



WASECA COUNTY BOARD OF COMMISSIONERS
January 6, 2026 - 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, January 6, 2026, 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; Jim Kollar, Public Works Director/County Engineer; Melissa Sexton, Human Resources Director; Tammy Spooner, Property and Election Services Director; Sheriff Jay Dulas; Denise Wright, Emergency Management Director; Tina Wilson, Community Development Director

Present via online platform: Brandee Nelson, Dispatch; Shelley Hyatt; Planning and Zoning; Maame Quarcocoo; Senior Land Use Planner; Leah Cameron, Public Health Business Manager; Samantha Strand, Human Resources Generalist

Others present: Jon Froke, Chris Ziemer and Karen Klein, ICS a Legence Company; Audra Veroeven, Palmer Bus Service; Deb Bently, Waseca County Pioneer;

1. Call to Order and Pledge of Allegiance

Beth Weimert, Administrative Coordinator, called the meeting to order at 9:30 a.m. The Pledge of Allegiance was recited.

2. Appointment of Chair and Vice Chair for 2026

Weimert noted the first order of business was the nomination of the 2026 Waseca County Board Chairperson. Commissioner Harguth nominated Commissioner Malterer. Hearing no other nominations, Commissioner Milbrath moved to approve Commissioner Malterer as the 2026 Waseca County Board Chair, seconded by Commissioner Harguth. Motion carried 5-0.

Chair Malterer asked for nominations for the 2026 Waseca County Board Vice Chair. Motion by Commissioner Milbrath to nominate Commissioner Krause, seconded by Commissioner Harguth. Motion carried 5-0.

3. Introduction of New Staff

Tabled.

Public Comment

Audra Veroeven, Palmer Bus Service, presented with concerns about Blooming Grove Township roads. She has had two buses go in the ditch and is asking Commissioners to get after the townships with help in getting the roads cleaned up.

It was noted that the first ice storm of the season, the bus went off the road at 440th, sliding off the crown of the road. The second troublesome spot was 135th and 420th.

4. Approval of Agenda

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

5. Presentations

- a. ICS - a Legence Company
 - Chris Ziemer
 - Karen Klein

Chris Ziemer, ICS a Legence Company, was here to discuss

6. Ditch Authority

- a. 2026 Crop Damage Rate

Chris Howard, Land and Water Resources Director, noted it is the policy of Waseca County to set a rate of pay for crop damages that may occur due to repair, improvement, or construction projects. This price is set for the entire year and was determined as follows:

The yield was determined by using a three-year average yield for the county from data received from the National Agricultural Statistics Services branch of the United States Department of Agriculture. Sale prices were determined by using the average

sale price of corn and soybeans from three local commodity buyers and prices were acquired on December 19, 2025.

The proposed corn damage rate for a standing crop is 194.3 bushels at \$4.09 for a total of \$795.00 per acre. The proposed soybean damage rate for a standing crop is 57 bushels at \$9.78 for a total of \$557.00 per acre. The proposed damage rate for an unplanted crop is \$525.00 per acre.

Motion to set the crop damage rate for 2026 at \$4.09 per bushel for corn, soybeans \$9.78 per bushel and unplanted crop \$525.00 per acre by Commissioner Harguth, seconded by Commissioner Krause. Discussion was held. Motion carried 5-0.

7. Approval of County Board Minutes

Tabled at today's meeting.

