie						
31	01-105-000-0000-6805		1,197.37	BLDG PERMIT REIMB - JULY	BLDG PERMIT-JULY	Bl Pr Reimb-Bldg Permit	N
13000	City Of Blooming Prairie		1,197.37	1 Transactions			
84035	Tri-M Graphics						
198	01-105-000-0000-6410		204.11	P&Z ENVELOPES	110795	Office Supplies	N
84035	Tri-M Graphics		204.11	1 Transactions			
105	DEPT Total:		1,401.48	Planning & Zoning	2 Vendors	2 Transactions	
111	DEPT			Buildings & Grounds			
8288	Four Seasons Electric						
49	01-111-040-0000-6300		283.48	OUTLET FOR BOARDROOM- IN BACK	16123	Bldg Repairs & Maintenance	N
8288	Four Seasons Electric		283.48	1 Transactions			
51630	Mike's Repair						
97	01-111-050-0000-6320		217.50	TIRE SENSOR REPLACEMENT	116306	Vehicle Repairs & Maintenance	Y
51630	Mike's Repair		217.50	1 Transactions			
5626	Trugreen Processing Center						
206	01-111-043-0000-6380		62.07	LAWN SERVICE- JULY	229802203	Grounds Maintenance	Y
210	01-111-044-0000-6380		407.65	LAWN SERVICE- JULY	229802203	Grounds Maintenance	Y
209	01-111-045-0000-6380		64.99	LAWN SERVICE- JULY	229802203	Grounds Maintenance	Y

Vendor No.	Name / Account/Formula	Rpt Accr	Amount	Warrant Description / Service Dates	Invoice # / Paid On Bhf #	Account/Formula Descripti / On Behalf of Name	1099
5626	Trugreen Processing Center		534.71	3 Transactions			
111	DEPT Total:		1,035.69	Buildings & Grounds	3 Vendors	5 Transactions	
121	DEPT			Veteran Service			
14420	Culligan Inc						
37	01-121-000-0000-6301		30.35	WATER - JULY 2026	15391516-07312C	Repairs/Maintenance	N
14420	Culligan Inc		30.35	1 Transactions			
65100	Paape Companies Inc						
113	01-121-000-0000-6301		565.00	FRONT DOOR RELEASE BUTTON	122839	Repairs/Maintenance	N
65100	Paape Companies Inc		565.00	1 Transactions			
84035	Tri-M Graphics						
199	01-121-000-0000-6410		113.29	BUSINESS CARDS-MBERGQUIST	110882	Office Supplies	N
84035	Tri-M Graphics		113.29	1 Transactions			
121	DEPT Total:		708.64	Veteran Service	3 Vendors	3 Transactions	
201	DEPT			Sheriff			
3275	Anhorn's Gas & Tire						
8	01-201-000-0000-6320		723.44	4 TIRES FOR SQUAD 7413	46293	Vehicle Maintenance	Y
3275	Anhorn's Gas & Tire		723.44	1 Transactions			
18110	Dean's Westside Towing						
40	01-201-000-0000-6806		250.00	SC26-685 2007 HARLEY FLEEING	159325	Vehicle Towing	N
18110	Dean's Westside Towing		250.00	1 Transactions			
10897	DLF Law Group						
42	01-201-000-0000-6335		255.09	C202600446 BCG EQ. VS EDONAHUE	WRIT OPS	Civil Reimbursements	N
10897	DLF Law Group		255.09	1 Transactions			
37469	Insty Prints						
62	01-201-000-0000-6410		197.00	1,000 TIME OFF REQUESTS	170871	Office Supplies	N
37469	Insty Prints		197.00	1 Transactions			
1064	Kappy's Collision Center						
66	01-201-000-0000-6320		8,671.38	7414 VS DEER, FRONT END DAMAGE	5489	Vehicle Maintenance	Y

Vendor No.	Name / Account/Formula	Rpt Accr	Amount	Warrant Description / Service Dates	Invoice # / Paid On Bhf #	Account/Formula Descripti / On Behalf of Name	1099
1064	Kappy's Collision Center		8,671.38	1 Transactions			
3298	Kwik Trip Inc						
77	01-201-000-0000-6320		351.00	60 CAR WASHES	197029	Vehicle Maintenance	N
3298	Kwik Trip Inc		351.00	1 Transactions			
4877	L & L Street Rods & Sport Trucks						
82	01-201-000-0000-6480		4,271.39	UPFIT SQUAD 7420	4693	Non-Capitalized Inventory	Y
4877	L & L Street Rods & Sport Trucks		4,271.39	1 Transactions			
5487	LexisNexis Risk Data Management						
81	01-201-000-0000-6425		200.00	SEARCHES/REPORTS - JULY	1100336112	Investigation Expense	N
5487	LexisNexis Risk Data Management		200.00	1 Transactions			
5251	PDCM-RANGE						
116	01-201-000-0000-6261		1,090.00	EVOC TRG. BRASE & BORASH	337900 13112	Conference & Training	N
5251	PDCM-RANGE		1,090.00	1 Transactions			
3248	Personnel Evaluation, Inc						
117	01-201-000-0000-6425		25.00	PRE-EMPLOYMENT EVAL. - B.G.	58217	Investigation Expense	6
3248	Personnel Evaluation, Inc		25.00	1 Transactions			
5095	Safelite Auto Glass						
162	01-201-000-0000-6320		1,219.05	SQUAD 7410 NEW WINDSHIELD	82215	Vehicle Maintenance	N
5095	Safelite Auto Glass		1,219.05	1 Transactions			
85300	Streichers Inc						
185	01-201-000-0000-6408		127.99	INITIAL ISSUE-SILKEY'S	I1840257	Uniforms/Uniform Reimbursement	N
186	01-201-000-0000-6408		1,798.00	INITIAL ISSUE-D.SCHLUETER	I1841984	Uniforms/Uniform Reimbursement	N
187	01-201-000-0000-6408		1,500.00	10 BADGES	I1842008	Uniforms/Uniform Reimbursement	N
188	01-201-000-0000-6408		127.99	INITIAL ISSUE- D.SCHLUETER	I1843222	Uniforms/Uniform Reimbursement	N
85300	Streichers Inc		3,553.98	4 Transactions			
201	DEPT Total:		20,807.33	Sheriff	12 Vendors	15 Transactions	
204	DEPT			Sheriff Boat & Water Enf			
3298	Kwik Trip Inc						
78	01-204-000-0000-6320		34.80	FUEL FOR THE BOAT	197029	Repairs & Maintenance	N

Vendor No.	Name / Account/Formula	Rpt Accr	Amount	Warrant Description / Service Dates	Invoice # / Paid On Bhf #	Account/Formula Description / On Behalf of Name	1099
3298	Kwik Trip Inc		34.80	1 Transactions			
204	DEPT Total:		34.80	Sheriff Boat & Water Enf	1 Vendors	1 Transactions	
208	DEPT			Coroner			
9860	Klapperich/Julie						
70	01-208-000-0000-6801		350.00	DEATH INV - EAKER	JULY 2026	General Expense	6
71	01-208-000-0000-6801		150.00	TRIAGE CALL 2 - 3	JULY 2026	General Expense	6
72	01-208-000-0000-6801		175.00	TRIAGE CALL 1 - 6	JULY 2026	General Expense	6
73	01-208-000-0000-6801		200.00	DEATH INV - SEXTER	JULY 2026	General Expense	6
74	01-208-000-0000-6801		200.00	DEATH INV - HACHEY	JULY 2026	General Expense	6
75	01-208-000-0000-6801		125.00	DEATH INV - OCROWLEY	JULY 2026	General Expense	6
76	01-208-000-0000-6801		250.00	ADMIN - 4 HOURS	JULY 2026	General Expense	6
9860	Klapperich/Julie		1,450.00	7 Transactions			
10887	Mayo Clinc						
86	01-208-000-0000-6801		1,800.00	AUTOPSY - LANG	4349106	General Expense	6
10887	Mayo Clinc		1,800.00	1 Transactions			
50965	Meger Funeral Home Inc						
88	01-208-000-0000-6801		200.00	TRANSPORT - KREUTTER	SC20206.02	General Expense	Y
50965	Meger Funeral Home Inc		200.00	1 Transactions			
10048	Occupational Research & Assessment In						
107	01-208-000-0000-6301		1,170.00	MDI LOG SYSTEM - CORONER	3727	Equip/Software Maint	N
10048	Occupational Research & Assessment In		1,170.00	1 Transactions			
208	DEPT Total:		4,620.00	Coroner	4 Vendors	10 Transactions	
251	DEPT			Jail			
10900	AdaptHealth Minnesota						
5	01-251-000-0000-6432		45.76	OFF SITE CARE - JD	314764087	Medical Payments	N
10900	AdaptHealth Minnesota		45.76	1 Transactions			
3692	Diamond Drugs Inc						
41	01-251-000-0000-6432		549.68	PHARMACY - JULY 2026	IN001592978	Medical Payments	N
3692	Diamond Drugs Inc		549.68	1 Transactions			

Vendor No.	Name / Account/Formula	Rpt Accr	Amount	Warrant Description / Service Dates	Invoice # / Paid On Bhf #	Account/Formula Descripti / On Behalf of Name	1099
9815	Lexipol LLC						
80	01-251-000-0000-6261		3,123.22	CORRECTIONSONE 9/1/26-8/31/27	INVPRA11274059	Conference & Training	Y
9815	Lexipol LLC		3,123.22	1 Transactions			
10173	Spero						
181	01-251-000-0000-6196		1,280.00	MH EVALS - DA, JO, JG, AS	CL-072726	Employee Phys And Exams	G
10173	Spero		1,280.00	1 Transactions			
8247	Summit Food Services LLC						
191	01-251-000-0000-6441		3,876.18	INMATE MEALS 8/1 TO 8/7/2026	200ABS10000507C	Prisoner Meals	N
192	01-251-000-0000-6441		3,876.18	INMATE MEALS - 8/8 TO 8/14/26	200ABS100005571	Prisoner Meals	N
8247	Summit Food Services LLC		7,752.36	2 Transactions			
251	DEPT Total:		12,751.02	Jail	5 Vendors	6 Transactions	
252	DEPT			Community Corrections			
4064	Alcohol Monitoring System Inc						
6	01-252-000-0000-6274		1,182.46	SCRAM MONITORING	381799	Scram Monitoring	N
4064	Alcohol Monitoring System Inc		1,182.46	1 Transactions			
6884	Language Line Services Inc						
79	01-252-000-0000-6284		264.32	TRANSLATOR SERVICES	9020536369	Interpreter Services	Y
6884	Language Line Services Inc		264.32	1 Transactions			
5830	Midwest Monitoring & Surveillance						
96	01-252-000-0000-6270		25.35	DRUG TESTING AND SUPPLIES	DT0726111	Chemical Testing	Y
5830	Midwest Monitoring & Surveillance		25.35	1 Transactions			
84035	Tri-M Graphics						
204	01-252-000-0000-6410		76.32	BUSINESS CARDS-SA & LS	110922	Office Supplies	N
84035	Tri-M Graphics		76.32	1 Transactions			
252	DEPT Total:		1,548.45	Community Corrections	4 Vendors	4 Transactions	
281	DEPT			Emergency Management			
9146	Ringhofer/Megan						
128	01-281-000-0000-6331		62.32	MILEAGE HSEM BAGS FOR SCFF	AUGUST 2026	Mileage Reimbursement	N

Steele County

Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor No.	Name / Account/Formula	Rpt Accr	Amount	Warrant Description / Service Dates	Invoice # / Paid On Bhf #	Account/Formula Description / On Behalf of Name	1099
9146	Ringhofer/Megan		62.32	1 Transactions			
8423	Salamander Technologies LLC						
163	01-281-000-0000-6421		500.00	1 YR RENEWAL RAPID TAG	21779	Maintenance Operating Exp	N
8423	Salamander Technologies LLC		500.00	1 Transactions			
84035	Tri-M Graphics						
202	01-281-000-0000-6410		156.81	BUSINESS CARDS-KS & MR	110751	Office Supplies	N
84035	Tri-M Graphics		156.81	1 Transactions			
8338	Verified First LLC						
213	01-281-000-1001-6801		67.97	BACKGROUND CHECK CERT	INV-000639693	CERT Program Expenditures	Y
8338	Verified First LLC		67.97	1 Transactions			
281	DEPT Total:		787.10	Emergency Management	4 Vendors	4 Transactions	
391	DEPT			Environmental Services			
61527	Owatonna Peoples Press						
111	01-391-000-0000-6361		366.10	2026 SUBSCRIPTION	OPP-16043	Recycling Education	N
61527	Owatonna Peoples Press		366.10	1 Transactions			
87305	Thompson Sanitation						
194	01-391-000-0000-6548		77,237.19	RECYCLING CONTRACT- JULY 2026	117788	Recycling	N
87305	Thompson Sanitation		77,237.19	1 Transactions			
10875	Wencl/Collin						
215	01-391-292-0000-6820		700.00	WELL GRANT REIMBURSEMENT-WENCL	08/11/2026	Grant Expense	G
10875	Wencl/Collin		700.00	1 Transactions			
391	DEPT Total:		78,303.29	Environmental Services	3 Vendors	3 Transactions	
481	DEPT			Public Health Nursing			
8204	Adams/Penny						
4	01-481-460-6009-6331		74.48	MILEAGE- JULY 2026	JULY 2026	Mileage Reimbursement	N
8204	Adams/Penny		74.48	1 Transactions			
3566	Anderson/Gaynelle						
7	01-481-460-6009-6331		30.40	MILEAGE- JULY 2026	JULY 2026	Mileage Reimbursement	N

Steele County

	Vendor No.	Name / Account/Formula	Rpt Accr	Amount	Warrant Description / Service Dates	Invoice # / Paid On Bhf #	Account/Formula Description / On Behalf of Name	1099
	3566	Anderson/Gaynelle		30.40	1 Transactions			
	2574	Archambault/Kristi						
10		01-481-460-6009-6331		12.16	MILEAGE- JULY 2026	JULY 2026	Mileage Reimbursement	N
	2574	Archambault/Kristi		12.16	1 Transactions			
	8783	Availity LLC						
15		01-481-460-6009-6383		20.00	MEDICARE BILLING CHARGES	INV01644585	Contract Services	N
	8783	Availity LLC		20.00	1 Transactions			
	7	Bartsch/Christine						
17		01-481-460-6009-6331		38.38	MILEAGE- JULY 2026	JULY 2026	Mileage Reimbursement	N
	7	Bartsch/Christine		38.38	1 Transactions			
	8486	Baumgartner/Ann						
18		01-481-460-6009-6331		16.72	MILEAGE- JULY 2026	JULY 2026	Mileage Reimbursement	N
	8486	Baumgartner/Ann		16.72	1 Transactions			
	9413	Benson/Robert						
19		01-481-460-6009-6331		13.30	MILEAGE- JULY 2026	JULY 2026	Mileage Reimbursement	N
	9413	Benson/Robert		13.30	1 Transactions			
	6267	Brinkman/Stacie Lynn						
22		01-481-461-6034-6331		14.44	MILEAGE- JULY 2026	JULY 2026	Mileage Reimbursement	N
21		01-481-461-6059-6331		41.04	MILEAGE- JULY 2026	JULY 2026	Mileage Reimbursement	N
	6267	Brinkman/Stacie Lynn		55.48	2 Transactions			
	10128	Christenson/Sandra						
28		01-481-460-6009-6331		54.72	MILEAGE- JULY 2026	JULY 2026	Mileage Reimbursement	N
	10128	Christenson/Sandra		54.72	1 Transactions			
	12590	Christenson/Yukari						
29		01-481-460-6009-6331		114.00	MILEAGE- JULY 2026	JULY 2026	Mileage Reimbursement	N
	12590	Christenson/Yukari		114.00	1 Transactions			
	8789	Dahle/Teya F						
39		01-481-461-6059-6383		214.71	REFLECTIVE CONSULTING	1790	Contract Services	Y
	8789	Dahle/Teya F		214.71	1 Transactions			

Steele County

Vendor No.	Name / Account/Formula	Rpt Accr	Amount	Warrant Description / Service Dates	Invoice # / Paid On Bhf #	Account/Formula Description / On Behalf of Name	1099
9841	Farr/Whitney						
48	01-481-460-6012-6331		2.28	MILEAGE- JULY 2026	JULY 2026	Mileage Reimbursement	N
9841	Farr/Whitney		2.28	1 Transactions			
9892	Haroldson/Julie						
54	01-481-460-6009-6331		38.76	MILEAGE- JULY 2026	JULY 2026	Mileage Reimbursement	N
9892	Haroldson/Julie		38.76	1 Transactions			
8389	Healthcare First						
55	01-481-460-6009-6383		120.65	HHCAHPS SURVEY	INV5612648	Contract Services	N
8389	Healthcare First		120.65	1 Transactions			
37025	Innovative Office Solutions LLC						
59	01-481-000-0000-6410		2.95	TABS- GENERAL OFFICE	5173744	Office Supplies	Y
37025	Innovative Office Solutions LLC		2.95	1 Transactions			
10043	Johnson/Emma						
63	01-481-461-6038-6331		2.66	MILEAGE- JULY 2026	JULY 2026	Mileage Reimbursement	N
10043	Johnson/Emma		2.66	1 Transactions			
9458	Jongbloedt/Beth						
64	01-481-460-6009-6331		20.52	MILEAGE- JULY 2026	JULY 2026	Mileage Reimbursement	N
9458	Jongbloedt/Beth		20.52	1 Transactions			
3629	Kent/Leah						
69	01-481-460-6009-6331		58.90	MILEAGE- JULY 2026	JULY 2026	Mileage Reimbursement	N
3629	Kent/Leah		58.90	1 Transactions			
5754	McMann/Katy						
87	01-481-460-6009-6331		33.44	MILEAGE- JULY 2026	JULY 2026	Mileage Reimbursement	N
5754	McMann/Katy		33.44	1 Transactions			
10870	O'Brien/Evelyn						
106	01-481-460-6009-6331		38.00	MILEAGE- JULY 2026	JULY 2026	Mileage Reimbursement	N
10870	O'Brien/Evelyn		38.00	1 Transactions			
9616	Parrott & Smith LLC						
115	01-481-461-6066-6341		295.00	RENT SEPTEMBER 2026	SEPTEMBER 2026	Office Rent	1

Vendor No.	Name / Account/Formula	Rpt Accr	Amount	Warrant Description / Service Dates	Invoice # / Paid On Bhf #	Account/Formula Descripti / On Behalf of Name	1099
9616	Parrott & Smith LLC		295.00	1 Transactions			
2587	Piepho/Nancy June						
118	01-481-461-6034-6331		38.48	MILEAGE- JULY 2026	JULY 2026	Mileage Reimbursement	N
2587	Piepho/Nancy June		38.48	1 Transactions			
10131	Prestegard/Amanda						
122	01-481-461-6059-6331		5.70	MILEAGE JULY 2026	JULY 2026	Mileage Reimbursement	N
10131	Prestegard/Amanda		5.70	1 Transactions			
10459	Prestegard/Lauren						
123	01-481-460-6009-6331		47.88	MILEAGE- JULY 2026	JULY 2026	Mileage Reimbursement	N
10459	Prestegard/Lauren		47.88	1 Transactions			
9903	Rindfleisch/Ethan						
127	01-481-464-6065-6331		1.52	MILEAGE- JULY 2026	JULY 2026	Mileage Reimbursement	N
9903	Rindfleisch/Ethan		1.52	1 Transactions			
77316	Schroeder/Greg						
164	01-481-460-6009-6331		16.72	MILEAGE- JULY 2026	JULY 2026	Mileage Reimbursement	Y
165	01-481-460-6009-6383		1,129.86	PHYSICAL THERAPIST JULY	JULY 2026	Contract Services	Y
77316	Schroeder/Greg		1,146.58	2 Transactions			
4879	Shred Right						
175	01-481-000-0000-6322		71.66	SHREDDING SERVICES	77385	Service Agreements	Y
4879	Shred Right		71.66	1 Transactions			
9818	Steinberg/Meagan						
182	01-481-461-6059-6331		17.48	MILEAGE- JULY 2026	JULY 2026	Mileage Reimbursement	N
9818	Steinberg/Meagan		17.48	1 Transactions			
5619	Tonche/Denise						
197	01-481-460-6009-6331		59.28	MILEAGE- JULY 2026	JULY 2026	Mileage Reimbursement	N
5619	Tonche/Denise		59.28	1 Transactions			
84035	Tri-M Graphics						
205	01-481-461-6032-6464		91.07	CHILDCARE RACK CARDS	110929	General Supplies & Outreach	N
84035	Tri-M Graphics		91.07	1 Transactions			

Vendor No.	Name / Account/Formula	Rpt Accr	Amount	Warrant Description / Service Dates	Invoice # / Paid On Bhf #	Account/Formula Description / On Behalf of Name	1099
9622	Wencl/Alexa						
214	01-481-460-6012-6241		4.56	MILEAGE- JULY 2026	JULY 2026	Membership Dues	N
9622	Wencl/Alexa		4.56	1 Transactions			
4100	Wencl/Dianne Marie						
216	01-481-460-6009-6331		11.40	MILEAGE- JULY 2026	JULY 2026	Mileage Reimbursement	N
4100	Wencl/Dianne Marie		11.40	1 Transactions			
481	DEPT Total:		2,753.12	Public Health Nursing	32 Vendors	34 Transactions	
502	DEPT			Steele Co Community Ctr			
5626	Trugreen Processing Center						
208	01-502-000-0000-6380		83.49	LAWN SERVICE- JULY	229802203	Grounds Maintenance	Y
5626	Trugreen Processing Center		83.49	1 Transactions			
502	DEPT Total:		83.49	Steele Co Community Ctr	1 Vendors	1 Transactions	
521	DEPT			Park And Recreation			
51630	Mike's Repair						
98	01-521-000-0000-6540		165.00	TRUCK ALIGNMENT	116256	Gas & Oil /Truck Repairs	Y
99	01-521-000-0000-6540		1,302.24	NEW TRUCK TIRES	116357	Gas & Oil /Truck Repairs	Y
51630	Mike's Repair		1,467.24	2 Transactions			
72500	Rent N Save Portable						
126	01-521-000-0000-6823		310.00	MONTHLY PORTAPOTTIES	88925	Beaver Lake	N
72500	Rent N Save Portable		310.00	1 Transactions			
87305	Thompson Sanitation						
195	01-521-000-0000-6823		581.19	MONTHLY DUMPSTER	118887	Beaver Lake	N
87305	Thompson Sanitation		581.19	1 Transactions			
521	DEPT Total:		2,358.43	Park And Recreation	3 Vendors	4 Transactions	
550	DEPT			Four Seasons			
9075	Access Tonna Lock Service						
3	01-550-000-0000-6410		106.00	LOCKERROOM DEADBOLTS	5162	Operating Supplies - Contracts	Y
9075	Access Tonna Lock Service		106.00	1 Transactions			

Vendor No.	Name / Account/Formula	Rpt Accr	Amount	Warrant Description / Service Dates	Invoice # / Paid On Bhf #	Account/Formula Description / On Behalf of Name	1099
4590	Auto Trim Design Of Owatonna						
12	01-550-000-0000-6410		250.00	TINT OFFICE WINDOW	1202232	Operating Supplies - Contracts	Y
4590	Auto Trim Design Of Owatonna		250.00	1 Transactions			
5136	Metro Janitorial Supply Inc						
89	01-550-000-0000-6410		2,439.04	FLOOR REFINISHING SUPPLIES	11016211	Operating Supplies - Contracts	N
5136	Metro Janitorial Supply Inc		2,439.04	1 Transactions			
585	Olympic Fire Protection Corp						
110	01-550-000-0000-6410		4,439.00	REPLACE OUTDATED SPRINK HEADS	10009230	Operating Supplies - Contracts	N
585	Olympic Fire Protection Corp		4,439.00	1 Transactions			
85167	Stewart Sanitation						
184	01-550-000-0000-6254		286.52	MONTHLY GARBAGE	1008634	Garbage Disposal	N
85167	Stewart Sanitation		286.52	1 Transactions			
84035	Tri-M Graphics						
200	01-550-000-0000-6410		51.05	INVOICES	110837	Operating Supplies - Contracts	N
84035	Tri-M Graphics		51.05	1 Transactions			
550	DEPT Total:		7,571.61	Four Seasons	6 Vendors	6 Transactions	
601	DEPT			County Ag Society			
5626	Trugreen Processing Center						
207	01-601-000-0000-6386		73.49	LAWN SERVICE- JULY	229802203	Parking Lot Maintenance	Y
5626	Trugreen Processing Center		73.49	1 Transactions			
601	DEPT Total:		73.49	County Ag Society	1 Vendors	1 Transactions	
602	DEPT			Co-Op Extension			
14420	Culligan Inc						
36	01-602-000-0000-6410		57.75	COOLER RENT FOR AUGUST & WATER	15396671-07312C	Office Supplies	N
14420	Culligan Inc		57.75	1 Transactions			
37025	Innovative Office Solutions LLC						
60	01-602-000-0000-6410		213.55	COPY PAPER, RUB BANDS, LAMINAT	5174543	Office Supplies	Y
61	01-602-000-0000-6410		29.33	PENS & TAPE	5174549	Office Supplies	Y

Vendor No.	Name / Account/Formula	Rpt Accr	Amount	Warrant Description / Service Dates	Invoice # / Paid On Bhf #	Account/Formula Descripti / On Behalf of Name	1099
37025	Innovative Office Solutions LLC		242.88	2 Transactions			
602	DEPT Total:		300.63	Co-Op Extension	2 Vendors	3 Transactions	
1	Fund Total:		184,881.21	General Revenue Fund		135 Transactions	

Vendor No.	Name / Account/Formula	Rpt Accr	Amount	Warrant Description	Service Dates	Invoice # / Paid On Bhf #	Account/Formula Descripti / On Behalf of Name	1099
301	DEPT			Administration				
2845	City Of Lakeville							
32	10-301-000-0000-6261		3,627.66	APWA TRAINING		AR-0000002003	Conference & Training	N
2845	City Of Lakeville		3,627.66		1 Transactions			
61505	Gopher State One-Call							
53	10-301-000-0000-6260		12.15	JULY LOCATES	07/01/2026 07/31/2026	6071522	Consultants/Admin Fee	N
61505	Gopher State One-Call		12.15		1 Transactions			
68420	Plunkett's Pest Control, Inc.							
120	10-301-000-0000-6512		118.56	JUNE PEST CONTROL	06/01/2026 06/30/2026	10650229	Bldg Repair & Maintenance	N
121	10-301-000-0000-6512		118.56	JULY PEST CONTROL	07/01/2026 07/31/2026	10707346	Bldg Repair & Maintenance	N
68420	Plunkett's Pest Control, Inc.		237.12		2 Transactions			
10272	Sherwin Williams Co							
171	10-301-000-0000-6512		165.28	PAINT FOR MAINT. AREA		37931223020626	Bldg Repair & Maintenance	N
10272	Sherwin Williams Co		165.28		1 Transactions			
301	DEPT Total:		4,042.21	Administration		4 Vendors	5 Transactions	
302	DEPT			Road & Bridge Maintenance Expense				
10441	Prinsco Inc							
124	10-302-000-0000-6524		125.33	DRAINAGE PIPE CSAH 34		INV0202369	Supplies - Culverts	N
125	10-302-000-0000-6524		17.41	REDUCER & COUPLERS CSAH 2		INV0217455	Supplies - Culverts	N
10441	Prinsco Inc		142.74		2 Transactions			
10272	Sherwin Williams Co							
166	10-302-000-0000-6534		170.70	TRAFFIC MARKING PAINT CSAH 18		34128223020526	Supplies - Signing	N
167	10-302-000-0000-6534		170.70	TRAFFIC MARKING PAINT CSAH 45		34128223020526	Supplies - Signing	N
168	10-302-000-0000-6534		170.70	TRAFFIC MARKING PAINT CSAH 2		34128223020526	Supplies - Signing	N
169	10-302-000-0000-6534		170.70	TRAFFIC MARKING PAINT CSAH 9		34128223020526	Supplies - Signing	N
170	10-302-000-0000-6534		170.70	TRAFFIC MARKING PAINT CSAH 12		34128223020526	Supplies - Signing	N
10272	Sherwin Williams Co		853.50		5 Transactions			
9163	Sign Solutions							
176	10-302-000-0000-6534		449.90	STOP AHEAD SIGN		424782	Supplies - Signing	N

