



WASECA COUNTY BOARD OF COMMISSIONERS
January 20, 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 20, 2026, in the Commissioners' Room, 300 North State Street, Waseca, Minnesota. Members present were Chair DeAnne Malterer, Doug Christopherson, Brian Harguth, Brad Milbrath and Brad Krause.

Other members present were Michael Johnson, County Administrator; Beth Weimert, Administrative Coordinator; Rachel Cornelius, County Attorney; Sheriff Jay Dulas; Chris Howard, Land and Water Resources Director; Tina Wilson, Community Development Director; Sarah Berry, Public Health Director

Present via online platform were Brandee Nelson, Dispatch; Maame Quarcoo, Senior Land Use Planner; Andrew Deziel, Waseca County News

Others present were Deb Bently, Waseca County Pioneer

1. Call to Order and Pledge of Allegiance

Chair Malterer called the meeting to order at 9:31 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 Milbrath, seconded by Commissioner Krause. Motion carried 5-0.

3. Ditch Authority

a. CD 27 Repair-Set Public Hearing

Chris Howard, Land and Water Resources Director, discussed a repair cost estimate report that has been prepared for the replacement of the main line and branch 25 tile sections of County Ditch 27 (CD 27). The appointed engineer for the project will present the report and then open the hearing for landowner and public comment. The hearing has been proposed for February 10th at 10:30am in the Waseca County Commissioners' Room. Staff recommends setting the public hearing for CD 27 repair and engineer report for February 10th at 10:30AM in the Waseca County Commissioners' Room.

Motion to set the public hearing for CD 27 repair on February 10, 2026, at 10:30 a.m. by Commissioner Krause seconded by Commissioner Milbrath. A roll call was taken and the motion passed 5-0 by the following: Commissioner Christopherson - aye; Commissioner Harguth - aye; Commissioner Milbrath - aye; Commissioner Krause - aye; Malterer - aye.

4. Approval of County Board Minutes

Motion to approve the Waseca County Board of Commissioners meeting minutes of December 16, 2025, budget and levy hearing meeting minutes of December 16, 2025, work session meeting minutes of December 23, 2025, and special meeting minutes of December 23, 2025, by Commissioner Milbrath, seconded by Commissioner Christopherson. Motion carried 5-0.

a. Waseca County Board of Commissioners Meeting Minutes December 16, 2025

b. Waseca County Board of Commissioners Budget and Levy Hearing December 16, 2025

c. Waseca County Board of Commissioners Work Session December 23, 2025

d. Waseca County Board of Commissioner Special Meeting December 23, 2025

5. Consent Agenda

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

a. Approval of Bills

The following bills were audited and allowed:

