



WASECA COUNTY BOARD OF COMMISSIONERS
March 17, 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, March 17, 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; Tammy Spooner, Property and Election Service Director; Jim Kollar, Public Works Director/County Engineer; Brian Tomford, Facilities Director; Sheriff Jay Dulas; Rachel Cornelius, County Attorney; Andrew Graupmann, Engineer Technician; Joshua Smith, Engineering Supervisor

Others present were Deb Bentley, Waseca County Pioneer; Carey Everson, Adolph Peterson

Present via online platform were Leah Cameron, Public Health Business Manager; Tina Wilson, Community Development Director; Mary Ulrich, Sheriff's Deputy

1. Call to Order and Pledge of Allegiance

Chair Malterer called the meeting to order at 9:33 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 amended agenda, which included adding Action Item A. Letter of Intent to Wells Concrete by Commissioner Milbrath, seconded by Commissioner Krause. Motion carried 5-0.

Jim Kollar, Public Works Director/County Engineer recognized Joshua Smith and Andrew Graupman for their work on CSAH 3 (35th St) concrete pavement rehabilitation project between CSAH 4 (270th Ave) and CSAH 9 (320th Ave), which was completed in 2025. MnDOT and CPAM awarded Waseca County and its contractors PCi Roads and Interstate Improvements a merit award for outstanding performance and declared it the best project of its kind in the state. County staff (Jim, Josh and Andrew) were at the recent annual CPAM workshop and awards banquet, where they were recognized for the project. Required fields within the application include descriptions of innovation, sustainability, traffic management, safety, public relations, construction dates, cost, materials information, and incentive information for materials and smoothness. The workshop was attended by parties from MnDOT, counties, cities, consultants, and concrete paving contractors from across the state.

3. Approval of County Board Minutes

Motion to approve the Waseca County Board of Commissioners meeting minutes of March 3, 2026, by Commissioner Christopherson, seconded by Commissioner Harguth. Motion carried 5-0.

a. Waseca County Board of Commissioners Meeting Minutes March 3, 2026

4. Consent Agenda

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

a. Approval of Bills

The following bills were audited and allowed:

4IMPRINT	16,836.96
A.H. HERMEL COMPANY	723.20
ADELINE & RUTH MITTELSTADT LIVING TRUST	12,264.00
ADVANCED CORRECTIONAL HEALTHCARE INC	5,667.93
AFFORDABLE TOWING OF MANKATO INC	285.00
ALAN & SUSAN ROESLER	4,476.00
ALAN LEWER TRUST	4,832.00
AMAZON CAPITAL SERVICES	1,259.80

