



WASECA COUNTY BOARD OF COMMISSIONERS
March 18, 2025 - 9:30 AM
East Annex Public Meeting Room
300 North State Street – East Annex · Waseca, Minnesota 56093

The Waseca County Board of Commissioners met in a regular session on Tuesday, March 18, 2025, in the Commissioners' Room, 300 North State Street, Waseca, Minnesota. Members present were Chair Doug Christopherson, DeAnne Malterer, Brian Harguth, and Brad Krause.

Absent: Brad Milbrath

Other members present were Michael Johnson, County Administrator; Beth Weimert, Administrative Coordinator; Jim Kollar, Public Works Director/County Engineer; Tina Wilson, Community Development Director; Sarah Berry, Public Health Director; Tammy Spooner, Property and Election Director; Sheriff Jay Dulas;

Present via online platform: Samantha Strand, Human Resources Generalist; Shelley Hyatt, Planning and Zoning Assistant; Leah Cameron, Public Health Business Manager; Rusty Hardeman, County Attorney

Others present were Deb Bentley; Wayne Sicora, ERM; Scott Singlestad; Tina Rentz, MNPrairie; Allen Boerboom, Center Point Energy; John Heer, Center Point Energy; Sam Borneke; Doug Lund; Stephanie Roemhildt

1. Call to Order and Pledge of Allegiance

Chair Christopherson called the meeting to order at 9:30 a.m. The Pledge of Allegiance was recited.

Public Comment

Scott Singlestad presented today to discuss the grain bin that they are looking to construct. He noted there are some covenants to address and requests now come with filing/recording fees. Singlestad is asking for the fees to be dropped.

2. Approval of Agenda

Motion to approve the agenda as presented by Commissioner Malterer, seconded by Commissioner Krause. Motion carried 4-0.

3. Approval of County Board Minutes

Motion to approve the Waseca County Board of Commissioners Work Session meeting minutes of February 4, 2025, and regular meeting minutes of February 4, 2025, by Commissioner Harguth, seconded by Commissioner Krause. Motion carried 4-0.

a. Waseca County Board of Commissioners Work Session minutes February 4, 2025

b. Waseca County Board of Commissioners Meeting Minutes February 4, 2025

4. Consent Agenda

Motion to approve the consent agenda as presented by Commissioner Malterer, seconded by Commissioner Harguth. Motion carried 4-0.

a. Approval of Bills

The following bills were audited and allowed:

A.H. HERMEL COMPANY	162.92
ADVANCED CORRECTIONAL HEALTHCARE INC	6,594.43
AMAZON CAPITAL SERVICES	880.68
AMAZON PH	1,250.67
AMBER LEWER	88.40
ASCENSUS	2,750.00
ASSOC OF MN COUNTIES	2,400.00
BAKER TILLY LLP	2,527.00
BAUER BUILT INC	1,808.28
BLUE EARTH CO	1,650.00
BOCKS SERVICE INC	282.70