8. Consent Agenda

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

a. Approval of Bills

The following bills were audited and allowed:

ANCOM COMMUNICATIONS INC	44,692.54
ASSOC OF MN COUNTIES	27,089.00
CANNON RIVER WATERSHED	1,500.00
GBERBA (GREATER BLUE EARTH BASIN ALLIA)	1,392.50
INNOVATIVE OFFICE SOLUTIONS LLC	9.77
MACPZA (MN ASSOC OF CO P&Z ADMIN)	350.00
MN DEPUTY REGISTRARS ASSOC	360.00
MNCCC LOCKBOX	7,171.12
QUADIENT LEASING USA INC	1,225.29
WASECA AREA CHAMBER OF COMMERCE INC	575.00
WASECA HARDWARE LLC	1,092.99

b. Year End Check Run

A.H. HERMEL COMPANY	374.15
AMAZON CAPITAL SERVICES	4,221.33
AMAZON PH	75.97
APG MEDIA SOUTHERN MN LLC	177.38
BOB BARKER COMPANY INC	708.41
BOCKS SERVICE INC	723.42
BOMGAARS SUPPLY	333.82
BOMGAARS SUPPLY	2,128.57
BRAD KRAUSE	253.40
BRAD MILBRATH	253.40
BRITTON PLUMBING & HEATING LLC	16,808.33
CDW GOVERNMENT INC	2,365.28
CELLEBRITE INC	15,960.00
CHRISTOPHER LLOYD OSTERLOH	91.90
CINDRA KAMPHOFF	41,000.00
COLE PAPERS INC	5,523.48
COLE'S ELECTRIC INC	538.92
CRIME STOPPERS OF MINNESOTA	200.00
D&D PRODUCTS	5,302.23
DAVID JOHN JONES	465.00
DEANNE MALTERER	163.94
DENNIS-STEFFEL-OMTVEDT FUNERAL & CREMATION SERVICE	620.00
DONNELLY LAW FIRM PLLC	1,800.00
EINHAUS, MATTISON, CARVER & HABERMAN, PA	1,252.35
GMS INDUSTRIAL SUPPLY INC	1,358.76
GOVERNMENT FORMS AND SUPPLIES	127.90
GREATER MANKATO AREA UNITED WAY	10,000.00
HAS LLC	47.75
HOME SWEET HOME HARDWARE LLC	64.99
INNOVATIVE OFFICE SOLUTIONS LLC	30.14
INNOVATIVE OFFICE SOLUTIONS LLC	1,205.43

INOUTBOARD.COM, INC. 165.00
 JANESVILLE JOURNAL 50.00
 JESSICA S BERKE RPR 55.25
 JOHN DEERE FINANCIAL 354.73
 KYLE ROMAN MURRAY 1,119.00
 L & L STREET ROD & SPORTS TRUCK 14,625.96
 LENZ LAWN CARE INC 2,515.50
 MACKENZIE WEIS 44.27
 MALECHA'S AUTO BODY LLC 8,248.59
 MATHESON 1,156.28
 MCAA EDUCATIONAL FOUNDATION 300.00
 MEDTOX LABORATORIES 35.46
 MENARDS-MANKATO 44.89
 MICHELLE DINEEN PLIC 450.00
 MIDWEST MONITORING & SURVEILLANCE 97.75
 MJB HANSEN FAMILY LP 2,120.32
 MN COUNTY ATTORNEY ASSOC 4,674.00
 MN DEPT OF CORRECTIONS 1,558.50
 MN ENVIRONMENTAL HEALTH ASSOCIATION 90.00
 MNCCC LOCKBOX 99.10
 NAPA AUTO PARTS 2,830.07
 NATIONAL INSURANCE SERVICES 12,483.30
 NCH CORPORATION 207.95
 NORTHLAND FARM SYSTEMS 1,181.49
 OFFICE OF MNIT SERVICES 1,749.31
 OLIVER FARM DRAINAGE 2,533.73
 O'REILLY AUTOMOTIVE INC 22.20
 PATTI SCHUCH 103.52
 PETERS PRO WASH 400.00
 PREMIER BIOTECH 110.63
 QUILL CORPORATION 276.96
 REEDSBURG HARDWARE CHAIN 1,782.10
 RIVER BEND BUSINESS PRODUCTS 868.59
 RS EDEN 161.60
 RUSSELL J FREDERICK 84.34
 SANCO EQUIPMENT LLC 69.15
 SCHILLING SUPPLY COMPANY 141.35
 SF ENTERPRISES LLC 44,925.00
 SMITHS MILL IMPLEMENT INC 206.64
 SOUTH CENTRAL COLLEGE 1,080.00
 SOUTH CENTRAL MN EMS 1,491.92
 STEVEN LEE MARQUARDT 263.40
 STREAMLINE COMMUNICATIONS LLC 124.50
 TECTA AMERICA CORPORATION 2,871.00
 TESCH SERVICE CENTER INC 1,180.00
 TEXAS REFINERY CORP 608.00
 THE ARTINA GROUP 496.51
 THE SHOP OF WASECA LLC 1,800.00
 THIRTY YEAR VENTURES LLC 70.60
 THOMSON REUTERS 684.01
 TIMM'S TRUCKING INC 13,260.00
 TITAN ENERGY SYSTEMS INC 2,775.00
 ULINE 723.92
 US VENTURE INC 664.00
 VARITECH INDUSTRIES INC 851.20
 WASECA GLASS 127.58
 WILLIAM G DONAHUE 6,369.64
 ZIEGLER INC 5,496.90

