



WASECA COUNTY BOARD OF COMMISSIONERS
October 7, 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, October 7, 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; Brian Zabel, Sheriff Jay Dulas; Rachel Cornelius, County Attorney; Tammy Spooner, Property and Election Services Director; Jim Kollar, Public Works Director/County Engineer; Chris Howard, Land and Water Resource Director; Tammy Ruud, Recording Specialist

Others present were Deb Bently, Waseca County Pioneer; Alexis Miller; Amy Nelson, U of M Extension

Present via online platform were Brian Zabel, Ag and Ditch Coordinator; Brandee Nelson, Dispatch; Leah Cameron; Public Health Business Manager, Samantha Strand, HR Generalist

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. Introduction of New Staff

Tammy Spooner, Property and Election Services Director, introduced Tammy Ruud, who is the new Recording Specialist.

3. Approval of Agenda

Motion to approve the Waseca County Board of Commissioners agenda with the amended lunch location to Oscars due to additional meetings this afternoon by Commissioner Milbrath, seconded by Commissioner Malterer.

4. Approval of County Board Minutes

Motion to approve the Waseca County Board of Commissioners work session meeting minutes of July 15, 2025, regular meeting minutes of July 15, 2025, and work session meeting minutes of August 5, 2025, by Commissioner Harguth, seconded by Commissioner Krause. Motion carried 5-0.

- a. Waseca County Board of Commissioners Work Session Minutes July 15, 2025
- b. Waseca County Board of Commissioners Meeting Minutes July 15, 2025
- c. Waseca County Board of Commissioners Work Session August 5, 2025

5. Consent Agenda

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

a. Approval of Bills

The following bills were audited and allowed:

A.H. HERMEL COMPANY	363.64
A1 KEY CITY LOCKSMITHS	16.00
ADVANCED CORRECTIONAL HEALTHCARE INC	4,355.43
AMAZON CAPITAL SERVICES	921.69
ASSOC OF MN COUNTIES	60.00
AVENU INSIGHTS & ANALYTICS LLC	7,714.76
BLOOMING PRAIRIE FARM RADIO, INC	450.00

BOB BARKER COMPANY INC	693.11
BOCKS SERVICE INC	419.30
BOMGAARS SUPPLY	335.52
BOMGAARS SUPPLY	566.87
BORNEKE CONSTRUCTION INC	4,240.00
BRAD MILBRATH	590.80
BRITTON PLUMBING & HEATING LLC	913.75
CAPITAL ONE	36.16
CHARLES BENSON	80.00
CHRIS HOWARD	600.00
CHRISTENSEN TIRE & AUTO REPAIR	94.20
CHRISTOPHER LLOYD OSTERLOH	80.00
COLE PAPERS INC	1,446.73
DAVID R BORCHARDT	960.00
DEANNE MALTERER	649.01
DENNISON TECHNOLOGY GROUP	3,025.00
DONNELLY LAW FIRM PLLC	1,740.00
EINHAUS, MATTISON, CARVER & HABERMAN, PA	705.00
GINA PETERSON	800.00
GLENCOE LAW OFFICE LLC	1,470.00
HARRIS	1,704.00
INNOVATIVE OFFICE SOLUTIONS LLC	1,309.22
JAMES BROTHERS CONSTRUCTION INC	14,000.00
JANESVILLE TILE SUPPLY	5,681.52
JETTER CLEAN INC	665.00
JOHN DEERE FINANCIAL	1,271.64
LESUEUR COUNTY SHERIFF'S OFFICE	2,325.00
MACKENZIE WEIS	49.69
MANKATO LEGAL GROUP	34.00
MARK BEHREND	4,843.30
MATT HARRINGTON	99.32
MEDTOX LABORATORIES	11.82
MEI TOTAL ELEVATOR SOLUTIONS	523.28
MENARDS-MANKATO	33.37
MERIDIAN BLUE CONSTRUCTION LLC	5,040.00
MESSICK LAW PLLC	270.00
MIDWEST MONITORING & SURVEILLANCE	211.67
MIDWEST MOTOR SUPPLY CO INC	1,889.62
MJB HANSEN FAMILY LP	2,120.32
MN DEPT OF LABOR & INDUSTRY-ST PAUL	100.00
NAPA AUTO PARTS	2,000.11
NORTHLAND & COMPANIES	2,013.00
OFFICE OF MNIT SERVICES	1,675.98
PATTI SCHUCH	103.52
PATTON HOVERSTEN & BERG PA	5,885.00