BRAD MILBRATH	360.50
BRAYDEN BERG	106.31
BRIAN HARGUTH	933.08
BRODY SERBUS	29.66
BUDACH IMPLEMENT INC	6.39
CDW GOVERNMENT INC	311.88
CHARLES BENSON	163.22
CHRISTENSEN TIRE & AUTO REPAIR	211.80
COLE'S ELECTRIC INC	110.00
COMMUNITY COMPLIANCE MONITORING	324.00
CONTINENTAL RESEARCH CORPORATION	278.54
CREATIVE AD SOLUTIONS INC	37.39
CRYSTEEL TRUCK EQUIPMENT	13,760.95
CURT KEYES	80.00
DAVID R BORCHARDT	1,650.00
DEANNE MALTERER	1,968.86
DEML FORD INC	1,047.67
DOUG GERDTS	90.00
DOUGLAS FREY KILGORE II	480.00
EJL PUBLICATIONS	57.00
EMERGENCY AUTOMOTIVE TECHNOLOGIES, INC	295.45
FAME AWARDS INC	38.00
FAUL PSYCHOLOGICAL	665.00
FILE OF LIFE FOUNDATION INC	1,213.54
FIRST NATIONAL BANK	191.23
FIRST NATIONAL BANK	2,170.08
FIRST NATIONAL BANK	563.96
FIRST NATIONAL BANK 8759	336.60
FIRST NATIONAL BANK 9655	1,067.07
FIRST NATIONAL BANK 3975	487.68
FIRST NATIONAL BANK OMAHA 7265	1,027.14
FIRST NATIONAL BANK 1691	88.33
FIRST NATIONAL BANK 4208	193.14
FIRST NATIONAL BANK 5529	56.02
FIRST NATIONAL BANK 9593	80.00
FIRST NATIONAL BANK OF OMAHA	1,241.02
FIRST NATIONAL BANK OF OMAHA	364.01
FIRST NATIONAL BANK OF OMAHA 0792	1,186.12
FIRST NATIONAL BANK OF OMAHA 2967	166.38
FIRST NATIONAL BANK OF OMAHA 3849	200.00
FIRST NATIONAL BANK OHAMA 1683	24.76
FIRST NATIONAL BANK OMAHA	945.67
FIRST NATIONAL BANK OMAHA 7462	156.94
FIRST NATIONAL BANK OMAHA 9296	257.89
FIRST NATIONAL BANK OMAHA 0710	39.61
FIRST NATIONAL BANK OMAHA 1325	82.12
FIRST NATIONAL BANK OMAHA 2173	118.19

FIRST NATIONAL BANK OMAHA 2431	175.45
FIRST NATIONAL BANK OMAHA 2905	218.92
FIRST NATIONAL BANK OMAHA 3744	93.41
FIRST NATIONAL BANK OMAHA 3877	112.44
FIRST NATIONAL BANK OMAHA 5640	2,152.91
FIRST NATIONAL BANK OMAHA 6072	82.00
FIRST NATIONAL BANK OMAHA 6114	336.60
FIRST NATIONAL BANK OMAHA 6667	2,158.93
FIRST NATIONAL BANK OMAHA 6742	43.40
FIRST NATIONAL BANK OMAHA 6755	30.79
FIRST NATIONAL BANK OMAHA 7236	906.90
FIRST NATIONAL BANK OMAHA 7801	1,953.15
FIRST NATIONAL BANK OMAHA 8006	24.48
FIRST NATIONAL BANK OMAHA 8538	1,257.33
FIRST NATIONAL BANK OMAHA 8830	93.38
FLEET PRIDE	667.74
GMS INDUSTRIAL SUPPLY INC	219.11
HAWK ALARM SYSTEMS INC	325.00
INNOVATIVE OFFICE SOLUTIONS LLC	335.67
JAMES R. MARTIN	12,650.20
JAMIE BECKSTRAND	105.20
JAVENS MECHANICAL CONTRACTING CO INC	3,887.00
JONATHAN SCHIRO	200.76
JONES HAUGH & SMITH	1,387.00
KAY LYN GOTTSCHALK	95.40
KESTREL SOFTWARE	2,390.00
KIM KROEGER-BABCOCK	92.60
KYLE ROMAN MURRAY	810.00
LEAGUE OF MINNESOTA CITIES FINANCE DEPT	2,970.00
MARK BEHREND	1,652.00
MATHESON	182.99
MATT HARRINGTON	99.32
MEI TOTAL ELEVATOR SOLUTIONS	523.28
MESSICK LAW PLLC	690.00
MIDWEST MONITORING & SURVEILLANCE	5,247.15
MIDWEST MOTOR SUPPLY CO INC	274.00
MJB HANSEN FAMILY LP	2,120.32
MN BUREAU OF CRIMINAL APPREHENSION	1,320.00
MONROE TOWMASTER LLC	7,623.78
NACCHO	280.00
NEW RICHLAND SPORTSMAN CLUB	300.00
NOODLE SOUP	253.39
NORTHLAND FARM SYSTEMS	289.97
NUSS TRUCK GROUP INC	6,530.11
PATTI SCHUCH	281.72
PEMBERTON LAW PLLP	804.00
POWERPLAN INC	6,763.21