AMAZON PH	107.39
APG MEDIA SOUTHERN MN LLC	353.25
ASSOC OF MN COUNTIES	200.00
BERNARD & JUNE DONELAN TRUSTEE	2,008.00
BRADLEY MITCHELL	288.00
BRIDGET SOUTHWICK	69.88
CAMP CANINE LLC	2,500.00
CAROL HANKS & CONNIE GRANDIA	17,636.00
CARRIE DEML	143.47
CDW GOVERNMENT INC	94,772.86
CFC UNDERWRITING LIM	2,500.00
CHARLES PRIEBE TRUSTEE	4,156.00
COLE PAPERS INC	195.70
COLE'S ELECTRIC INC	2,344.62
COMMUNITY COMPLIANCE MONITORING	534.00
D&D PRODUCTS	199.63
DAVID JOHN JONES	360.00
DEAN KAISER	9,316.00
DEANNE MALTERER	540.88
DEML FORD INC	183.88
DONNELLY LAW FIRM PLLC	1,065.00
DORCO INC	1,009.60
DOUGLAS CHRISTOPHERSON	463.26
DUANE & DONNA SWENSON	2,336.00
EDWARD BETHKE	1,128.00
ELITE FORENSIC SERVICES LLC	1,750.00
EVAN B BERG ETAL	5,504.00
FAME AWARDS INC	36.00
FAUL PSYCHOLOGICAL	665.00
FIRST NATIONAL BANK	656.79
FIRST NATIONAL BANK	2,219.27
FIRST NATIONAL BANK 8759	1,220.90
FIRST NATIONAL BANK 9655	646.90
FIRST NATIONAL BANK 3975	1,240.13
FIRST NATIONAL BANK OMAHA 7265	1,396.28
FIRST NATIONAL BANK 5529	2,210.21
FIRST NATIONAL BANK OF OMAHA	1,298.95
FIRST NATIONAL BANK OF OMAHA 0237	583.58
FIRST NATIONAL BANK OF OMAHA 0792	894.51
FIRST NATIONAL BANK OF OMAHA 1344	50.49
FIRST NATIONAL BANK OF OMAHA 2967	600.00
FIRST NATIONAL BANK OF OMAHA 3849	175.00
FIRST NATIONAL BANK OF OMAHA 3849	1,718.96
FIRST NATIONAL BANK OF OMAHA 3849	43.40
FIRST NATIONAL BANK OHAMA 1683	2,772.84
FIRST NATIONAL BANK OMAHA	144.29
FIRST NATIONAL BANK OMAHA	1,727.30
FIRST NATIONAL BANK OMAHA 7462	826.31
FIRST NATIONAL BANK OMAHA 9296	215.88
FIRST NATIONAL BANK OMAHA 0792	101.11
FIRST NATIONAL BANK OMAHA 1325	1,950.41
FIRST NATIONAL BANK OMAHA 1745	375.00
FIRST NATIONAL BANK OMAHA 1745	246.90

FIRST NATIONAL BANK OMAHA 1745	15.32
FIRST NATIONAL BANK OMAHA 2173	120.00
FIRST NATIONAL BANK OMAHA 2431	75.00
FIRST NATIONAL BANK OMAHA 2905	728.69
FIRST NATIONAL BANK OMAHA 5467	1,319.61
FIRST NATIONAL BANK OMAHA 5640	2,142.76
FIRST NATIONAL BANK OMAHA 6072	300.00
FIRST NATIONAL BANK OMAHA 6667	346.00
FIRST NATIONAL BANK OMAHA 6742	482.88
FIRST NATIONAL BANK OMAHA 7236	2,131.49
FIRST NATIONAL BANK OMAHA 7801	1,340.36
FIRST NATIONAL BANK OMAHA 8264	347.90
FREMAREK INC	471.35
GENE & SALLY ROESLER TRUSTEE	9,536.00
GLENCOE LAW OFFICE LLC	1,815.00
GMS INDUSTRIAL SUPPLY INC	686.66
GOPHER STATE ONE CALL	5.40
GREG GEHRING	9,476.00
HALCYON BUSINESS PUBLICATIONS INC	1,950.00
HAWK ALARM SYSTEMS INC	486.00
HOME SWEET HOME HARDWARE LLC	31.80
HOTSY MINNESOTA	862.16
INNOVATIVE OFFICE SOLUTIONS LLC	682.96
JANESVILLE TILE SUPPLY	701.54
JAVENS MECHANICAL CONTRACTING CO INC	818.99
JEFFREY GRINNEN	352.00
JM PROPERTIES OF WASECA	1,064.00
JONATHAN SCHIRO	741.48
JOSEPH BORNEKE TRUSTEE	11,320.00
L & L STREET ROD & SPORTS TRUCK	1,107.47
LEON SCHOENROCK	100.30
LESUEUR COUNTY SHERIFF'S OFFICE	600.00
LINDA LARES	125.00
LOUISE BARTLET ETAL TRUSTEE	18,696.00
LOWELL & HELEN SCHMIDT	17,380.00
LYNN & ANN BELOW	3,816.00
MARIE JEWISON TRUSTEE	9,660.00
MARK SOMMERS	93.49
MARVIN PEARSON	98.56
MATHESON	231.32
MCA (MN CORRECTIONS ASSOC)	75.00
MEI TOTAL ELEVATOR SOLUTIONS	549.44
MERLYN & BONNIE PROEHEL TRUSTEES	392.00
MICHAEL D KUNKEL	180.00
MICHELLE DINEEN PLIC	500.00
MIDWEST MOTOR SUPPLY CO INC	556.65
MINNESOTA ELEVATOR INC	32.21
MN BUREAU OF CRIMINAL APPREHENSION	1,320.00
NAPA AUTO PARTS	4,358.04
NAPA AUTO PARTS	1,070.95
NCH CORPORATION	3,866.79
NORTHLAND FARM SYSTEMS	140.12
NUSS TRUCK GROUP INC	679.66