ACCENT WIRE HOLDINGS LLC	5,139.18
ADVANCED CORRECTIONAL HEALTHCARE INC	187.50
ADVANCED CORRECTIONAL HEALTHCARE INC	4,505.43
AMAZON CAPITAL SERVICES	485.81
AMAZON CAPITAL SERVICES	295.23
AMAZON PH	60.76
ASSOC OF MN COUNTIES	3,905.00
BOCKS SERVICE INC	170.00
BRIAN HARGUTH	529.20
BRIAN SCHANIL	1,147.90
CANADIAN PACIFIC PLAZA	1,500.00
CHARLES BENSON	81.02
CHERYL LEWER	952.40
CHRISTENSEN TIRE & AUTO REPAIR	97.10
COLE'S ELECTRIC INC	1,345.01
COLE'S ELECTRIC INC	576.17
COMMUNITY COMPLIANCE MONITORING	277.00
DEML FORD INC	1,754.54
DERRICK SOMMERS	90.15
DONNELLY LAW FIRM PLLC	4,740.00
DORCO INC	2,286.00
DOUGLAS CHRISTOPHERSON	154.00
DUANE RATHMANN	81.45
ENVIRONMENTAL SYSTEMS RESEARCH INST INC	28,400.00
FIFTH THIRD BANK NA	25.00
FIRST NATIONAL BANK	730.00
FIRST NATIONAL BANK	448.18
FIRST NATIONAL BANK 4135	2,143.10
FIRST NATIONAL BANK 8759	462.93
FIRST NATIONAL BANK 9655	2,286.43
FIRST NATIONAL BANK 3975	142.00
FIRST NATIONAL BANK OMAHA 7265	9.99
FIRST NATIONAL BANK OF OMAHA 0237	797.00
FIRST NATIONAL BANK OF OMAHA 0792	1,203.58
FIRST NATIONAL BANK OF OMAHA 1344	41.79
FIRST NATIONAL BANK OMAHA	643.91
FIRST NATIONAL BANK OMAHA 7462	426.31
FIRST NATIONAL BANK OMAHA 2000	65.00
FIRST NATIONAL BANK OMAHA 2000	845.16
FIRST NATIONAL BANK OMAHA 2000	32.60
FIRST NATIONAL BANK OMAHA 2000	489.98
FIRST NATIONAL BANK OMAHA 9296	2,413.69
FIRST NATIONAL BANK OMAHA 0727	1,610.50
FIRST NATIONAL BANK OMAHA 0792	21.31
FIRST NATIONAL BANK OMAHA 1745	190.00
FIRST NATIONAL BANK OMAHA 2173	200.00
FIRST NATIONAL BANK OMAHA 2905	1,149.10
FIRST NATIONAL BANK OMAHA 3877	31.01

FIRST NATIONAL BANK OMAHA 5640	311.75
FIRST NATIONAL BANK OMAHA 6072	575.07
FIRST NATIONAL BANK OMAHA 6114	308.62
FIRST NATIONAL BANK OMAHA 6667	2,363.59
FIRST NATIONAL BANK OMAHA 6742	1,441.67
FIRST NATIONAL BANK OMAHA 6755	49.92
FIRST NATIONAL BANK OMAHA 7236	462.93
FIRST NATIONAL BANK OMAHA 7801	462.93
FIRST NATIONAL BANK OMAHA 8006	38.88
FIRST NATIONAL BANK OMAHA 8264	119.88
FIRST NATIONAL BANK OMAHA 8538	462.93
FIRST NATIONAL BANK OMAHA 8830	17.14
FRSECURE LLC	8,100.00
GMS INDUSTRIAL SUPPLY INC	583.10
GOPHER STATE ONE CALL	6.75
HAWK ALARM SYSTEMS INC	119.95
HOTSY MINNESOTA	812.42
ICON ENTERPRISES, INC.	7,924.77
INNOVATIVE OFFICE SOLUTIONS LLC	41.30
INNOVATIVE OFFICE SOLUTIONS LLC	348.40
JOHN DEERE FINANCIAL	101.04
JONES HAUGH & SMITH	3,407.00
KOHLMEYER HAGEN LAW OFFICE CHTD	2,395.00
KRIS ENGINEERING INC	502.09
LEON SCHOENROCK	100.30
LINDA LARES	125.00
LITTLE FALLS MACHINE INC	1,609.72
MANTHE GARAGE DOORS LLC	225.00
MARK BEHREND	2,415.00
MARK SOMMERS	93.49
MEI TOTAL ELEVATOR SOLUTIONS	523.28
MELILLO CONSULTING INC	233,468.95
MESSICK LAW PLLC	600.00
MID STATES ORGANIZED CRIME INFO CENTER	150.00
MIDWEST MONITORING & SURVEILLANCE	181.75
MIDWEST MOTOR SUPPLY CO INC	144.53
MINNESOTA ELEVATOR INC	64.28
MJB HANSEN FAMILY LP	2,120.32
MN ASSOC OF CO FEEDLOT OFFICERS	350.00
MN COUNTIES INTERGOVERNMENTAL TRUST	3,818.00
MN DEPT OF CORRECTIONS	1,610.45
MN DEPT OF HEALTH-ENV HEALTH DIVISION	70.00
MN SHERIFFS ASSOC	7,309.82
MN VALLEY COUNCIL OF GOVTS	252.00
MNCCC LOCKBOX	72,697.00
MNCCC LOCKBOX	28,594.61
MOTOROLA SOLUTIONS, INC	319,000.08
M-R SIGN COMPANY INC	316.69
NAPA AUTO PARTS	4,645.29
NAPA AUTO PARTS	2,369.85
NCH CORPORATION	565.75
NCH CORPORATION	6,697.45
NOTT COMPANY	3,846.85