PREMIER BIOTECH	203.27
PUMP AND METER SERVICE INC	1,053.71
QUILL CORPORATION	158.99
RDO EQUIPMENT CO	215,473.07
RECOVERY TREK LLC	495.00
RINKE-NOONAN ATTORNEYS AT LAW	2,351.50
RIVER BEND BUSINESS PRODUCTS	322.06
RIVER VALLEY FORENSIC SERVICES PA	250.00
RS EDEN	98.50
RUSSELL J FREDERICK	169.66
SANCO EQUIPMENT LLC	2,532.38
SCHILLING SUPPLY COMPANY	137.18
SMITHS MILL IMPLEMENT INC	50.32
SOUTH CENTRAL COLLEGE	205.29
SOUTH CENTRAL DRUG INVESTIGATION UNIT	11,500.00
STREICHERS	1,464.43
THOMSON REUTERS	1,483.44
TRUCK CENTER COMPANIES EAST LLC	454.79
ULINE	2,197.70
WASECA GLASS	170.00
WASECA MOTOR CO	126.75
WESLEY STEVEN DAHL	660.00
WIDSETH SMITH NOLTING & ASSOC INC	18,344.50
ZIEGLER INC	85,797.10

b. Fund Transfer - Fund 19 (Solid Waste)

Staff request the transfer of \$215,473.07 from 19.000.000.1090 (Investments) to 19.391.000.6670 (Vehicles). This amount represents the actual cost of the new 2025 John Deere 644P wheel loader, after credit for the trade in of the County's current wheel loader. The purchase of a replacement wheel loader is in the approved 2025 budget, as is the use of the Investment account for the balance owed in excess of the trade in value.

c. 2024 Feedlot Officer Annual Report

The Minnesota Pollution Control Agency (MPCA) requires delegated feedlot program counties to submit a County Feedlot Officer Annual Report to describe the feedlot projects and activities that were completed throughout the year. This report is the focal point for evaluation when a County Feedlot Officer (CFO) receives their annual performance review from MPCA regional staff. The County Feedlot Officer Annual Report and performance review help determine the amount of MPCA funding the delegated county will receive for completing feedlot activities such as registrations and inspections.

In order to receive MPCA feedlot funding, delegated feedlot program counties have minimum program requirements that must be achieved. During the annual performance review, the minimum program requirements are split up into two categories: inspection and non-inspection. For the inspection category, 7% of MPCA recognized and registered feedlot sites within the county must be inspected annually to pass the minimum program requirements. In 2024, Waseca County had a feedlot site inspection rate of 8.4%. The passing rate for the minimum program requirements for non-inspections is 90%. In 2024, Waseca County received a 100% achievement rate for the non-inspection minimum program requirements category. Additionally, any work that is done above and beyond the minimum program requirements is rewarded with performance credit funding. In 2024, Waseca County earned 36 performance credits.

d. Michael Brown - Transfer of Development Rights

Under the Waseca County Unified Development Code (UDC) the County allows for a base density of one residential building unit per quarter-quarter section of land. Under certain circumstances provided in the UDC, the County allows the base residential density to increase to up to eight units per quarter-quarter section of land with a corresponding transfer of development rights for each unit added over the base residential density threshold.

Waseca County received a request to amend a recorded Easement Agreement Transferring Development Rights to a new sending site as the applicant is intending to split the current sending site. A full quarter-quarter is needed in order to qualify for a sending site. The sending site and receiving site are all located in Janesville Township as shown below. The property

is zoned A-1 Agricultural Protection District.

Site Data

Owner/Applicant
PID No:
Legal Description

Sending Site

Michael J. Brown
06.020.0600
The NE¼ NW¼ of Section 20, T108N R24W, Waseca County, Minnesota.