Vendor No.	Name / Account/Formula	Rpt Accr	Amount	Warrant Description / Service Dates	Invoice # / Paid On Bhf #	Account/Formula Description / On Behalf of Name	1099
177	10-302-000-0000-6534		401.93	TRUCKS ENTERING SIGN	424782	Supplies - Signing	N
178	10-302-000-0000-6534		1,967.04	HIGHWAY CLOSED OVER 9-TON SIGN	424782	Supplies - Signing	N
179	10-302-000-0000-6534		4,414.19	COUNTY ROAD MARKER SIGN	424782	Supplies - Signing	N
180	10-302-000-0000-6534		218.07	S&H	424782	Supplies - Signing	N
9163	Sign Solutions		7,451.13	5 Transactions			
9923	Steve James Excavating Inc						
183	10-302-000-0000-6525		32.13	PROPANE FOR MASTIC LOOT	21597	CSAH Supplies - Aggregate/Asphalt	N
9923	Steve James Excavating Inc		32.13	1 Transactions			
302	DEPT Total:		8,479.50	Road & Bridge Maintenance Expense	4 Vendors	13 Transactions	
304	DEPT			Equipment Maintenance & Shops			
10067	Auto Value Owatonna						
14	10-304-000-0000-6520		19.98	TRANSMISSION FLUID #2258	197037282	Machinery/Vehicle Parts	N
13	10-304-000-0000-6511		71.96	CITROL CLEANER	197037380	Maint Shop Supplies & Materials	N
10067	Auto Value Owatonna		91.94	2 Transactions			
16480	Crysteel Truck Equipment Inc						
35	10-304-000-0000-6600		206,594.00	NEW TANDEM	L36469	Capital Outlay	N
16480	Crysteel Truck Equipment Inc		206,594.00	1 Transactions			
10898	Gary Carlson Equipment Co						
50	10-304-000-0000-6600		6,500.00	CONCRETE SAW #2261	139749-2	Capital Outlay	N
10898	Gary Carlson Equipment Co		6,500.00	1 Transactions			
9755	Matejcek's						
85	10-304-000-0000-6520		1,138.42	REMAN & CORE SENSOR #2184	WA50643	Machinery/Vehicle Parts	N
9755	Matejcek's		1,138.42	1 Transactions			
51630	Mike's Repair						
100	10-304-000-0000-6520		1,376.00	TIRES	116246	Machinery/Vehicle Parts	Y
51630	Mike's Repair		1,376.00	1 Transactions			
56125	NAPA Auto Parts						
103	10-304-000-0000-6513		22.76	DEF TESTER	092495	Tools	N
56125	NAPA Auto Parts		22.76	1 Transactions			
3314	Ronco Engineering Sales Co Inc						

Vendor No.	Name / Account/Formula	Rpt Accr	Amount	Warrant Description / Service Dates	Invoice # / Paid On Bhf #	Account/Formula Descripti / On Behalf of Name	1099
160	10-304-000-0000-6520		118.19	REPAIR HOT BOX #2252	3440270	Machinery/Vehicle Parts	N
3314	Ronco Engineering Sales Co Inc		118.19	1 Transactions			
86520	Terminal Supply Company						
193	10-304-000-0000-6511		920.85	MISC. SHOP REPAIR PARTS	37287	Maint Shop Supplies & Materials	N
86520	Terminal Supply Company		920.85	1 Transactions			
99250	Zep Sales & Service						
218	10-304-000-0000-6511		168.85	ZEP 45 DUAL FORCE	9013135333	Maint Shop Supplies & Materials	N
99250	Zep Sales & Service		168.85	1 Transactions			
304	DEPT Total:		216,931.01	Equipment Maintenance & Shops	9 Vendors	10 Transactions	
310	DEPT			Capital Construction			
22460	Erickson Engineering Co LLC						
47	10-310-000-0000-6538		29,657.64	PROF SERVICES 074-643-010 07/01/2026 07/31/2026	18067	Regular State Aid Const	Y
45	10-310-000-0000-6262		6,183.18	PROF SERVICES 074-645-043 07/01/2026 07/31/2026	18088	Sales Tax Consultants	Y
46	10-310-000-0000-6262		604.00	PROF SERVICES 074-618-033 07/01/2026 07/31/2026	18089	Sales Tax Consultants	Y
22460	Erickson Engineering Co LLC		36,444.82	3 Transactions			
77570	Short Elliott Hendrickson Inc						
173	10-310-000-0000-6262		2,546.61	PROF SERVICES 074-174-001 07/01/2026 07/31/2026	513107	Sales Tax Consultants	N
174	10-310-000-0000-6535		22,985.22	PROF SERVICES 074-599-045	514055	Town Bridges	N
77570	Short Elliott Hendrickson Inc		25,531.83	2 Transactions			
5261	Structural Specialties Inc						
189	10-310-000-0000-6538		108,964.05	074-643-010 NON-PARTICIPATING	SAPR1 074-643-01	Regular State Aid Const	N
190	10-310-000-0000-6624		261,069.32	074-643-010 PARTICIPATING	SAPR1 074-643-01	Bridge Bonding/Fund 29	N
5261	Structural Specialties Inc		370,033.37	2 Transactions			
310	DEPT Total:		432,010.02	Capital Construction	3 Vendors	7 Transactions	
10	Fund Total:		661,462.74	Road & Bridge Fund		35 Transactions	

Vendor No.	Name / Account/Formula	Rpt Accr	Amount	Warrant Description / Service Dates	Invoice # / Paid On Bhf #	Account/Formula Description / On Behalf of Name	1099
631	DEPT			Judicial Ditch 1			
73300	Rinke-Noonan Attorney at Law						
132	21-631-000-0000-6273		6.46	DITCH ATTY MONTHLY RETAINER	418138	Attorney Fees	Y
73300	Rinke-Noonan Attorney at Law		6.46	1 Transactions			
631	DEPT Total:		6.46	Judicial Ditch 1	1 Vendors	1 Transactions	
633	DEPT			Judicial Ditch 10			
73300	Rinke-Noonan Attorney at Law						
130	21-633-000-0000-6273		6.45	DITCH ATTY MONTHLY RETAINER	418138	Attorney Fees	Y
73300	Rinke-Noonan Attorney at Law		6.45	1 Transactions			
633	DEPT Total:		6.45	Judicial Ditch 10	1 Vendors	1 Transactions	
634	DEPT			Judicial Ditch 5			
73300	Rinke-Noonan Attorney at Law						
131	21-634-000-0000-6273		6.46	DITCH ATTY MONTHLY RETAINER	418138	Attorney Fees	Y
73300	Rinke-Noonan Attorney at Law		6.46	1 Transactions			
634	DEPT Total:		6.46	Judicial Ditch 5	1 Vendors	1 Transactions	
635	DEPT			Judicial Ditch 6 & Imp			
73300	Rinke-Noonan Attorney at Law						
133	21-635-000-0000-6273		6.46	DITCH ATTY MONTHLY RETAINER	418138	Attorney Fees	Y
73300	Rinke-Noonan Attorney at Law		6.46	1 Transactions			
635	DEPT Total:		6.46	Judicial Ditch 6 & Imp	1 Vendors	1 Transactions	
636	DEPT			Judicial Ditch 7			
73300	Rinke-Noonan Attorney at Law						
134	21-636-000-0000-6273		6.46	DITCH ATTY MONTHLY RETAINER	418138	Attorney Fees	Y
73300	Rinke-Noonan Attorney at Law		6.46	1 Transactions			
636	DEPT Total:		6.46	Judicial Ditch 7	1 Vendors	1 Transactions	
637	DEPT			JD 11 (Ripley Ditch)			
73300	Rinke-Noonan Attorney at Law						

Vendor No.	Name / Account/Formula	Rpt Accr	Amount	Warrant Description / Service Dates	Invoice # / Paid On Bhf #	Account/Formula Description / On Behalf of Name	1099
136	21-637-000-0000-6273		6.45	DITCH ATTY MONTHLY RETAINER	418138	Attorney Fees	Y
73300	Rinke-Noonan Attorney at Law		6.45	1 Transactions			
637	DEPT Total:		6.45	JD 11 (Ripley Ditch)	1 Vendors	1 Transactions	
638	DEPT			Judicial Ditch 12			
73300	Rinke-Noonan Attorney at Law						
135	21-638-000-0000-6273		6.45	DITCH ATTY MONTHLY RETAINER	418138	Attorney Fees	Y
73300	Rinke-Noonan Attorney at Law		6.45	1 Transactions			
638	DEPT Total:		6.45	Judicial Ditch 12	1 Vendors	1 Transactions	
639	DEPT			Judicial Ditch 23			
73300	Rinke-Noonan Attorney at Law						
137	21-639-000-0000-6273		6.45	DITCH ATTY MONTHLY RETAINER	418138	Attorney Fees	Y
73300	Rinke-Noonan Attorney at Law		6.45	1 Transactions			
639	DEPT Total:		6.45	Judicial Ditch 23	1 Vendors	1 Transactions	
640	DEPT			Judicial Ditch 24			
73300	Rinke-Noonan Attorney at Law						
138	21-640-000-0000-6273		6.45	DITCH ATTY MONTHLY RETAINER	418138	Attorney Fees	Y
73300	Rinke-Noonan Attorney at Law		6.45	1 Transactions			
640	DEPT Total:		6.45	Judicial Ditch 24	1 Vendors	1 Transactions	
641	DEPT			County Ditch 1 - Orig			
73300	Rinke-Noonan Attorney at Law						
139	21-641-000-0000-6273		6.45	DITCH ATTY MONTHLY RETAINER	418138	Attorney Fees	Y
73300	Rinke-Noonan Attorney at Law		6.45	1 Transactions			
641	DEPT Total:		6.45	County Ditch 1 - Orig	1 Vendors	1 Transactions	
642	DEPT			County Ditch 1 - Church Branch			
73300	Rinke-Noonan Attorney at Law						
141	21-642-000-0000-6273		6.45	DITCH ATTY MONTHLY RETAINER	418138	Attorney Fees	Y

Steele County

Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor No.	Name / Account/Formula	Rpt Accr	Amount	Warrant Description / Service Dates	Invoice # / Paid On Bhf #	Account/Formula Description / On Behalf of Name	1099
73300	Rinke-Noonan Attorney at Law		6.45	1 Transactions			
642	DEPT Total:		6.45	County Ditch 1 - Church Branch	1 Vendors	1 Transactions	
643	DEPT			County Ditch 2			
73300	Rinke-Noonan Attorney at Law						
140	21-643-000-0000-6273		6.45	DITCH ATTY MONTHLY RETAINER	418138	Attorney Fees	Y
73300	Rinke-Noonan Attorney at Law		6.45	1 Transactions			
643	DEPT Total:		6.45	County Ditch 2	1 Vendors	1 Transactions	
644	DEPT			County Ditch 4			
73300	Rinke-Noonan Attorney at Law						
142	21-644-000-0000-6273		6.45	DITCH ATTY MONTHLY RETAINER	418138	Attorney Fees	Y
73300	Rinke-Noonan Attorney at Law		6.45	1 Transactions			
644	DEPT Total:		6.45	County Ditch 4	1 Vendors	1 Transactions	
645	DEPT			County Ditch 5			
73300	Rinke-Noonan Attorney at Law						
143	21-645-000-0000-6273		6.45	DITCH ATTY MONTHLY RETAINER	418138	Attorney Fees	Y
73300	Rinke-Noonan Attorney at Law		6.45	1 Transactions			
645	DEPT Total:		6.45	County Ditch 5	1 Vendors	1 Transactions	
646	DEPT			County Ditch 19			
73300	Rinke-Noonan Attorney at Law						
144	21-646-000-0000-6273		6.45	DITCH ATTY MONTHLY RETAINER	418138	Attorney Fees	Y
73300	Rinke-Noonan Attorney at Law		6.45	1 Transactions			
646	DEPT Total:		6.45	County Ditch 19	1 Vendors	1 Transactions	
647	DEPT			County Ditch 20			
73300	Rinke-Noonan Attorney at Law						
145	21-647-000-0000-6273		6.45	DITCH ATTY MONTHLY RETAINER	418138	Attorney Fees	Y
73300	Rinke-Noonan Attorney at Law		6.45	1 Transactions			

Vendor No.	Name / Account/Formula	Rpt Accr	Amount	Warrant Description / Service Dates	Invoice # / Paid On Bhf #	Account/Formula Description / On Behalf of Name	1099
647	DEPT Total:		6.45	County Ditch 20	1 Vendors	1 Transactions	
648	DEPT			County Ditch 21			
73300	Rinke-Noonan Attorney at Law						
147	21-648-000-0000-6273		6.45	DITCH ATTY MONTHLY RETAINER	418138	Attorney Fees	Y
73300	Rinke-Noonan Attorney at Law		6.45	1 Transactions			
648	DEPT Total:		6.45	County Ditch 21	1 Vendors	1 Transactions	
649	DEPT			County Ditch 22			
73300	Rinke-Noonan Attorney at Law						
146	21-649-000-0000-6273		6.45	DITCH ATTY MONTHLY RETAINER	418138	Attorney Fees	Y
73300	Rinke-Noonan Attorney at Law		6.45	1 Transactions			
649	DEPT Total:		6.45	County Ditch 22	1 Vendors	1 Transactions	
650	DEPT			County Ditch 23			
73300	Rinke-Noonan Attorney at Law						
148	21-650-000-0000-6273		6.45	DITCH ATTY MONTHLY RETAINER	418138	Attorney Fees	Y
73300	Rinke-Noonan Attorney at Law		6.45	1 Transactions			
650	DEPT Total:		6.45	County Ditch 23	1 Vendors	1 Transactions	
651	DEPT			County Ditch 24			
73300	Rinke-Noonan Attorney at Law						
150	21-651-000-0000-6273		6.45	DITCH ATTY MONTHLY RETAINER	418138	Attorney Fees	Y
73300	Rinke-Noonan Attorney at Law		6.45	1 Transactions			
651	DEPT Total:		6.45	County Ditch 24	1 Vendors	1 Transactions	
652	DEPT			County Ditch 25			
73300	Rinke-Noonan Attorney at Law						
149	21-652-000-0000-6273		6.45	DITCH ATTY MONTHLY RETAINER	418138	Attorney Fees	Y
73300	Rinke-Noonan Attorney at Law		6.45	1 Transactions			
652	DEPT Total:		6.45	County Ditch 25	1 Vendors	1 Transactions	

INTEGRATED FINANCIAL SYSTEMS

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
653	DEPT			County Ditch 27			
73300	Rinke-Noonan Attorney at Law						
151	21-653-000-0000-6273		6.45	DITCH ATTY MONTHLY RETAINER	418138	Attorney Fees	Y
73300	Rinke-Noonan Attorney at Law		6.45	1 Transactions			
653	DEPT Total:		6.45	County Ditch 27	1 Vendors	1 Transactions	
654	DEPT			Public Tile Ditch 7			
73300	Rinke-Noonan Attorney at Law						
153	21-654-000-0000-6273		6.45	DITCH ATTY MONTHLY RETAINER	418138	Attorney Fees	Y
73300	Rinke-Noonan Attorney at Law		6.45	1 Transactions			
654	DEPT Total:		6.45	Public Tile Ditch 7	1 Vendors	1 Transactions	
655	DEPT			Public Tile Ditch 8			
73300	Rinke-Noonan Attorney at Law						
152	21-655-000-0000-6273		6.45	DITCH ATTY MONTHLY RETAINER	418138	Attorney Fees	Y
73300	Rinke-Noonan Attorney at Law		6.45	1 Transactions			
655	DEPT Total:		6.45	Public Tile Ditch 8	1 Vendors	1 Transactions	
656	DEPT			Public Tile Ditch 9			
73300	Rinke-Noonan Attorney at Law						
154	21-656-000-0000-6273		6.45	DITCH ATTY MONTHLY RETAINER	418138	Attorney Fees	Y
73300	Rinke-Noonan Attorney at Law		6.45	1 Transactions			
656	DEPT Total:		6.45	Public Tile Ditch 9	1 Vendors	1 Transactions	
657	DEPT			Public Tile Ditch 10			
73300	Rinke-Noonan Attorney at Law						
155	21-657-000-0000-6273		6.45	DITCH ATTY MONTHLY RETAINER	418138	Attorney Fees	Y
73300	Rinke-Noonan Attorney at Law		6.45	1 Transactions			
657	DEPT Total:		6.45	Public Tile Ditch 10	1 Vendors	1 Transactions	
658	DEPT			Public Tile Ditch 11			
73300	Rinke-Noonan Attorney at Law						

Vendor No.	Name / Account/Formula	Rpt Accr	Amount	Warrant Description / Service Dates	Invoice # / Paid On Bhf #	Account/Formula Descripti / On Behalf of Name	1099
156	21-658-000-0000-6273		6.45	DITCH ATTY MONTHLY RETAINER	418138	Attorney Fees	Y
73300	Rinke-Noonan Attorney at Law		6.45	1 Transactions			
658	DEPT Total:		6.45	Public Tile Ditch 11	1 Vendors	1 Transactions	
659	DEPT			Public Tile Ditch 17			
73300	Rinke-Noonan Attorney at Law						
157	21-659-000-0000-6273		6.45	DITCH ATTY MONTHLY RETAINER	418138	Attorney Fees	Y
73300	Rinke-Noonan Attorney at Law		6.45	1 Transactions			
659	DEPT Total:		6.45	Public Tile Ditch 17	1 Vendors	1 Transactions	
660	DEPT			Public Tile Ditch 18			
73300	Rinke-Noonan Attorney at Law						
159	21-660-000-0000-6273		6.45	DITCH ATTY MONTHLY RETAINER	418138	Attorney Fees	Y
73300	Rinke-Noonan Attorney at Law		6.45	1 Transactions			
660	DEPT Total:		6.45	Public Tile Ditch 18	1 Vendors	1 Transactions	
662	DEPT			Judicial Ditch 19			
73300	Rinke-Noonan Attorney at Law						
158	21-662-000-0000-6273		6.45	DITCH ATTY MONTHLY RETAINER	418138	Attorney Fees	Y
73300	Rinke-Noonan Attorney at Law		6.45	1 Transactions			
662	DEPT Total:		6.45	Judicial Ditch 19	1 Vendors	1 Transactions	
665	DEPT			JD 2 Redetermination			
73300	Rinke-Noonan Attorney at Law						
129	21-665-000-0000-6273		6.46	DITCH ATTY MONTHLY RETAINER	418138	Attorney Fees	Y
73300	Rinke-Noonan Attorney at Law		6.46	1 Transactions			
665	DEPT Total:		6.46	JD 2 Redetermination	1 Vendors	1 Transactions	
21	Fund Total:		200.00	County Ditch Fund		31 Transactions	

Vendor No.	Name / Account/Formula	Rpt Accr	Amount	Warrant Description / Service Dates	Invoice # / Paid On Bhf #	Account/Formula Descripti / On Behalf of Name	1099
3	DEPT			County Wide			
6032	APG Media of Southern Minnesota LLC						
9	38-003-000-0000-6242		9.45	828 HOFFMAN DR PROPERTY SALE	1107915	Publishing	N
6032	APG Media of Southern Minnesota LLC		9.45	1 Transactions			
3	DEPT Total:		9.45	County Wide	1 Vendors	1 Transactions	
201	DEPT			Sheriff			
65100	Paape Companies Inc						
114	38-201-000-0000-6600		19,520.00	CARD ACCESS UPGRADE	122831	Capital Outlay - Sheriff	N
65100	Paape Companies Inc		19,520.00	1 Transactions			
201	DEPT Total:		19,520.00	Sheriff	1 Vendors	1 Transactions	
38	Fund Total:		19,529.45	Capital Outlay Fund		2 Transactions	

Vendor No.	Name / Account/Formula	Rpt Accr	Amount	Warrant Description / Service Dates	Invoice # / Paid On Bhf #	Account/Formula Description / On Behalf of Name	1099
398	DEPT			Landfill			
5465	B To Z Hardware						
23	53-398-000-0000-6301		27.00	PLUG FUSES	42256 & 265 & 17:	Equip Repairs	N
				06/08/2026 06/08/2026			
5465	B To Z Hardware		27.00	1 Transactions			
7835	Borneke Construction, Inc.						
20	53-398-000-0000-6625		1,330,980.81	PHASE V-A & V-B CELL CONSTRUC	APP 8	Capital Improvements	N
				07/01/2026 07/31/2026			
7835	Borneke Construction, Inc.		1,330,980.81	1 Transactions			
11215	Central Farm Services						
25	53-398-000-0000-6540		506.01	DEF FOR MACHINES	2914594	Machine Fuel	N
				07/31/2026 07/31/2026			
27	53-398-000-0000-6540		1,800.99	368 GALLONS OF DIESEL FUEL	30771	Machine Fuel	N
				08/13/2026 08/13/2026			
26	53-398-000-0000-6540		2,417.41	515 GALLONS OF DIESEL FUEL	9043	Machine Fuel	N
				08/07/2026 08/07/2026			
11215	Central Farm Services		4,724.41	3 Transactions			
8424	Cintas						
30	53-398-000-0000-6304		176.70	RUGS AND SOAP FOR AUG	4278601671	Contract Services	Y
				08/11/2026 08/11/2026			
8424	Cintas		176.70	1 Transactions			
14420	Culligan Inc						
38	53-398-000-0000-6304		7.45	WATER SOFTENER AND SUPPLIES	15146891-07312C	Contract Services	N
				07/15/2026 07/26/2026			
14420	Culligan Inc		7.45	1 Transactions			
10899	Hunter Repair						
57	53-398-000-0000-6301		547.82	PARTS FOR THE TIRE MACHINE	S30-10619	Equip Repairs	N
				07/26/2026 07/26/2026			
10899	Hunter Repair		547.82	1 Transactions			
36550	IFACS						
58	53-398-000-0000-6301		100.56	GREASE CARTRIDGE/RODS	5387196	Equip Repairs	Y
				08/11/2026 08/11/2026			

Vendor No.	Name / Account/Formula	Rpt Accr	Amount	Warrant Description / Service Dates	Invoice # / Paid On Bhf #	Account/Formula Description / On Behalf of Name	1099
36550	IFACS		100.56	1 Transactions			
38160	J.R.'s Advanced Recyclers Inc						
65	53-398-000-0000-6304		455.00	86 APPLIANCES FOR RECYCLE 08/11/2026 08/11/2026	118770	Contract Services	N
38160	J.R.'s Advanced Recyclers Inc		455.00	1 Transactions			
1308	Miner's Outdoor & Rec						
102	53-398-000-0000-6540		139.58	MIXED FUEL FOR THE LAWN EQUIP 06/16/2026 06/16/2026	235709	Machine Fuel	N
101	53-398-000-0000-6301		47.68	TANK CAP-TRIMMER LINE 08/06/2026 08/06/2026	237816	Equip Repairs	N
1308	Miner's Outdoor & Rec		187.26	2 Transactions			
58850	Northland Farm Systems						
104	53-398-000-0000-6301		32.21	CLAMPS FOR EQUIPMENT 08/11/2026 08/11/2026	24022	Equip Repairs	N
58850	Northland Farm Systems		32.21	1 Transactions			
4097	Nuss Truck & Equipment						
105	53-398-000-0000-6301		448.57	REPAIRS TO VAC TRUCK #5319 07/29/2026 07/29/2026	PSO326933-1	Equip Repairs	N
4097	Nuss Truck & Equipment		448.57	1 Transactions			
10658	Saber Shred Solutions Inc						
161	53-398-000-0000-6304		2,210.00	8.5 TONS OF TIRES RECYCLED 08/11/2026 08/11/2026	13425	Contract Services	N
10658	Saber Shred Solutions Inc		2,210.00	1 Transactions			
99500	Ziegler,Inc						
220	53-398-000-0000-6301		1,986.21-	CREDIT TO OUR ACCOUNT 01/16/2026 01/16/2026	8559100	Equip Repairs	N
219	53-398-000-0000-6301		2,094.02	REPAIRS ON MACHINE #963 08/11/2026 08/11/2026	SI000839228	Equip Repairs	N
99500	Ziegler,Inc		107.81	2 Transactions			
398	DEPT Total:		1,340,005.60	Landfill	13 Vendors	17 Transactions	
53	Fund Total:		1,340,005.60	Landfill Fund		17 Transactions	

Vendor No.	Name / Account/Formula	Rpt / Accr	Amount	Warrant Description / Service Dates	Invoice # / Paid On Bhf #	Account/Formula Descripti / On Behalf of Name	1099
Final Total:			2,206,079.00	181 Vendors	220 Transactions		

Recap by Fund	Fund	AMOUNT	Name
	1	184,881.21	General Revenue Fund
	10	661,462.74	Road & Bridge Fund
	21	200.00	County Ditch Fund
	38	19,529.45	Capital Outlay Fund
	53	1,340,005.60	Landfill Fund
	All Funds	2,206,079.00	Total

Approved by, ...