c. Transfer of Funds - Human Resources

Approve the transfer of \$9,517.00 from fund 01.065.000.5860 and \$7,100.00 from fund 01.065.000.6803 to fund 01.000.000.2829 (Assigned – Insurance Dividends), effective December 31, 2025.

9. Action Items

a. Approval of 2026 Board Calendar

Motion to adopt the 2026 board calendar by Commissioner Krause, seconded by Commissioner Christopherson. Motion carried 5-0.

b. **Approval of 2026 Waseca County Board Committee Assignments**

The Waseca County Board of Commissioner reviewed the 2026 Board Committee Assignments and discussions were held. The following edits were made Drug Court Steering Committee — Commissioner Harguth will be the main and Commissioner Christopherson will be the alternate. For MCIT, Commissioner Harguth is main and Commissioner Malterer is alternate.

Motion to approve the amended 2026 Waseca County Board of Committee Assignments by Commissioner Harguth, seconded by Commissioner Milbrath. Motion carried 5-0.

c. **Approval of 2026 Mileage Reimbursement Rate Modeling the Federal Rate**

Tammy Spooner, Property and Election Services Director, discussed the 2026 mileage rate reimbursement rate. Spooner noted the IRS has set the rate at 72.5 cents per mile.

Motion to approve the 2026 mileage reimbursement at 72.5 cents per mile by Commissioner Milbrath, seconded by Commissioner Christopherson. Motion carried 5-0.

d. **Approval Appointment of Citizens to Boards and Commissions**

Commissioner Malterer discussed the approval appointment of citizens to board and commissions. Motion to approve the Planning Commission, Board of Adjustment and Economic Development Authority with the amendment to EDA #7 being Brad Milbrath by Commissioner Christopherson, seconded by Commissioner Krause. Motion carried 5-0.

e. **Approval of Appointment of Library Board Representative**

Commissioner Malterer discussed the approval of the appointment of a Library Board Representative, noting Brian Schanli's term was up in December 2025. Staff recommend Jennifer Weber to occupy the empty position. This would be a 3-year term.

Motion to approve Jennifer Weber to a 3-year term appointment of the Library Board by Commissioner Krause, seconded by Commissioner Harguth. Motion carried 5-0.

f. **Emergency Management Performance Grant Agreement**

Denise Wright, Emergency Management Director, noted Waseca County Emergency Management has been awarded \$15,574.00 for the 2024 EMPG (Emergency Management Performance Grant) by Minnesota Homeland Security and Emergency Management. This grant requires a 50% match and goes toward Emergency Management salary and fringe benefits.