Receiving Site

Bruce Quast, Brigitte & Chad Strauss
06.020.0105
That part of the NW¼ NE¼ of Section 20, Township 108 North, Range 24 West, Waseca County, Minnesota.
Full legal description is on Exhibit A of the TDR Easement Document

e. David Krampitz - Transfer of Development Rights

Under the Waseca County Unified Development Code (UDC) the County allows for a base density of one residential building unit per quarter-quarter section of land. Under certain circumstances provided in the UDC, the County allows the base residential density to increase to up to eight units per quarter-quarter section of land with a corresponding transfer of development rights for each unit added over the base residential density threshold.

Waseca County received a request to transfer the residential development rights from a sending site to a receiving site, all located in Otisco Township as shown below. The property is zoned A-1 Agricultural Protection District.

Site Data

Owner/Applicant
PID No:
Legal Description

Sending Site

David M. & Paulette J. Krampitz
08.018.0700
The NE¼ SW ¼ of Section 18, T106N R22W, Waseca County, Minnesota.

Receiving Site

David M. Krampitz
08.018.0200
That part of the NW¼ NE¼ of Section 18, Township 106 North, Range 22 West, Waseca County, Minnesota.
Full legal description is on Exhibit A of the TDR Easement Document

f. February 2025 Monthly Electronic Funds Transfer Report

Waseca County Board of Commissioners

**Monthly Electronic Funds Transfer Report
February 2025**

Date	From Account	To Account	Amount	Description
2/5/25	Keen Bank	Multi Bank	\$244,000.00	Investment
2/19/25	Keen Bank	MinnWest Bank	\$1,000,000.00	Cash to Cash
2/27/25	Keen Bank	US Bank	\$101,075.00	GO SAR Bond Series 2015A

Approved

5. Action Items

a. Memorandum of Understanding between Minnesota Prairie County Alliance and Waseca County Public Health

Sarah Berry, Public Health Director, noted that in August 2024, the MNPrairie Joint Powers Board consented to MNPrairie transitioning waiver and state plan services provided to individuals over 65 years of age within Steele County be transferred to Steele Public Health.

With the transition of these services, the Memorandum of Understanding [MOU] for each Public Health partner needs to be updated to reflect ongoing services. MNPrairie will provide waiver and state plan services to individuals under 65 years of age or to individuals participating in Development Disability or CAC/CADI/BI waivers after the age of 65.

All updates and changes have been collaborated on with Sarah Berry from Waseca County Public Health and reviewed by Rusty Hardeman, Waseca County Attorney's Office.

Below lists the updates made to the previous MOU with Waseca County Public Health:

- Updated effective date from January 1, 2019, to April 1, 2025, on page 1 and in Section 5
- Removed Section 10.4- due to South County funding methods being determined by South County. Additionally, South County has discontinued pay-for-performance incentives for successful audits. This section previously stated:
 1. 10.4 On occasion, special revenues for such things as a pay-for-performance incentive from South County Health Alliance may be received by MNPrairie on behalf of MNPrairie and one or more Public Health Departments. Upon such an occasion, MNPrairie shall pass through the relevant share of the payment to the applicable Public Health Department(s) based on a mutually agreeable allocation methodology.

Attached Exhibit A demonstrates the removal and addition of language within the exhibit. Changes incorporated are in regard to removing redundant language, specifying the MOU to Waseca County Public Health, and adding in language related to programs or processes that are currently being utilized. The most significant change is removal of the “No Wrong Door” concept related to referrals for MnCHOICES Assessments; this concept is no longer achievable with the DHS transition to a different MnCHOICES assessment and support plan system. MNPrairie and Waseca County Public Health will provide individuals requesting an assessment the correct contact information to request an assessment for the program area the individual is seeking information about.

Attached Exhibit B demonstrates the updated MOU with Waseca County Public Health.