NUSS TRUCK GROUP INC	595.04
OUTREACH SMARTPHONE MONITORING	45.99
PAUL BECKSTRAND	106.10
PEMBERTON LAW PLLP	1,477.50
POWERPLAN INC	901.83
PRECIOUS QUERUBIN	5,565.00
PREMIER BIOTECH	54.90
RAMSEY COUNTY FINANCE	689.00
RIVER BEND BUSINESS PRODUCTS	133.38
RIVER VALLEY FORENSIC SERVICES PA	250.00
ROCKMOUNT RESEARCH & ALLOYS INC	1,849.39
RODNEY BORN	83.63
RTVISION INC	8,765.94
RUSSELL J FREDERICK	84.50
SCHILLING SUPPLY COMPANY	459.76
SCHNEIDER GEOSPATIAL LLC	88,612.80
SOUTH CENTRAL DRUG INVESTIGATION UNIT	14,000.00
STEELE CO DETENTION CENTER	1,885.00
STEPHANIE L BRUSS PH.D, PLLC	1,000.00
STEPHANIE ROEMHILDT	169.72
STREICHERS	2,224.85
SWEET TOWING LLC	190.00
TERRANCE MCCLUNE	1,000.00
THOMSON REUTERS	568.79
THOMSON REUTERS	129.05
TRAFERA HOLDINGS LLC	1,969.00
TRIMIN SYSTEMS INC	33,187.00
TRUCK CENTER COMPANIES EAST LLC	2,005.22
US POSTMASTER	50.00
US VENTURE INC	664.00
VERUS LLC	437.50
WASECA CO LICENSE BUREAU	807.50
WASECA CO PIONEER	1.80
WASECA CO PROPERTY & ELECTION SERVICES	574.70
WASECA CO SOIL & WATER	5,000.00
WASECA GLASS	160.00
WASECA GLASS	91.20
WASECA HARDWARE LLC	17.16
WASECA HARDWARE LLC	196.23
WASECA HARDWARE LLC	17.39
WASECA INK LLC	625.00
WJ ARMSTRONG COMPANY LLC	630.51
ZIEGLER INC	1,462.36

b. Fund Transfer - Wheelage Tax

13.349.000.5018-Revenue Acct

Current Balance: \$133,522.28

Proposed "Start of Year" Balance: \$0

13.000.000.2853-Assigned Acct

Current Balance: \$0

Proposed Balance: \$133,522.28

c. Fund Transfer-Ditch to L&WR

Transfer of funds between fund 41-610 (Ditch) and 01-120 (land & Water Resources) in the amount of \$147,924.22. This is the calculated amount based on the cost fee policy passed in resolution 2023-09 pertaining to Land & Water Resources staff time and department costs dedicated to CH. 103E drainage systems.

d. Fund Transfer - Local Option Sales Tax

Staff request that \$416,534.87 be transferred from 13.349.5015 (L.O.S.T. - Revenue Acct) to 13.000.000.2852 (L.O.S.T. - Assigned Acct) for 2025 year-end accounting efforts.

e. Fund Transfer Request - Public Health/CHB

Staff recommend the transfer of \$19,813.15 from the Public Health Nursing Fund 01-451-050 to the Le Sueur County Pass-through Fund 85-451-050.