PHILLIP L SCHLEICHER	39,000.00
RACHEL CORNELIUS	54.00
RAMY TURF PRODUCTS LLC	408.00
RECOVERY TREK LLC	3,172.15
RINKE-NOONAN ATTORNEYS AT LAW	4,702.50
RIVER BEND BUSINESS PRODUCTS	879.64
ROBERT HANSEN	397.80
RUSSELL J FREDERICK	84.34
SNAP ON INCORPORATED	73.28
SQUIRES, WALDSPURGER & MACE PA	2,955.82
STEPHANIE L BRUSS PHS.D, PLLC	2,200.00
STREAMLINE COMMUNICATIONS LLC	9,809.22
STREICHERS	390.87
TITAN ENERGY SYSTEMS INC	6,569.63
ULINE	366.78
US VENTURE INC	1,328.00
WASECA ABSTRACT COMPANY	340.00
WASECA AREA CHAMBER OF COMMERCE INC	153.75
WASECA HARDWARE LLC	13.71
WASECA SAND & GRAVEL INC	1,374.40
WATERGUARDS LLC	7,549.06
WESLEY STEVEN DAHL	1,350.00
WILLIE'S PAINTING	5,075.00
ZIEGLER INC	1,487.50
ZOHO CORPORATION	4,752.00

b. Fund Transfer - Wheelage Tax

Requesting transfer of Wheelage Tax monies for the incurred total expense of Contract No. 812503. Final contract amount is \$513,675.95. Transfer \$46,148.66 from 13.349.000.5018 (Wheelage Tax-Revenue Acct) to 13.000.000.2853 (Wheelage Tax-Assigned Acct). Transfer \$513,675.95 from 13.000.000.2853 (Wheelage Tax-Assigned Acct) to 13.330.000.6260 (Hwy Maintenance-Prof & Tech Services).13.000.000.2853 (Wheelage Tax-Assigned Acct) Current Balance: \$467,527.29. Transfer In of \$46,148.66.

c. Fund Transfer — Property & Election Services

Request to transfer \$154,494.91 from Fund 25 to Fund 01.

d. Fund Transfer - Public Health

Requesting the transfer of \$397.60 from pass through custodial account 85-451-454 into Public Health operating general fund account 01-451-452.

e. Transfer of Funds — Sheriff's Office

Transfer of \$7,000 to the assigned vehicle fund. Sale of retired patrol squad. Transfer of funds from refunds and reimbursement account to assigned vehicle fund.

f. Transfer of Funds — Sheriff's Office

Transfer of \$10,000 to the assigned vehicle fund. Sale of retired patrol squad. Transfer of funds from refunds and reimbursement account to assigned vehicle fund.

g. Approve 1-year Extension of ZP 2024-7699, Danberry (PID 060260200)

Waseca County staff recommends that the Waseca County Board of Commissioners consider allowing Shawn and Brandis Danberry a one (1) year extension to complete the above-referenced project.

6. Action Items

a. Contract No. 812503 Final Acceptance

Asphalt Surface Technologies Corp. (ASTECH) has completed the 2025 bituminous seal coat project. All work has been completed in accordance with the contract documents, which included bituminous seal coat, fog seal & pavement markings on approximately 22 miles of county highways. The final amount of work certified is \$513,675.95; 98% of the original contract amount of \$522,305.11. No change orders were executed. Final payment in the amount of \$29,808.32 is due to ASTECH.

Wheelage Tax monies were programmed for this contract.