Motion to approve the Memorandum of Understanding between Minnesota Prairie County Alliance and Waseca Public Health by Commissioner Krause, seconded by Commissioner Malterer. Motion carried 4-0.

b. **Public hearing for Ordinance 161 Amendment to the UDC Pertaining to Feedlot Setbacks**

Tina Wilson, Community Development Coordinator, discussed the setbacks for feedlots, noting on Thursday, March 6, 2025, the Waseca County Planning Commission held its regularly scheduled meeting and unanimously moved to recommend approval of the amendment to Sections 6.06 of the UDC. The amendment to Table 6.4 of Section 6.06 of the UDC will change the side and rear yard setback requirements from 80 feet to 50 feet and delete a footnote under the table.

Chair Christopherson opened the public hearing at 9:41 a.m. Chair Christopherson asked for public comment and hearing none, motion to close the public hearing by Commissioner Matlerer, seconded by Commissioner Harguth. The public hearing closed at 9:41 a.m.

Motion to approve the proposed amendment to the UDC, Ordinance 161 amending the Waseca County UDC proposed revisions which are outlined in Exhibit A of the attached Ordinance by Commissioner Krause, seconded by Commissioner Harguth. Motion carried 4-0.

ORDINANCE: 161

WASECA COUNTY AN ORDINANCE AMENDING THE WASECA COUNTY UNIFIED DEVELOPMENT CODE

The County Board of Commissioners for Waseca County hereby ordains as follows:

WHEREAS, *Waseca County Planning and Zoning requested an amendments to the Waseca County Unified Development Code; and*

WHEREAS, *the Waseca County Planning Commission conducted public hearings on the dates listed on Exhibit B, regarding the proposed respective amendments to the Waseca County Unified Development Code, and recommends its approval as depicted in Exhibit A to the Waseca County Board of Commissioners; and*

WHEREAS, *the Waseca County Board of Commissioners held a public hearing at their meeting on March 18, 2025, to adopt the amendment to the Waseca County Unified Development Code as shown in Exhibit A.*

NOW, THEREFORE, *Waseca County Board of Commissioners does ordain that the Waseca County Unified Development Code shall be amended as shown in Exhibit A appended to this Ordinance.*

c. **Conditional Use Permit by CenterPoint Energy Resource and Minnegasco Inc.**

Wilson noted on March 6, 2025, the Waseca County Planning Commission held its regularly scheduled meeting and unanimously moved to recommend approval of the following request to the Waseca County Board of Commissioners:

CenterPoint Energy Resource and Minnegasco Inc. are requesting a Conditional Use Permit Amendment to add a new compressor building on the east side of their property located in Section 6 Township 108N Range 22W of Blooming Grove Township. The request is pursuant to the requirements of Section 6.08 and 6.16(J) of the Waseca County Unified Development Code. The applicants' property, with the address 12510 440th Ave., Waterville, MN 56096 and PID 02.925.0100 is in the A-1 Agricultural Protection Zoning District.

The Planning Commission members present at the meeting voted to unanimously recommend approval of the Conditional Use Permit request with the amended conditions outlined under recommendations below.

Staff suggests the Board to consider:

1. The approval of Criteria for Approval and the Findings of Facts;
2. The approval of the Conditional Use Permit in substantially the form as appended to this report.

The Planning Commission recommend approval of Centerpoint Energy Resource/Minnegasco Inc. request in substantially the form as presented to include the following conditions:

Standards/Regulations:

1. All County, State, and Federal laws, regulations, and ordinances shall be complied with and all necessary permits and approvals, including County Zoning Permit.

2. Any future upgrade of the equipment completed within the fenced portion of the site shall not require an amendment to this conditional use permit.