f. Fund Transfer Request - Opioid Settlement Fund

Staff recommend \$5,318.04 be moved from the National Opioid Settlement Fund 25-093-000 into the Public Health Fund 01-451-451 for first quarter expenses.

g. Fund Transfer Request - SCHA reinvestment funds

Staff recommend the transfer of \$22,483.60 from the South Country Reinvestment Grant Fund 25-480-050; \$16,783.78 to the Public Health Nursing Fund 01-451-451 and \$5,699.82 to the Environmental Health Fund 01-451-453.

h. Community Corrections Director Out of State Travel

The registration and training costs associated with the APPA LI10 were previously covered through the program enrollment. Travel and lodging expenses are incorporated into the approved 2026 Community Corrections budget.

i. Fund Transfer - Interest Earnings to Offset Fund 11

Transfer \$560,000.00 from Fund 01 to Fund 11.

6. Action Items

a. Opioid Settlement Grant Approvals

Sarah Berry, Public Health Director, noted the Opioid Advisory Council met January 12, 2026, to discuss funding applications resulting from the Request for Proposals posted and advertised in November 2025. Previous to the Advisory Council meeting, a representative subcommittee reviewed the six applications received by the December 15th deadline. Applications were scored and discussed relevant to the items posted in the previously approved RFP. As you might remember, "the goal of the funding is to facilitate growth of services provided in Waseca County through establishing new or expanding existing programs. Successful applicants will be working to make a sustainable impact through activities that support one or more of the following categories: harm reduction, prevention, criminal justice, treatment and recovery."

The committee is pleased to recommend three of the submitted applications for funding approval. They are:

JWP – Hope Squad (\$15,800)

JWP plans to create a 9th-12th grade student group that will work to implement the Hope Squad Curriculum (evidence-informed, peer-led).

The program is designed to strengthen mental health awareness, build emotional regulation, and prevent substance misuse among students.

Steele-Waseca Drug Court – Waseca County Recovery Events (\$3,000)

Pro-Social events are held for Drug Court graduates and their sober supports (family & friends)=The Opioid Advisory Committee recommends approving the award of funds from the Opioid Settlement Grant to Janesville - Waldorf - Pemberton Schools (ISD2835) for \$15,800.00, Steele-Waseca Drug Court for \$3,000.00, and Waseca County Community Corrections for \$10,500 to allow for the implementation and support of programs as they have submitted.

\$29,300 from the Opioid Settlement Fund: \$15,800.00 to JWP, \$3,000.00 to Steele-Waseca Drug Court through the County Attorney's Office, and \$10,500.00 to Fernbrook Family Center by contract administered through the Waseca County Community Corrections Department.

They plan to hold monthly events (bowling, bingo, volleyball, etc.) and will use funding to offset some of the costs

Mentorship program – some funding will be used to incentivize individuals to commit to mentoring.

Waseca County Community Corrections – RESET Program (\$10,500)

Rehabilitative Support for Youth on Probation or Diversion (RESET program) offered by Fernbrook Family Center and accessed through referrals from Waseca County Community Corrections and MNPrairie, is a 12-week, evidence-based individualized counseling program designed for youth involved with the justice system. Rooted in Motivational Interviewing and Cognitive Behavioral Therapy, RESET provides structured intervention to address decision-making, coping skills, accountability, and goal setting. The program is tailored to meet the needs of youth on probation, in diversion, or at risk of further system involvement.

RESET directly addresses opioid use disorder by targeting behavioral and environmental risk factors that contribute to substance misuse among justice-involved youth. By teaching problem-solving and self-regulation skills, the program reduces vulnerability to opioid misuse. Awards will be provided on a reimbursement basis, and if all of the above are awarded and used to their maximum potential it will result in a draw-down of \$29,300.00 from the Opioid Settlement Grant Fund. Applicants who are not being brought forward at this time will be notified and will have the ability to adjust applications and resubmit requests for consideration and review in March. Our next deadline for submission is March 15, 2026.