Motion to approve and sign the emergency management performance grant agreement and accept the award of \$15,574.00 by Commissioner Krause, seconded by Commissioner Christopherson. Motion carried 5-0.

g. **Resolution 2026-01 Designation of Official Newspaper for 2026**

Spooner discussed Resolution 2026-01 Designation of the Official Newspaper for 2026. Circulation information was requested to be included in the presentation for next year's consideration.

Motion to adopt Resolution 2026-01 Designation of Official Newspaper for 2026 Waseca County Pioneer by Commissioner Harguth, seconded by Commissioner Christopherson. Motion carried 5-0.

Resolution 2026-1

Resolution Designating the Legal Paper of Waseca County for 2026

BE IT RESOLVED, that the _____ of Waseca, Minnesota, a legal paper of the County of Waseca, be and hereby is designated the official newspaper to publish the proceedings of the County Board, ordinances, official notices, real estate delinquent tax lists, County Board of Equalization, and all other legal notices required by law to be published in the official newspaper of Waseca County for the year 2026.

BE IT FURTHER RESOLVED, that the Waseca County Website wasecacounty.gov will be the official website for the posting of the 2025 financial statement.

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

h. **Resolution 2026-02: Designation of County Website as Official Publication for Transportation Projects**

Jim Kollar, Public Works Director/County Engineer, discussed the Resolution 2026-02 Designation of the County Website as the Official Publication for Transportation Projects.

Motion to adopt Resolution 2026-02 Designation of the County Website as the Official Publication for Transportation Projects by Commissioner Milbrath, seconded by Commissioner Krause. Motion carried.

RESOLUTION # 2026-02

DESIGNATING THE WASECA COUNTY WEBSITE AS THE 2026 OFFICIAL PUBLICATION FOR TRANSPORTATION PROJECTS

WHEREAS, Minnesota Statute §375.21 states, among other things, that when required by certain dollar limitations a contract for work or labor to construct or repair roads, bridges or buildings be made by the County Board only after advertising for bids or proposals in a qualified legal newspaper of the county; and **WHEREAS**, pursuant to Resolution 2026-01, the Waseca County Board of Commissioners has designated an official newspaper for the 2026 publication of official proceedings and public notices; and **WHEREAS**, Minnesota Statute §331A.12 provides that the Waseca County website may be designated as the official publication for transportation projects; and **WHEREAS**, publication on the website may be used in place of or in addition to any other required form of publication; and **WHEREAS**, publication on the County's website for transportation projects shall conform to substantially the same format and for the same period of time as required for publication in an official newspaper; and **WHEREAS**, a permanent record of such publications shall be maintained by Waseca County in a form accessible to the public. **NOW, THEREFORE BE IT RESOLVED**, that the Waseca County Board of Commissioners hereby designate the Waseca County website, www.wasecacounty.gov, as the 2026 official publication for the public notices required for transportation projects. **BE IT FURTHER RESOLVED**, that a notice be published in the Official Newspaper and on the Waseca County website that any advertisements for bids for transportation projects will be published on the Waseca County website.

i. **Resolution 2026-03: Bridge Priority List**

Kollar also discussed Resolution 2026-03 which provides for an annual update of Waseca County's Bridge Priority List. The list identifies bridge structures that are a high priority for replacement, rehabilitation, or removal within the next five years. For these structures to be eligible for financial assistance, such as the state's Local Bridge Replacement Program, the structures need to be identified on the County's priority list. Furthermore, clauses in Chapters 8810 and 8820 of Minnesota Rules and statute require the bridge priority list to be in the form of a resolution adopted by the County Board.

Upon adoption, Resolution 2026-03 will supersede Resolution 2025-03 previously adopted on January 7, 2025. Four (4) bridges were replaced in 2025 and have been removed from the bridge priority list (Br 7603, 7604, 81509 & 7598). Three (3) bridges have been added to the list and are Br 7008, 81518 & 81505.

Motion to adopt Resolution 2026-03 Bridge Priority List by Commissioner Christopherson, seconded by Commissioner Krause. Motion carried 5-0.