Site Development, Access, Parking, Building and Environment:

3. All lighting shall be directed downward and inward to minimize glare to adjacent properties and public roadways. A plan for any new lighting shall be provided to the Planning and Zoning Department prior to installation.
4. Duration, Failure to Comply and Review. A Conditional Use Permit shall become void one (1) year after being granted by the County Board unless used or if discontinued for a period of ninety (90) days. The County Board may prescribe a different time limit within which the action for which the Conditional Use is required shall commence, or be completed, or both. Failure to commence, or complete, or both, such action within the time limit set shall void the Conditional Use Permit. A Conditional Use Permit shall be issued for a particular use on a specific parcel and not for a particular person or firm. Owner/operator shall allow periodic inspection of the facility by Waseca County personnel, including, but not limited to, Waseca County Zoning Administrator and/or staff or assignee, Public Health Department, Environmental Health Department, Waseca County Sheriff's Department or Minnesota Pollution Control Agency staff, to determine if the terms and conditions of this Conditional Use Permit are being complied with. Failure to comply with any of the above-listed conditions shall be grounds for suspension or revocation of the Conditional Use Permit. This Conditional Use Permit may be reviewed on an annual basis and shall be subject to any additions or modifications deemed necessary to meet governmental requirements.

Motion to approve the criteria and findings of facts by Commissioner Malterer, seconded by Commissioner Krause. Motion carried 4-0.

Approve the conditional use permit with the elimination of the last sentence in condition #4, amendment to attachment A by Commissioner Malterer, seconded by Commissioner Harguth. Motion carried 4-0.

d. **Amendment to Conditional Use Permit by Crystal Valley Cooperative**

Wilson discussed the Conditional Use Permit (CUP) Amendment for an Automobile Service Station in Section 5 of St. Mary Township.

On March 6, 2025, the Waseca County Planning Commission held its regularly scheduled meeting and unanimously moved to recommend approval of the following request to the Waseca County Board of Commissioners:

Crystal Valley Cooperative is requesting a Conditional Use Permit Amendment to allow retail sales of Gasoline, Diesel and Deisel Exhaust Fluid (DEF) on its property in Section 5 Township 107N Range 23W of St. Mary Township. The applicant's property with the address 7800 Old US Hwy 14, Janesville, MN 56048 and PID 09.005.0500 is zoned I-General Industrial District and HO Highway Overlay Districts. The request is pursuant to the requirements of Sections 6.19 and 6.16 of the Waseca County Unified Development Code.

The Planning Commission members present at the meeting voted to unanimously recommend approval of the Conditional Use Permit request with the amended conditions outlined under recommendations below.

Staff suggests the Board consider:

- 1) The approval of Criteria for Approval and the Findings of Facts;
- 2) The approval of the Conditional Use Permit in substantially the form as appended to this report.

The Planning Commission recommends approval of Crystal Valley Cooperative request in substantially the form as presented to include the following conditions:

Standards/Regulations:

1. All County, State, and Federal laws, regulations, and ordinances shall be complied with and all necessary permits and approvals, including County Zoning Permit.
2. Any future upgrade of the equipment approved by this conditional use permit shall not require an amendment to this conditional use permit.
3. All chemicals, hazardous materials, solid waste and nutrients and/or the like shall be properly used or disposed of by legal, environmentally sound methods. Any spills resulting from the use of such chemicals, hazardous materials or the like shall be properly reported, contained and mitigated as the State Pollution Control Agency may deem necessary.

Site Development, Access, Parking, Building and Environment:

4. All lighting shall be directed downward and inward to minimize glare to adjacent properties and public roadways. A plan for any new lighting shall be provided to the Planning and Zoning Department prior to installation.
5. All business-related parking shall be on the applicant's property and outside of any public right of ways.
6. Duration, Failure to Comply and Review. A Conditional Use Permit shall become void one (1) year after being granted by the County Board unless used or if discontinued for a period of ninety (90) days. The County Board may prescribe a different time limit within which the action for which the Conditional Use is required shall commence, or be completed, or both. Failure to commence, or complete, or both, such action within the time limit set shall void the Conditional Use Permit. A conditional Use Permit shall be issued for a particular use on a specific parcel and not for a particular person or firm. The owner/operator shall allow periodic inspection of the facility by Waseca County personnel, including, but not limited to,

Waseca County Zoning Administrator and/or staff or assignee, Public Health Department, Environmental Health Department, Waseca County Sheriff's Department or Minnesota Pollution Control Agency staff, to determine if the terms and conditions of this Conditional Use Permit are being complied with. Failure to comply with any of the above-listed conditions shall be grounds for suspension or revocation of the Conditional Use Permit.