ORVAL & JOAN PROECHEL	11,836.00
OUTREACH SMARTPHONE MONITORING	286.28
PETER & LORI MAE SONNEK	148.00
PETER SONNEK	12,428.00
POWERPLAN INC	25,458.75
PRECIOUS QUERUBIN	4,300.00
QUINTON EATON	4,616.00
RECOVERY TREK LLC	720.00
RIECK FARMS LLC	148.00
RIOG PROPERTIES LLC	6,856.00
RIVER BEND BUSINESS PRODUCTS	31.19
RIVER VALLEY FORENSIC SERVICES PA	850.00
RS EDEN	235.40
RUSSELL J FREDERICK	84.50
RUTH ROESLER TRUSTEE	6,484.00
SANCO EQUIPMENT LLC	456.20
SCHILLING SUPPLY COMPANY	269.01
SCOTT & VICKY SINGLESTAD	12,176.00
SHIRLEY R HANSEL TRUSTEE	25,576.00
SMITH TOLLEFSON RAHRICK & CASS	360.00
SOFTWARE.HARDWARE.INTEGRATION	417.00
SRP HEATING, A/C & REFRIGERATION	546.25
STEELE CO DETENTION CENTER	300.00
STEPHANIE ROEMHILDT	89.72
STORY KENWORTHY	422.62
SUBSURFACE SOLUTIONS	610.66
SWANSTON EQUIPMENT CORP	347.67
SWEET TOWING LLC	260.00
TECTA AMERICA CORPORATION	290.00
THOMSON REUTERS	697.84
TODD & BRITTA ROBRAN TRUSTEE	18,228.00
TRUCK CENTER COMPANIES EAST LLC	133.17
VIRGINIA WENISCH	130.68
WASECA AREA CHAMBER OF COMMERCE INC	200.00
WASECA CO PIONEER	57.00
WASECA COUNTY TRAIL ASSOCIATION	7,939.80
WASECA HARDWARE LLC	239.75
WASECA HARDWARE LLC	20.40
WIDSETH SMITH NOLTING & ASSOC INC	33,316.50
ZACHARY & AMANDA NELSON	5,068.00
ZACHARY EATON	5,824.00
ZIEGLER INC	1,887.81

5. Action Items

a. Letter of Intent to Wells Concrete

Staff intend to offer a letter of intent for the concrete panels for the Justice Center building. This will hold the production slot.

Motion to have staff prepare a letter of intent to Wells Concrete for the concrete panels by Commissioner Milbrath, seconded by Christopherson. Motion carried 5-0.

b. Resolution 2026-09: DNR Outdoor Recreation Grant

Brian Tomford, Facilities Director, noted that Resolution 2026-09 is a commitment/agreement that Waseca County act as legal sponsor for the project contained in the Outdoor Recreational Grant application and authorizes the Waseca County Facilities Director to apply to the State Department of Natural Resources for funding of the project on behalf of Waseca County. Staff recommend that the Waseca County Board of Commissioners adopt Resolution 2026-09. (\$155,935.91) utilization of reserved interest earnings from 2025 without having any levy implications.