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Steele County

JOURNAL ENTRIES

Description 07 2026 JE UPLOAD - C1 BMO

RRN	Audit Date	Aud Seq	Account/Formula	Trans Amt	D/C	Desc 1	Desc 2	RC1	RC2	Basis
1	7/31/26	501	01-000-000-0000-1001 Cash	5,752.62	D	BMO Charges July	BMO Charges July			1
2	7/31/26	501	01-003-000-0000-6961 Visa One Card Program	34,895.13	C	BMO One Card Allocation July	BMO One Card Allocation July			1
3	7/31/26	501	01-031-000-0000-6410 Office Supplies	99.87	D	Office pens, paper, tabs	Amazon.Com, Inc.			1
4	7/31/26	501	01-032-000-0000-6245 Recruiting/Advertising	168.00	D	Dir PW Job Posting on LMC	League Of Minnesota Citi			1
5	7/31/26	501	01-032-000-0000-6330 Travel Expenses	261.17	D	MCIT Investigation Train Hotel	Silver Leaf Lodging Grou			1
6	7/31/26	501	01-044-000-0000-6261 Conference & Training	350.00	D	MN GFOA conference	Fullsteam Operations Llc			1
7	7/31/26	501	01-044-000-0000-6410 Office Supplies	11.99	D	Planner - Jergenson	2111 US Amazon Marketplac			1
8	7/31/26	501	01-044-000-0000-6410 Office Supplies	15.19	D	Calculator Tape	2111 US Amazon Marketplac			1
9	7/31/26	501	01-061-000-0000-6210 Telephone	11.90	D	Cellphone Case and Charger	Amazon.Com, Inc.			1
10	7/31/26	501	01-061-000-0000-6210 Telephone	46.91	D	Cellphone Case and Charger	Amazon.Com, Inc.			1
11	7/31/26	501	01-061-000-0000-6212 M-Net Expenses	148.32	D	Backup Internet + TV	Charter Communications Op			1
12	7/31/26	501	01-061-000-0000-6260 Computer Support	1,354.90	D	PSA - Ticketing Software	Kaseya US Llc			1
13	7/31/26	501	01-061-000-0000-6330 Travel Expenses	472.50	D	Lodging for MS-ISAC Summit	Sierra Orl Properties Lp			1
14	7/31/26	501	01-061-000-0000-6410 Office Supplies	43.90	D	CyberSecurity Risk Book	Amazon.Com, Inc.			1
15	7/31/26	501	01-061-000-0000-6410 Office Supplies	78.99	D	IT Phone Charger	Amazon.Com, Inc.			1
16	7/31/26	501	01-061-000-0000-6410 Office Supplies	58.94	D	IT Phone Case	Pd Sample			1
17	7/31/26	501	01-061-000-0000-6413 Computer Supplies	10.73	D	IT Tools	Harbor Freight Tools Usa			1
18	7/31/26	501	01-061-000-0000-6413 Computer Supplies	62.00	D	MFA Key for IT	Yubico, Inc			1
19	7/31/26	501	01-062-000-0000-6210 Telephone	999.14	D	Telephone Circuits	Consolidated Inc			1
20	7/31/26	501	01-062-000-0000-6480 Non-Capitalized Inventory	52.99	D	NFC Reader for Testing	Amazon.Com, Inc.			1

Steele County

JOURNAL ENTRIES

Description 07 2026 JE UPLOAD - C1 BMO

RRN	Audit Date	Aud Seq	Account/Formula	Trans Amt	D/C	Desc 1	Desc 2	RC1	RC2	Basis
21	7/31/26	501	01-062-000-0000-6480 Non-Capitalized Inventory	1,993.96	D	Landfill Office Computers	Dell International L.L.C			1
22	7/31/26	501	01-062-000-0000-6480 Non-Capitalized Inventory	150.10	D	LFO Scale Monitor	Dell International L.L.C			1
23	7/31/26	501	01-062-000-0000-6801 General Expense	2,636.82	D	Monthly AWS Storage	Amazon.Com, Inc.			1
24	7/31/26	501	01-091-000-0000-6241 Membership Dues	305.00	D	APulanco Attorney Registration	State Of Minnesota			1
25	7/31/26	501	01-091-000-0000-6410 Office Supplies	144.00	D	Grammar software	Grammarly Inc			1
26	7/31/26	501	01-091-000-0000-6410 Office Supplies	48.11	D	Name plates	Zazzle Inc			1
27	7/31/26	501	01-091-000-0000-6410 Office Supplies	1,641.50	D	ATY Laptop for new hire	Dell International L.L.C			1
28	7/31/26	501	01-101-000-0000-6215 Postage	9.57	D	Passport Postage	United States Postal Serv			1
29	7/31/26	501	01-101-000-0000-6215 Postage	9.57	D	Passport Postage	United States Postal Serv			1
30	7/31/26	501	01-101-000-0000-6215 Postage	9.57	D	Passport Postage	United States Postal Serv			1
31	7/31/26	501	01-101-000-0000-6215 Postage	9.57	D	Passport Postage	United States Postal Serv			1
32	7/31/26	501	01-101-000-0000-6215 Postage	9.57	D	Passport Postage	United States Postal Serv			1
33	7/31/26	501	01-101-000-0000-6215 Postage	9.57	D	Passport Postage	United States Postal Serv			1
34	7/31/26	501	01-101-000-0000-6215 Postage	31.06	D	Passport Postage	United States Postal Serv			1
35	7/31/26	501	01-101-000-0000-6215 Postage	9.57	D	Passport Postage	United States Postal Serv			1
36	7/31/26	501	01-101-000-0000-6215 Postage	31.06	D	Passport Postage	United States Postal Serv			1
37	7/31/26	501	01-101-000-0000-6215 Postage	31.06	D	Passport Postage	United States Postal Serv			1
38	7/31/26	501	01-101-000-0000-6215 Postage	31.06	D	Marriage Certificate Postage	United States Postal Serv			1
39	7/31/26	501	01-101-000-0000-6215 Postage	9.57	D	Passport Postage	United States Postal Serv			1
40	7/31/26	501	01-101-000-0000-6215 Postage	9.57	D	Passport Postage	United States Postal Serv			1

Steele County

JOURNAL ENTRIES

Description 07 2026 JE UPLOAD - C1 BMO

RRN	Audit Date	Aud Seq	Account/Formula	Trans Amt	D/C	Desc 1	Desc 2	RC1	RC2	Basis
41	7/31/26	501	01-101-000-0000-6215 Postage	9.57	D	Passport Postage	United States Postal Serv			1
42	7/31/26	501	01-101-000-0000-6215 Postage	9.57	D	Passport Postage	United States Postal Serv			1
43	7/31/26	501	01-101-000-0000-6215 Postage	9.57	D	Passport Postage	United States Postal Serv			1
44	7/31/26	501	01-101-000-0000-6215 Postage	9.57	D	Passport Postage	United States Postal Serv			1
45	7/31/26	501	01-101-000-0000-6215 Postage	9.57	D	Passport Postage	United States Postal Serv			1
46	7/31/26	501	01-101-000-0000-6215 Postage	9.57	D	Passport Postage	United States Postal Serv			1
47	7/31/26	501	01-101-000-0000-6215 Postage	9.57	D	Passport Postage	United States Postal Serv			1
48	7/31/26	501	01-101-000-0000-6215 Postage	9.57	D	Passport Postage	United States Postal Serv			1
49	7/31/26	501	01-101-000-0000-6215 Postage	9.57	D	Passport Postage	United States Postal Serv			1
50	7/31/26	501	01-101-000-0000-6215 Postage	9.57	D	Passport Postage	United States Postal Serv			1
51	7/31/26	501	01-101-000-0000-6215 Postage	31.06	D	Passport Postage	United States Postal Serv			1
52	7/31/26	501	01-101-000-0000-6215 Postage	9.57	D	Passport postage	United States Postal Serv			1
53	7/31/26	501	01-101-000-0000-6215 Postage	31.06	D	Passport Postage	United States Postal Serv			1
54	7/31/26	501	01-101-000-0000-6215 Postage	9.57	D	Passport postage	United States Postal Serv			1
55	7/31/26	501	01-101-000-0000-6215 Postage	31.06	D	Passport Postage	United States Postal Serv			1
56	7/31/26	501	01-101-000-0000-6215 Postage	9.57	D	Passport postate	United States Postal Serv			1
57	7/31/26	501	01-101-000-0000-6215 Postage	9.57	D	Passport Postage	United States Postal Serv			1
58	7/31/26	501	01-101-000-0000-6215 Postage	9.57	D	Passport postage	United States Postal Serv			1
59	7/31/26	501	01-101-000-0000-6215 Postage	9.57	D	Passport Postage	United States Postal Serv			1
60	7/31/26	501	01-101-000-9305-6330 Tech Fund Travel Expenses	235.72	C	Rick K Refund Summer Conf.	Fullsteam Operations Llc			1

Description 07 2026 JE UPLOAD - C1 BMO

RRN	Audit Date	Aud Seq	Account/Formula	Trans Amt	D/C	Desc 1	Desc 2	RC1	RC2	Basis
61	7/31/26	501	01-101-000-9305-6330 Tech Fund Travel Expenses	235.72	C	Kristi B Summer Conf. Refund	Fullsteam Operations Llc			1
62	7/31/26	501	01-101-000-9305-6330 Tech Fund Travel Expenses	338.00	D	Leadership Conf Melissa & Jess	Block, Inc.			1
63	7/31/26	501	01-101-000-9305-6330 Tech Fund Travel Expenses	420.00	D	Leadership C. 4 people	Eye Squared Leadership			1
64	7/31/26	501	01-101-000-9305-6330 Tech Fund Travel Expenses	942.88	D	Kristi B Summer Conference	Fullsteam Operations Llc			1
65	7/31/26	501	01-101-000-9305-6330 Tech Fund Travel Expenses	942.88	D	Rick K Summer Conference	Fullsteam Operations Llc			1
66	7/31/26	501	01-103-000-0000-6241 Membership Dues & Subscriptions	32.73	D	NEWSPAPER SUBSCRIPTION	Apg Media Of Southern Min			1
67	7/31/26	501	01-103-000-0000-6330 Travel Expenses	62.71	D	ROXY & LACY LUNCH AT MEETING	Toast, Inc.			1
68	7/31/26	501	01-105-000-0000-6410 Office Supplies	18.79	D	applicator testing supplies	2111 US Amazon Marketplac			1
69	7/31/26	501	01-105-000-0000-6410 Office Supplies	38.88	D	applicator testing supplies	2111 US Amazon Marketplac			1
70	7/31/26	501	01-111-000-0000-6261 Conference & Training	325.00	D	Electrical Code CEU Class	Minnesota State Colleg			1
71	7/31/26	501	01-111-000-0000-6304 Equipment Maintenance & Repairs	2,226.26	C	Refunded Truck Repair	Amazon Mktpl 3h9gn5s03			1
72	7/31/26	501	01-111-000-0000-6304 Equipment Maintenance & Repairs	203.39	D	John Deere Oil Changes	Amazon Mark Mi5fc5j73			1
73	7/31/26	501	01-111-000-0000-6304 Equipment Maintenance & Repairs	193.52	D	Oil Changes	Amazon Mark Mi5fc5j73			1
74	7/31/26	501	01-111-000-0000-6320 Fleet Vehicle Maintenance	17.85	D	Wipers	Atv Course			1
75	7/31/26	501	01-111-000-0000-6320 Fleet Vehicle Maintenance	36.92	D	Wipers	Owatonna Area Chamber			1
76	7/31/26	501	01-111-000-0000-6320 Fleet Vehicle Maintenance	26.10	D	GeoTabs	Snowmobile Course			1
77	7/31/26	501	01-111-000-0000-6320 Fleet Vehicle Maintenance	107.33	D	Air Filters	Atv Course			1
78	7/31/26	501	01-111-000-0000-6410 Office Supplies	996.98	D	Desktop for Maintenance	Amazon Mark Fo97c7y73			1
79	7/31/26	501	01-111-000-0000-6410 Office Supplies	122.27	D	Monitor for Maintenance	Amazon Mark Fo97c7y73			1
80	7/31/26	501	01-111-000-0000-6410 Office Supplies	34.12	D	Corkboard pins, phone stand &	Spectrum			1

Description 07 2026 JE UPLOAD - C1 BMO

RRN	Audit Date	Aud Seq	Account/Formula	Trans Amt	D/C	Desc 1	Desc 2	RC1	RC2	Basis
81	7/31/26	501	01-111-000-0000-6410 Office Supplies	350.64	D	Headsets for Maintenance	Hillyard Inc			1
82	7/31/26	501	01-111-040-0000-6300 Bldg Repairs & Maintenance	4.79	C	Eye Screw Return	Amazon Mktpl Vl74g6mb3			1
83	7/31/26	501	01-111-040-0000-6300 Bldg Repairs & Maintenance	4.79	D	Eye Screws	Owt Hardware Inc			1
84	7/31/26	501	01-111-040-0000-6300 Bldg Repairs & Maintenance	3.74	D	Heavy duty tape	Lowes Companies, Inc.			1
85	7/31/26	501	01-111-040-0000-6300 Bldg Repairs & Maintenance	324.95	D	Drive Direct Drum	Wen-Col Inc			1
86	7/31/26	501	01-111-040-0000-6300 Bldg Repairs & Maintenance	52.52	D	Drain Vacuum	Block Plumbing & Heating			1
87	7/31/26	501	01-111-040-0000-6300 Bldg Repairs & Maintenance	55.00	D	Electrical License	State Of Minnesota			1
88	7/31/26	501	01-111-040-0000-6300 Bldg Repairs & Maintenance	765.00	D	D3 Monthly Fee- June	Intuit Payment Solutions,			1
89	7/31/26	501	01-111-040-0000-6560 Janitorial Supplies	1,225.17	D	Towels, toilet paper, soap	Hillyard Inc			1
90	7/31/26	501	01-111-040-0000-6560 Janitorial Supplies	39.23	D	Squeeze Mop	Amazon.Com, Inc.			1
91	7/31/26	501	01-111-040-0000-6560 Janitorial Supplies	10.68	D	Dryer Motor, and Doorstops	Amazon Mktpl 3h9gn5s03			1
92	7/31/26	501	01-111-040-0000-6560 Janitorial Supplies	16.46	D	Dawn Soap	Amazon Mark Mi5fc5j73			1
93	7/31/26	501	01-111-041-0000-6300 Bldg Repairs & Maintenance	52.99	D	Dryer Motor, and Doorstops	Amazon Mark Mi5fc5j73			1
94	7/31/26	501	01-111-042-0000-6300 Bldg Repairs & Maintenance	6.99	D	Oil	Wen-Col Inc			1
95	7/31/26	501	01-111-042-0000-6560 Janitorial Supplies	63.70	D	Scrim Wipes	Hillyard Inc			1
96	7/31/26	501	01-111-042-0000-6560 Janitorial Supplies	106.39	D	Garbage Bags	Hillyard Inc			1
97	7/31/26	501	01-111-043-0000-6250 Utilities	150.00	D	Gas at new building	Owatonna Public Utilitie			1
98	7/31/26	501	01-111-043-0000-6560 Janitorial Supplies	393.60	D	Towels, toilet cleaner&paper	Hillyard Inc			1
99	7/31/26	501	01-111-044-0000-6300 Bldg Repairs & Maintenance	61.52	D	outdoor outlets	Amazon.Com, Inc.			1
100	7/31/26	501	01-111-044-0000-6300 Bldg Repairs & Maintenance	136.00	D	Latchbolt Locks	Amazon.Com, Inc.			1

Description 07 2026 JE UPLOAD - C1 BMO

RRN	Audit Date	Aud Seq	Account/Formula	Trans Amt	D/C	Desc 1	Desc 2	RC1	RC2	Basis
101	7/31/26	501	01-111-044-0000-6300 Bldg Repairs & Maintenance	90.93	D	Pest Control	Plunketts Pest Control In			1
102	7/31/26	501	01-111-044-0000-6300 Bldg Repairs & Maintenance	47.48	D	Round up weed spray	Lowes Companies, Inc.			1
103	7/31/26	501	01-111-045-0000-6560 Janitorial Supplies	710.32	D	Garbage Bags hand towels toile	Hillyard Inc			1
104	7/31/26	501	01-111-048-0000-6560 Janitorial Supplies	28.12	D	Urial Screens	Hillyard Inc			1
105	7/31/26	501	01-111-048-0000-6560 Janitorial Supplies	380.20	D	Gloves, towels, toilet paper	Hillyard Inc			1
106	7/31/26	501	01-111-049-0000-6300 Bldg Repairs & Maintenance	67.60	D	Pest Control	Plunketts Pest Control In			1
107	7/31/26	501	01-201-000-0000-6210 Telephone	2.99	D	Cell phone storage	Apple Inc.			1
108	7/31/26	501	01-201-000-0000-6215 Postage	288.72	D	Package to FBI	Fedex Cis			1
109	7/31/26	501	01-201-000-0000-6241 Membership Dues	90.00	D	POST License - BSilkey	State Of Minnesota			1
110	7/31/26	501	01-201-000-0000-6241 Membership Dues	1.94	D	POST License - BSilkey	State Of Minnesota			1
111	7/31/26	501	01-201-000-0000-6241 Membership Dues	23.99	D	Notary update	Dodge County			1
112	7/31/26	501	01-201-000-0000-6261 Conference & Training	300.00	C	Refund for Summer Conference	Minnesota Sheriffs Associ			1
113	7/31/26	501	01-201-000-0000-6261 Conference & Training	175.00	D	Civil Process Trng - Robbins	Minnesota Sheriffs Associ			1
114	7/31/26	501	01-201-000-0000-6261 Conference & Training	175.00	D	Civili Processing Training	Minnesota Sheriffs Associ			1
115	7/31/26	501	01-201-000-0000-6261 Conference & Training	175.00	D	Drone Training - Wiste	Ets Digital Llc			1
116	7/31/26	501	01-201-000-0000-6285 Firearms/Ammo Training	56.95	D	Triple Magazine Case	Amazon.Com, Inc.			1
117	7/31/26	501	01-201-000-0000-6285 Firearms/Ammo Training	24.26	D	Batteries for Firearms Trg	2104 Amazon US Retail			1
118	7/31/26	501	01-201-000-0000-6285 Firearms/Ammo Training	399.99	D	Firearms Pistol Sight	Amazon.Com, Inc.			1
119	7/31/26	501	01-201-000-0000-6285 Firearms/Ammo Training	399.99	D	Pistol Sight - Holosun HE508T	Amazon.Com, Inc.			1
120	7/31/26	501	01-201-000-0000-6293 Gun Permit Expenses	36.40	D	Notary Stamp - Gasner	American Association Of			1

Steele County

JOURNAL ENTRIES

Description 07 2026 JE UPLOAD - C1 BMO

RRN	Audit Date	Aud Seq	Account/Formula	Trans Amt	D/C	Desc 1	Desc 2	RC1	RC2	Basis
121	7/31/26	501	01-201-000-0000-6293 Gun Permit Expenses	13.30	D	Recycle ribbons for Gun printe	United States Postal Serv			1
122	7/31/26	501	01-201-000-0000-6293 Gun Permit Expenses	18.95	D	Gun Permit Lobby Music	Cloud Cover Media Inc			1
123	7/31/26	501	01-201-000-0000-6293 Gun Permit Expenses	119.00	D	Gun Permit Training - KGasner	Eckberg Lammers Pc			1
124	7/31/26	501	01-201-000-0000-6300 Building Maintenance	39.00	D	Pest Control	Plunketts Pest Control In			1
125	7/31/26	501	01-201-000-0000-6330 Travel Expenses	778.12	C	MSA Lodging Reimbursement	Fullsteam Operations Llc			1
126	7/31/26	501	01-201-000-0000-6330 Travel Expenses	1,632.85	D	FBI Training - Smith	Marriott International In			1
127	7/31/26	501	01-201-000-0000-6330 Travel Expenses	1,632.85	D	FBI Training - Seifert	Marriott International In			1
128	7/31/26	501	01-201-000-0000-6331 Mileage Reimbursement	30.40	D	Fuel - MSA Conference - Thiele	7-Eleven Inc			1
129	7/31/26	501	01-201-000-0000-6410 Office Supplies	109.75	D	Tape, paper clips, Dawn	2111 US Amazon Marketplac			1
130	7/31/26	501	01-201-000-0000-6410 Office Supplies	9.98	D	Bottled Water for Training	Kwik Trip Inc			1
131	7/31/26	501	01-201-000-0000-6419 Community Programs	185.45	D	Parade candy and supplies	Fleet Farm Group, Llc			1
132	7/31/26	501	01-201-000-0000-6425 Investigation Expense	41.71	D	SC26000411 Sent in victim phon	Fedex Cis			1
133	7/31/26	501	01-201-000-0000-6801 Misc Expense	10.00	D	Drone registration with FAA	Federal Aviation Administ			1
134	7/31/26	501	01-251-000-0000-6192 Uniform Allowance	270.00	D	Uniforms for J. Olson	Payrix Solutions, Llc			1
135	7/31/26	501	01-251-000-0000-6406 Program Supplies	47.67	D	Inmate bags & NARCAN Cases	Amazon.Com, Inc.			1
136	7/31/26	501	01-251-000-0000-6406 Program Supplies	32.99	D	3 ring binders-Intake Training	Amazon.Com, Inc.			1
137	7/31/26	501	01-251-000-0000-6406 Program Supplies	34.07	D	flip phones	Wal-Mart Stores, Inc.			1
138	7/31/26	501	01-251-000-0000-6406 Program Supplies	59.76	D	2 nonsmart cell phones-DOC-hub	Amazon.Com, Inc.			1
139	7/31/26	501	01-251-000-0000-6410 Office Supplies	15.36	C	Receipt Books Refund	Amazon Mark Mi5fc5j73			1
140	7/31/26	501	01-251-000-0000-6410 Office Supplies	19.54	D	Document baskets	2104 Amazon US Retail			1

Description 07 2026 JE UPLOAD - C1 BMO

RRN	Audit Date	Aud Seq	Account/Formula	Trans Amt	D/C	Desc 1	Desc 2	RC1	RC2	Basis
141	7/31/26	501	01-251-000-0000-6410 Office Supplies	15.36	D	reciept books for records	Amazon Mark Mi5fc5j73			1
142	7/31/26	501	01-251-000-0000-6410 Office Supplies	274.95	D	Copy Paper	Amazon.Com, Inc.			1
143	7/31/26	501	01-251-000-0000-6432 Medical Payments	7.75	D	Saline Solution for Medical	Amazon.Com, Inc.			1
144	7/31/26	501	01-251-000-0000-6432 Medical Payments	14.80	D	Paper Med Cups	Amazon.Com, Inc.			1
145	7/31/26	501	01-251-000-0000-6432 Medical Payments	149.00	D	Pulse Ox - Med Supply	Concord Companies Incor			1
146	7/31/26	501	01-251-000-0000-6432 Medical Payments	22.92	D	Sharps Container	Amazon.Com, Inc.			1
147	7/31/26	501	01-251-000-0000-6432 Medical Payments	8.72	D	Saline Solution for Medical	Amazon.Com, Inc.			1
148	7/31/26	501	01-251-000-0000-6432 Medical Payments	11.98	D	Tape and Labels for Medical	Amazon.Com, Inc.			1
149	7/31/26	501	01-251-000-0000-6432 Medical Payments	43.61	D	Diapers, Oral Pain Rel Medical	Amazon.Com, Inc.			1
150	7/31/26	501	01-251-000-0000-6451 Operating Supplies	118.00	D	Replacement TV - Intake	Walmart.Com Usa Llc			1
151	7/31/26	501	01-251-000-0000-6451 Operating Supplies	14.47	D	TV Remotes and Markers	2111 US Amazon Marketplac			1
152	7/31/26	501	01-251-000-0000-6451 Operating Supplies	38.94	D	Safety Step for inmates	Amazon.Com, Inc.			1
153	7/31/26	501	01-252-000-0000-6215 Postage	12.90	D	Postage	United States Postal Serv			1
154	7/31/26	501	01-252-000-0000-6410 Office Supplies	51.88	D	Dishsoap, Clorox	Walmart Stores Inc			1
155	7/31/26	501	01-252-000-0000-6410 Office Supplies	62.95	D	Wired Ear plugs	Amazon.Com, Inc.			1
156	7/31/26	501	01-281-000-0000-6199 Safety Program	273.75	D	Door Jams	Doorjammerus			1
157	7/31/26	501	01-281-000-0000-6199 Safety Program	60.00	D	Zach Plein instructor dues CPR	Minnesota State Colleges			1
158	7/31/26	501	01-281-000-0000-6199 Safety Program	150.00	D	BLS CPR cards	Minnesota State Colleges			1
159	7/31/26	501	01-281-000-0000-6199 Safety Program	75.00	D	10 BLS cards	Minnesota State Colleges			1
160	7/31/26	501	01-281-000-0000-6241 Membership Dues	200.00	D	AMEM membership dues	Association Of Minnesota			1

Description 07 2026 JE UPLOAD - C1 BMO

RRN	Audit Date	Aud Seq	Account/Formula	Trans Amt	D/C	Desc 1	Desc 2	RC1	RC2	Basis
161	7/31/26	501	01-281-000-0000-6241 Membership Dues	200.00	D	Annual AMEM membership renewal	Association Of Minnesota			1
162	7/31/26	501	01-281-000-0000-6261 Conference & Training	9.97	D	TZD ATV Instructor Cert Fee	Minnesota Department Of N			1
163	7/31/26	501	01-281-000-0000-6261 Conference & Training	37.53	D	TZD ATV Instructor Trainingfee	Atv Course			1
164	7/31/26	501	01-281-000-0000-6261 Conference & Training	250.00	D	AMEM Conf Fee grant required	Association Of Minnesota			1
165	7/31/26	501	01-281-000-0000-6261 Conference & Training	250.00	D	AMEM conference registration	Association Of Minnesota			1
166	7/31/26	501	01-281-000-0000-6261 Conference & Training	40.00	D	USB CPST instructor book	Safe Kids Worldwide			1
167	7/31/26	501	01-281-000-0000-6410 Office Supplies	6.98	D	Office supplies TZD	Amazon.Com, Inc.			1
168	7/31/26	501	01-281-000-0000-6410 Office Supplies	6.98	D	CPST instructor binder supply	Amazon.Com, Inc.			1
169	7/31/26	501	01-281-000-0000-6410 Office Supplies	30.91	D	CPST office supplies for class	Amazon.Com, Inc.			1
170	7/31/26	501	01-281-000-1001-6801 CERT Program Expenditures	50.00	C	Refund of deposit for pavilion	City Of Owatonna			1
171	7/31/26	501	01-281-000-1001-6801 CERT Program Expenditures	150.00	C	refund for Owatonna Chamber	Owatonna Area Chamber			1
172	7/31/26	501	01-281-000-1001-6801 CERT Program Expenditures	4.98	D	TZD Snowmobile license	Minnesota Department Of N			1
173	7/31/26	501	01-281-000-1001-6801 CERT Program Expenditures	67.14	D	CERT pencils for SCFF	Amazon.Com, Inc.			1
174	7/31/26	501	01-281-000-1001-6801 CERT Program Expenditures	9.97	D	ATV license for instructor TZD	Minnesota Department Of N			1
175	7/31/26	501	01-281-000-1001-6801 CERT Program Expenditures	37.53	D	TZD Snowmobile Instr class	Snowmobile Course			1
176	7/31/26	501	01-281-000-1001-6801 CERT Program Expenditures	37.53	D	TZD ATV instructor course	Atv Course			1
177	7/31/26	501	01-281-000-1001-6801 CERT Program Expenditures	25.00	D	BP Jul3 table TZD Volunteer	Block, Inc.			1
178	7/31/26	501	01-281-000-1001-6801 CERT Program Expenditures	170.79	D	Volunteer Celebration 25,000h	Walmart Stores Inc			1
179	7/31/26	501	01-281-000-1001-6801 CERT Program Expenditures	79.25	D	TZD meeting and training lunch	Wal-Mart Stores, Inc.			1
180	7/31/26	501	01-481-460-6009-6465 Patient Supplies & Services	39.06	D	Wound care for Client	2111 US Amazon Marketplac			1

Description 07 2026 JE UPLOAD - C1 BMO

RRN	Audit Date	Aud Seq	Account/Formula	Trans Amt	D/C	Desc 1	Desc 2	RC1	RC2	Basis
181	7/31/26	501	01-481-460-6012-6465 Pass Thru - Patient Supplies & Services	12.44	D	Sock Aid- Help with indep dres	2104 Amazon US Retail			1
182	7/31/26	501	01-481-461-6011-6410 Office Supplies	15.99	D	CTC- Family fun day	2111 US Amazon Marketplac			1
183	7/31/26	501	01-481-461-6011-6410 Office Supplies	7.99	D	CTC- family fun day	Amazon Mark Fo97c7y73			1
184	7/31/26	501	01-481-461-6011-6464 General Supplies & Outreach	127.43	D	CTC- family fun day	Amazon Mark Fo97c7y73			1
185	7/31/26	501	01-481-461-6030-6261 Conference & Training	95.00	D	Joanna Car seat training	Safe Kids Worldwide			1
186	7/31/26	501	01-481-461-6032-6464 General Supplies & Outreach	97.92	D	SHIP-Age-Friendly meeting-	Kerr-McCauley Investments			1
187	7/31/26	501	01-481-461-6059-6464 General Supplies & Outreach	268.03	D	MECSH Dev toys for families	Amazon.Com, Inc.			1
188	7/31/26	501	01-481-461-6066-6464 General Supplies & Outreach	160.71	D	Yolo meeting meal	Subsouth Llc			1
189	7/31/26	501	01-481-461-6066-6464 General Supplies & Outreach	20.58	D	Yolo Retreat snacks	Target Corporation			1
190	7/31/26	501	01-481-461-6066-6464 General Supplies & Outreach	89.94	D	Yolo Retreat Beverages	Target Corporation			1
191	7/31/26	501	01-481-461-6066-6464 General Supplies & Outreach	166.55	D	YEPCI- appreciation at retreat	2111 US Amazon Marketplac			1
192	7/31/26	501	01-481-461-6066-6464 General Supplies & Outreach	117.74	D	YEPCI- Yolo Meeting meal	Us Ezpay Inc			1
193	7/31/26	501	01-502-000-0000-6301 Equip/Software Maint	159.99	D	FS TV & Internet	Spectrum			1
194	7/31/26	501	01-502-000-0000-6560 Janitorial Supplies	192.96	D	Hand Soap, Window Cleaner	Hillyard Inc			1
195	7/31/26	501	01-502-000-0000-6560 Janitorial Supplies	106.39	D	Garbage Bags	Hillyard Inc			1
196	7/31/26	501	01-521-000-0000-6261 Conference & Training	325.00	D	Electrical Code CEU Class	Minnesota State Colleges			1
197	7/31/26	501	01-521-000-0000-6261 Conference & Training	24.00	D	REG UNL ELEC License	State Of Minnesota			1
198	7/31/26	501	01-521-000-0000-6410 Operating Supplies/ Repairs	179.95	D	FS TV & Internet	Charter Communications Op			1
199	7/31/26	501	01-550-000-0000-6410 Operating Supplies - Contracts	16.98	D	Misc. Shop Supplies	Lowes Companies, Inc.			1
200	7/31/26	501	01-550-000-0000-6410 Operating Supplies - Contracts	247.83	D	East Expansion Joint Repair	Pk Supplies, Inc.			1