Motion to accept the work and authorize final payment in the amount of \$29,808.32 to Asphalt Surface Technologies Corp. by Commissioner Milbrath, seconded by Commissioner Malterer. Motion carried 5-0.

b. Resolution No. 2025-39: MnDOT Contract No. 1059825

Kollar also discussed Resolution No. 2025-39: MnDOT Contract No. 1059825A noting the County Road Safety Plan, for Waseca County, was originally completed in August 2012. The County Road Safety Plan (CRSP) was prepared as part of the Minnesota statewide highway safety planning process. The CRSP was data-driven, with a goal to reduce severe crashes (those involving fatalities and serious injuries) by documenting at-risk locations, identifying effective safety improvement strategies, and positioning the county to compete for available safety funds. State and federal highway safety improvement grant solicitation scoring criteria include preferences for the project to be identified in a CRSP. Twelve individual projects have been awarded state &/or federal safety grant funds for construction between 2021 and 2029, with a total grant award of \$5,258,359 to Waseca County.

The current CRSP has been instrumental in selecting projects and receiving grant funds to implement those projects. It is, however, important to consider the age of the document and that vehicle technologies, driver behavior, safety priorities and strategies may have changed and/or evolved. MnDOT has been working with counties to update their County Road Safety Plans over several years. Waseca County can go through the update process currently. An updated CRSP will consider changes to the road systems, driver behavior, crash data, technology, public surveys/comments, etc and provide current safety priorities and strategies to implement. Again, this document will be a key component of future grant applications.

MnDOT has prepared an agreement to provide for Waseca County's CRSP update, utilizing federal funds. Federal funding will pay for up to 80% of the CRSP update, the total of which is estimated at \$105,344.67. Waseca County is responsible for the remaining 20%; estimated at \$21,068.93. Resolution 2025-39 has been prepared, and if adopted, authorizes the County Board Chairperson and County Administrator to execute Contract No. 1059825 with the Commissioner of Transportation.

The preliminary 2026 budget, 13.320.6260 (Professional & Technical Services), includes the anticipated expense for the CRSP update.

Motion to adopt Resolution No. 2025-39: MnDOT Contract No. 1059825 by Commissioner Harguth, seconded by Commissioner Krause. Motion carried 5-0.

c. Contract No. 812501 Final Acceptance

Sir Lines-A-Lot, LLC, has completed all work in accordance with the specifications associated with Contract No. 812501. In addition, final contract clearances have been obtained from MnDOT State-Aid and the Office of Civil Rights. The contract included installing ground-in, wet reflective pavement markings and messages on selected concrete pavements. County highways selected were: CSAH 2, CSAH 3, CSAH 17, CSAH 33, and CSAH 40. The final amount of work certified is \$587,037.73; 99% of the original contract amount of \$590,773.45. No change orders were executed. Final payment in the amount of \$5,870.38 is due to Sir Lines-A-Lot, LLC.

This project is funded by a federal Highway Safety Improvement Program (HSIP) grant in the amount of \$337,950 and regular CSAH-Construction monies in the amount of \$249,087.73.

Motion to accept the work and authorize final payment in the amount of \$5,870.38 to Sir Lines-A-Lot, LLC. by Commissioner Krause, seconded by Commissioner Milbrath. Motion carried 5-0.

d. Contract No. 812410: Final Acceptance

The Waseca County Board of Commissioners awarded APX Construction Group, LLC Contract No. 812410 in July 2024 for the construction of a new steel-span cold storage building. All work for the cold storage building has been completed by APX Construction Group, LLC. The final amount of work certified by the County's architect, Oertel Architects, is \$751,693.46. This amount represents 100.3% of the original contract amount of \$749,356.00. Three change orders were executed. Change Order No. 1 was approved in the amount of \$8,793.75 for added electrical work in the main shop to expand electrical capacity and operate an on-demand water heater to bring an eye-wash station into OSHA compliance. As electrical was being run past this location to power the cold-storage building, it was the most cost-effective solution. Change

Order No. 2 was approved in the amount of \$1,043.71 for labor and materials to install pier cap flashing, which was omitted from the original construction documents. Change Order No. 3 was approved in the amount of (-)\$7,500.00 as a deduct for concrete slab finish issues. Note that Oertel Architects also accepted responsibility for the concrete finish issues, resulting, at least partially, from the concrete mix specified. Oertel Architects has credited the County \$7,500.00 back for professional service fees. Final payment in the amount of \$4,320.00 is due to APX Construction Group, LLC. Road & Bridge reserve funds have been utilized for the project.