Motion to approve opioid settlement grant approvals (\$29,300 from the Opioid Settlement Fund: \$15,800 to JWP, \$3,000 to Steele-Waseca Drug Court through the Waseca County Recovery Events, and \$10,500 to Fernbrook Family Center by contract administered through the Waseca County Community Corrections Department) by Commissioner Milbrath, seconded by Commissioner Krause.

b. Infection Prevention Program for Reproductive Health

A few months back, I came to you inquiring about your interest in exploring increasing Public Health's services to include testing services for sexually transmitted infections, specifically Chlamydia and Gonorrhea. Our resulting exploration and research was conducted with local partners and other counties offering this service. We now have more information and options for your consideration. There are two options I'll put forward at this time.

1) Pilot a program to explore interest and fiscal viability.

2) Wait and apply for the state grant in 2027, delaying possible implementation until 2028.

In regard to option 2: It turns out there are not a lot of counties currently offering this service. Those that are currently providing testing have not been seeking medical reimbursement but are instead utilizing a Family Planning Grant through the Minnesota Department of Health. We would apply for the grant when it is next available. These grants are competitive. If awarded, funding would begin January 2028.

Public Health proposes offering testing services alongside education and referral for treatment. Our program would begin by focusing on Chlamydia and Gonorrhea, as other diseases have more complexity for reimbursement and treatment. Nursing staff would meet with clients, perform testing and provide education on prevention and protection methods. Currently, we do not have any grant funding for this service. We estimate a per client cost of \$64.43, which includes testing supplies and nursing staff time. If we successfully capture medical billing reimbursements, we would be able to get \$62.38 per client from their medical provider, which leaves an estimated levy cost of \$2.05 per client. While we aren't certain how many residents are experiencing difficulty accessing this service, based on current identified infections, we estimate 30 tests per year, which would be an addition of \$61.50 levy cost.

As you know, getting a new program started does have additional costs beyond the services. These costs are already included in Public Health's budget under our regular and ongoing administration, communication and improvement efforts. We would propose piloting the testing program for 2026 to better understand community interest, needs and cost. Approve beginning an infection prevention program for the reduction of sexual infection transmission, including testing, continuity of care and referrals to treatment.

Estimate a per client cost of \$64.43: \$31.80 for testing supplies, \$10.00 for prescription fill, \$22.63 for nursing staff time. \$62.38 per client from medical billing reimbursements, which leaves an estimated levy cost of \$2.05 per client. Estimating 30 tests per year, which would be an addition of \$61.50 levy cost.

Motion to explore the pilot program option 1 (for 2026) for the infection prevention program for reproductive health by Commissioner Harguth, seconded by Commissioner Milbrath. It was noted this should be discussed every 6 months to start and annually thereafter. A report will be brought back to the Commissioners at the end of 2026 for further review prior to 2027. Discussion was held. Motion carried 5-0.

c. Resolution 2026-05 Authorization to Conduct Off-Site Gambling

Michael Johnson, County Administrator, discussed the Janesville Area Shooting Sports Inc. has requested authorization to conduct off-site gambling at Waseca Sportsmen's Club on March 21, 2026. We have received the properly completed form LG220. Staff request adoption of Resolution 2026-05 authorizing the County Auditor to issue a permit for March 21, 2026.

Motion to adopt Resolution 2026-05 Authorization to Conduct Off-Site Gambling by Commissioner Milbrath, seconded by Commissioner Harguth. Motion carried 5-0.

