



WASECA COUNTY BOARD OF COMMISSIONERS
May 20, 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, May 20, 2025, in the Commissioners' Room, 300 North State Street, Waseca, Minnesota. Members present were Chair Doug Christopherson, DeAnne Malterer, Brian Harguth, Brad Milbrath and Brad Krause.

Other members present were Michael Johnson, County Administrator; Beth Weimert, Administrative Coordinator; Rachel Cornelius, County Attorney; Tammy Spooner, Property and Election Services; Jlm Kollar, Public Works/County Engineer; Sheriff Jay Dulas; Tina Wilson, Planning and Zoning Administrator

Present via online were Carrie Deml, Court Services; Maame Quarcoo, Senior Land Use Planner; Shelley Hyatt, Land Use Assistant; Teddy Heohn, Facilities Supervisor; Brian Zabel, Ag and Ditch Coordinator; Nicole Kalow; Court Services; John Frid; Court Services; Leah Camerson, Public Health Business Manager; Andrew Deziel, Waseca County News

Others present were Michael Roy, Janesville Journal; Deb Bentley, Waseca County Pioneer; Thomas Traynor; Amber Ewert; John Zander; Josh Janike; Kelton Lynch; Collette Lynch; Scott Lynch; Duane Flemming; Brady Adams; Greg Strobel; Allan Flemming; Lansten Flemming; Landen Flemming; Matthew Sommers; Mitch Jewison; Kevin Johnson; Todd Stencel; Russell Guse; Sean Holmes; Caleb Amundson; Mark Sommers; Christine Schultz

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

There was no public comment.

2. Approval of Agenda

Motion to approve the Waseca County Board of Commissioners agenda by Commissioner Harguth, seconded by Commissioner Milbrath. Motion carried 5-0.

3. Approval of County Board Minutes

Motion to approve the Waseca County Board of Commissioners meeting minutes of March 6, 2025, Work Session minutes of March 18, 2025, and meeting minutes of March 18, 2025, by Commissioner Malterer, seconded by Commissioner Krause. Motion carried 5-0.

- a. Waseca County Board of Commissioners Meeting Minutes March 6, 2025
- b. Waseca County Board of Commissioners Work Session Minutes March 18, 2025
- c. Waseca County Board of Commissioners Meeting Minutes March 18, 2025

4. Consent Agenda

Motion to approve the consent agenda as presented by Commissioner Malterer, seconded by Commissioner Milbrath. Motion carried 5-0.

Malterer thanked Public Works for their work on the road and bridge report.

a. Approval of Bills

The following bills were audited and allowed:

A.H. HERMEL COMPANY	367.28
ADVANCED CORRECTIONAL HEALTHCARE INC	4,432.68
AMAZON CAPITAL SERVICES	484.34
AMERICAN SOLUTIONS FOR BUSINESS	5,485.40
ASSOC OF MN COUNTIES	350.00
AUTOMATED LOGIC CONTRACTING SERVICES INC	6,749.00
BAKER TILLY VANTAGEN LLC	5,563.50

BOB BARKER COMPANY INC	152.72
BORNEKE CONSTRUCTION INC	7,760.00
BRAD MILBRATH	476.00
BRADLY D DONAHUE	242.00
BRAYDEN BERG	12.21
BRUCE W NESS	510.00
CAPITAL ONE	79.73
CAPITAL ONE	78.47
CHARLES BENSON	80.98
CHRISTENSEN TIRE & AUTO REPAIR	346.04
COLE PAPERS INC	573.74
COLE'S ELECTRIC INC	405.00
COLTON LARSON	14.05
COMMUNITY COMPLIANCE MONITORING	78.00
DAVID JOHN JONES	990.00
DEANNE MALTERER	271.46
DELL MARKETING L.P.	11,034.88
DEML FORD INC	3,783.17
DERRICK SOMMERS	89.80
DOUGLAS CHRISTOPHERSON	93.80
DOUGLAS FREY KILGORE II	1,155.00
DUANE RATHMANN	81.40
ELITE FORENSIC SERVICES LLC	1,000.00
ELIZABETH M MARVIN	46.75
FIRST NATIONAL BANK	95.11
FIRST NATIONAL BANK	583.47
FIRST NATIONAL BANK	484.95
FIRST NATIONAL BANK 4135	299.59
FIRST NATIONAL BANK 9655	580.41
FIRST NATIONAL BANK 3975	2,074.60
FIRST NATIONAL BANK OMAHA 7265	86.75
FIRST NATIONAL BANK 4208	28.79
FIRST NATIONAL BANK 5529	927.00
FIRST NATIONAL BANK 9593	311.72
FIRST NATIONAL BANK OF OMAHA 0237	1,843.50
FIRST NATIONAL BANK OF OMAHA 0792	643.96
FIRST NATIONAL BANK OF OMAHA 1344	164.10
FIRST NATIONAL BANK OF OMAHA 2967	340.90
FIRST NATIONAL BANK OF OMAHA 3849	48.40
FIRST NATIONAL BANK OMAHA	571.73
FIRST NATIONAL BANK OMAHA 7462	1,181.47
FIRST NATIONAL BANK OMAHA 2000	266.68
FIRST NATIONAL BANK OMAHA 2000	499.50
FIRST NATIONAL BANK OMAHA 2000	120.00
FIRST NATIONAL BANK OMAHA 9296	368.68