Motion to approve the approval of Criteria for Approval and the Findings of Facts by Commissioner Harguth, seconded by Commissioner Krause. Motion carried 4-0.

Motion to approve the Conditional Use Permit in substantially the form as appended to this report. The Planning Commission recommends approval of Crystal Valley Cooperative request in substantially the form as presented to include the following conditions by Commissioner Malterer, seconded by Commissioner Krause. Motion carried 4-0.

Discussions regarding no overnight parking took place. Wilson suggested adding moving item 5 over to attachment A adding the sentence that no overnight parking and signs be posted.

e. **Conditional Use Permit for Transfer of Development Rights from Janesville Township to Iosco Township**

Wilson noted the planning commissioner held a public hearing regarding the Conditional Use Permit (CUP) request to allow the transfer of development rights between two owners and into another Township by Samuel Borneke (receiving site) and Roy & Sally Keyes and Mitchel & Emily Jewison (sending site).

On March 6, 2025, the Waseca County Planning Commission held its regularly scheduled meeting and moved (5 yes – 1 no) to recommend approval of the following request to the Waseca County Board of Commissioners:

Roy & Sally Keyes and Mitchell J. & Emily Jewison are requesting a Conditional Use Permit (CUP) to Transfer a Development Right (TDR) pursuant to Section 6.09 of the Waseca Unified Development Code (UDC). The UDC requires development rights transferred between two owners and into different Townships within Waseca County be completed by CUP. The residential Density in A-1 Agriculture Protection District in Waseca County is one (1) unit per Quarter-Quarter. Increases are allowed by TDR. The proposal is to transfer development right from a sending site in the NE ¼ of the NW¼ of Section 14, T.108N R.24W (PID 06.014.0300) to a 3.84 acre receiving site in the SW¼ of the SW¼ of Section 30, T108N R23W (PID 05.005.1150). Both the sending site, located in Janesville Township, and the receiving site, located in Iosco Township are in the A-1 Agriculture Protection District.

Both parcels are located in the A-1 Agricultural Protection Zoning District. The Waseca County Unified Development Code (UDC) allows the transfer of development rights between two property owners and townships with a conditional use permit. The full Planning Commission Report on these matters can be found on the Waseca County website on the Agendas tab at: <https://www.wasecacounty.gov/AgendaCenter/ViewFile/Agenda/03062025-605>
Staff suggests the Board to consider:

1. All County, State, and Federal laws, regulations, and ordinances shall be complied with and all necessary permits, including, but not limited to, any permit that may be required by the Waseca County Zoning Department, the Waseca County Public Health Services Department and the Waseca County Highway Department. Specifically, this CUP must follow the requirements of the Waseca County Unified Development Code (UDC) including, but not limited to, the provisions contained in §5.02 relating to Subsurface Sewage Treatment Systems (SSTS), §6.09 relating to the Transfer of Development Rights and §6.22 relating to standards in Shoreland Overlay District development.
1. Site Development and Access:
 2. The receiving site shall be developed according to the plans approved by the Waseca County Planning and Zoning Office.
 3. Access to the receiving site shall in accordance with the specifications as approved by the Waseca County Public Works Department.
 4. Wetlands: There shall be no filling or draining of the wetland on the parcel. The owner shall contact the Waseca County Planning and Zoning Office prior to completing any work on the site to assure compliance with the provisions of the Wetland Conservation Act (WCA). No wetland delineation was required to be submitted with this request. In order to make an official determination regarding the presence of wetlands, the Waseca County Soil and Water Conservation District (SWCD) and Land and Water Resources Department may need to conduct a site visit within the growing season
 5. Shoreland Overlay District: The development of any shoreland of public waters, regardless of the size and shape of lots, or the use, size, type and location of structures on lots; the installation and maintenance of water supply and waste treatment systems; the grading and filling of any shoreland area; the cutting of shoreland vegetation; and the subdivision of land shall be in compliance with the terms of ordinance §6.22 and other applicable regulations
 6. Duration, Failure to Comply and Review. A Conditional Use Permit shall become void one (1) year after being granted by the County Board unless used or if discontinued for a period of ninety (90) days. The County Board may prescribe a different time limit within which the action for which the Conditional Use is