Chairperson Malterer introduced Resolution 2026-09: DNR Outdoor Recreation Grant. Hearing no motion to adopt, the resolution died for a lack of a motion.

c. Contract 812603: CSAH 3 Shoulder Paving

Jim Kollar, Public Works Director/County Engineer, discussed CSAH No. 3 (E Elysian Lake Rd) between CSAH No. 14 and MN TH No. 60 is approximately 6.7 miles long and carries upwards of 2,000 vehicles per day. This road segment ranks No. 3 in the County Road Safety Plan for road departure priority and for head-on crash priority due to the traffic volume range, access density, crash history, and critical curve density. As a result, staff applied for federal Highway Safety Improvement Program (HSIP) funding, in the 2022 grant solicitation, to implement strategies proven to reduce crashes on this road segment. Strategies selected include shoulder paving, shoulder rumble strips and ground-in wet reflective pavement markings. In early 2023, up to \$750,000.00 in federal safety funds were awarded to Waseca County for 2026 construction. Since the award of funds, staff have been working to complete environmental documentation, construction plans, bid documents, and other information required for state and federal funds. The project was approved and authorized to advance to letting on January 21, 2026. The project was advertised in accordance with law and bids opened on March 5, 2026. Three (3) bids were submitted. Crane Creek Asphalt submitted the low, responsive bid of \$1,081,561.40. This bid amount is 15.33% under the Engineer's Estimate of \$1,277,386.50. HSIP funds will be used to pay for 90% of the federally eligible work. CSAH Construction funds will be utilized for the 10% local match and federally ineligible work.

Motion to award Contract No. 812603 to Crane Creek Asphalt in the amount of \$1,081,561.40 by Commissioner Harguth, seconded by Commissioner Christopherson. Motion carried 5-0.

d. Contract 812605: CSAH 14 Shoulder Paving

Kollar discussed CSAH No. 14 (Old Hwy 14) between the interchange with new US Hwy 14 and the western limits of the city of Waseca is approximately 11 miles long and carries over 2,600 vehicles per day. This road is a state turnback and is not in the current County Road Safety Plan, however, improving safety on this important corridor is a priority. As a result, staff applied for federal Highway Safety Improvement Program (HSIP) funding, in the 2021 solicitation, to implement strategies proven to reduce crashes on this road segment. Strategies selected include shoulder paving, shoulder rumble strips, and ground-in wet reflective pavement markings. The selected strategies mirror a joint Waseca-Steele County HSIP project constructed on Old Hwy 14 in 2021 between Waseca and Owatonna. In early 2022, staff were notified that \$500,000.00 in federal safety funds would be awarded to Waseca County for 2026 construction.

Staff also applied for state Local Road Improvement Program (LRIP) funds, in the 2023 solicitation, to build upon the HSIP award and up-scope the project to include six-foot paved shoulders. In the spring of 2024, Waseca County was notified that the project was selected and up to \$735,000.00 awarded. Finally, during final plan and estimate preparation, a HSIP shortfall was identified in the federal eligible work and SALT was able to direct an additional \$230,000.00 in HSIP funds to this project.

Since the initial award of funds, staff have been working to complete environmental documentation, construction plans, bid documents, and other information required for state and federal funds. The project was approved and authorized to advance letting on February 9, 2026. The project was advertised in accordance with law and bids opened on March 5, 2026. Three (3) bids were submitted. Nielsen Blacktopping Inc. submitted the low, responsive bid of \$1,695,594.08. This bid amount is 11% under the Engineer's Estimate of \$1,905,421.00.

HSIP funds will be used to pay for 90% of the federally eligible work. LRIP and CSAH Construction funds will be utilized for the balance.