FIRST NATIONAL BANK OMAHA 1325	1,288.70
FIRST NATIONAL BANK OMAHA 1745	65.00
FIRST NATIONAL BANK OMAHA 2173	152.47
FIRST NATIONAL BANK OMAHA 2905	154.50
FIRST NATIONAL BANK OMAHA 3744	90.00
FIRST NATIONAL BANK OMAHA 3877	80.47
FIRST NATIONAL BANK OMAHA 4404	1,500.88
FIRST NATIONAL BANK OMAHA 5640	432.60
FIRST NATIONAL BANK OMAHA 6072	888.63
FIRST NATIONAL BANK OMAHA 6667	131.48
FIRST NATIONAL BANK OMAHA 6742	117.39
FIRST NATIONAL BANK OMAHA 8006	30.00
FIRST NATIONAL BANK OMAHA 8830	22.56
GINA PETERSON	602.00
GOPHER STATE ONE CALL	16.20
GREAT KIDS INC	3,728.00
GUARDIAN SUPPLY	668.49
HAS LLC	783.50
I & S GROUP INC	6,745.50
INNOVATIVE OFFICE SOLUTIONS LLC	925.18
JANESVILLE TILE SUPPLY	934.76
JONES HAUGH & SMITH	3,502.00
KENDALL LANGSETH	2,043.60
LACEY CORDS	30.38
LEON SCHOENROCK	99.60
LESUEUR CO SHERIFF-CIVIL DIVISION	1,275.00
MANKATO LEGAL GROUP	323.00
MARK BEHREND	595.00
MARK SOMMERS	93.02
MARVIN PEARSON	97.92
MATHESON	204.68
MAYO CLINIC ST LOUIS MO	129.00
MEI TOTAL ELEVATOR SOLUTIONS	523.28
MESSICK LAW PLLC	1,380.00
MIDWEST MOTOR SUPPLY CO INC	1,186.79
MJB HANSEN FAMILY LP	2,120.32
MONROE TOWMASTER LLC	2,600.00
M-R SIGN COMPANY INC	16,126.25
NAPA AUTO PARTS	40.78
NAPA AUTO PARTS	2,721.94
NAPA AUTO PARTS	1,415.36
NUSS TRUCK GROUP INC	2,953.72
OLMSTED COUNTY	360.00
OLYMPIC FIRE PROTECTION	435.00
PADEN LEGAL SERVICES PLLC	255.00

PAUL BECKSTRAND	105.20
PEMBERTON LAW PLLP	337.00
POSITIVE PROMOTIONS	3,093.50
POWERPLAN INC	6,130.57
RICE CO SHERIFF'S OFFICE	2,925.00
RIVER BEND BUSINESS PRODUCTS	30.27
RIVER VALLEY FORENSIC SERVICES PA	550.00
ROBERT HANSEN	894.70
RODNEY BORN	83.50
RUSSELL J FREDERICK	84.34
SANCO EQUIPMENT LLC	385.24
SCHNEIDER GEOSPATIAL LLC	29,844.00
SOFTWARE.HARDWARE.INTEGRATION	60,555.06
STEPHANIE L BRUSS PHS.D, PLLC	2,800.00
STEPHANIE ROEMHILDT	169.38
STREAMLINE COMMUNICATIONS LLC	395.00
TALKPOINT TECHNOLOGIES INC	330.95
TAYLOR MERGES	30.38
THIRTY YEAR VENTURES LLC	693.65
THOMSON REUTERS	667.44
TRUCK CENTER COMPANIES EAST LLC	219.95
WASECA ABSTRACT COMPANY	228.00
WASECA CO AG SOCIETY	175.00
WASECA COMMUNITY EDUCATION	203.00
WASECA HARDWARE LLC	11.21
WASECA HARDWARE LLC	430.80
WASECA HARDWARE LLC	35.97
WASECA LAKES ASSOCIATION	9,200.00
WASECA, CITY OF	55,391.28
WESLEY STEVEN DAHL	2,520.00
WINEGAR ENTERPRISEES LLC	2,250.00
WSB LLC	1,522.00