required shall commence, or be completed, or both. Failure to commence, or complete, or both, such action within the time limit set shall void the Conditional Use Permit. Conditional Use Permit shall be issued for a particular use on a specific parcel and not for a particular person or firm. Failure to comply with any of the above-listed conditions shall be grounds for suspension or revocation of the Conditional Use Permit. This Conditional Use Permit may be reviewed upon an annual basis and shall be subject to any additions or modifications deemed necessary to meet governmental requirements

Motion to approve Criteria for Approval and the Findings of Facts by Commissioner Krause, seconded by Commissioner Malterer. Motion carried 4-0.

The Planning Commission recommends approval of Samuel Borneke's request to transfer of development rights between two owners and into another Township in substantially the form as presented to include the following conditions: Standards/Regulations:

Motion to approve the Conditional Use Permit in substantially the form as appended to this report by Commissioner Malterer, seconded by Commissioner Harguth. Motion carried 4-0.

f. License Agreement with Michael Singlestad, PID 12.006.0800

Wilson discussed approval of granting a License Agreement allowing Michael Singlestad to use a portion of the right-of-way of County Road 73 (120th Street) to maintain an existing shed and three bins at the site.

Following receipt of a survey for a variance to allow the construction of a feedlot with a property line setback, it was discovered that a shed and three grain bins were constructed with-in the right-of-way as referenced above. The variance was approved subject to certain conditions including that Mr. Singlestad obtain approval from the County Board for a license in substantially the form as attached to this report as Attachment "A".

The Waseca County Highway Department has reviewed this matter and has no objection to the granting of this license.

Motion to review the License Agreement and advice if they have questions or concerns by Commissioner Malterer, seconded by Commissioner Krause. Motion carried 4-0.

g. South Country Health Alliance 2025 Delegation Agreement

South Country Health Alliance has developed a new agreement to replace the 2020 Delegation Agreement and its amendments. A high-level summary of the changes includes:

- Some general updates due to the MnCHOICES transition and other changes;
- General grammatical/capitalization updates;
- Added the amendments from the last agreement; and
- Updated Exhibits, including an updated Business Associate Agreement (Exhibit D) and current reimbursement rates (Exhibit E).
-
- The addition of reimbursement for case management aide activity time with SCC and MSC+ Non-EW Community Well and Skilled Nursing Facility members could result in an increase in revenues of \$939 for 2025. Connector Case Aide funding for the addition of four (4) hours weekly is \$11,550.17 in revenue.

Staff recommends approval of the new agreement, including the Business Associate Agreement (Exhibit D).

Motion to Commissioner Harguth, seconded by Commissioner Malterer. Motion carried 4-0.

The board recessed at 10:57 a.m.

The board reconvened at 11:01 a.m.

6. Administration

a. Administration Update

Michael Johnson, County Administrator, provided updates to the Waseca County Board of Commissioners regarding administrative updates.

b. Human Resources Announcements

Michael Johnson, County Administrator, provided updates to the board regarding recent Human Resource announcements.

c. Community Development Update

Michael Johnson, County Administrator, provided updates to the board regarding recent Community Development activities. Wilson discussed strategic/work plan for 2025, EDA updates, Waseca Co-op, Greenseam, and grants.

7. Commissioner Reports

The Waseca County Board of Commissioners in attendance at today's meeting shared commissioner reports.

8. Adjourn

Having no further county board business, Commissioner Krause moved and Commissioner Harguth seconded the motion to adjourn the meeting. The motion was carried unanimously, and the meeting adjourned at 11:52 a.m.

Doug Christopherson, Chairperson
Waseca County Board of Commissioners

ATTEST:

Beth Weimert, Clerk
Waseca County Administration