Motion to accept the work and authorize final payment in the amount of \$4,320.00 to APX Construction Group, LLC. by Commissioner Malterer, seconded by Commissioner Krause. Motion carried 5-0.

e. SWCD Riparian Fund Suggestion Contracts RF2025-04 & RF2025-05

SWCD has approved cover crop contracts with two Waseca County producers for fields located in losco township sections 15, 20 & 22 and St. Mary township sections 15, 21, 27 & 28. The total acreage of both contracts is 721.7 acres. For the year 2025, there is \$20,000.00 remaining in the cover crop budget of the Riparian Fund. 2025-04 & 2025-05 were submitted on 9-12-25. There have been two other contract submissions that have recently come in.

Staff would advise distributing the \$20,000.00 balance equally among the 721.7 acres included in RF2025-04 & 2025-05 for a per acre rate of \$27.70 in lieu of the \$40/acre rate included in the contract. The remaining 2 contracts that were received on 9-26-25 would receive no funding in 2025.

Motion to accept the distributing \$20,000.00 balance equally among the 721.7 acres included in RF2025-04 & 2025-05 for a per acre rate of \$27.70 in lieu of the \$40/acre rate included in the contract by Commissioner Malterer, seconded by Commissioner Krause. Motion carries 5-0.

f. Request Approval to Purchase Portable Radios Capable of Encryption

In 2011, Waseca County bonded for funds to migrate to 800 MHZ Radio System (towers, portables, mobiles), Radios were purchased around that time. Around 2018-2019 Motorola advised that equipment would not be supported in a few years. Current portables have a "sunset" and may not be supported if repairs are needed and no parts are available. In approximately 2022, Federal Govt mandated agencies migrate to an encrypted system because CJIS information going over the air should be confidential. Area RAC (Radio Advisory Committee) recommends switching to encrypted radio law enforcement communication. Worked with Motorola / Ancom Sales Rep Gary Anderson on Purchase Order and what radios best suit Waseca County Law Enforcement. There are no grants available for mentioned radio purchases. Motorola / Ancom provided a quote for 54 portable radios and accessories to replace the original 54 radios that were purchased. Two of the mentioned radios will be assigned to Emergency Management. Waseca County LE is currently the only area agency not encrypted at this time.

Approve Motorola Quote – 3188633 for a Cost of \$319,000.00 for the purchase of 54 radios and accessories for the Licensed Deputies, Jail & Dispatch Staff, and Mounted Posse Organization
The 2025 Budget includes \$217,500.00 already budgeted for the mentioned Radio Purchase.
The remaining balance can be paid for with 911 Dispatch Funds (\$26,701.00 / 4 radios for dispatch) and Public Safety Aid Money (\$74,799.00).

Motion to approve the purchase of portable radios capable of encryption in the amount of \$ 319,000.00 by Commissioner Milbrath, seconded by Commissioner Malterer. Motion carried 5-0.

g. National 4-H Week Proclamation and Youth Development Update

Alexis Myers, Waseca County 4-H Ambassador, discussed how 4-H has helped her enhance her life and how she looks forward to using the skills that 4-H has taught her throughout her lifetime.
Amy Nelson, 4-H Extension Coordinator, provided a 2025 Waseca County Fair Summary. Nelson provided the 2024-25 annual report to the Commissioners.

Commissioner Christopherson read the Proclamation in Recognition of National 4-H Week. Motion to accept the proclamation recognizing October - as National 4-H Week by Commissioner Milbrath, seconded by Commissioner Krause. Motion carried 5-0.

7. Administration

a. Administration Update

Michael Johnson, County Administrator, discussed libraries and county policies.

b. Human Resources Announcements

Human Resources information was shared with the Waseca County Board of Commissioners.

c. **Community Development Update**

Tina Wilson shared updates via handouts.

8. Commissioner Reports

Tabled.

9. Adjourn

Having no further county board business, Commissioner Harguth moved and Commissioner Milbrath seconded the motion to adjourn the meeting. The motion was carried unanimously and the meeting adjourned at 11:24 a.m.

Doug Christopherson, Chairperson
Waseca County Board of Commissioners

ATTEST:

Beth Weimert, Clerk
Waseca County Administration