Description 07 2026 JE UPLOAD - C1 BMO

RRN	Audit Date	Aud Seq	Account/Formula	Trans Amt	D/C	Desc 1	Desc 2	RC1	RC2	Basis
201	7/31/26	501	01-550-000-0000-6410 Operating Supplies - Contracts	8.99	D	Shop Supplies	2111 US Amazon Marketplac			1
202	7/31/26	501	10-000-000-0000-1001 Cash	4,280.26	C	BMO One Card Allocation July	BMO One Card Allocation July			1
203	7/31/26	501	10-301-000-0000-6330 Travel Expenses	571.90	D	MNGFOA Conf. Stay - 4 people	Fsp Craguns-Pms			1
204	7/31/26	501	10-301-000-0000-6512 Bldg Repair & Maintenance	1,599.98	D	Barrel Fans for shop	Fleet Farm 3000			1
205	7/31/26	501	10-302-000-0000-6525 CSAH Supplies - Aggregate/Asphalt	27.78	D	Faucets (Crackfiller supplies)	Amazon Mktpl Yc6tg8i03			1
206	7/31/26	501	10-302-000-0000-6525 CSAH Supplies - Aggregate/Asphalt	84.18	D	Foam Sealant CSAH 49	Lowes #02518			1
207	7/31/26	501	10-303-000-0000-6241 Membership Dues	122.50	D	Eng. Board Dues - Rezac	Board Of Aelslagid			1
208	7/31/26	501	10-304-000-0000-6511 Maint Shop Supplies & Materials	35.12	D	Polyurethane	Lowes #02518			1
209	7/31/26	501	10-304-000-0000-6511 Maint Shop Supplies & Materials	31.19	D	Stretch Wrap	Fleet Farm 3000			1
210	7/31/26	501	10-304-000-0000-6511 Maint Shop Supplies & Materials	20.18	D	Trash Bags & Scent Beads	Fleet Farm 3000			1
211	7/31/26	501	10-304-000-0000-6520 Machinery/Vehicle Parts	79.98	D	Stihl Mowing Head #9998	Northland Farm Systems			1
212	7/31/26	501	10-304-000-0000-6520 Machinery/Vehicle Parts	185.82	D	Casing Spacer #2211	United Farmers Coopera			1
213	7/31/26	501	10-304-000-0000-6520 Machinery/Vehicle Parts	27.77	D	Gas for Hydro Seeder	Kwik Trip #435			1
214	7/31/26	501	10-304-000-0000-6520 Machinery/Vehicle Parts	15.07	D	Green Spray Paint #9980	Kibble Owatonna			1
215	7/31/26	501	10-304-000-0000-6520 Machinery/Vehicle Parts	265.15	D	Wheel Assembly #2145	Apple Ford White Bear			1
216	7/31/26	501	10-304-000-0000-6540 Fuel & Lubricants	1,213.64	D	Parts for Fuel Pump	United Farmers Coopera			1
217	7/31/26	501	53-000-000-0000-1001 Cash	384.00	C	BMO One Card Allocation July	BMO One Card Allocation July			1
218	7/31/26	501	53-398-000-0000-6300 Bldg Repairs & Maintenance	95.93	D	Mail box for fuel island	Lowes #02518			1
219	7/31/26	501	53-398-000-0000-6381 Cpu Usage & Network Support	155.00	D	LFO Internet June 2026	Starlink Internet			1
220	7/31/26	501	53-398-000-0000-6410 Office Supplies	51.07	D	Paper for scale house	Amazon Mark Vj8p85g33			1

Steele County

JOURNAL ENTRIES

Description 07 2026 JE UPLOAD - C1 BMO

RRN	Audit Date	Aud Seq	Account/Formula	Trans Amt	D/C	Desc 1	Desc 2	RC1	RC2	Basis
221	7/31/26	501	53-398-000-0000-6480 Non-Capitalized Inventory	82.00	D	LFO Camera Mounts	B&h Photo 800-606-6969			1
222	7/31/26	501	81-000-000-0000-1001 Cash	1,088.36	C	BMO One Card Allocation July	BMO One Card Allocation July			1
223	7/31/26	501	81-230-000-0000-6210 Telephone	107.35	D	Cable TV	Disney Worldwide Services			1
224	7/31/26	501	81-230-000-0000-6243 Advertising	219.98	D	Glow Sticks & Labels	Amazon.Com, Inc.			1
225	7/31/26	501	81-230-000-0000-6261 Conference & Training	405.00	C	APCO Training Michael Urch	Association Of Public-Saf			1
226	7/31/26	501	81-230-000-0000-6261 Conference & Training	24.70	D	CPR Training	American Heart Assoc			1
227	7/31/26	501	81-230-000-0000-6410 Office Supplies	329.99	D	Vacuum Cleaner	Amazon.Com, Inc.			1
228	7/31/26	501	81-230-000-0000-6410 Office Supplies	10.79	D	Glow Sticks & Labels	Amazon Mktpl Vl74g6mb3			1
229	7/31/26	501	81-230-000-0000-6480 Non-Capitalized Inventory	800.55	D	Headsets	Intuit Payment Solutions,			1

Debit Total 45,048.72 Credit Total 45,048.72 Net: 0.00

Description 07 2026 JE UPLOAD - C2 VERIZON

RRN	Audit Date	Aud Seq	Account/Formula	Trans Amt	D/C	Desc 1	Desc 2	RC1	RC2	Basis
1	7/31/26	502	01-031-000-0000-6210 Telephone	41.04	D	Phone Charges - Verizon				1
2	7/31/26	502	01-005-000-0000-6210 Telephone	41.05	D	Phone Charges - Verizon				1
3	7/31/26	502	01-032-000-0000-6210 Telephone	41.05	D	Phone Charges - Verizon				1
4	7/31/26	502	01-003-000-0000-6194 Personnel Policy	41.05	D	Phone Charges - Verizon				1
5	7/31/26	502	01-044-000-0000-6210 Telephone	81.06	D	Phone Charges - Verizon				1
6	7/31/26	502	01-061-000-0000-6210 Telephone	284.32	D	Phone Charges - Verizon				1
7	7/31/26	502	01-091-000-0000-6210 Telephone	287.28	D	Phone Charges - Verizon				1
8	7/31/26	502	01-103-000-0000-6210 Telephone	205.24	D	Phone Charges - Verizon				1
9	7/31/26	502	01-105-000-0000-6210 Telephone	174.22	D	Phone Charges - Verizon				1
10	7/31/26	502	01-111-000-0000-6210 Telephone	451.55	D	Phone Charges - Verizon				1
11	7/31/26	502	01-121-000-0000-6210 Telephone	101.08	D	Phone Charges - Verizon				1
12	7/31/26	502	01-251-000-0000-6210 Telephone	164.20	D	Phone Charges - Verizon				1
13	7/31/26	502	01-252-000-0000-6210 Telephone	655.77	D	Phone Charges - Verizon				1
14	7/31/26	502	01-281-000-0000-6210 Telephone	122.10	D	Phone Charges - Verizon				1
15	7/31/26	502	01-602-000-0000-6210 Telephone	40.01	D	Phone Charges - Verizon				1
16	7/31/26	502	01-481-460-6009-6210 Telephone	41.05	D	QA				1
17	7/31/26	502	01-481-460-6009-6210 Telephone	41.05	D	QA				1
18	7/31/26	502	01-481-460-6012-6210 Telephone	41.05	D	LTC				1
19	7/31/26	502	01-481-460-6012-6210 Telephone	41.05	D	LTC				1
20	7/31/26	502	01-481-461-6011-6210 Telephone	16.42	D	CTC				1

Description 07 2026 JE UPLOAD - C2 VERIZON

RRN	Audit Date	Aud Seq	Account/Formula	Trans Amt	D/C	Desc 1	Desc 2	RC1	RC2	Basis
21	7/31/26	502	01-481-461-6066-6210 Telephone	24.63	D	Tobacco				1
22	7/31/26	502	01-481-461-6028-6210 Telephone	20.52	D	FAP				1
23	7/31/26	502	01-481-461-6030-6210 Telephone	20.53	D	MCH				1
24	7/31/26	502	01-481-461-6030-6210 Telephone	32.84	D	MCH				1
25	7/31/26	502	01-481-461-6059-6210 Telephone	8.21	D	SEMNFHV				1
26	7/31/26	502	01-481-461-6059-6210 Telephone	6.16	D	SEMNFHV				1
27	7/31/26	502	01-481-461-6028-6210 Telephone	4.11	D	FAP				1
28	7/31/26	502	01-481-461-6034-6210 Telephone	30.78	D	TANF				1
29	7/31/26	502	01-481-461-6059-6210 Telephone	26.68	D	SEMNFHV				1
30	7/31/26	502	01-481-461-6025-6210 Telephone	6.16	D	HCB				1
31	7/31/26	502	01-481-461-6030-6210 Telephone	4.11	D	MCH				1
32	7/31/26	502	01-481-461-6034-6210 Telephone	4.10	D	TANF				1
33	7/31/26	502	01-481-460-6009-6210 Telephone	41.05	D	QA				1
34	7/31/26	502	01-481-460-6009-6210 Telephone	41.05	D	QA				1
35	7/31/26	502	01-481-460-6009-6210 Telephone	41.05	D	QA				1
36	7/31/26	502	01-481-461-6059-6210 Telephone	14.37	D	SEMNFHV				1
37	7/31/26	502	01-481-461-6040-6210 Telephone	10.26	D	WIC				1
38	7/31/26	502	01-481-461-6025-6210 Telephone	4.10	D	HCB				1
39	7/31/26	502	01-481-461-6030-6210 Telephone	8.21	D	MCH				1
40	7/31/26	502	01-481-461-6034-6210 Telephone	4.11	D	TANF				1

Description 07 2026 JE UPLOAD - C2 VERIZON

RRN	Audit Date	Aud Seq	Account/Formula	Trans Amt	D/C	Desc 1	Desc 2	RC1	RC2	Basis
41	7/31/26	502	01-481-460-6012-6210 Telephone	41.05	D	LTC				1
42	7/31/26	502	01-481-460-6012-6210 Telephone	41.05	D	LTC				1
43	7/31/26	502	01-481-460-6012-6210 Telephone	41.05	D	LTC				1
44	7/31/26	502	01-481-460-6012-6210 Telephone	41.05	D	LTC				1
45	7/31/26	502	01-481-465-6057-6210 Telephone	41.05	D	LPHG				1
46	7/31/26	502	01-481-465-6057-6210 Telephone	40.01	D	LPHG				1
47	7/31/26	502	01-481-460-6012-6210 Telephone	41.05	D	LTC				1
48	7/31/26	502	01-201-000-0000-6211 Radio-Computers-Cameras	228.79	D	Phone Charges - Verizon				1
49	7/31/26	502	01-201-000-0000-6210 Telephone	915.74	D	Phone Charges - Verizon				1
50	7/31/26	502	01-000-000-0000-1001 Cash	4,695.51	C	Verizon Charges July				1
51	7/31/26	502	10-301-000-0000-6210 Telephone	491.98	D	Phone Charges - Verizon				1
52	7/31/26	502	10-000-000-0000-1001 Cash	491.98	C	Phone Charges - Verizon				1
53	7/31/26	502	53-398-000-0000-6210 Telephone	41.05	D	Phone Charges - Verizon				1
54	7/31/26	502	53-000-000-0000-1001 Cash	41.05	C	Phone Charges - Verizon				1

Debit Total 5,228.54 Credit Total 5,228.54 Net: 0.00

Description 07 2026 JE UPLOAD - C3 POSTAGE

RRN	Audit Date	Aud Seq	Account/Formula	Trans Amt	D/C	Desc 1	Desc 2	RC1	RC2	Basis
1	7/31/26	503	01-031-000-0000-6215 Postage	0.74	D	Postage - Admin				1
2	7/31/26	503	01-103-000-0000-6215 Postage	64.86	D	Postage - Assessor				1
3	7/31/26	503	01-041-000-0000-6215 Postage	545.59	D	Postage - PT&E				1
4	7/31/26	503	01-252-000-0000-6215 Postage	123.98	D	Postage - CCA				1
5	7/31/26	503	01-062-000-0000-6802 Internal Chargeback	1,328.16	D	Postage - Court Admin				1
6	7/31/26	503	01-251-000-0000-6215 Postage	3.70	D	Postage - Detention Center				1
7	7/31/26	503	01-063-000-0000-6215 Postage	181.80	D	Postage - Elections				1
8	7/31/26	503	01-602-000-0000-6215 Postage	404.56	D	Postage - Extension				1
9	7/31/26	503	01-044-000-0000-6215 Postage	52.86	D	Postage - Finance				1
10	7/31/26	503	01-550-000-0000-6215 Postage	3.90	D	Postage - Four Seasons				1
11	7/31/26	503	01-032-000-0000-6215 Postage	3.08	D	Postage - Human Resources				1
12	7/31/26	503	01-062-000-0000-6802 Internal Chargeback	57.79	D	Postage - MRCI				1
13	7/31/26	503	01-105-000-0000-6215 Postage	236.62	D	Postage - Planning and Zoning				1
14	7/31/26	503	01-101-000-0000-6215 Postage	153.85	D	Postage - Recorder				1
15	7/31/26	503	01-121-000-0000-6215 Postage	19.47	D	Postage - Veterans				1
16	7/31/26	503	01-481-460-6009-6215 Postage	19.06	D	Postage - QA				1
17	7/31/26	503	01-481-461-6011-6215 Postage	354.79	D	Postage - CTC				1
18	7/31/26	503	01-481-460-6012-6215 Postage	176.65	D	Postage - LTC				1
19	7/31/26	503	01-481-461-6025-6215 Postage	106.81	D	Postage - FAP/HCB/FC				1
20	7/31/26	503	01-481-461-6030-6215 Postage	70.58	D	Postage - MCH				1

Description 07 2026 JE UPLOAD - C3 POSTAGE

RRN	Audit Date	Aud Seq	Account/Formula	Trans Amt	D/C	Desc 1	Desc 2	RC1	RC2	Basis
21	7/31/26	503	01-481-461-6040-6215 Postage	5.01	D	Postage - WIC				1
22	7/31/26	503	01-481-461-6059-6215 Postage	4.02	D	Postage - SEMN/FHV				1
23	7/31/26	503	01-481-465-6056-6215 Postage	0.78	D	Postage - FPHR				1
24	7/31/26	503	01-481-465-6057-6215 Postage	5.19	D	Postage - LPHG/INF/MISC/ENV				1
25	7/31/26	503	01-062-000-0000-6215 Postage	3,923.85	C	GF Postage Allocation				1
26	7/31/26	503	10-301-000-0000-6215 Postage	3.04	D	Highway Postage				1
27	7/31/26	503	10-000-000-0000-1001 Cash	3.04	C	Highway Postage				1
28	7/31/26	503	01-000-000-0000-1001 Cash	3.04	D	Highway Postage				1
29	7/31/26	503	01-062-000-0000-5831 Miscellaneous	3.04	C	Highway Postage				1
30	7/31/26	503	53-398-000-0000-6215 Postage	29.02	D	Landfill Postage				1
31	7/31/26	503	53-000-000-0000-1001 Cash	29.02	C	Landfill Postage				1
32	7/31/26	503	01-000-000-0000-1001 Cash	29.02	D	Landfill Postage				1
33	7/31/26	503	01-062-000-0000-5831 Miscellaneous	29.02	C	Landfill Postage				1

Debit Total 3,987.97 Credit Total 3,987.97 Net: 0.00

Steele County

JOURNAL ENTRIES

Description 07 2026 JE UPLOAD - C4 - OTHER

RRN	Audit Date	Aud Seq	Account/Formula	Trans Amt	D/C	Desc 1	Desc 2	RC1	RC2	Basis
1	7/31/26	505	01-111-050-0000-6347 Enterprise Fleet Leasing	8,043.09	D	County Fleet Lease - June 26				1
2	7/31/26	505	01-000-000-0000-1001 Cash	8,043.09	C	Fleet Lease Payments - June 26				1
3	7/31/26	505	38-000-000-0000-1001 Cash	29,897.00	D	Gain on Settled Unit				1
4	7/31/26	505	38-000-000-0000-5920 Gain/Loss On Sale Of Assets	29,897.00	C	Gain on Settled Unit				1
5	7/31/26	505	01-003-000-0000-6194 Personnel Policy	29.74	D	WEX Enterprise Pmt July 2026				1
6	7/31/26	505	01-032-000-0000-6540 Gas & Oil	39.18	D	WEX Enterprise Pmt July 2026				1
7	7/31/26	505	01-201-000-0000-6562 Gas & Oil Squads	37.57	D	WEX Enterprise Pmt July 2026				1
8	7/31/26	505	01-000-000-0000-1001 Cash	106.49	C	WEX Enterprise Pmt July 2026				1
9	7/31/26	505	01-111-000-0000-6540 Gas & Oil	9.20	D	WEX NASPO Payment				1
10	7/31/26	505	01-000-000-0000-1001 Cash	9.20	C	WEX NASPO Payment				1
11	7/31/26	505	01-003-000-0000-6961 Visa One Card Program	34,895.13	D	BMO One Card Payment				1
12	7/31/26	505	01-000-000-0000-1001 Cash	34,895.13	C	BMO One Card Payment				1
13	7/31/26	505	53-398-000-0000-6801 General Expense	1,058.13	D	Landfill CC Fees				1
14	7/31/26	505	53-000-000-0000-1001 Cash	1,058.13	C	Landfill CC Fees				1
15	7/31/26	505	01-121-000-0000-6540 Gas & Oil	168.00	D	Vet Services Fuel				1
16	7/31/26	505	01-105-000-0000-6540 Gas & Oil	74.76	D	P & Z Fuel - Katie				1
17	7/31/26	505	01-105-000-0000-6540 Gas & Oil	83.89	D	P & Z Fuel - Dave				1
18	7/31/26	505	01-281-000-0000-6540 Gas & Oil	30.01	D	Emergency Mgmt fuel				1
19	7/31/26	505	01-201-000-0000-6562 Gas & Oil Squads	7,678.46	D	Sheriff fuel				1
20	7/31/26	505	01-521-000-0000-6540 Gas & Oil /Truck Repairs	701.43	D	Four seasons/Park & Rec fuel				1

Description 07 2026 JE UPLOAD - C4 - OTHER

RRN	Audit Date	Aud Seq	Account/Formula	Trans Amt	D/C	Desc 1	Desc 2	RC1	RC2	Basis
21	7/31/26	505	01-252-000-0000-6540 Gas & Oil	116.44	D	Community Corrections Fuel				1
22	7/31/26	505	01-103-000-0000-6540 Gas & Oil	227.30	D	Assessors Fuel				1
23	7/31/26	505	01-481-465-6057-6540 Gas & Oil	295.40	D	PHN Fuel - May				1
24	7/31/26	505	01-000-000-0000-1001 Cash	9,375.69	C	Fuel to Highway - April				1
25	7/31/26	505	53-398-000-0000-6388 Labor costs-Highway	6,354.01	D	Work for Landfill				1
26	7/31/26	505	53-000-000-0000-1001 Cash	6,354.01	C	Fuel to Highway - April				1
27	7/31/26	505	10-000-000-0000-1001 Cash	15,729.70	D	Fuel to Highway - April				1
28	7/31/26	505	10-304-000-0000-5514 Reimburse Against Expense	15,729.70	C	Fuel to Highway - April				1
29	7/31/26	505	01-062-000-0000-6215 Postage	7,000.00	D	To record postage				1
30	7/31/26	505	01-000-000-0000-1001 Cash	7,000.00	C	To record postage				1
31	7/31/26	505	01-101-000-0000-5520 Fees	55.00	D	To record NSF				1
32	7/31/26	505	01-101-000-0000-6215 Postage	35.90	D	To record NSF				1
33	7/31/26	505	01-000-000-0000-1001 Cash	90.90	C	To record NSF				1
34	7/31/26	505	70-000-000-0000-2101 Unapportioned Current Tax	2,813.00	D	NSF 06-007-1202				1
35	7/31/26	505	70-000-000-0000-2151 Unapportioned Pen & Int Current	140.65	D	NSF 06-007-1202				1
36	7/31/26	505	70-000-000-0000-1001 Cash	2,953.65	C	NSF 06-007-1202				1
37	7/31/26	505	70-000-000-0000-2101 Unapportioned Current Tax	0.06	D	To correct 17-016-2048				1
38	7/31/26	505	70-000-000-0000-1001 Cash	0.06	C	To correct 17-016-2048				1
39	7/31/26	505	53-000-000-0000-1001 Cash	0.06	D	To correct 17-016-2048				1
40	7/31/26	505	53-398-000-0000-5520 Landfill Tipping Fees	0.06	C	To correct 17-016-2048				1

Description 07 2026 JE UPLOAD - C4 - OTHER

RRN	Audit Date	Aud Seq	Account/Formula	Trans Amt	D/C	Desc 1	Desc 2	RC1	RC2	Basis
41	7/31/26	505	01-101-000-0000-6172 Unemployment Benefit	4,001.79	D	Q1 2026 Unemployment				1
42	7/31/26	505	01-201-000-0000-6172 Unemployment Benefit	612.00	D	Q1 2026 Unemployment				1
43	7/31/26	505	01-251-000-0000-6172 Unemployment Benefit	202.92	D	Q1 2026 Unemployment				1
44	7/31/26	505	01-000-000-0000-1001 Cash	4,816.71	C	Q1 2026 Unemployment				1

Debit Total 120,329.82 Credit Total 120,329.82 Net: 0.00

Steele County

JOURNAL ENTRIES

Description 07 2026 JE UPLOAD - C6 OPU

RRN	Audit Date	Aud Seq	Account/Formula	Trans Amt	D/C	Desc 1	Desc 2	RC1	RC2	Basis
1	7/31/26	504	01-201-296-0000-6250 T#9 Utilities	290.70	D	OPU Payment Invoice # 718561				1
2	7/31/26	504	01-201-296-0000-6250 T#9 Utilities	512.90	D	OPU Payment Invoice # 718561				1
3	7/31/26	504	01-000-000-0000-1001 Cash	803.60	C	OPU Payment Invoice # 718561				1
4	7/31/26	504	10-301-000-0000-6250 Utilities	117.85	D	OPU Payment Invoice # 718553				1
5	7/31/26	504	10-000-000-0000-1001 Cash	117.85	C	OPU Payment Invoice # 718553				1
6	7/31/26	504	01-111-044-0000-6250 Utilities	16,674.59	D	OPU Payment Invoice # 718563				1
7	7/31/26	504	01-000-000-0000-1001 Cash	16,674.59	C	OPU Payment Invoice # 718563				1
8	7/31/26	504	01-111-040-0000-6250 Utilities	6,183.56	D	OPU Payment Invoice # 718557				1
9	7/31/26	504	01-000-000-0000-1001 Cash	6,183.56	C	OPU Payment Invoice # 718557				1
10	7/31/26	504	10-301-000-0000-6250 Utilities	3,649.75	D	OPU Payment Invoice # 718562				1
11	7/31/26	504	10-000-000-0000-1001 Cash	3,649.75	C	OPU Payment Invoice # 718562				1
12	7/31/26	504	01-111-042-0000-6250 Utilities	4,241.43	D	OPU Payment Invoice # 718555				1
13	7/31/26	504	01-000-000-0000-1001 Cash	4,241.43	C	OPU Payment Invoice # 718555				1
14	7/31/26	504	01-111-041-0000-6250 Utilities	1,281.38	D	OPU Payment Invoice # 718556				1
15	7/31/26	504	01-000-000-0000-1001 Cash	1,281.38	C	OPU Payment Invoice # 718556				1
16	7/31/26	504	01-111-049-0000-6250 Utilities	475.54	D	OPU Payment Invoice # 718497				1
17	7/31/26	504	01-000-000-0000-1001 Cash	475.54	C	OPU Payment Invoice # 718497				1
18	7/31/26	504	01-111-047-0000-6250 Utilities	36.84	D	OPU Payment Invoice # 716285				1
19	7/31/26	504	01-000-000-0000-1001 Cash	36.84	C	OPU Payment Invoice # 716285				1
20	7/31/26	504	01-111-043-0000-6250 Utilities	444.01	D	OPU Payment Invoice # 718546				1

Description 07 2026 JE UPLOAD - C6 OPU

RRN	Audit Date	Aud Seq	Account/Formula	Trans Amt	D/C	Desc 1	Desc 2	RC1	RC2	Basis
21	7/31/26	504	01-111-043-0000-6250 Utilities	417.67	D	OPU Payment Invoice # 718546				1
22	7/31/26	504	01-000-000-0000-1001 Cash	861.68	C	OPU Payment Invoice # 718546				1
23	7/31/26	504	01-111-043-0000-6250 Utilities	67.07	D	OPU Payment Invoice # 718547				1
24	7/31/26	504	01-111-043-0000-6250 Utilities	92.20	D	OPU Payment Invoice # 718547				1
25	7/31/26	504	01-000-000-0000-1001 Cash	159.27	C	OPU Payment Invoice # 718547				1
26	7/31/26	504	01-111-045-0000-6250 Utilities	1,059.02	D	OPU Payment Invoice # 749804				1
27	7/31/26	504	01-111-045-0000-6250 Utilities	1,239.27	D	OPU Payment Invoice # 749804				1
28	7/31/26	504	01-000-000-0000-1001 Cash	2,298.29	C	OPU Payment Invoice # 749804				1
29	7/31/26	504	01-502-000-0000-6250 Utilities	386.81	D	OPU Payment Invoice # 718550				1
30	7/31/26	504	01-502-000-0000-6250 Utilities	734.18	D	OPU Payment Invoice # 718550				1
31	7/31/26	504	01-000-000-0000-1001 Cash	1,120.99	C	OPU Payment Invoice # 718550				1

Debit Total 37,904.77 Credit Total 37,904.77 Net: 0.00

Steele County

JOURNAL ENTRIES

Description 07 2026 JE UPLOAD - C7 JD INTEREST

RRN	Audit Date	Aud Seq	Account/Formula	Trans Amt	D/C	Desc 1	Desc 2	RC1	RC2	Basis
1	7/31/26	509	81-000-000-0000-1001 Cash	5,611.77	D	Interest July				1
2	7/31/26	509	81-230-000-0000-5710 Interest	5,611.77	C	Interest July				1
3	7/31/26	509	01-003-000-0000-5710 Interest From Investments	5,611.77	D	Interest July				1
4	7/31/26	509	01-000-000-0000-1001 Cash	5,611.77	C	Interest July				1

Debit Total 11,223.54 Credit Total 11,223.54 Net: 0.00

Steele County

JOURNAL ENTRIES

Description 06 2026 JE UPLOAD - C5 - INVESTMENT INTE

RRN	Audit Date	Aud Seq	Account/Formula	Trans Amt	D/C	Desc 1	Desc 2	RC1	RC2	Basis
1	7/31/26	508	01-003-000-0000-5710 Interest From Investments	121,652.22	C	June Interest From Investments				1
2	7/31/26	508	01-003-000-0000-5710 Interest From Investments	15,798.30	C	June Interest TD				1
3	7/31/26	508	01-003-000-0000-5710 Interest From Investments	1,992.76	C	June Interest ROI				1
4	7/31/26	508	01-000-000-0000-1001 Cash	215,947.28	D	June				1
5	7/31/26	508	01-003-000-0000-5712 Premiums/Discounts on Investments	78,193.00	C	June Premiums/Discounts Inv				1
6	7/31/26	508	01-003-000-0000-5710 Interest From Investments	1,157.33	D	June taxable accrued interest				1
7	7/31/26	508	01-003-000-0000-5710 Interest From Investments	531.67	D	June taxable accrued interest				1

Debit Total 217,636.28 Credit Total 217,636.28 Net: 0.00

PERSONNEL REPORT
August 25, 2026

ACTION ITEMS

Personnel Actions:

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

Name	*Position/Dept.*	*Rating*	*Date*
Abigail Nachreiner	Health Educator/Public Health	C42/1	08/17/2026

Resignations/Retirements/Terminations/Change in Status:

Name	*Position*	*Department*	*End Date*
Bryce Reuter	Correctional Officer	Detention Center	08/11/2026
Danita Mayzlik	Accounting Technician	Public Health	08/14/2026
Madelyn Broton Anderson	Engineering Technician I	Highway	08/14/2026
Quentin Kroll	Correctional Officer	Detention Center	08/18/2026

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

Open Positions - Approved to Fill:

Position	*Department*	*Notes*
Accounting Technician	Public Health	Recruiting
Patrol Deputy	Sheriff's Office	Recruiting
Correctional Officer (3 positions)	Detention Center	Recruiting
Adult & Family Services Program Mgr	Human Services	Interviewing
Child & Family Services Program Mgr	Human Services	Interviewing
Eligibility & Enrollment Program Mgr	Human Services	Interviewing
Office Support Supervisor	Human Services	Recruiting
Engineering Tech I/II/III(2 positions)	Highway	Recruiting will begin soon
Dir. Property Tax & Elections	Property Tax & Elections	On Hold

Steele County
Agenda Item

Request for Board Action

Subject: Authorize the Detention Center Administrator to solicit Food Service Contract proposals.