AUTHORIZATION TO CONDUCT OFF-SITE GAMBLING

RESOLUTION #2026-05

WHEREAS, Waseca County has received a request from the Waseca Sportsmen's Club to conduct off-site gambling; and

WHEREAS, an event is being planned at Waseca Sportsmen's Club, 38832 140th, Waseca, MN on March 21, 2026; and

WHEREAS, any temporary permits must be approved by the Waseca County Board of Commissioners; and

WHEREAS, there is no fee associated with a temporary permit to conduct off-site gambling events;

NOW, THEREFORE, BE IT RESOLVED, that the Waseca County Board of Commissioners does hereby authorize the Waseca County Auditor to issue a permit for use at Waseca Sportsmen's Club, 38832 140th St., Waseca, MN on March 21, 2026.

d. Conditional Use Permit to Transfer Development Rights (TDR) between two property owners, and between two townships

Waseca County Unified Development Code (UDC) Section 6.09 allows for the Transfer of Development Rights. According to the UDC, if the TDR involves sending the development rights from one township into another township, that transfer will be by Conditional Use Permit.

On Thursday, January 8, 2026, 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:
Request for a Conditional Use Permit to Transfer Development Rights between two owners and into another township. TBS Farms and Sean Klugherz are requesting a Conditional Use Permit (CUP) to transfer development rights pursuant to Section 6.09 of the Waseca County Unified Development Code (UDC). The UDC requires development rights transferred between two owners and into different Townships within Waseca County to be completed by CUP. The proposal is to transfer one (1) development right from a sending site in the NE¼ of the NE¼ of Section 36, T.107N R.23W (PID 09.036.0100) to a 1.96 acre receiving site in the NE¼ of the NE¼ of Section 06, T108N R23W (PID 05.006.0115). Both the sending site, located in St. Mary Township, and the receiving site, located in Josco Township, are in the A-1 Agriculture Protection District.

A copy of the Transfer of Development Right (TDR) Easement is shown as Attachment C of the Conditional Use Permit. If the County Board has any questions, please let staff know.

The full Planning Commission Report on these matters can be found on the Waseca County website on the agendas tab at: <https://wasecacomn.portal.civicclerk.com/event/813/files/report/2430>

Staff is requesting consideration of a Conditional Use Permit for the purpose of transferring one development right from the sending site: NE¼ of the NE¼ of Section 36, T.107N R.23W (PID 09.036.0100), owned by TBS Farms.

To

The receiving site: 1.96 acre receiving site in the NE¼ of the NE¼ of Section 06, T108N R23W (PID 05.006.0115), owned by Sean Klugherz.

Staff recommends that the Board of Commissioners consider approving the following:

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

Motion to approve the criteria for approval and the findings of facts by Commissioner Christopherson, seconded by Commissioner Harguth. Motion carried 5-0.

Motion to prove the conditional use permit in substantially the form as appended to this report by Commissioner Milbrath, seconded by Commissioner Christopherson. Motion carried 5-0.

7. Administration

a. Administration Update

The Board of Commissioners recessed at 10:35 a.m.

The Board of Commissioners reconvened at 10:40 a.m.

Michael Johnson, County Administrator, provided updates to the board regarding recent Human Resource announcements. Johnson discussed the shotgun discussion regarding neighboring counties. Johnson noted that he is still trying to get the DNR to attend our board meeting. Discussion was held regarding DNR involvement and the Commissioners asked that the DNR either be present or communicate that they will not be involved in the discussions. Milbrath asked Sheriff Dulas to poll the counties and provided that data back to the board via email.

b. Human Resources Announcements

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

c. Community Development Update

Tina Wilson, Community Development Director, sent updates to the Waseca County Board of Commissioners via email.

Planning & Zoning 2025 annual report

Tina Wilson provided a Planning and Zoning 2025 annual report to the Waseca County Board of Commissioners.

8. Commissioner Reports

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

9. Adjourn

Having no further county board business, Commissioner Milbrath moved and Commissioner Christopherson seconded the motion to adjourn the meeting. The motion was carried unanimously, and the meeting adjourned at 11:43 a.m.

DeAnne Malterer, Chairperson
Waseca County Board of Commissioners

ATTEST:

Beth Weimert, Clerk
Waseca County Administration