RESOLUTION # 2026-02

DESIGNATING THE WASECA COUNTY WEBSITE AS THE 2026 OFFICIAL PUBLICATION FOR TRANSPORTATION PROJECTS

WHEREAS, Minnesota Statute §375.21 states, among other things, that when required by certain dollar limitations, a contract for work or labor to construct or repair roads, bridges or buildings be made by the County Board only after advertising for bids or proposals in a qualified legal newspaper of the county; and **WHEREAS**, pursuant to Resolution 2026-01, the Waseca County Board of Commissioners has designated an official newspaper for the 2026 publication of official proceedings and public notices; and **WHEREAS**, Minnesota Statute §331A.12 provides that the Waseca County website may be designated as the official publication for transportation projects; and **WHEREAS**, publication on the website may be used in place of or in addition to any other required form of publication; and **WHEREAS**, publication on the County's website for transportation projects shall conform to substantially the same format and for the same period of time as required for publication in an official newspaper; and **WHEREAS**, a permanent record of such publications shall be maintained by Waseca County in a form accessible to the public. **NOW, THEREFORE BE IT RESOLVED**, that the Waseca County Board of Commissioners hereby designate the Waseca County website, www.wasecacounty.gov, as the 2026 official publication for the public notices required for transportation projects. **BE IT FURTHER RESOLVED**, that a notice be published in the Official Newspaper and on the Waseca County website that any advertisements for bids for transportation projects will be published on the Waseca County website.

j. **Resolution 2026-04: Public Hearing to Consider Adoption of 2026 Fee Schedule**

Johnson discussed the adoption of the 2026 Fee Schedule Resolution 2026-04. Discussion was held. Changes to be made as follows: Sheriff's Office \$100.00 special event amendment to the fee schedule; \$20.00 without a max per day – vehicle storage for the Sheriff's Office Storage; 3 Civil process fees should be changed to from \$75.00 to \$85.00 per day; expedited service \$100.00 under sheriff's office.

Chair Malterer opened the public hearing to consider adoption of the 2026 fee schedule, Resolution 2026-04 at 10:44 a.m. Chair Malterer asked for public comment. Hearing none, motion to move out of public hearing at 10:45 a.m. by Commissioner Krause, seconded by Commissioner Milbrath. Motion carried 5-0.

Motion to adopt Resolution 2026-04 with the amended 2026 Fee Schedule with the changes listed above by Commissioner Harguth, seconded by Commissioner Milbrath. Discussion was held. Motion carried 5-0.

Resolution 2026-4

Adoption of 2026 Fee Schedule

WHEREAS, Minn. Stat. 373.41 allows the County to charge miscellaneous fees for services provided by any county office; and **WHEREAS**, Minn. Stat. 373.41 requires the County Board to hold a public hearing in order to hear comments on any of the proposed fees; and **WHEREAS**, a public hearing was held on January 6, 2026, regarding revisions to the 2025 County Fee Schedule. **NOW, THEREFORE, BE IT RESOLVED** that the Waseca County Board of Commissioners approves the 2026 Fee Schedule as

10. Administration

a. Administration Update

Johnson discussed reoccurring Justice Center details to move towards bid packets, which will occur in a couple of months. Johnson discussed where services will land as we move towards the completion of the Justice Center.

b. Human Resources Announcements

Melissa Sexton, Human Resources Director, provided updates to the board regarding recent Human Resource announcements.

c. Community Development Update

Tina Wilson, Community Development Director, provided updates to the board regarding recent Community Development announcements.

11. Commissioner Reports

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

12. Adjourn

Having no further county board business, Commissioner Christopherson moved and Commissioner Milbrath seconded the motion to adjourn the meeting. The motion was carried unanimously and the meeting adjourned at 11:17 a.m.

DeAnne Malterer, Chairperson
Waseca County Board of Commissioners

ATTEST:

Beth Weimert, Clerk
Waseca County Administration