Department: Detention Center

Committee:
Internal Central Services Committee

Committee Meeting Date:7/28/2026

Work Session Date:

Board Meeting Date: 8/25/2026

Consent Agenda: Yes

Resolution: No

Policy Committee Recommendation:
The Board members of the committee recommend the full Board consider this item at the next meeting as part of the Consent Agenda.

Recommendation:
Recommendation is to approve the request to collect bids for the Detention Center food service contract.

Background (Including Budget Impact):
The DC is requesting to obtain RFP's to test the market and understand current pricing, capabilities, and service levels. Once RFPs are received, a comparative analysis of cost, quality, logistics, and feasibility will occur. The internal food preparation model will also be evaluated to determine if it would be cost-effective and operationally viable.

Attachments:
1. Steele Jail Food Service RFP 1

REQUEST FOR PROPOSAL
STEELE COUNTY, MINNESOTA

Provision of Food Services for the Steele County Detention Center

I. Introduction

Steele County is requesting proposals to provide food service to inmates seven days per week for an initial term of three (3) years from December 2027 through December 2030. In addition, the County reserves the option of extending the contract on a year-to-year basis for up to three consecutive one (1) year periods.

Steele County Sheriff's Office presently operates a facility at the following location:

Steele County Sheriff's Office
2500 Alexander ST
Owatonna, MN 55060

Contact Person for specifications– Anthony Buttera; Jail Administrator
Submit Proposal to – Renae Fry; County Administrator
630 Florence Ave
Owatonna, MN 55060

II. General Terms and Conditions

This Request for Proposal (RFP) does not obligate the County to award a contract or complete the project, and the County reserves the right to cancel the solicitation if it is considered to be in its best interest. All costs incurred in responding to this RFP will be borne by the Responder.

Proposals must conform to all instructions, conditions, and requirements included in the RFP. Responders are expected to examine all documentation and other requirements. Failure to observe the terms and conditions in completion of the proposal are at the Responder's risk and may, at the discretion of the County, result in disqualification of the Proposal for non-responsiveness. Acceptable proposals must offer all services identified in Section V -Scope of Work as well as to the contract conditions specified throughout the RFP.

At all times during this solicitation process, the County may:

A. Reject any and all proposals received in response to this RFP;

B. Disqualify any Responder whose conduct or proposal fails to conform to the requirements of this RFP;

C. Have unlimited rights to duplicate all materials submitted for purposes of RFP evaluation, and duplicate all public information in response to data requests regarding the proposal;

D. Select for contract or for negotiations a proposal which best represents "best value" as defined in Minnesota Statutes, § 16C.02, subdivision 4 & § 471.345 Subd. 3a and in this RFP document;

E. Consider a late modification of a proposal if the proposal itself was submitted on time and if the modifications were requested by the County, and the modifications make the terms of the proposal more favorable to the County, and accept such proposal as modified;

F. At its sole discretion, reserve the right to waive any non-material deviations from the requirements and procedures of this RFP;

G. Negotiate as to any aspect of the proposal with any Responder and negotiate with more than one Responder at the same time, including asking for Responders' "Best and Final" offers;

H. Cancel the RFP at any time and for any reason with no cost or penalty to the County; and

I. The County will not be liable for any errors in the RFP or other responses related to the RFP.

III. Objectives of RFP

The expected result is a contract between the successful Responder and Steele County that will meet the following objectives:

A. To deliver high quality food service that can be audited against established correctional nutritional and health standards.

B. To operate the food service program using corrections-experienced and professionally trained personnel.

C. To operate the food service program in a cost-effective and humane manner with respect to the inmates' right to basic healthcare, with full reporting to Steele County.

D. To implement a written food service plan with clear objectives, policies, procedures, including a plan for continued staff training in food service operations and annual evaluation of compliance.

E. To maintain an open collaborative relationship with the administration and staff of the Steele County Sheriff's Office and other County offices.

F. To maintain standards established by Steele County, as well as, USDA, Federal and State Correctional Food Service standards including by not limited to Minnesota Administrative Rules 2911.3800, 2911.3900, 2911.4000, 2911.4100, 2911.4200, 2911.4300, 2911.4400, 2911.4500, 2911.4600, 2911.4800.

IV. Proposal Process

The following is a proposed schedule of events concerning the bid process:

Distribution of the RFP	August 26th, 2026
Due date	September 16th, 2026 at 12 PM
Evaluation by County	September 21st
Notification of Award Selection	September 22nd, 2026
Submit for Board Approval	October 13th, 2026
Commence Services	December 1st, 2026

A complete original and two exact duplicates of the proposal will be submitted to:

Steele County Administration Center
Attn: Renae Fry
PO BOX 890
630 Florance Ave
Owatonna, MN 55060

Proposals must be received no later than 12:00 PM on September 16th, 2026, at the address listed above. Proposals received after 12:00 PM on September 16th, 2026, will not be considered.

Questions regarding bid specifications may be directed:

Anthony Buttera Jail Administrator
507-446-7080
anthony.buttera@steelecountymn.gov

V. <u>Minimum Qualifications of Responders</u>

To be considered for award of this contract, the Responder must meet the following minimum qualifications:

A. The Responder must be organized for the purpose of providing institutional and/or volume food service.

B. The Responder must have a proven ability for a contract start-up date of **December 1st, 2026.**

C. The Responder must have qualified and trained staff with sufficient back-up personnel to successfully complete the contract requirements. Personnel must include a Registered Dietitian who is responsible for menu development/review.

D. The Responder must have the central office capability to supervise and monitor the program ensuring satisfactory provision of services. In addition, the Responder must have an alternate emergency preparation site that is within an appropriate distance to Steele County.

E. The Responder must submit a certified copy of their current financial report of the company. If the company is a subsidiary or division of a corporation, the relationship of the Responder must be clearly delineated in the proposal.

F. The Responder shall submit a list of references, including name of institution, address, contact person and phone number.

G. Meet counties minimum Insurance requirements listed herein.

VI. <u>Scope of Work</u>

A. Description of Basic Operations

(1) Steele County's average daily inmate population has been approximately 25 adult inmates. See Attachment C for more details on inmate population numbers.

(2) The Responder who is awarded the contract is expected to provide three meals per day per inmate with a daily average of 2700 calories. These meals must also meet all the State food service rules and regulations. The breakdown of daily meals is as follows: One cold breakfast, one cold sack lunch for "Hubers" (work release) or one hot lunch for the general jail population, and a supper (hot or cold, which will be mutually agreed upon by the contractor and county) shall be provided each day.

(3) The Responder will be responsible for calculating the average cost of meals provided to inmates. The Steele County per meal charge shall be determined by taking the actual meals served each day multiplied by the contract amount for that number of meals.

(4) Steele County has a restaurant grade kitchen facility on site at its Jail. The transportation and sourcing of all food items must meet all state and local guidelines. The food items will then be transported to and prepared on site at the jail facility. The County seeks to have all meals prepared on site at the jail facility with the selected Responder providing at least one on-site employee at the jail to supervise, plan, and assist with meal preparations.

(5) Steele County will allow for responders to prepare food off site and deliver to the Steele Count Detention Center. All off site preparation must comply with standards established by Steele County, as well as, USDA, Federal and State Correctional Food Service standards including by not limited to Minnesota Administrative Rules 2911.3800, 2911.3900, 2911.4000, 2911.4100, 2911.4200, 2911.4300, 2911.4400, 2911.4500, 2911.4600, 2911.4800; and the Department of Health.

(6) Responders should submit procedures and proposals for preparing food on site at the jail as well as providing procedures and proposals for providing meals that have been prepared off site.

(7) The selected Responder shall also provide snacks, if required or necessary, for inmates.

(8) The current meal service schedule is as follows:

Breakfast	0700 to 0730
Lunch	1200 to 1230
Dinner	1700 to 1730

B. *Responder Service Requirements*

Responders will be expected to provide the following services as part of the food service program:

(1) Food & Supplies

(a) Purchase and safely manage all consumable supplies and food products that are required for food service operation. These supplies and food products shall remain the property of the Responder. The Responder shall provide cleaning supplies for the kitchen area, if applicable.

(b) The Responder shall provide copies of inspection reports of Responder's kitchen facilities by Applicable County and State health agencies and must achieve satisfactory ratings. A copy of each annual report must be given to the Steele County Jail Administrator as long as the contract is in effect.

(2) Licenses, Fees, Taxes

(a) The Responder shall secure and pay all federal, state and local licenses, permits, and fees required for the operation of the food services provided hereunder.

(3) Billing process / Record Keeping

(a) Responder shall submit an invoice to Steele County on the first day of each week, covering meals ordered or served for that week. The cost per meal charged to Steele County shall be described in the proposal and shall be guaranteed for a minimum of one (1) year.

(b) Access and Records - The Responder shall keep full and accurate records of sales and meal count records in connection with the food services provided to the County. A copy of said record detailing the prior month shall be supplied to the Sheriff and Jail Administrator if requested. In addition, all such records shall be made available for auditing by the County at any time during regular working hours.

(4) Return facility in good working order.

(a) The Responder shall return to the County at the expiration of this contract any applicable food service-related items and all equipment furnished by Steele County in the condition in which received except for ordinary wear and tear. This requirement excludes items and equipment that may have been lost or damaged by fire, flood, or unavoidable occurrence. The County will pay for repairs caused by normal wear and tear. The County will replace applicable equipment, which in the opinion of the County has exceeded its useful life after consultation with the Responder. The County will not replace items damaged due to negligence or inappropriate use.

(b) The County shall grant the Responder who is selected for contract access to and use its on-site kitchen facilities. The on-site kitchen includes a walk-in refrigerator and freezer, oven, range, and dishwashing station. The Responder shall be responsible for general maintenance, sanitization, and cleaning of the kitchen facilities. The County may, depending on availability of County staff and the inmate population, utilize inmate labor to assist in basic cleaning activities in the food service area. The County shall be responsible for the cost of repairing ordinary wear and tear and malfunctions of kitchen appliances and facilities supplied by the County. The Responder shall be liable for any damage to the facility caused by an intentional act of one of its employees.

(c) Details surrounding the provision of special kitchen equipment, cookware, cutlery, serving dishes, plates, drinkware, and other items may be negotiated between the County and the Responder selected for contracting.

(5) Additional food service requirements

(a) The Responder agrees to provide any additional food services as mutually agreed upon.

(6) Uniforms for Responder staff

(a) Professional, neat uniforms that distinguish the Responder's paid staff from the inmates and Steele County Detention Center Officers shall be furnished by the Responder and are required to be worn by the Responder's staff.

(7) Daily Processing of Complaints

Food service complaints from inmates must be processed at least daily as follows:

(a) Food service trained personnel shall act upon all complaints.

(b) The responsible food service director shall determine the appropriate mechanism to be utilized for specific categories of complaints. In all cases the Steele County Jail Administrator shall be notified immediately of any and all food complaints in writing.

C. ***Menu Specifications***

(1) Inmate Cycle Menu

(a) Menu Cycle

1. Each Responder shall submit a **<u>four-week</u>** cycle menu.

2. Each week will include <u>21 meals</u> and comply with dietary allowances as set out in Minnesota Administrative Rule 2911.3800, 2911.3900, 2911.

2911.4000, 2911.4100, 2911,4200, 2911,4300, 2911.4400, 2911.4500, 2911.4600, 2911,4800

3. Proposals must include the menu upon which the cost of service is calculated together with the "as served" portion sizes of each menu item.

(b) Menu Description Requirements

1. Menus submitted in the proposal must include clearly defined descriptions of food items (See Minn. R. 2911.3900).
2. All menu items must be listed in “as served” portions which clearly indicate weight or volume measurements (e.g. ½ c, 1/48 cut portion, 3 oz, wt., etc.).
3. Entrée items including casseroles must include cooked weight measurements of meat or meat equivalent per portion.
4. Appropriate condiments to be served must be noted.

(c) Balanced Menu Planning Requirements

1. The menu shall be planned with products and recipes with proven inmate acceptability. The Responder shall include in the proposal a method to monitor inmate preferences and to make acceptability adjustments. A sample meal quality-assurance assessment form shall be submitted to the County as a part of the proposal.
2. The menu should include a variety of food flavors, textures, temperatures, and appearances.
3. The Responder must have the ability to provide alternative menus to meet the dietary needs for medical, food allergy, vegetarian, pregnancy, and religious requirements as defined in Minnesota Administrative Rules 2911.4200 and 2911.4300.

(d) Nutritional requirements

1. Menus will provide an average of 2700 calories per day in addition to all required nutrients. The County may change the average calorie amount at its discretion for the entire inmate population or for a specific inmate, based on particular dietary needs.
2. Menu & Analysis certified by Registered Dietitian.

    a. A registered dietitian shall certify the inmate menu in the proposal with a signed nutritional compliance statement for the age and sex of the population. The signed copy shall be provided to the Steele County Jail Administrator and be reviewed annually**.**

b. A registered dietitian will approve all menus prior to service and annually thereafter. All meals served will be in compliance with, the nutritional needs as set out in Minnesota Administrative Rule 2911.3900, supb. 1 and the requirements as to time available and hot meals in Minnesota Administrative Rule 2911.4100.

(2) ***Work Release Sack Meals***

(a) These meals are in place of regular inmate meals. The County will coordinate with the Responder selected for contract to facilitate the work release meal program.

(b) Responders must submit proposed work release menus as a part of their submission under this RFP.

(3) Medical & Religious Diets

(a) The Responder shall provide, at no additional cost, religious and medical diets conforming to special religious or physician-ordered specifications.

(4) Holiday Meals

(a) The Responder shall include in the proposal their policies for serving special meals (AKA "spirit lifters") on holidays.

(b) Proposed menus and holidays shall be identified. A minimum of five (5) spirit lifter meals shall be provided annually, including Easter, Thanksgiving, Christmas, and New Year holiday periods and one (1) meal to be scheduled at the discretion of the Jail Administrator.

(c) All such meals will be provided at normal contract rates.

(5) ***Documentation of Meals Served***

(a) Served Menu records -Substitution policy.

(i) Documentation of all meals served including substitutions shall be maintained. A plan for assuring nutritional compliance with substitutions shall be provided in the proposal.

(ii) The Responder shall outline procedures used to assure all meals will be served at appropriate temperatures and in a manner that makes them palatable, neat, and visibly pleasing.

(b) Standardized recipes

(i) Standardized recipes with portion yield data for all items shall be available and utilized.

D. ***Cost Summary***

(1) The cost per meal prepared shall be indicated on the bid summary sheet (Attachment A).

VII. Responsibility Of County

Steele County, acting through its Sheriff's Office and Jail shall be responsible for and shall provide:

1. Accurate and timely orders for the number of meals to be served to inmates, within two (2) hours of the time for meals to be served. This will be done by the approved food contractor calling the SCDC Shift Commander or as otherwise directed.

2. Provide adequate ingress and egress to all required food preparation, storage, and delivery areas.

3. Provide adequate heat, lights, ventilation, basic kitchen facilities including a refrigerator and freezer, and all other utilities. Steele County shall provide local internet and telephone service to the Responder at no charge. This telephone shall be used only for local service, business-related calls. Should the contractor desire local service for personal use and other non-business related calls or long distance calls, whether business or personal, a separate telephone not connected to the county system shall be installed at the contractor's expense.

4. Pest extermination services and removal of trash and garbage from loading areas.

5. General maintenance to the building structure including, but not limited to, the maintenance of gas, water, sewer, ventilation, lighting, air conditioning, refrigeration, duct work, floor coverings, and wall and ceiling surfaces.

6. Adequate preparation, storage, and maintenance equipment and maintenance for the facility.

7. Security, control, and limitation of inmate movement in, to, and from the food area, including physical security of employees, suppliers, and other authorized visitors.

8. The County shall maintain necessary kitchen appliances and equipment.

VIII. Proposal Package Requirements

Responders must submit a response in the form of a proposal that includes the following sections:

1) Transmittal Letter

This letter is to be a letter addressed to Steele County, Attn: Renae Fry, 630 Florence Ave, Owatonna MN, 55060 and must provide the following information:

a) Name and address of the Responder;

b) Name, title and telephone number of the contact person for the Responder;

c) A statement that the proposal is in response to this RFP; and

d) The signature, typed name and title of the individual who is authorized to commit the Responder to the proposal.

2) Technical Proposal

This portion of the proposal must address each item listed below:

a) Company Profile

i. Date organized.

ii. Description of experience providing food service management in institutional and correctional facilities.

iii. Corporate background and structure.

iv. Number of employees.

b) Describe current contracts or business with other correctional food service facilities, including;

i. Name of client

ii. Date of original contract

iii. Type/size of contract

iv. Facilities currently accredited by State or Federal Accreditation Board. Please list the name(s) of the facility.

c) Company achievements in providing correctional food service management.

d) References, with addresses and phone contacts. This list should preferably contain at least five (5) current references of a size and service complexity comparable to Steele County Detention Center.

3) **Operational Standards** - All proposals must clearly define:

a) Procedures for meal preparation and delivery to the inmates (based on Option A or Option B).

b) Quality and inventory control methods and standards.

c) Proposed Menu(s)

d) Registered dietician certification of both menu and nutritional analysis

e) Specific procedures for providing safe, sanitary, and secure food service management.

f) Procedures for dealing with inmate/staff complaints about food and minimizing the potential for inmate litigation.

g) Summary of specifications that will be adhered to for all food products.

h) Any additional equipment necessary for efficient food service operation.

i) All proposals must meet or exceed existing quality of food service being provided in the jail as detailed in Scope of work.

j) Procedures for weekly billing and weekly inventory of food and supplies and number of meals.

k) Operational procedures for handling food service should the Responders kitchen facilities be rendered unusable through fire, etc.

l) Insurance - Responder shall provide types of insurance and limits and provisions as contained herein:

Type	Coverage Features	Limits
Automobile	County named as certificate holder	$1,500,000/Holder
	Per Minnesota Statute Requirement	$1,500,000
Workers Compensation	As Required by Law	As Required by Law
Employer's Liability		$100,000
Comprehensive General Liability Insurance (Including personal injury and administrative type claims as covered in the providers policy)	County additionally insured only to the extent of Provider's insurance coverage. Neither Provider nor its insurance company shall have any obligation to continue defense of County.	$1,500,000. Limits to be reinstituted annually.

m) Policies and Procedures - The proposal shall indicate the method the Responder will follow in establishing and revising food service policies and procedures.

n) Accreditation - The proposal shall address the Responder's plan to secure and/or maintain any food service accreditation for delivery of food service to Steele County.

o) Personnel - The Responder must clearly address their plan for employee recruitment and retention, including hourly wage rates.

VIII. CONSIDERATION OF PROPOSAL

The County shall have the right to reject any or all proposals and to reject a proposal not accompanied by any required data, or to reject a proposal, which is in any way incomplete or irregular. The County shall likewise have the right to waive any proposal based on irregularity or noncompliance.

The County shall reject all proposals from Contractors where there has been collusion among the Contractors.

In the event there are inconsistencies between the general conditions and other terms or conditions contained herein, the former will take precedence.

If subcontractors are necessary to complete any functions of this requirement, the Contractor must list their names and business locations of any proposed subcontractors, with their submitted proposal. Steele County retains the right to review and approve any subcontractors proposed by the Contractor. Any approval of the subcontractor shall not be construed as making Steele County party of such contract, giving the subcontractor privity of contract with Steele County, or subjecting Steele County to liability of any kind to any subcontractor.

Steele County may assemble a committee for the purpose of bid evaluations. In the event a committee is assembled, final scores for each submittal will be determined by calculating an averaged score based on the scores assigned to the proposal by each committee member.

Any committee assembled by the County shall consist of no less than three and no more than seven members. Committee members shall be comprised of County employees selected by the County Administrator, Sheriff, and Jail Administrator, who may each elect to name themselves to the selection committee.

Responders will be ranked based on selection criteria. The Responder who is deemed, based on the highest score, best suited among those submitting proposals may be requested to participate in discussions regarding their proposals. Discussion will cover cost, methods of operation, and all other relevant factors. Finalists are required to submit special criteria meals for review including a taste testing.

IX. Method of Award

The award will be made to the Responder whose proposal is determined to be professionally and technically complete. The selection process may, however, include a request for additional information or an oral presentation to support the written proposal; the Steele County proposal will be considered firm and cannot be altered after receipt per the terms of this proposal. Steele County reserves the right to ask for “best and final” offers.

The County may award a contract to the Responder the County deems to provide the **Best Value** to the County. The successful Responder will be chosen based on the qualifications and selection criteria discussed in this proposal.

If a Responder(s) is selected, the County will notify the successful Responder(s) in writing of their selection and the County’s desire to enter into contract negotiations. Until the County successfully completes negotiations with the selected Responder(s), all submitted proposals remain eligible for selection by the County. In the event contract negotiations are unsuccessful with the selected Responder(s), the evaluation team may recommend another Responder(s).

If a satisfactory agreement can be reached, the County selection committee shall make a recommendation for approval of the contract with the selected Responder to the Steele County Board of Commissioners. All contracts are subject to final approval by the Steele County Board. If a satisfactory contract cannot be reached with the first ranked Responder or the County Board does not grant approval of the Contract; the County may conduct negotiations with each subsequently ranked Responder until a satisfactory contract can be established or until Steele County determines that rejection of all proposals is the best interest of the County

The successful Contractor shall comply with all employment laws and regulations regarding safety. The successful Contractor shall ensure all staff is properly trained in safe work practices and procedures..

X. Required Contractual Terms and Conditions.

Any final contract with the chosen Responder and Steele County shall contain, at a minimum, the following terms and conditions. The County reserves the right to include additional terms and conditions in its final contract and nothing below should be construed as the final agreement for this solicitation.

1. **Contract Review.** Steele County and the Food Service Provider shall, within 30 days of execution of an agreement, set dates through the scheduled contract termination date for quarterly review meetings between the SCDC and the Food Service Provider personnel for the evaluation and amendment, if necessary, of the Agreement. The SCDC and the Food Service Provider shall, within 30 days of execution of an agreement, formulate a monthly report form that will establish the basis for the quarterly review sessions.

2. **Termination of Contract**

A. **Termination for Cause**: Steele County may terminate the contract at any time that the Contractor fails to carry out its provisions or to make substantial progress under the terms specified in the contract.

1. Steele County shall provide the Contractor with sixty (60) days written notice of conditions endangering performance. If after sixty (60) days written notice the Contractor fails to remedy the condition contained in the notice, Steele County shall issue an order to stop work immediately.

2. Steele County shall be obligated to reimburse the Contractor only for those services rendered prior to the date of notice of termination, less any liquidation damages that may be assessed for non-performance.

B. **Unilateral Right to Terminate**. Upon mutual agreement between Steele County and the Responder and no less than ninety (90) days written notice, the contract may be terminated on an agreed date prior to the end of the contract period without penalty to either party.

C. **Lack of Funds.** Not withstanding any other provisions of the contract, if the funds anticipated for the continued fulfillment of this contract are at any time not forthcoming, through the failure of the County government to appropriate funds, discontinuance or material alteration of the program under which funds were provided, Steele County shall have the right to terminate the contract without penalty by giving not less than ninety (90) days written notice documenting the lack of funding.

3. **Assignment.** Neither party shall assign or transfer any rights or obligations under this contract without the prior written consent of the other party.

4. **Independent Contractor**. Vendor staff performing services for Steele County under this Contract at all times remain employees of Vendor. The Vendor's relationship with Steele County is that of an independent contractor, and nothing in this Contract is intended to, or should be construed to create an employment relationship. The Vendor is not authorized to make any representation, contract, or commitment on behalf of Steele County unless specifically requested or authorized in writing to do so by Steele County's authorized representative. The Vendor is solely responsible for, and must maintain adequate records of, expenses incurred in the course of performing services under this Contract.

5. **Liability**. Each party to this Contract shall be liable for their own acts and/or the acts of their officers, employees, or agents and the results thereof to the extent authorized or limited by law and shall not be responsible for the acts of the other party, its

officers, employees, or agents. Nothing in this Contract shall require Steele County to defend, indemnify, or hold harmless the Vendor for the Vendor's own acts or omissions or willful misconduct. Nothing herein shall be construed to limit Steele County from asserting against third parties any defenses or immunities (including common law, statutory and constitutional) they may have or be construed to create a basis for a claim or suit when none would otherwise exist.

6. **Government Data Practices**. Vendor agrees to comply with the Minnesota Government Data Practices Act, Minnesota Statutes Chapter 13 as it applies to all data created, collected, received, stored, used, maintained, or disseminated by the parties in accordance with this contract. The civil remedies of Minnesota Statute §13.08 apply to the release of the data referred to in this clause. Vendor will notify Steele County within two business days of any request it receives to release data as a result of this Contract.

7. **Intellectual Property Rights**. All work and reports generated as a result of this Contract are the property of Steele County and is deemed to be "work for hire." All materials delivered to Steele County by Vendor and work generated by Vendor as a result of this Contract will be delivered within ten business days of Steele County's request for documents.

8. **Force Majeure**. Neither party shall be held responsible for delay or failure to perform caused by fire, flood, epidemic, strikes, riot, acts of God, unusually severe weather, terrorism, war, acts of public authorities other than the parties or delays or defaults caused by public carriers which was beyond a party's reasonable control, provided the defaulting party gives notice as soon as possible to the other party of the inability to perform.

9. **Waiver**. The failure of either party to enforce any provisions of this contract shall not constitute a waiver by that party of that or any other provision.

10. **Interpretation, Jurisdiction and Venue**. All contractual agreements shall be subject to, governed by, and construed and interpreted solely according to the laws of the State of Minnesota. Each party hereby consents and submits to the jurisdiction of the appropriate courts of the State of Minnesota for adjudication of any suit or cause of action arising under or in connection with the contract documents, or the performance of such contract, and agrees that any such suit or cause of action shall be venue in the State of Minnesota, Steele County District Court.

ATTACHMENT A

STEELE COUNTY INMATE MEAL
COST SUMMARY

________ **OPTION A: Prepare Meals Off-Site and Transport to Steele County**

COST PER MEAL

0 – 15 Inmates	____________________
16 - 25 Inmates	____________________
26 – 35 Inmates	____________________
36 – 45 Inmates	____________________
46 – 55 Inmates	____________________

_________ **OPTION B: Preparing meals on site at the SCDC**

COST PER MEAL

0 – 15 Inmates	____________________
16 - 25 Inmates	____________________
26 – 35 Inmates	____________________
36 – 45 Inmates	____________________
46 – 55 Inmates	____________________

Company: ____

Authorized Representative Name (Printed): ____________________________________

Authorized Representative Signature: ____

Date: ______________

ATTACHMENT B

In further description of this proposal, we desire to submit sheets marked as follows:

____

____

Bidding under the name of: ____

Federal Employee Identification Number ____________________________
which is (Check one of the following):

( ) Corporation, incorporated under the laws of the State of:
____ *

( ) Partnership, consisting of (List Partners)

____

____

____

( ) Assumed Name (Register No.)____________________________________

( ) Individual

AUTHORIZED SIGNATURE: ______________________________________

Printed or typed: ____

TITLE: ____
ADDRESS: ____
DATE: ____
TELEPHONE: ____

****
When payment on such order or contract is to be directed to the same company at an address different from above, fill in the following address:

____

____

The Contractor shall not assign this contract without the approval of the Steele County Board of Commissioners.

* detailed and certified financial statement shall be submitted by all corporations.

ATTACHMENT C

Steele County ADP history

ADP	Year
118	2015
108	2016
100	2017
93	2018
78	2019
53	2020
45	2021
28	2022
26	2023
20	2024
22	2025

Steele County
Agenda Item

Request for Board Action

Subject: Sale Of Excess Highway Easement at 803 School Street for $3,650.00 and Vacating the Easement.