b. Transfer of Funds - Road & Bridge

The County of Waseca and the City of Janesville have mutually agreed to the terms of the transfer of jurisdiction and ownership of CSAH No. 44 (Front St). The terms of the agreement provide for a payment of \$150,000.00 from the County to the City. Staff request the transfer of \$150,000.00 from 13.000.000.2819 (Assigned Infrastructure) to 13.310.000.6803 (Miscellaneous Expense).

c. 2024 Road and Bridge Report

The county engineer is required, per Statute 163.07, Subd. 7, to annually prepare and submit a complete report of all county highway work to the County Board. In addition, MN Administrative Rule 8820.1400 requires that the county's report of actual maintenance expenditures be submitted to the state commissioner before the state releases remaining maintenance funds. For the year 2024, the remaining amount to be released is \$242,779.90.

d. Approval of Security Agreement for the Deposit of Public Funds

This is an annual agreement that spells out the protection details for the deposit of public funds.

5. Action Items

a. **Public Hearing for Unified Development Code Amendment to Sections 6.07, 6.08 and Article 8; Organized Farm Colonies**

Staff requested the County Board of Commissioners holds a public hearing to consider an Amendment to Sections 6.07, 6.08 and Article 8 of the Unified Development Code (UDC). Waseca County requests amendments to the UDC to include specific standards and requirements for Organized Farm Colonies under Section 6.07. The amendment will include the aforementioned use as Conditional Use in Section 6.08 and the definition of Organized Farm Colonies under Section 8.03 of the UDC.

Waseca County Planning Commission first met on March 6, 2025, to consider these amendments. A public hearing and discussion was held regarding the proposed changes. After much discussion, the planning commission tabled this item with the request that staff return with additional information. The next meeting of the Planning Commission was on May 1, 2025. At this meeting, staff presented additional information which will be shared today with the county board via a PowerPoint presentation as attached. The Planning Commission has forwarded this item to the County Board for consideration with a recommendation in favor of the amendment.

Chair Christopherson opened the public hearing at 9:40 a.m. Chair Christopherson asked for public comment, noting everyone is limited to three minutes.

Many citizens were present for public comments. Comments were made.

Motion to close the public hearing at 10:11 p.m. by Commissioner Krause, seconded by Commissioner Milbrath. Motion carried 5-0.

Chair Christopherson asked for a motion. Hearing none, the item died due to lack of motion.

The Board recessed at 10:24 a.m.

The Board convened at 10:34 a.m.

b. **Resolution 2025-27: CR 61 Revocation**

Jim Kollar, Public Works/County Engineer, discussed road transfer between the County of Waseca and St. Mary Township has been a topic of discussion with the Board, since the April 1st County Board work session. The work session was preceded by a St. Mary Township request that the county take over 110th Street; the Township citing heavy traffic volumes and difficulty maintaining the road segment. Following the April 1st work session, the topic was further discussed at a Public Works Committee meeting on April 8th, where the general direction was to continue the process of a road trade with St. Mary Township. The Waseca County Board of Commissioners held a public hearing in St. Mary Township, on May 19, 2025; a statutory requirement for reverting roads to a town. Resolution 2025-27 provides for the revocation of CR No. 61 and reversion of the road to St. Mary Township.

In addition, the resolution authorizes the execution of the Memorandum of Understanding (MOU). The MOU provides that the County will take over 110th Street between 325th Ave and 340th Ave, and further provides that St. Mary Township agrees to maintain the revoked county highway and waives the provisions of MN Statute 163.11, Subd. 5b.

Motion to adopt Resolution 2025-27 County Highway Revocation by Commissioner Milbrath, seconded by Commissioner Harguth. Motion carried 5-0.