Department: Public Works

Committee:
Public Works Committee

Committee Meeting Date:8/11/2026

Work Session Date:

Board Meeting Date: 8/25/2026

Consent Agenda: Yes

Resolution: No

Policy Committee Recommendation:
The Board Members of the Committee recommend the County Board consider this item at the August 25, 2026 meeting as part of the Consent Agenda to adopt the resolution and approve the sale of the excess highway easement at 803 East School Street in Owatonna for $3,650.00 and vacating the highway easement.

Recommendation:
Staff recommends adopting a resolution approving the sale of property encumbered by a County highway easement, at 803 East School Street in Owatonna for $3,650.00 and vacating the highway easement.

Background (Including Budget Impact):
On April 23, 2014, the County Board adopted Policy No. 14-Hwy-01, which outlines the process for releasing or selling highway right-of-way easements deemed to be in excess by the County Highway Department.

On July 17, 2026, the landowner at 803 East School Street requested that the County vacate a portion of a highway right-of-way easement. A depiction of the easement is attached. This easement is adjacent to a street under the jurisdiction of the City of Owatonna, so there is no highway need for the County. County staff consulted with the City of Owatonna. The City is not in need of this easement either. As a result, the County Engineer has determined that the highway easement is considered to be in excess of what is needed for highway purposes. In working with the County Assessor's Office, and in accordance with County policy, the County Engineer has determined a sale price of $3,650.00. The landowner is agreeable to paying this sale price. If the sale and vacation of the easement is approved, County staff will work with the landowner to execute and record the appropriate documents.

Attachments:

1. Existing Highway Easement (2)

STEELE COUNTY RESOLUTION

Sale Of Excess Highway Easement at 803 School Street for $3,650.00 and Vacating the Easement.

Department: Public Works	**Date: August 25, 2026**	**Resolution No: 2026-42**

WHEREAS, the County Board has adopted Policy No. 14-Hwy-01, which outlines the process for releasing or selling highway right-of-way easements deemed to be in excess by the County Highway Department; and

WHEREAS, the County Engineer received a request from landowner to vacate a portion of a highway right-of-way easement; and

WHEREAS, the County Engineer, in consultation with the City of Owatonna, has determined that the existing easement is in excess and is no longer needed for highway purposes; and

WHEREAS, in accordance with the policy, the County Engineer, in consultation with the County Assessor's Office, has determined a proposed sale price of $3,650.00; and

WHEREAS, staff recommends approving the sale and vacating the existing highway easement.

NOW, THEREFORE, BE IT RESOLVED, that the Steele County Board of Commissioners hereby approves the sale of an existing highway easement, deemed in excess, for a price of $3,650.00 and vacates the existing highway easement, described by the following legal description and contingent on payment by the requestor and the recording of all necessary documents with the County Recorder's Office:
All that part of Lots 2 and 3, Block 9, KUETHER'S ADDITION TO THE CITY OF OWATONNA, as the same is platted and recorded in the office of the Steele County Recorder, Steele County, Minnesota; described as follows:
Commencing at the northeast corner of said Block 9; thence North 89°25'33" West a distance of 55.18 feet, on an assumed bearing on the north line of said Block 9, to the west line of the East 33.00 feet of said Lot 2 and the point of beginning; thence South 00°37'11" West a distance of 47.14 feet, on said west line to a south line described in Parcel 253 per Document Number A000178766, as the same is recorded in said office; thence North 62°59'07" West a distance of 105.88 feet, to the north line of said Block 9; thence South 89°25'33" East a distance of 94.84 feet, to the point of beginning.

This resolution shall become effective upon its passage and without further publication.

Dated this 25th day of August, 2026.

STEELE COUNTY
BOARD OF COMMISSIONERS

Chair

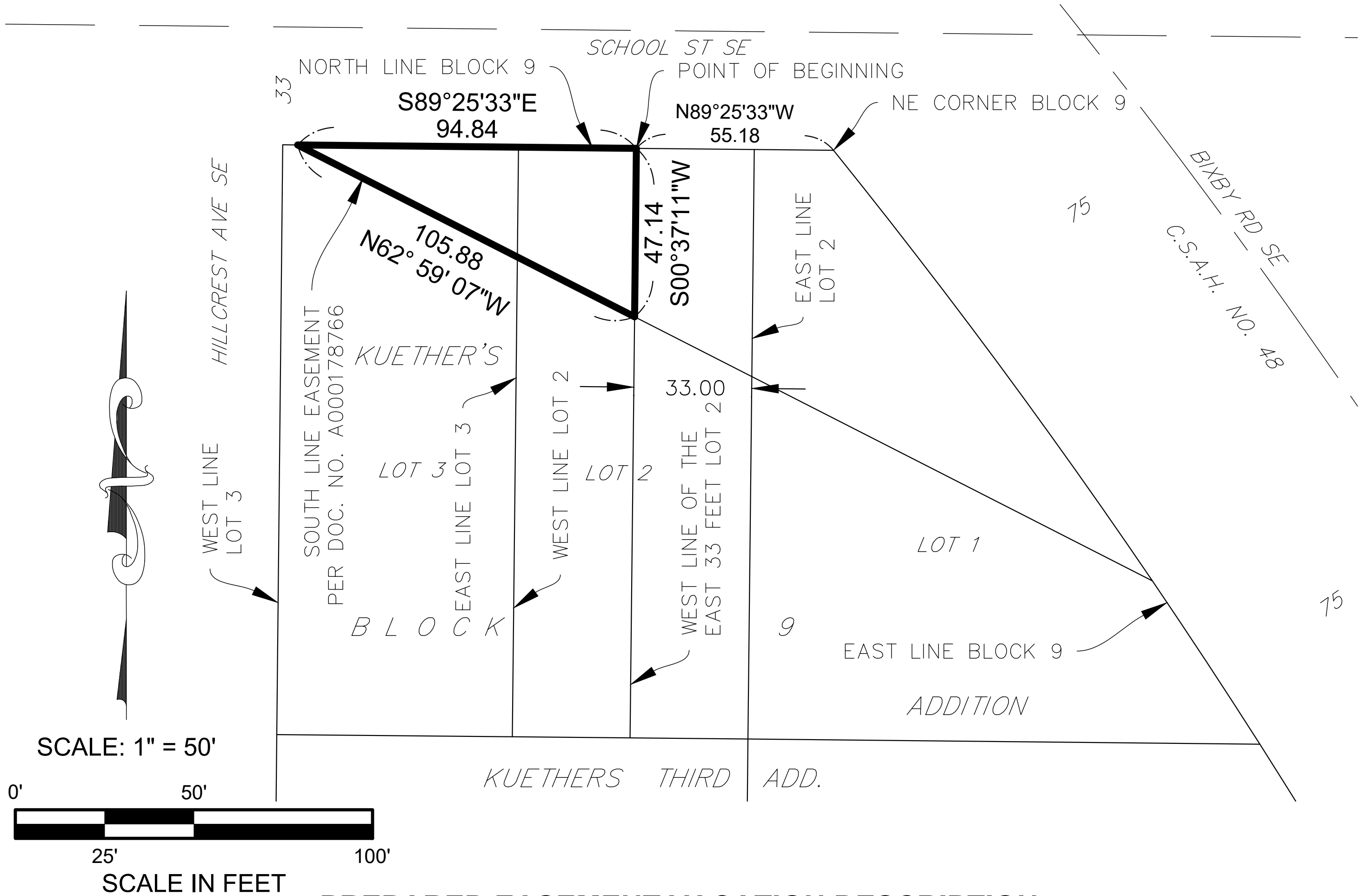
CERTIFICATION

I hereby certify that the above is a true and correct copy of a Resolution duly passed, adopted, and approved by the County Board of said County on the 25th day of August, 2026.

Attest

EASEMENT VACATION

IN PART OF LOTS 2 AND 3, BLOCK 9, KUETHER'S ADDITION TO THE CITY OF OWATONNA
OWATONNA, STEELE COUNTY, MINNESOTA



PREPARED EASEMENT VACATION DESCRIPTION

All that part of Lots 2 and 3, Block 9, KUETHER'S ADDTION TO THE CITY OF OWATONNA, as the same is platted and recorded in the office of the Steele County Recorder, Steele County, Minnesota; described as follows:

Commencing at the northeast corner of said Block 9; thence North 89°25'33" West a distance of 55.18 feet, on an assumed bearing on the north line of said Block 9, to the west line of the East 33.00 feet of said Lot 2 and the point of beginning;

thence South 00°37'11" West a distance of 47.14 feet, on said west line to a south line described in Parcel 253 per Document Number A000178766, as the same is recorded in said office;

thence North 62°59'07" West a distance of 105.88 feet, to the north line of said Block 9;

thence South 89°25'33" East a distance of 94.84 feet, to the point of beginning.

FOR: ALEX TOKARSKI

Date of survey: 6/30/2026
Revised date: 07/17/2026
Drawn by: DNA
Surveyed by: SAT
Coord-System: MNDOT CO. NAD83 1996
Page 1 of 1
Job No: 26-1124.DWG
File No./Deed

I hereby certify that this survey, plan, or report was prepared by me or under my direct supervision and that I am a duly Licensed Land Surveyor under the laws of the State of Minnesota.

07/17/2026
Scott A. Tuchtenhagen — Date
L.S. No. 52646

JONES HAUGH SMITH
Engineers + Surveyors

515 South Washington Ave.
Albert Lea, MN 56007
507-373-4876

415 West North Street
Owatonna, MN 55060
507-451-4598

Steele County
Agenda Item

Request for Board Action

Subject: Delegate Authority of Forfeiture Powers to the County Recorder/Registrar of Titles.

Department: Recorder

Committee:
Land Use/Records Committee

Committee Meeting Date:8/13/2026

Work Session Date:

Board Meeting Date: 8/25/2026

Consent Agenda: Yes

Resolution: Yes

Policy Committee Recommendation:
The Board members of the committee recommend the full Board consider this item at the next meeting as part of the Consent Agenda.

Recommendation:
Adopt a resolution delegating authority to County Recorder/Registrar of Titles

Background (Including Budget Impact):
Previously, this role was delegated to the Property Tax and Elections Director, which will now be delegated to the County Recorder/Registrar of Titles.

Attachments:

STEELE COUNTY RESOLUTION

Delegate Authority of Forfeiture Powers to the County Recorder/Registrar of Titles.

Department: Recorder	**Date: August 25, 2026**	**Resolution No: 2026-39**

WHEREAS, pursuant to Minn. Stat § 282.135, the County Board may delegate to the County Recorder/Registrar of Titles any of its authority, powers and responsibilities under Chapter 282;

WHEREAS, the County Board has previously delegated authority, powers and responsibilities, under Chapter 282, to the Director of Property Tax and Election.

NOW, THEREFORE, BE IT RESOLVED, the County Board hereby delegates the following authority, powers and duties to the County Recorder/Registrar of Titles:

The classification of tax-forfeited land as conservation or non-conservation property;
The determination of appraised value for the sale of tax-forfeited land;
The determination of the terms of the sale of tax-forfeited land;
The sale of tax-forfeited land at public auction;
The initiation of legal proceedings to cancel contracts for the purchase or repurchase of tax-forfeited land in default;
The authorization to reinstate canceled contracts for the purchase or repurchase of tax-forfeited land; and
The authorization to approve to disapprove the repurchase of tax-forfeited land by the former owner or other eligible party.

BE IT FURTHER RESOLVED that this delegation of authority, powers and responsibilities shall remain in effect as cited by Statute unless otherwise rescinded by the Board.

This resolution shall become effective upon its passage and without further publication.

Dated this 25th day of August, 2026.

STEELE COUNTY
BOARD OF COMMISSIONERS

Chair

CERTIFICATION

I hereby certify that the above is a true and correct copy of a Resolution duly passed, adopted, and approved by the County Board of said County on the 25th day of August, 2026.

Attest

Steele County
Agenda Item

Request for Board Action

Subject: Approve the MNDOC Mutual Aid Agreement between DOC, Minnesota Corretional Facility Faribault and Steele County Detention Center.

Department: Detention Center

Committee:
Internal Central Services Committee

Committee Meeting Date:7/28/2026

Work Session Date:

Board Meeting Date: 8/25/2026

Consent Agenda: Yes

Resolution: No

Policy Committee Recommendation:
The Board members of the committee recommend the full Board consider this item at the next meeting as part of the Consent Agenda.

Recommendation:
Recommend to approve agreement between the Steele County Detention Center and MNDOC.

Background (Including Budget Impact):
We are required to have contingency plans in place for inmate transportation and housing in the event of an emergency. We are seeking to create an agreement with the MN DOC that outlines the responsibilities of each entity in the event of an emergency evacuation. Budget impact would be minimal as we would receive compensation for any housing that extends beyond 24 hours.

Attachments:
1. MNDOC Mutual Aid Agreement

DEPARTMENT
OF CORRECTIONS

Minnesota Department of Corrections Mutual Aid Agreement

This agreement is between the State of Minnesota, Department of Corrections (DOC), Minnesota Correctional Facility Faribault

and

Steele County Detention Center

Purpose

This Agreement is made pursuant to Minn. Stat. § 471.59, which authorizes the joint and cooperative exercise of powers common to the parties; Minn. Stat. § 12.27, subd. 1, which authorizes mutual aid arrangements for reciprocal emergency management aid and assistance in an emergency or disaster too great to be dealt with unassisted; and DOC Policy 300.036, which allows emergency assistance to or from local governmental correctional or law enforcement systems through use of mutual aid agreements. The intent is to make equipment, personnel, and other resources available to parties under this agreement.

Definitions

1. "Party" means a governmental unit as defined by Minn. Stat. § 471.59, subd. 1. "Parties" shall collectively mean more than one Party.
2. "Requesting Official" means the person designated by a Party who is responsible for requesting Assistance from other Parties.
3. "Requesting Party" means a Party that requests Assistance from other Parties.
4. "Responding Official" means the person designated by a Party who is responsible to determine whether and to what extent that Party should provide Assistance to a Requesting Party.
5. "Responding Party" means a Party that provides Assistance to a Requesting Party.
6. "Assistance" means, but is not limited to:
    - Law enforcement personnel and equipment.
    - Fire and/or emergency medical services personnel and equipment.
    - Public works/utility personnel and equipment.
    - Logistical support and supplies.
    - If applicable, other personnel and specialized equipment as listed below:

- Transport and/or temporary housing in an emergency evacuation situation.

Procedure

1. **Request for Assistance**. Whenever, in the opinion of a Requesting Official, there is a need for Assistance from other Parties, the Requesting Official may call upon the Responding Official of any other Party to furnish Assistance.
    - For the DOC, the Requesting Official is the facility warden/director/designee in consultation with the Commissioner of Corrections/designee.
2. **Response to Request**. Upon the request for Assistance from a Requesting Party, the Responding Official may authorize and direct that Party's personnel to provide Assistance to the Requesting Party. This decision will be made after considering the needs of the Responding Party and the availability of resources.
    - For the DOC, the Responding Official is the facility warden/director/designee in consultation with the Commissioner of Corrections/designee.
3. **Recall of Assistance**. The Responding Official may at any time recall such Assistance when in their best judgment or by an order from the governing body/executive team of the Responding Party, it is considered to be in the best interests of the Responding Party to do so.
4. **Command of Scene.** The Requesting Party shall be in command of the mutual aid scene. The personnel and equipment of the Responding Party shall be under the direction and operational control of the Requesting Party until the Responding Official withdraws assistance.
5. **Limitations**
    - DOC staff may not use weapons, ammunition, or chemical agents to provide assistance, except in extraordinary circumstances, or as authorized by the Commissioner of Corrections/designee.
    - Unmanned Aerial Vehicles (UAV) – In accordance with Minn. Stat. § 243.552, authorization from the Commissioner of Corrections/designee must be obtained prior to flying a UAV over a state correctional facility.
    - Emergency Transportation – The DOC may provide emergency transportation of individuals who are in the custody of a local law enforcement agency (LEA). The LEA will provide sufficient staff to maintain security and control. At no time will the DOC have assumed custody of the individual.
    - Scheduled Events – DOC assistance, other than equipment, may not extend into operations such as crowd control for general public safety events or the enforcement of laws associated with scheduled public events without prior authorization from the Commissioner of Corrections/designee.

Workers' Compensation

Each Party shall be responsible for injuries or death of its own personnel. Each Party will maintain workers' compensation insurance or self-insurance coverage, covering its own personnel while they are providing Assistance pursuant to this Agreement. Each Party waives the right to sue any other Party for any workers' compensation benefits paid to its own employees, volunteers, or their dependents, even if the injuries were caused wholly or partially by the negligence of any other Party or its officers, employees, or volunteers.

Damage to equipment

Each Party shall be responsible for damages to or loss of its own equipment. Each Party waives the right to sue any other Party for any damages to or loss of its equipment, even if the damages or losses were caused wholly or partially by the negligence of any other Party or its officers, employees, or volunteers.

Liability

1. For the purposes of the Minnesota Municipal Tort Liability Act (Minn. Stat. Ch. 466), the employees and officers of the Responding Party are deemed to be employees (as defined in Minn. Stat. § 466.01, subd. 6) of the Requesting Party.
2. The Requesting Party agrees to defend and indemnify the Responding Party against any claims brought or actions filed against the Responding Party or any officer, employee, or volunteer of the Responding Party for injury to, death of, or damage to the property of any third person or persons, arising from the performance and provision of Assistance in responding to a request for Assistance by the Requesting Party pursuant to this Agreement.

   For purposes of determining total liability for damages pursuant to Minn. Stat. § 471.59, subd. 1a(b), the Parties are considered a single governmental unit, and the total liability of the Parties shall not exceed the limits on governmental liability for a single governmental unit as specified in Minn. Stat. § 466.04, subd. 1.

   The intent of this subdivision is to impose on each Requesting Party a duty to defend and indemnify a Responding Party for claims arising within the Requesting Party's jurisdiction subject to the limits of liability under Minnesota Statutes Chapter 466. The purpose of creating this duty to defend and indemnify is to simplify the defense of claims by eliminating conflicts among defendants, and to permit liability claims against multiple defendants from a single occurrence to be defended by a single attorney.
3. No party to this Agreement nor any officer of any Party shall be liable to any other Party or to any other person for failure of any Party to furnish Assistance to any other Party, or for recalling Assistance, both as described in this Agreement.

Charges to the Requesting Party

1. No charges will be levied by a Responding Party to this Agreement for Assistance rendered to a Requesting Party under the terms of this Agreement unless that Assistance continues for a period of more than 24 hours. If Assistance provided under this Agreement continues for more than 24 hours, the Responding Party may submit to the Requesting Party an itemized bill for the actual cost of any Assistance provided after the initial 24-hour period, including salaries, overtime, materials and supplies and other necessary expenses. The Requesting Party will reimburse the Party providing the Assistance for that amount.
2. In this scenario, the agreement must be amended to reflect the expenditure of funds by the appropriate party.
3. Such charges are not contingent upon the availability of federal government funds.
4. All wage calculations shall start at zero hours at the beginning of the deployment.
5. All equipment shall be reimbursed at the current applicable FEMA Rate, unless the assisting jurisdiction/organization has a documented rate (pre-deployment) for which they charge.

6. If agreed upon prior to deployment and authorized by the Responding Parties' existing contracts, policies, and unions, the Responding Party may be reimbursed for backfill/staffing cost as well as any reasonable administrative fee as a result of the deployment.

Release of Information.

All information, directly or indirectly, associated with a response under this agreement is the property and responsibility of the Requesting Party. Any person(s), directly or indirectly, involved in any operation cannot release information, documents, or direct statements to the public or news media unless authorized. All information shall be vetted and approved for release by a Requesting Official or his or her designee.

Government Data and Privacy

The parties agree to abide by the applicable provisions of the Minnesota Government Data Practices Act (Minn. Stat. Ch. 13), HIPAA requirements, and all other applicable state or federal rules, regulations or orders pertaining to privacy or confidentiality. The parties understand that all the data created, collected, received, stored, used, maintained or disseminated by the parties in providing assistance during the period of deployment is subject to the requirements of Chapter 13.

Applicable Law

The laws of the State of Minnesota shall govern all interpretations of this agreement and appropriate venue and jurisdiction for any litigation which may arise hereunder will be in those courts located within the Requesting Party's County, State of Minnesota.

Duration

This Agreement will remain in effect for a period of two (2) years from the date of execution and shall be subject to review and update on an annual basis. Any Party may withdraw from this Agreement upon thirty (30) days written notice to the other Party or Parties to the Agreement.

REMAINDER OF PAGE INTENTIONALLY LEFT BLANK

signature page follows

Execution
Each party hereto has read, agreed to, and executed this Mutual Aid Agreement on the date indicated.

1. Dept. of Corrections

Minnesota Dept. of Corrections – Commissioner

By: ______________________________

Print Name: Click or tap here to enter text.

Date: Click or tap to enter a date.

Minnesota Dept. of Corrections – Warden/Director

By: ______________________________

Print Name: Click or tap here to enter text.

Facility Name: Click or tap here to enter text.

Date: Click or tap to enter a date.

Minnesota Dept. of Corrections - Emergency Preparedness & Operational Support (EPOS) Representative

By: ______________________________

Print Name: Click or tap here to enter text.

Date: Click or tap to enter a date.

2. Governmental Unit

(*Enter*) Official Name of Governmental Unit

Address:

By: ______________________________

Print Name: Click or tap here to enter text.

Title: Click or tap here to enter text.

Date: Click or tap to enter a date.

(*Additional Signature (as required)**

By: ______________________________

Print Name: Click or tap here to enter text.

Title: Click or tap here to enter text.

Date: Click or tap to enter a date.

(*Additional Signature (as required)**

By: ______________________________

Print Name: Click or tap here to enter text.

Title: Click or tap here to enter text.

Date: Click or tap to enter a date.

Steele County
Agenda Item

Request for Board Action

Subject: Approve the purchase of Wetland Banking Credits for SAP 074-628-004 in an amount of $200,560.00 and authorize the Public Works Director and/or the County Administrator to sign.

Department: Public Works

Committee:
Public Works Committee

Committee Meeting Date: 8/11/2026

Work Session Date:

Board Meeting Date: 8/25/2026

Consent Agenda: No

Resolution: No

Policy Committee Recommendation:
The Board members of the committee recommend the full Board consider this item at the next meeting as part of the General Agenda to approve the purchase of 4.36 Wetland Banking Credits for SAP 074-628-004.

Recommendation:
Staff recommends that the Board approve the purchase of 4.36 Wetland Banking Credits from Castle Rock Mitigation Resources, LLC for SAP 074-628-004 and authorize the County Administrator to sign the purchase.

Background (Including Budget Impact):
Steele County currently operates a county park adjacent to Beaver Lake. The park is separated from Beaver Lake, a swimming beach, and a fishing pier by County State Aid Highway (CSAH) 28. A pedestrian underpass is utilized to allow beach goers access from the parking lot to the beach and fishing pier. A boat access ramp, owned and operated by the Minnesota Department of Natural Resources, is located between CSAH 28 and the lake. The current layout of the boat ramp is constricted and lacks parking. Vehicles pulling a boat and trailer must use CSAH 28 to maneuver into the existing boat ramp.

The proposed project will realign and reconstruct CSAH 28 to the east. The realignment will allow for the construction of a modern boat ramp, ADA accessible parking for all users, and direct access to the beach and fishing pier.

Construction of the realigned portion of CSAH 28 and proposed parking lot will result in impacts to 2.18 acres of delineated wetlands within the project limits. These wetlands are regulated under the Minnesota Wetland Conservation Act (LGU/Steele County) and Section 404 of the Clean Water Act (USACE), and any impacts to these wetlands must be mitigated and replaced through the purchase of wetland bank credits at a rate of 2 credits for each acre of impacted wetland. A Notice of Application for this wetland replacement plan was submitted to the Steele County Soil and Water Conservation District (SWCD) on January 15, 2025 and the replacement plan was approved on February 26, 2025. A total of 4.36 credits will need to be purchased, and the proposed cost is $200,560.00. Staff would only proceed with the purchase once all necessary approvals from permitting agencies for the project are obtained.

Attachments:

1. Standard Credit Withdrawal Form-Beaver Lake Park Improvements (1)
2. Beaver Lake Park Improvements-MITIGATION CREDIT SUPPLY AGREEMENT_07222026 (1)

Standard Credit Withdrawal Form

Minnesota Wetland Bank Program

(Incomplete forms may be returned unprocessed)

1. Credit User

This space for BWSR use only.

Name: Jacob Rezac, P.E.	**Organization/Company (if any):** Steele County
Address: 3000 Hoffman Dr NW Owatonna, MN 55060	**Phone:** 507-444-7672
	E-mail: jacob.rezac@steelecountymn.gov

If others should receive withdrawal verification email, please include their email below *(e.g., Consultants, partners, etc.)*:
ahershey@whks.com, bchezick@whks.com, btheobald@whks.com

2. Wetland Impact Information

Project Name: Beaver Lake Park Improvements	**Project Type:** Public Works	**ACRES of Impact:** 4.36
City (if applicable) and County: Steele County	**Sec/Twp/Range:** *(Project Center)* Sec. 17 T. 105N R. 19W	**Major Watershed No./Bank Service Area (BSA):** 43 / 8
WCA LGU Name: Eric Gulbransen	**Majority Impact Wetland Type:** 2 - Wet Meadow	**Majority HGM Class:** Mineral Flat
Corps of Engineers Letter/Email Received? ☒ Yes ☐ No	**If Yes, Corps File No.:** ***(e.g. 2021-00101-ABC)*** MVP-2024-00345	**If Yes, is Corps Replacement Required?** ☒ Yes ☐ No ☐ Unknown

Comments:

3. Credits to be Withdrawn

Bank Account No./Name: 1824	**Bank County:** Dakota	**Bank BSA:** 8

Credit Subgroup	Wetland Type/Plant Community Type	Federally Approved?	Cost per Credit	Credit Amounts
A	2 - Wet Meadow	Yes	$46000	4.36
---Select---	---Select---	---Select---	$	
---Select---	---Select---	---Select---	$	
---Select---	---Select---	---Select---	$	
---Select---	---Select---	---Select---	$	

Per Credit Withdrawal Fee by BSA

BSA 1	$520	BSA 6	$1,083
BSA 2	$371	BSA 7	$1,992
BSA 3	$725	BSA 8	$2,577
BSA 4	$1,412	BSA 9	$2,628
BSA 5	$685	BSA 10	$3,099

Enter Bank Account's BSA Withdrawal Fee and hit Tab key: $2,577.00

Easement Stewardship Fee: **$302**

Total Credits:	4.3600
(Withdrawal Fee X total credits)	
Withdrawal Fee:	$11,235.72
(Easement Stewardship fee x total credits)	
Stewardship Fee:	$1,316.72
Total Fees:	$12,552.44

Please make checks payable to the Minnesota Board of Water and Soil Resources*. BWSR does not accept cash.*

Project Name: Beaver Lake Park Improvements

After completing all necessary fields, select "Request Signatures" option in the Home tab of your toolbar to convert your agreement to a PDF version and add your digital signature. See these instructions if you do not know how to create a digital signature.

4. WCA Authorization *(Must include representative's name and email address)*

By signing below, the identified Wetland Conservation Act Local Government Unit (LGU) representative attests that the LGU has approved the use of the credits in Box 3 for wetland replacement/mitigation.

WCA LGU:	**Representative's Name:**	**Email Address:**
Steele County SWCD	Eric Gulbransen	Eric.Gulbransen@MN.nacdnet.net

Signature: Date:

5. Other Agency/Program Authorization *(Must include representative's name and email address)*

By signing below, the identified agency representative attests that the agency has approved the use of the credits in Box 3 for wetland replacement/mitigation.

Agency:	**Representative's Name:**	**Email Address:**

Signature: Date:

6. Credit User Signature

By signing below the credit user attests that they have secured use of the credits in Box 3 from the account holder for wetland replacement/mitigation.

Signature: Date:

7. Account Holder Signature *(Must include seller/manager name and email address)*

By signing below the account holder authorizes BWSR to withdraw the credits identified in Box 3 from their account to satisfy wetland replacement/mitigation requirements for the credit user indicated in Box 1. The account holder attests that the identified credits have not been sold or used by a different credit user.

Seller/Manager:	**Email Address:**
Lucas Lilly	llilly@res.us

Signature: Date:

SEND COMPLETED FORM AND FEE PAYMENT TO:

Wetland Bank Administration
Minnesota Board of Water and Soil Resources
520 Lafayette Road North
Saint Paul, MN 55155

MITIGATION CREDIT SUPPLY AGREEMENT

THIS MITIGATION CREDIT SUPPLY AGREEMENT (this "Agreement") by and between **Castle Rock Mitigation Resources, LLC** ("RES"), and **Steele County, MN** ("Buyer") is effective as of August ___, 2026 (the "Effective Date").

RECITALS:

WHEREAS, RES has established a mitigation bank known as the Castle Rock Mitigation Bank (the "Bank") authorized by the United States Corps of Engineers and the Local Government Unit (together, the "Permitting Agencies") pursuant to a mitigation banking instrument (as amended or modified from time to time, the "Bank Instrument");

WHEREAS, RES is authorized to operate the Bank and to sell and transfer mitigation credits and/or acres, as described in the Bank Instrument ("Mitigation Credits"), in accordance with the Bank Instrument; and

WHEREAS, Buyer desires to reserve for purchase from RES, and RES agrees to reserve for Buyer's purchase, Mitigation Credits, upon the terms and subject to the conditions set forth in this Agreement.

THEREFORE, for and in consideration of the premises and the payment set forth herein, RES and Buyer agree to the following terms and conditions:

AGREEMENTS:

1. **Reservation and Purchase**.

   a. Reservation of Subject Credits. Upon execution of this Agreement, RES will reserve for Buyer's purchase, the Mitigation Credits described in Exhibit A, on the terms, and subject to the conditions, set forth herein (the "Subject Credits").

   b. Purchase Price. The purchase price for the Subject Credits is **$200,560.00** (the "Purchase Price"). Buyer agrees to pay RES the Purchase Price by check or wire transfer to the account specified in Exhibit B no longer than thirty (30) days after the Effective Date. All amounts paid by Buyer under this Agreement shall, when paid, be deemed fully earned by RES and non-refundable.

   c. BWSR Transaction Fees. Buyer shall be responsible for all BWSR Withdrawal Fees, Easement Stewardship Fees, and other governmental or administrative fees required to complete the transfer or withdrawal of the Subject Credits. Buyer has determined that based upon the 2023 BWSR Fee Schedule, the BWSR Withdrawal Fee and Easement Stewardship Fee (together, the "Transaction Fees") for this purchase total **$12,552.44**. Buyer agrees to pay RES the Transaction Fees by check or wire transfer to the account specified in Exhibit B no longer than thirty (30) days after the Effective Date.

   d. Default. If Buyer fails to pay any portion of the Purchase Price when due, then: (i) RES shall not be required to perform hereunder and shall not be responsible for any breach, liability, or damages resulting from such non-performance, and (ii) RES may terminate this Agreement, pursue such remedies as may be available to it at law and in equity and, without limiting the foregoing, ownership of the Purchased Credits shall automatically revert to RES, and RES shall be free to sell the Purchased Credits to one or more third parties.

2. **Application of Subject Credits.**

   a. Application of Subject Credits. Following Buyer's payment of the Purchase Price and the Transaction Fees, Buyer may request that RES apply the Subject Credits to a permit by delivering a written notice to RES (an "Application Notice"). Each Application Notice shall include (i) Buyer's name and contact information; (ii) each Permitting Agency's name and contact information; (iii) Buyer's project name and location; (iv) Buyer's permit application number(s) and date; and (v) a brief description of the impacts mitigated by the Mitigation Credits (*e.g.,* impact of [x] acres of wetlands). Upon request, Buyer shall promptly provide RES any additional information necessary to meet the requirements set forth in the Bank Instrument or required by the Permitting Agencies. Upon receipt of an Application Notice and, provided the Purchase Price and the Transaction Fees have been paid in full, RES shall promptly provide the Permitting Agencies with a signed and completed Bill of Credit Sale in the form attached hereto as Exhibit C and a signed and completed Standard Credit Withdrawal Form in the form attached hereto as Exhibit D, along with any other documentation required by the Bank Instrument to apply the Subject Credits to the permit application specified by Buyer. Buyer is solely responsible for the accuracy of the information provided to RES in an

Application Notice and any other information provided by Buyer to RES in connection with the Subject Credits or the application of the Subject Credits to a permit. RES shall have neither the duty to confirm the accuracy of the information provided by Buyer nor any liability for inaccurate information.

b. Exculpation of RES. In no event will RES be responsible (i) if the Permitting Agencies do not allow the Subject Credits to be applied to a permit; (ii) for determining the nature or amount of mitigation required by Buyer for any project, for any permit, or under any applicable law; or (iii) for compliance with the terms and conditions of any permit ultimately issued to Buyer in connection with any project or otherwise. Buyer assumes all risk that the Subject Credits may not ultimately be required or accepted by the Permitting Agencies, or utilized for Buyer's project, and such circumstances shall not entitle Buyer to any refund.

c. Substitute Credits. Notwithstanding anything to the contrary herein, RES may, in its discretion and in lieu of supplying the Subject Credits, obtain substitute Mitigation Credits from mitigation banks or other sources ("Substitute Credits") and apply those Substitute Credits to the permit specified by Buyer in the Application Notice; provided, that such substitution does not adversely impact Buyer. If RES provides Substitute Credits in lieu of the Subject Credits, RES shall be free to sell the Subject Credits to one or more third parties.

d. Bank Closeout. If all of the Subject Credits have not been applied to a permit by the five-year anniversary of the Effective Date, and, as a result, RES is prevented from closing the Bank, Buyer will take any and all actions requested by RES to achieve Bank closeout.

3. Miscellaneous.

a. Buyer Rights. For the avoidance of doubt, this Agreement does not give the Buyer (i) rights to any monies generated by the Bank, or (ii) rights of ownership or use of the real property associated with the Bank or any other property interests of RES or its affiliates.

b. Confidentiality. Neither this Agreement nor the terms hereof may be furnished to any third party without the written consent of all parties, except as may otherwise be required by law or a court of competent jurisdiction; provided, that the foregoing shall not prohibit the parties from providing this Agreement or the terms hereof to their attorneys, consultants, professional advisors, affiliates, current investors and lenders, and prospective investors and lenders. Buyer acknowledges and agrees that RES may, as part of the process for transferring the Subject Credits, disclose information provided by Buyer to the Permitting Agencies and other applicable regulatory authorities.

c. Governing Law and WAIVER OF JURY TRIAL. This Agreement and all matters arising out of or relating to this Agreement are governed by the laws of Minnesota, without giving effect to any conflict of laws provisions thereof. Either party may only institute legal suits, actions, and proceedings arising out of or relating to this Agreement in the federal or state courts located in Minnesota. **EACH PARTY HEREBY IRREVOCABLY AND UNCONDITIONALLY: (A) CONSENTS AND SUBMITS TO THE EXCLUSIVE JURISDICTION OF THE AFOREMENTIONED COURTS; (B) WAIVES ANY OBJECTION TO THAT CHOICE OF FORUM BASED ON VENUE OR TO THE EFFECT THAT THE FORUM IS NOT CONVENIENT; AND (C) WAIVES ANY RIGHT TO TRIAL BY JURY.**

d. Counterparts and Authorization. This Agreement may be signed by facsimile or electronic PDF signature, which signature shall be deemed to constitute an original signature and be binding as such. This Agreement may be executed in identical counterparts, each of which when so executed and delivered will constitute an original, but all of which taken together will constitute one and the same instrument. The parties each separately represent that the person signing this Agreement is duly authorized to sign this Agreement.

e. Force Majeure. No party shall be liable or responsible to the other party, or be deemed to have breached this Agreement, for any failure or delay in satisfying its obligations hereunder if such failure or delay is attributable to any of the following: strikes, riots, acts of God, shortages of labor or materials, war, terrorist acts or activities, orders, laws, regulations, or restrictions, adverse determinations from the Permitting Agencies or any other governmental authority, or any other causes which are beyond the reasonable control of the responsible party.

f. Consequential Damages. Notwithstanding anything to the contrary herein, no party shall be liable for any lost or prospective profits or any other indirect, consequential, special, incidental, punitive, or other exemplary losses or damages, whether based in contract, warranty, indemnity, negligence, strict liability, or other tort or otherwise, regardless of the foreseeability or the cause thereof. Each party expressly agrees that the affiliates, members, partners, and shareholders of any defaulting or breaching party hereunder are not jointly, solidarily, or severally liable for any costs, expenses, losses, or damages arising from such party's breach or default under this Agreement.

g. Notice. All notices sent by one party to the other pursuant to this Agreement shall be in writing, addressed as set forth on the signature page of this Agreement, and either (i) sent by email with confirmed receipt, or (ii) delivered or sent (A) in person; (B) by U.S. Mail, postage prepaid and certified with return receipt requested; or (C) by nationally recognized overnight delivery service, shipping prepaid. Either party may change its email address or physical address by notifying the other party in writing of the change.

h. Interpretation. The Parties expressly agree that this Agreement was jointly drafted and that each Party had opportunity to negotiate its terms and to obtain assistance of counsel in reviewing its terms prior to execution. Therefore, this Agreement shall not be construed against or in favor of any Party but shall be construed in a neutral manner.

i. Survival. Notwithstanding anything to the contrary herein, Section 1.c. and Article 3 shall survive any termination of this Agreement.

j. General. Buyer's rights under this Agreement shall not be assigned or apportioned, either voluntarily or by operation of law, without the prior written consent of RES. This Agreement constitutes the entire agreement and understanding between the parties with respect to the purchase and sale of the Subject Credits, and supersedes and replaces any prior agreements and understandings, whether oral or written, between them with respect to such matters. This Agreement shall be binding upon and inure to the benefit of the successors and assigns of either party. This Agreement may not be changed, amended, or modified except by an instrument in writing signed by both parties. The unenforceability, invalidity, or illegality of any provision hereof shall not render any other provision unenforceable, invalid, or illegal. This Agreement is not intended to create, and it shall not create, any partnership, joint venture, or similar arrangement between Buyer and RES. No party's failure or delay in exercising any of its rights hereunder will constitute a waiver of such rights unless expressly waived in writing.

[**Signature Page Follows**]

The parties have executed this Mitigation Credit Supply Agreement effective as of the Effective Date.

Castle Rock Mitigation Resources, LLC

By:____

Name: Lucas Lilly

Title: General Manager, Midwest

Physical Address: 33 N Dearborn St., Suite 320, Chicago, IL 60602

Steele County, MN

By: ____

Name:____

Title:____

Physical Address:_____630 Florence Ave., Owatonna, MN 55060_____

Exhibit A

Credit Type	Quantity
Type 2: Wet Meadow Credits	4.3600 credits

Exhibit B

Wire & ACH Instructions

Bank:	First Horizon Bank 165 Madison Ave. Memphis, TN 38103
Routing No.:	084000026
Account No.:	200-0057-5453
SWIFT:	FTBMUS44
Account Name:	Resource Environmental Solutions, LLC Checking Account

For questions, please call Binty Koroma at (832) 723-2148 or Jenny Ryan at (608) 346-5672 with RES; or Richard Torres with First Horizon Bank at (832) 839-5558

Please send all payment remittance to receivables@res.us

Exhibit C

HGS, LLC – CASTLE ROCK MITIGATION BANK

BILL OF SALE OF CREDIT SALE

BILL OF SALE, made as of ________________**, 2026** by **Castle Rock Mitigation Resources, LLC,** a Virginia limited liability company ("Seller"), to **Steele County, MN** ("Buyer").

WHEREAS, Seller and Buyer have entered into that certain Purchase and Sale Agreement as of ___**, 2026** (the "Agreement"), with respect to the sale by the Seller and purchase by the Buyer of compensatory wetland mitigation credits (the "Credits") held in Seller's Castle Rock Mitigation Bank.

NOW, THEREFORE, for and in consideration of the payment of the Purchase Price (as defined in the Agreement) and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, Seller hereby sells, transfers, assigns, conveys, delivers and sets over to Buyer, its successors and assigns, 4.3600 Credits as such are described in the Purchase Agreement.

TO HAVE AND TO HOLD all such Credits hereby sold and transferred to Buyer and its successors and assigns forever.

IN WITNESS WHEREOF, Seller has caused this Bill of Sale to be executed by its duly authorized representative as of the date first above written.

Castle Rock Mitigation Resources, LLC

By:____

Authorized Signatory

Name: Lucas Lilly

Title: General Manager, Midwest

LGU Permit Number:
USACE Permit Number:
Project Name: Beaver Lake Park Improvements
Permittee: Steele County, MN

Exhibit D

STANDARD CREDIT WITHDRAWAL FORM

[Attached]

Steele County Agenda Item

Request for Board Action

Subject: Approve Drainage Ditch Levies for Payable in 2027

Department: Property Tax & Elections

Committee:
Land Use/Records Committee

Committee Meeting Date:8/13/2026

Work Session Date:

Board Meeting Date: 8/25/2026

Consent Agenda: No

Resolution: No

Policy Committee Recommendation:
Approve Drainage Ditch Levies for Payable in 2027

Recommendation:
Approve Drainage Ditch Levies for Payable in 2027

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 2027 property taxes.

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

Attachments:
1. 2026 DITCH BAL for Board

DITCH FUND BALANCES THRU JUNE 2026														Dodge
														Rice
ASSES			**TOTAL**			**BALANCE**	**EXPENSES**	**REVENUE**	**BALANCE**		**Proposed**			Freeborn
CODE	**DITCH**	**ACCT#**	**BENEFITS**	**5% LEVY**		**1/1/2026**			**6/30/2026**		**2027 LEVY**	**Levy Amount**		Waseca
7001	J.D. 1	631	308,856.00	15,442.80		(63,103.34)	1,881.54	6,647.62	(58,337.26)		4.00%	12,354.24	incr	from 3.5%
7000	J.D. 2 RED	665	812,491.00	40,624.55		138,225.12	3,694.27	10,992.06	145,522.91		0.50%	4,062.46	decr	from 2%
7015	J.D. 5	634	806,975.00	40,348.75		1,591.63	46,712.68	3,805.03	(41,316.02)		3.00%	24,209.25		redetermined
7025	J.D. 6	635	7,849,873.00	392,493.65		137,424.35	210,766.58	26,092.79	(47,249.44)		0.50%	39,249.37		
7007	J.D. 7	636	25,358.58	1,267.93		17,565.24	704.88	280.19	17,140.55			0.00		
7020	J.D. 10	633	778,954.00	38,947.70		(64,271.49)	98,235.38	3,203.78	(159,303.09)		3.00%	23,368.62		redetermined
7011	J.D. 11	637	169,866.00	8,493.30		32,251.07	1,165.41	23,013.19	54,098.85		2.00%	3,397.32		
7012	J.D. 12	638	53,893.56	2,694.68		18,925.59	184.24	922.21	19,663.56		2.50%	1,347.34		
7019	J.D. 19	662	50,701.32	2,535.07		(753.80)	92.39	0.00	(846.19)		2.00%	1,014.03		new
7023	J.D. 23	639	90,292.00	4,514.60		48,953.20	211.65	1,704.29	50,445.84		2.50%	2,257.30		
7026	J.D. 24	640	25,401,704.00	1,270,085.20		4,454.80	38,605.44	47,830.35	13,679.71		0.10%	25,401.70		
7101	C.D. 1	641	843,477.00	42,173.85		77,958.31	79.83	5,313.81	83,192.29		1.00%	8,434.77		
7100	C.D. 1 CH BR	642	7,212.60	360.63		(1,225.04)	91.37	967.47	(348.94)		20.00%	1,442.52		
7102	C.D. 2	643	272,319.00	13,615.95		10,105.62	1,234.83	4,427.89	13,298.68		3.00%	8,169.57		
7104	C.D. 4	644	1,404,494.80	70,224.74		75,876.22	92.33	5,185.83	80,969.72		0.50%	7,022.47		
7105	C.D. 5	645	3,565,913.65	178,295.68		(47,536.36)	5,522.36	18,943.31	(34,115.41)		1.00%	35,659.14		
7119	C.D.19	646	57,940.00	2,897.00		20,276.99	79.83	454.25	20,651.41		1.00%	579.40		
7131	C.D. 20	647	987,867.00	49,393.35		12,637.99	79.83	2,394.41	14,952.57		0.50%	4,939.34		
7128	C.D. 21	648	5,267,334.00	263,366.70		28,066.77	$79.83	$8,533.59	36,520.53		0.25%	13,168.34		
7130	C.D. 22	649	5,133,608.00	256,680.40		52,973.42	204.84	7,842.23	60,610.81		0.25%	12,834.02		
7123	C.D. 23	650	24,715.59	1,235.78		5,206.33	79.83	697.30	5,823.80		5.00%	1,235.78		
7124	C.D. 24	651	20,433.00	1,021.65		4,669.81	79.83	1,245.85	5,835.83		8.00%	1,634.64		
7125	C.D. 25	652	56,074.81	2,803.74		7,123.68	79.83	3,378.25	10,422.10		10.00%	5,607.48	decr	from 11%
7129	C.D. 27	653	544,593.00	27,229.65		4,419.03	92.33	1,192.00	5,518.70		0.25%	1,361.48		
7207	PTD 7	654	2,354,086.00	117,704.30		102,040.55	$79.83	$508.74	102,469.46		0.00%	0.00		
7208	PTD 8	655	27,591.00	1,379.55		19,442.96	79.83	851.73	20,214.86		5.00%	1,379.55		
7209	PTD 9	656	47,126.38	2,356.32		5,644.06	404.83	1,440.85	6,680.08		5.00%	2,356.32		
7210	PTD 10	657	6,037.50	301.88		604.95	79.83	244.92	770.04		8.00%	483.00		
7211	PTD 11	658	31,758.95	1,587.95		(48,855.62)	777.33	3,819.81	(45,813.14)		20.00%	6,351.79		at max
7217	PTD 17	659	20,387.20	1,019.36		3,903.85	79.83	583.12	4,407.14		5.00%	1,019.36		
7218	PTD 18	660	14,752.93	737.65		(31,492.32)	494.13	35,097.07	3,110.62		5.00%	737.65		
				2,851,834.34		573,103.57	412,046.94	227,613.94	388,670.57			251,078.23		

Steele County
Agenda Item

Request for Board Action

Subject: Review the proposals received for the sale of the former County Highway Shop located at 828 Hoffman Drive, and make a determination regarding next steps or award.

Department: Facility and Fleet

Committee:

Committee Meeting Date:

Work Session Date:

Board Meeting Date: 8/25/2026

Consent Agenda: No

Resolution: No

Policy Committee Recommendation:

Recommendation:
The board review and make a determination regarding the proposals received for the sale of the former County Highway shop located at 828 Hoffman Drv.

Background (Including Budget Impact):
Previously, the board authorized the solicitation of proposals for the sale of the former County Highway shop location: 828 Hoffman Drv.
Three proposals were received for the board's review. Please see attached.

Attachments:
1. Steele_County_Bid_Tabulation 8.19.26
2. Bid Wencl 8.10.26 Signed
3. Bid Stadheim 8.17.26
4. Bid Nelson 8.10.26

STEELE COUNTY
FORM COUNTY HIGHWAY SHOP PROPERTY
OWNER: STEELE COUNTY

BID TABULATIONS
August 17, 2026

	BIDDER	BIDDER	BIDDER	BIDDER	BIDDER
	Wencl	Stadheim	Nelson		
BASE BID	$10,000.00	$10,000.00	$1.00		

WENCL CONSTRUCTION, INC.

Bryant Wencl & Nic Wencl, Owners

2800 Park Drive • Owatonna, MN 55060 • (507) 455-8562 • bryant@wenclconstruction.com

Proposal in Response to Request for Proposals

Former Steele County Highway Department Site — 828 Hoffman Drive North, Owatonna, MN

July 15, 2026

TO: Steele County Board of Commissioners
c/o Renae Fry, Steele County Administration
630 Florence Avenue, Owatonna, MN 55060

RE: Proposal for Purchase of Real Property — Parcel 17-643-0201, Lot 1, Block 2, Opportunity Addition ("South Property," 828 Hoffman Drive North)

Dear Members of the Board:

Bryant Wencl and Nic Wencl are pleased to submit this proposal to purchase and redevelop the former Steele County Highway Department property on Hoffman Drive. We are local Owatonna residents and the owners of Wencl Construction, Inc., a site-development and excavation contractor, so we personally have the equipment and expertise this parcel requires: grading, fill placement and compaction, stormwater management, and site preparation. We will perform the fill and site work described in this proposal ourselves, through our company.

We understand this is a flood-fringe parcel that must be raised approximately five feet before vertical construction is feasible. Rather than treat that as an obstacle, our proposal turns it into the core of a practical, locally driven reclamation plan. We propose to acquire the site and progressively raise it to a buildable elevation using clean fill generated by our excavation projects throughout the Owatonna area — material that would otherwise be hauled elsewhere. The result is a stabilized, actively managed, and eventually developable corner at the gateway to downtown, achieved at no fill cost to the County.

1. Project Narrative

Overview and phased approach. Our proposal is a two-phase redevelopment of the 2.85-acre site (approximately 2.3 acres buildable), consistent with its B-2 Community Business District zoning.

Phase 1 — Site Reclamation and Flood Mitigation. We will secure the required Conditional Use Permit and commission the hydrologic study needed to place fill in the flood fringe, in accordance with FEMA and City of Owatonna requirements. We will then progressively import clean fill — sourced from our own excavation and site-development projects around Owatonna — to raise the buildable area approximately five feet to meet flood-elevation regulations. Fill will be placed, compacted, and graded to accepted construction standards, with stormwater and drainage managed so that post-development impact on neighboring parcels is minimized, as the RFP requires. During this phase the site will be kept clean, graded, and seeded/stabilized rather than left as a vacant lot.

Phase 2 — Commercial Redevelopment. Once the site reaches a stable, certified buildable elevation, we will develop the parcel for a commercial use consistent with the B-2 district, the Owatonna Development Plan, and the downtown-gateway character the County envisions. Because buildable elevation will be reached progressively, we are proposing flexibility on the specific end use so that the eventual development reflects market demand at that time; we commit that any structure will meet a high architectural standard befitting this prominent entrance to downtown.

Improvements, square footage, and materials. The initial improvements are earthwork improvements: clean fill, compaction, grading, stormwater controls, and stabilization of the full 2.3-acre buildable area. Because the Phase 2 end use will be determined as the site becomes buildable, specific building square footage, materials, and elevations are not yet fixed; the future structure will conform to B-2 zoning, applicable building codes, and the design standards described above. We will submit schematic plans and elevations to the County for the vertical development when the use is determined.

Site activities and operations. During Phase 1 there are no permanent employees, tenants, or residents on site. Activity consists of periodic delivery, placement, and compaction of clean fill using our own crews and equipment during normal construction hours (generally Monday–Friday, 7:00 a.m.–5:00 p.m.), scheduled around the flow of our area excavation projects. Operational details for the Phase 2 commercial use — hours, employees, and activities — will be defined with the specific end use and shared with the County at that time.

2. Response to the County's Competitive Criteria

- **Public benefit.** The plan removes a long-vacant, flood-prone parcel at the entrance to downtown and returns it to active management and, ultimately, to the tax rolls. Phase 2 commercial development will add jobs, tax base, and retail/services. Because the buyers are local Owatonna residents and business owners, dollars and work stay in the community.
- **Zoning and development-plan compliance.** The intended commercial use is consistent with the B-2 Community Business District and the Owatonna Development Plan. All flood-fringe fill work will be permitted through the required CUP and hydrologic study.
- **Architectural character.** We commit that future development will meet a high standard appropriate to this gateway corridor. In the interim, the site will be maintained as a clean, graded, and stabilized property rather than a neglected lot — an immediate visual improvement to the corridor.
- **Purchase price.** A firm cash offer of $10,000 (see Section 3).
- **Regulatory compliance.** The project will meet all applicable federal, state, and local regulations, including FEMA flood-plain requirements, City stormwater ordinances, and the CUP process. Although the MPCA closed the file on the site's prior petroleum release (April 22, 2022), its closure letter states that residual petroleum contamination should be assumed present. The buyers accept that any contaminated soil encountered during excavation, filling, or development will be tested, managed, and disposed of in accordance with MPCA requirements, at the buyers' expense and with the MPCA notified as required.

3. Proposed Purchase Price

Bryant Wencl and Nic Wencl offer **ten thousand dollars ($10,000)** for the fee-simple purchase of the property, payable in cash at closing. The offer reflects the significant cost, time, and risk the buyers assume to raise the parcel out of the flood fringe and make it buildable, and to test, handle, and dispose of any contaminated soil encountered on this former petroleum-release site — costs the County would otherwise have to induce or fund. The buyers are prepared to take the property in its current, as-is condition, including any residual contamination.

4. Proposed Schedule and Projected Completion

Because filling is tied to the availability of clean material from our active projects, the schedule is progressive rather than fixed:

- **Closing:** within 60 days of County acceptance, subject to standard due diligence.
- **Permitting (CUP + hydrologic study):** initiated promptly after closing.
- **Fill placement:** ongoing and progressive as excavation projects generate clean fill, continuing until certified buildable elevation is achieved.
- **Phase 2 development and occupancy:** to follow once the site is buildable and an end use is determined; schematic plans and a projected occupancy date will be provided to the County at that stage.

We are glad to discuss milestones or performance expectations the County would like to see attached to the sale (for example, an interim maintenance standard or a target elevation date).

5. Sources of Anticipated Financing

- **Equity.** The $10,000 acquisition will be funded from the buyers' personal resources. All Phase 1 site work — including fill placement and any contaminated-soil handling — will be performed by the buyers through their company, Wencl Construction, Inc., using its own crews and equipment. No debt financing is required for the acquisition or the fill program.
- **Debt (future).** Financing for the eventual Phase 2 vertical construction, if needed, will be arranged with a local lending institution when the end use is defined; a lender commitment will be provided to the County at that time.

6. Exhibits and Preliminary Plans

Given the flexible, phased nature of this proposal, formal building schematics and elevations are not yet available and will be submitted for the Phase 2 development once the end use is set. We can provide a preliminary grading and fill concept for the site upon request. We incorporate by reference the survey, aerial, utility, topographic, and flood-mapping exhibits (Exhibits A–G) and the MPCA closure documentation included in the County's RFP packet.

We appreciate the County's consideration and welcome the opportunity to discuss this proposal. As a local firm, we are committed to seeing this corner improved.

Respectfully submitted,

Bryant Wencl and Nic Wencl

Owners, Wencl Construction, Inc.

(507) 455-8562 • bryant@wenclconstruction.com

PROPOSAL FOR PURCHASE OF REAL PROPERTY

South Property

TO: Steele County Board of Commissioners

SUBJECT: Proposal for purchase of County-owned real property (Former Steele County Highway Department Site). South Property: Lot 1, Block 2, Opportunity Addition, the same as platted and recorded in the office of the County Recorder of Steele County, Minnesota.

The undersigned proposes to purchase the County-owned property specified in this solicitation and has provided all known information regarding the proposer's intended use of the parcel(s), as follows:

PURCHASE AMOUNT: $10,000 (ten thousand dollars)

Description of intended use: Two-phase redevelopment. Phase 1: acquire and progressively raise the parcel out of the flood fringe using clean fill from the buyers' own local excavation projects, with the required CUP and hydrologic study, to reach a certified buildable elevation; the buyers will test, manage, and dispose of any contaminated soil encountered at their expense, per MPCA requirements. Phase 2: commercial (B-2) redevelopment consistent with the Owatonna Development Plan, with the specific end use determined as the site becomes buildable.

SUBMITTED BY

Name (Individuals): Bryant Wencl and Nic Wencl

Street: 2800 Park Drive

City / State / Zip: Owatonna, MN 55060

Signature (Bryant Wencl): ______________________

Signature (Nic Wencl): ______________________

Title: Buyers / Purchasers

Date: 8/10/2026

E-mail Address: bryant@wenclconstruction.com

Telephone Number: (507) 455-8562

Note: Completed proposals are due by noon on August 17, 2026, at the Steele County Property Tax and Elections Office, 630 Florence Avenue, Owatonna, MN 55060. Three printed copies plus one electronic copy are required.