RESOLUTION # 2025-27 COUNTY HIGHWAY REVOCATION

WHEREAS, It appears to the County Board of the County of Waseca that the road hereinafter described as a County Highway under the provisions of Minnesota Laws; and

WHEREAS, As per MN Statute 163.11, Subd. 5a, the Waseca County Board of Commissioners held a public hearing in the Town of St. Mary at 7:00 pm on Monday, May 19, 2025, to hear from all interested parties;

NOW, THEREFORE BE IT RESOLVED, by the County Board of the County of Waseca that the road described as follows, to wit: County Road No. 61 (78th St/ 325th Ave): from CSAH No. 9 (85th St) to CSAH No. 26 (340th Ave) (2.25 miles) be, and hereby is, revoked as a County Highway of said County and thereupon reverts to the Town of St. Mary.

BE IT FURTHER RESOLVED, that the County Board authorizes the County Board Chairperson and the County Administrator to execute the Memorandum of Understanding by and between the County of Waseca and Town of St. Mary.

c. **Resolution 2025-28: 110th Street Take-Over**

Kollar also discussed the Memorandum of Understanding presumably approved by the adoption of Resolution 2025-27 between the County of Waseca and St. Mary Township, the segment of 110th Street between 325th Avenue and 340th Avenue is to be taken over by Waseca County. MN Statute 163.11 provides for the County's powers relating to highways, including the take-over of certain roads by resolution.

Motion to adopt Resolution 2025-28 by Commissioner Malterer, seconded by Commissioner Krause. Motion carried 5-0.

RESOLUTION # 2025-28 TAKEOVER OF TOWNSHIP ROAD – 110TH STREET

WHEREAS, Minnesota statute §163.11 states, among other things, that any public highway within the county, other than a trunk highway, municipal state-aid street, or county state-aid highway, may be taken over as a county highway by resolution of the county board; and

WHEREAS, consideration for a takeover includes the long-term regional use by the public; and

WHEREAS, a portion of St. Mary Township's 110th Street is appropriate for inclusion in the County highway system because of the regional use of the roadway; and

WHEREAS, upon takeover, Waseca County is responsible for maintenance, improvement, and reconstruction of the portion of 110th Street described below.

NOW, THEREFORE BE IT RESOLVED, that the Waseca County Board of Commissioners hereby takeover the township road segment described as follows: 110th Street in St. Mary Township: The 110th Street right-of-way in St. Mary Township located in Sections 25, 26, 35 and 36, Township 107 North, Range 23 West from the intersection of County Highway No. 75 (325th Ave) to the intersection of County State Aid Highway No. 9 (340th Ave); a distance of approximately 7,935 feet (1.50 miles).

NOW, THEREFORE BE IT FURTHER RESOLVED, that this segment be designated as County Road No. 61.

d. **Contract No. 812504: Pavement Markings**

Kollar noted that they solicited quotes for re-striping of pavement markings on selected county highways. Approximately 76 miles of county highway have been selected for re-striping with traffic paint. An alternate bid was also included in the solicitation for epoxy wet-reflective centerline re-striping on CSAH 14 between Clear Lake Drive and the Steele County line. Quotes were due on Friday, May 9th at 10:00 am. One (1) quote was received, and the bid summary is attached. Sir Lines-A-Lot, LLC provided the low, responsive quote at \$112,780.10; \$101,809.40 as the base bid for traffic paint and \$10,970.70 for the enhanced centerline pavement markings on CSAH 14. The 2025 approved budget for pavement markings (Hwy Maintenance) is \$120,000.00.

Motion to award Contract No. 812504, consisting of the base bid and alternate bid, to Sir Lines-A-Lot, LLC for the amount of \$112,780.10 by Commissioner Harguth, seconded by Commissioner Krause. Motion carried 5-0.

6. Administration

a. **Administration Update**

Michael Johnson, County Administrator, provided administrative updates to the board.

b. **Human Resources Announcements**

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

c. **Community and Economic Development update**

Tina Wilson, Planning and Zoning Administrator, provided updates via written handout for Commissioners.

7. Commissioner Reports

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

8. Adjourn

Having no further county board business, Commissioner Krause moved and Commissioner Milbrath seconded the motion to adjourn the meeting. The motion was carried unanimously and the meeting adjourned at 11:04 a.m.

Doug Christopherson, Chairperson
Waseca County Board of Commissioners

ATTEST:

Beth Weimert, Clerk
Waseca County Administration