RECEIVED
AUG 17 2026
STEELE CO. AUDITOR
10:14am

PROPOSAL(S) FOR PURCHASE OF REAL PROPERTY
South Property

TO: Steele County Board of Commissioners
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The undersigned proposes to purchase the County-owned property specific in this solicitation and has provided all known information regarding the proposer's intended use of the parcel(s), as follows:

PURCHASE AMOUNT $ 10,000

Description of intended use (please use additional sheet, if necessary):

Flex space small bay office Condo & shop facility
-Please see body of email for further information

PROPOSAL FOR PURCHASE OF REAL PROPERTY

Submitted By:

Stadheim Properties of Owatonna MN
Name (Individual or Company)

11401 SW 72 Ave
Street

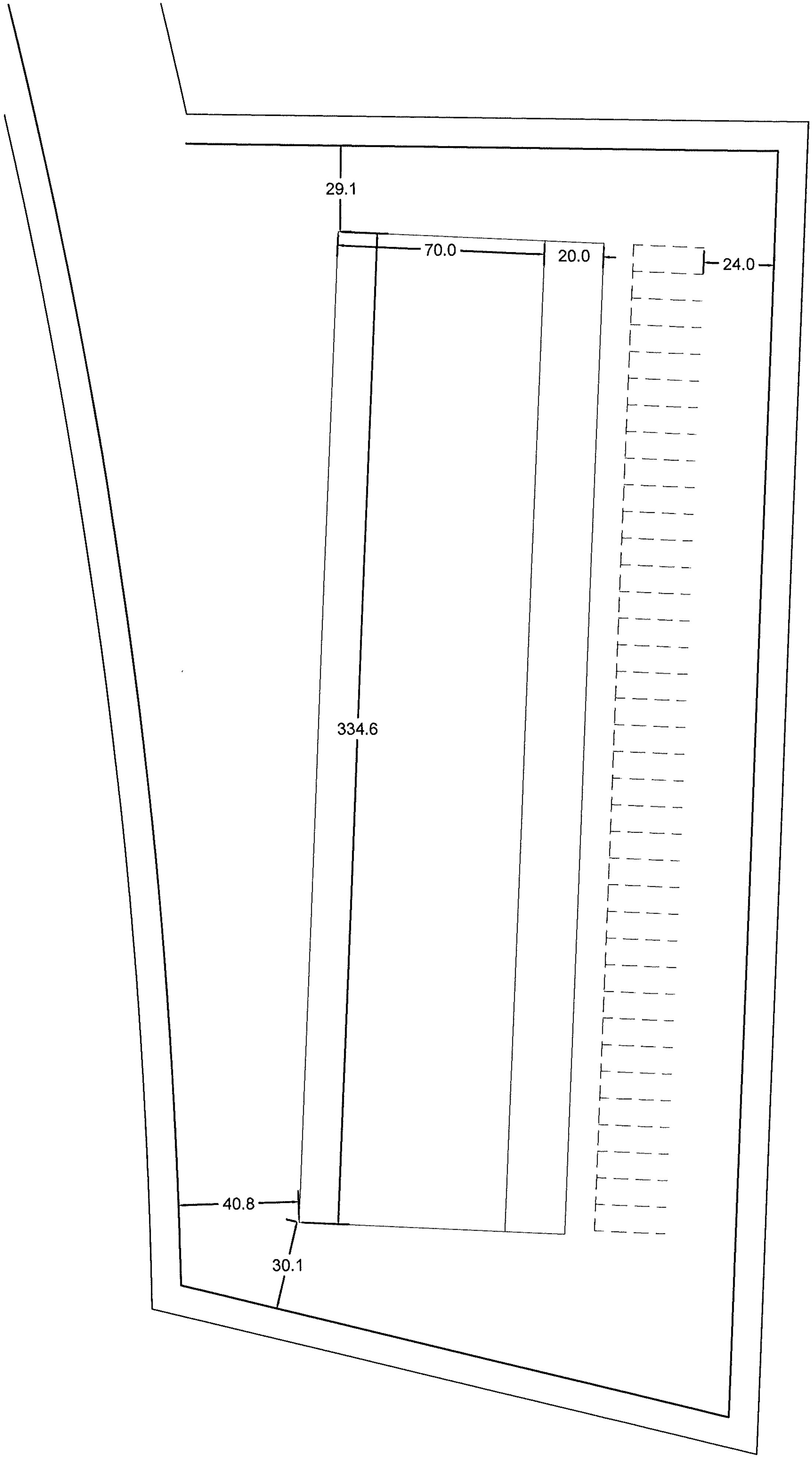
Ellendale | MN | 56026
City | State | Zip Code

Dean Stadheim
Authorized Signature

President | 8-17-26
Title | Date

stadheimproperties@hotmail.com | M(507) 456-1471
E-mail Address | Telephone Number

To be considered, return this form, filled out, to the Steele County Property Tax and Elections, 630 Florence Ave., Owatonna, MN 55060 **by 12:00 p.m. on August 17, 2026**. Email submission of this completed for may also be made by the same date and time and sent to Renae.Fry@SteeleCountyMn.gov.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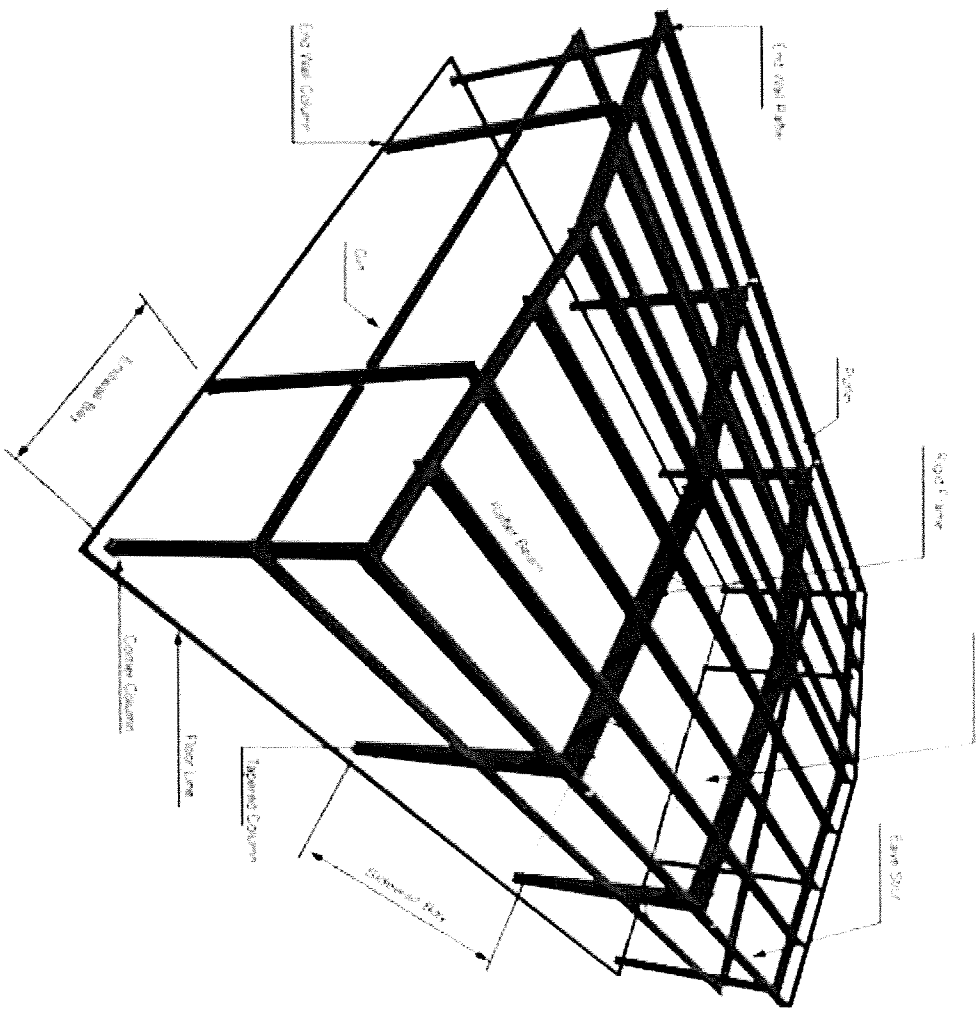
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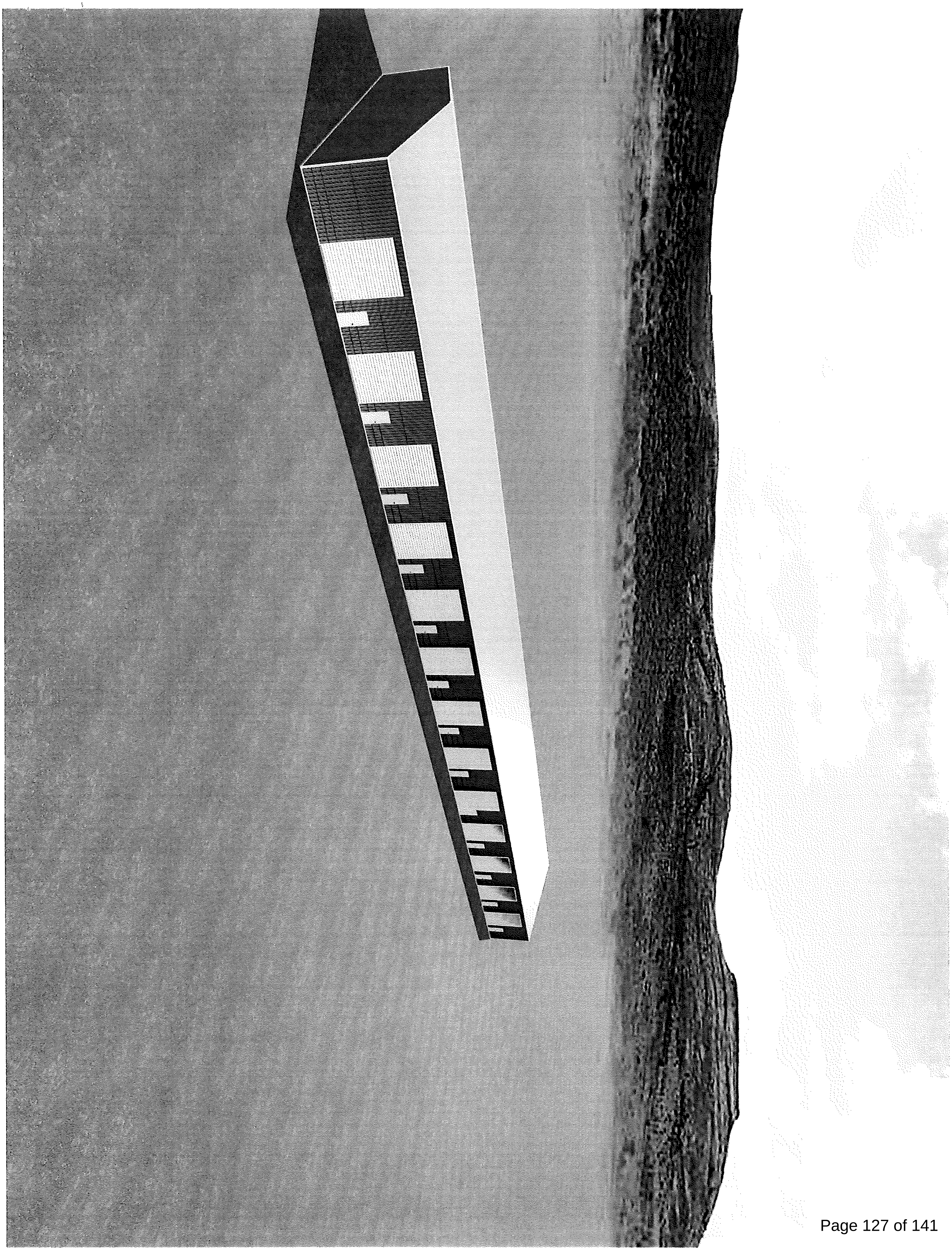
Rigid Frame
Eave Strut
Purlin
End Wall Rafter
Rafter Beam
Girt
End Wall Column
Tapered Column
Floor Line
Corner Column
Endwall Bay
Sidewall Bay



PROPOSAL(S) FOR PURCHASE OF REAL PROPERTY
South Property

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PURCHASE AMOUNT $ 1.00

Description of intended use (please use additional sheet, if necessary):

Holding area for recycled asphalt and concrete.

PROPOSAL FOR PURCHASE OF REAL PROPERTY

Submitted By:

Bruce Nelson
Name (Individual or Company)

845 Myers Drive
Street

OWATONNA	Mn	55060
City	State	Zip Code

Bruce Nelson
Authorized Signature

	8-9-2026
Title	Date
Brucen91@gmail.com	5074566871
E-mail Address	Telephone Number

16

To be considered, return this form, filled out, to the Steele County Property Tax and Elections, 630 Florence Ave., Owatonna, MN 55060 **by 12:00 p.m. on August 17, 2026**. Email submission of this completed for may also be made by the same date and time and sent to Renae.Fry@SteeleCountyMn.gov.

Page 1 of 1

Steele County
Agenda Item

Request for Board Action

Subject: Approve Courthouse Security Grant Letter of Commitment

Department: Attorney

Committee:

Committee Meeting Date:

Work Session Date:

Board Meeting Date: 8/25/2026

Consent Agenda: No

Resolution: No

Policy Committee Recommendation:

Recommendation:
Approve Courthouse Security Grant Letter of Commitment

Background (Including Budget Impact):
The Safe and Secure Courthouse Initiative is a competitive grant program administered by the Minnesota Judicial Branch to help local governments improve safety and security in courthouses and court facilities. Originally established in 2016 by Chief Justice Lorie S. Gildea, the program provides funding for security equipment, facility assessments, infrastructure upgrades, and training.

The $4 million in funding was appropriated by the Minnesota Legislature in 2026. The Safe and Secure Courthouse Initiative grants may be used for security equipment, assessments, training, infrastructure improvements, construction, and other projects designed to enhance courthouse safety.

Counties and other local government entities responsible for maintaining court facilities are eligible to apply. Applicants must provide a 50% financial or in-kind match from non-state sources. Applications will be accepted through Tuesday, September 8, 2026. An advisory panel of judges, court staff, county officials, and statewide justice partners will review applications based on established grant criteria, with final award decisions expected in November 2026.

The County Attorney's Office is writing the grant. The Sheriff's Office and Facilities Department are obtaining preliminary quotes and information.

The proposed project remains in the preliminary 2027 budget to restructure the main entrance (the front entrance is not used) to allow for full screening including x-ray of bags and items. Steele and Waseca Counties are the only counties in the Third District without a full screening setup.

Seeking the Board's approval of a letter of commitment for the Safe and Secure Courthouse Grant Initiative in the amount of $300,000 in county matching funds.

Attachments:

1. 2026 Safe and Secure Courthouse Grant – Letter of Commitment Steele Board

Steele County
Board of Commissioners

Administration Center
630 Florence Ave.
P.O. Box 890
Owatonna, MN 55060
507-444-7400

James Brady - 1st District • **John Glynn** – 2nd District • **Josh Prokopec** – 3rd District
Jim Abbe – 4th District • **Greg Krueger** – 5th District

August 25, 2026

Re: 2026 Safe and Secure Courthouse Grant – Letter of Commitment

Grant Advisory Committee,

The Steele County Board of Commissioners supports and commits $300,000.00 towards the Steele County Courthouse security and remodel project. The Steele County Courthouse houses Steele County District Court, Steele County Court Administration, and Steele/Waseca Drug Court Offices. No other county departments have primary offices in the building.

We are aware of the unique issues our historic 1891 courthouse faces and the limitations the design poses for modern security needs. A recent security assessment identified risks that are being addressed, including those related to this project. Reconfiguring the main parking lot side entrance is needed to accommodate an X-ray machine and full security screening for all visitors. The building has only one elevator at the rear, so reconfiguring the front entrance is not financially feasible.

In addition to these funds, the Board was informed that the Steele County Law Library Board of Trustees has committed $70,000.00 toward overall security enhancements to the building.

This grant would help the County finalize this project, which has been in the works for over five years.

Thank you.

Steele County Board of Commissioners

James Brady	Jim Abbe	Greg Krueger
Josh Prokopec	John Glynn	

AN EQUAL OPPORTUNITY EMPLOYER

STEELE COUNTY
PUBLIC WORKS COMMITTEE MINUTES

Public Works Facility - 3000 Hoffman Dr. NW - Owatonna, Minnesota 55060-0890

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

TUESDAY, AUGUST 11, 2026 at 8:00 AM
Public Works Facility

Agenda

1. Adopt **Resolution 2026-40** Approving the sale of excess Highway easement at 803 East School Street for $3,650.00 and Vacating the Easement

The County Engineer received a request from a property owner to acquire a remnant easement adjacent to School Street. The County does not own, maintain, or utilize any roadway adjacent to this easement. Following the County's process for releasing highway right of way easements, the County Engineer determined that the easement was not needed and is deemed to be in excess of what is needed for highway purposes. The Steele County Assessor's Office has reviewed the parcel and determined an appropriate value for the land. The landowner has reviewed this valuation and agrees to the proposed sale amount. Approval from the Board is requested to proceed with the sale. The Board members of the committee recommend the full Board consider this item at the next meeting as part of the Consent Agenda.

2. Approve the purchase of Wetland Banking Credits for SAP 074-628-004 in an amount of $200,560.00

As part of the Beaver Lake project, portions of the work will impact designated wetlands. When wetlands are disturbed, state and federal regulations require the direct purchase of wetland replacement credits. These credits must be purchased at a ratio of two times the acreage impacted and must match the same or similar wetland type rating as the area being disturbed. The Board members of the committee recommend the full Board consider this item at the next meeting as part of the General Agenda.

Informational

3. Update on 2026 County Highway Projects

See Attached

4. Landfill Holiday Schedule

Josh Johnson presented the 2026 and 2027 holiday schedules. The Board members on the committee advised Josh to proceed with the schedule as proposed and directed Josh to send out both the 2026 and 2027 holiday schedules to haulers.

Department Head Reports

Highway Maintenance

Paul Kirtz is exploring options for a site at the south end of the County for Highway Department use. Crack filling using mastic is underway. Fairgrounds patching work is ongoing; substantial patching is needed.

Finance

Audit nearing completion. Working on the budget for this week's budget session. Madison will be out on family leave soon, so the team is developing a game plan for continuity.

Administration

The transition from BMO to US Bank credit cards is progressing, along with updated policies. The city confirmed that a partial section of 18th Street will be closed during the fair; staff are evaluating better ways to move traffic. The Smith culvert land issue continues; field tile concerns are being reviewed.

Landfill

Expansion is expected to close at the end of September. Covering of the cell will begin immediately after closing. Hauler contracts were sent out last week.

Road Projects / Future Planning

Bixby Road is scheduled for review in the 2027 plan. Although patched, concerns remain regarding direct access to Highway 47. Staff deployed on multiple ongoing projects:
Highway 43: deck pour underway, Clinton Falls: beams being set and reviewing staffing for the reclamation project if it is awarded tonight.

Steele County Public Works
Project Status Report for August 11, 2026

ROUTE	TYPE OF WORK/PROJECT LOCATION	CURRENT STATUS
	Studies	
CR 174	County Fairgrounds Study	Traffic counts have been collected. Preliminary concepts were developed and reviewed by the project team. These concepts have been revised to focus on reducing traffic cutting through the fairgrounds and will be reviewed.
	Design/Preliminary Engineering	
CSAH 2	Replace Bridge 88497 SAP 074-602-009	The County Board approved a cooperative construction agreement with Waseca County, who is leading the project, at the July 28, 2026 County Board Meeting. Waseca County awarded the project on August 4, 2026.
CSAH 48 (Main St.)	Reconstruction from CSAH 45 to Grove Ave.	Plans were authorized by FHWA. Advertisement and award are anticipated this summer.
CSAH 28	Reconstruction from South Beaver Lake Rd. to North Beaver Lake Rd.	Plans are going through the review process by MnDOT, with advertisement and award anticipated this fall.
Various	Countywide Resurfacing Projects CSAH 12, CSAH 45	Final design of plans in progress. Construction is anticipated for 2027.
	Bidding and Construction	
CSAH 43	Pavement Reclamation from US 14 to CSAH 8 SAP 074-643-012	Bids were opened on July 30. The project is scheduled to be considered for award at the August 11, 2026 Board Meeting.
Various	Countywide Pavement Markings	Project was awarded to Sir Lines-A-Lot on July 28, 2026. Contractor is scheduled to begin installing pavement markings in August of 2026.
N/A	Replace Bridge 74514 in Clinton Falls Twp. SAP 074-599-045	Project was awarded to SM Hentges & Sons, Inc. on June 23, 2026. Construction started on July 8. Contractor poured abutments on July 31.
Various	2026 Box Culverts SAP 074-618-031, 074-599-043, 074-599-044	Project was awarded to Fitzgerald Excavating & Trucking on April 28, 2026. Construction started on August 10 on CSAH 18.
CSAH 43	Replace Bridge 74519 SAP 074-643-010	Project was awarded to Structural Specialties, Inc. on May 12, 2026. Construction started on July 7. Contractor set beams on August 3 and will be forming the bridge deck.
CSAH 48	Roundabout at 18th Street	Project was awarded to Heselton Construction in 2023. Construction was paused due to delays in the completion of the railroad crossing. Construction has resumed, and completion is anticipated before the 2026 school year.

Landfill Holiday Schedule 2027

Friday	1/1/27	New Years Day	Closed
Saturday	1/2/27	Sat after New Years Day	Regular Hours
Monday	1/18/27	Martin Luther King Day	Regular Hours
Monday	2/15/27	President's Day	Regular Hours
Saturday	5/29/27	Sat before Memorial Day	Closed
Monday	5/31/27	Memorial Day	Closed
Saturday	6/19/27	Juneteenth	Regular Hours
Saturday	7/3/27	Sat before 4th of July	Regular Hours
Sunday	7/4/27	4Th of July	Closed
Monday	7/5/27	Monday after 4th of July	Closed
Saturday	9/4/27	Sat before Labor Day	Closed
Monday	9/6/27	Labor Day	Closed
Thursday	11/11/27	Veterans' Day	Regular Hours
Thursday	11/25/27	Thanksgiving	Closed
Friday	11/26/27	Day after Thanksgiving	Closed
Saturday	11/27/27	Sat after Thanksgiving	Regular Hours
Friday	12/24/27	Christmas Eve Day	Closed
Saturday	12/25/27	Christmas Day	Closed
Saturday	1/1/28	New Years Day	Closed

***Starting Saturday January 1st 2028, through the end of February we will be closed on all Saturdays. We will open back up on Saturday March 4th, 2028 with our regular hours 8:00-1:00.**

LANDFILL HOLIDAY SCHEDULE

2026

Monday	1/19/26	Martin Luther King Jr. Day	Regular Hours
Monday	2/16/26	Presidents' Day	Regular Hours
Saturday	5/23/26	Sat before Memorial day	Closed
Monday	5/25/26	Memorial Day	Closed
Friday	6/19/26	Juneteenth	Regular Hours
Friday	7/3/26	Day before 4th of July	7:30-Noon
Saturday	7/4/26	Independence Day	Closed
Saturday	9/5/26	Saturday before Labor Day	Closed
Monday	9/7/26	Labor Day	Closed
Wed	11/11/26	Veteran's Day	Regular Hours
Thursday	11/26/26	Thanksgiving	Closed
Friday	11/27/26	Day after Thanksgiving	Closed
Saturday	11/28/26	Sat after Thanksgiving	Regular Hours
Thursday	12/24/26	Christmas Eve	7:30-Noon
Friday	12/25/26	Christmas Day	Closed
Saturday	12/26/26	Day after Christmas	Closed
Friday	1/1/27	New Year's Day	Closed
Saturday	1/2/27	Day after New Year's Day	Regular Hours

Starting Saturday January 9th 2027 through the end of February we will be closed all Saturdays. We will reopen Saturdays starting March 7th 2027

STEELE COUNTY
LAND USE/RECORDS COMMITTEE MINUTES

Steele County Board Room - 630 Florence Avenue - Owatonna, MN 55060

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

THURSDAY, AUGUST 13, 2026 at 8:00 AM
Steele County Boardroom

Agenda

1. Adopt **Resolution 2026-39** delegating Authority of Forfeiture Powers to the County Recorder/Registrar of Titles.

The Board members of the committee recommend the full Board consider this item at the next meeting as part of the Consent Agenda.

2. Approve Ditch Levies for Payable in 2027

The Board members of the committee recommend the full Board consider this item at the next meeting as part of the General Agenda.

Informational

None

Department Head Reports

PTE / Elections
The election process is nearing completion. Poll pads (68 units) performed reliably throughout operations, and the team is upgrading to version 4.3 for future election cycles.

Administration
PTE Director's last day is Friday. Coverage and reporting lines were reviewed: Rick will oversee Angie and Christine, while Ashley will support Susan and Karen. A broader evaluation of departmental structure is underway.

Finance
Budget discussions continue, and the annual audit has been completed. The department anticipates short-staffing in the fall and winter months. Efforts are ongoing to better understand and align responsibilities between Karen and Susan.

Surveyor
Budget materials are being prepared, including a request for an increased allocation. The NRS partnership generated approximately $250,000. The Soil Health grant is nearing its expiration, prompting considerations for future funding sustainability.

GIS
Planning updates were provided. Three servers have reached end-of-life and require replacement. The transition from Java 3 to Java 4 will necessitate migration of all related applications. The updated Plat Book is complete, and the team is evaluating the feasibility of offering an electronic version alongside or instead of the printed edition, including assessment of reasonable pricing for both formats.

Planning & Zoning
The "Work Without Permits" initiative is progressing, with one-third of the work completed and overall project completion at 44%.

Assessor
The assessor's office is actively working on the quintile review. A large meeting was held yesterday, followed by a tour of Costco.

Recorder
Passport processing has increased, and several birth certificates were issued.

Attorney's Office
Braden Culp will be the attorney on relevant land Use and Record matters.

STEELE COUNTY
PUBLIC SAFETY & HEALTH COMMITTEE
MINUTES

Steele County Board Room - 630 Florence Avenue - Owatonna, MN 55060

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

TUESDAY, AUGUST 18, 2026 at 8:00 AM
Steele County Boardroom

Agenda

Present were Greg Krueger, Renae Fry, Rob Jarrett, Kristen Sailer, Bennett Hoffmann, Anthony Buttera, and Amber Aaseth.

1. Approve MN DOC Work Release Contract Renewal

The Board member on the committee recommends that the full Board consider this item at the next meeting as part of the Consent Agenda.

Informational

None.

Department Head Reports

Emergency Management: It's Fair Week. Kristen is working on the emergency shelter grant for the fair grounds. The application was submitted and if approved, the county match is 25%, but the match can be satisfied through land contribution. Donations may be needed to cover the balance of the match. It's emergency management month and Kristen is currently updating the Emergency Operations Plan with regard to chemical spills and related safety matters.

Human Services: Bennett is focusing on hiring and preparing the 2027 budget. He met Pastor Todd (Trinity Lutheran) and toured the new Oak Hill facility.

Detention Center: Anthony has three employees in training, but three others have left Steele County. He has a pre-DOJ audit next week that is being conducted by Darnell Carlton. The RFP for food service goes live next week.

Public Health: It's Fair Week and the PH team will have a booth and two family spaces are ready for fair goers. There will be a vaccine clinic at the Owatonna Middle School. This clinic is a joint venture with Mayo. The department underwent several audits this summer. The home care audit came back with no deficiencies and good results are expected for the three long-term care audits (BCBS, SCHA and DOH). A new recovery corp intern begins on September 8 and Amber is looking for ways this person could be used to support the collective needs of the detention center, community corrections and public health. She is exploring a model being used by Winona County.

The team is working on the emergency operations financial plan for public health emergencies.

County Attorney: Rob is working on the courthouse safety grant and will be bringing a request for a letter of commitment to the next Board meeting. Work on the Metronet Building continues.

County Administrator: The county's first retail cannabis store is expected to open soon. The Black Bear Wellness facility site on Bridge Street completed its OCM visit which is needed for final licensure from the state on August 14 and is waiting for the city to complete its final walk-through in advance of issuing the certificate of occupancy. Both are needed for the county to finalize the registration process and allow the site to open for business. There is still one more registration available.