Motion to award Contract No. 812605 to Nielsen Blacktopping Inc. in the amount of \$1,695,594.08 by Commissioner Milbrath, seconded by Commissioner Krause. Motion carried 5-0.

e. Contract 812607: Fairgrounds Mill & Overlay

Kollar noted the 2" bituminous mill and overlay of the Waseca County Fairgrounds have been programmed and budgeted for in 2026. Plans and specifications have been prepared for the work and quotes were directly solicited by paving contractors in the area. WW Blacktopping Inc. submitted the low, responsible bid of five (5) bids received. WW Blacktopping Inc. submitted a bid of \$75,566.20, well under the Engineer's Estimate of \$121,255.00.

Specifications regarding contract time were written to provide flexibility, yet ensure the fair is not impacted. If the contractor elects to begin work prior to the fair, it is to be completed on or before May 23rd. If the contractor elects to perform the work after the fair, he/she may not begin until July 20th and the work must be completed on or before September 26th. Early correspondence with the low bidder indicates they have a desire to perform the work in May, weather permitting. Local levy monies have been included in the 2026 Road & Bridge budget for this work.

2026 Road & Bridge Budget 13.320.6280 (Construction County Funding): \$135,000.00

Motion to award Contract No. 812607 to WW Blacktopping Inc. in the amount of \$75,566.20 by Commissioner Krause, seconded by Commissioner Harguth. Motion carried 5-0.

f. **Architectural/Engineering Services Agreement: Re-Use Building**

Kollar also noted Waseca County has executed a grant agreement with the Minnesota Pollution Control Agency for the construction of a Re-Use Building at the Solid Waste & Recycling Center. Public Works staff prepared a Request for Proposals for Architectural and Engineering Services and directly solicited three (3) local firms. Widseth, ISG, and Bolton & Menk were invited to submit proposals. Widseth was the only firm to return a proposal. Widseth's proposal has been reviewed by staff and the Public Works Committee and has been found to be complete and responsive. Widseth proposes to meet the County's schedule for completed bid documents by June 30, 2026, for a fee of \$48,000.00. The proposed fee aligns closely with that estimated in the MPCA grant application and is an expense eligible for reimbursement. Recall that the MPCA grant is capped at \$225,000.00 and requires a 25% local match.

MPCA Grant (75%): \$36,000.00

County Match (25%): \$12,000.00

Motion to approve the Public Works Director/County Engineer to execute a professional services agreement with Widseth by Commissioner Harguth, seconded by Commissioner Milbrath. Motion carried 5-0.

g. **Resolution 2026-14 Authorization to Conduct Off-Site Gambling**

Tammy Spooner, Property and Election Services Director, noted the Waseca Hockey Association has requested authorization to conduct off-site gambling at Waseca Lakeside Club, 37160 Clear Lake Drive, Waseca, MN, located in Woodville Township, on April 18, 2026. We have received the properly completed application form LG230.

Motion to adopt Resolution 2026-14 Authorizing the County Auditor to issue a permit for April 18, 2026, for the Waseca Hockey Association by Commissioner Milbrath, seconded by Commissioner Krause. Motion carried.

AUTHORIZATION TO CONDUCT OFF-SITE GAMBLING

RESOLUTION #2026-14

WHEREAS, Waseca County has received a request from the Waseca Hockey Association to conduct off-site gambling; and
WHEREAS, an event is being planned at Waseca Lakeside Club, 37160 Clear Lake Drive, Waseca, MN, located in Woodville Township, on April 18, 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 Lakeside Club, 37160 Clear Lake Drive, Waseca, MN, located in Woodville Township, on April 18, 2026.

h. **Resolution 2026-15 Authorization to Conduct Off-Site Gambling**

Spooner also noted the request for adoption of Resolution 2026-15 authorizing Gambling Permit for the Waseca Hockey Association. Waseca Hockey Association has requested authorization to conduct off-site gambling at Waseca Lakeside Club, 37160 Clear Lake Drive, Waseca, MN, located in Woodville Township, on September 13-14, 2026. We have received the properly completed application form LG230.

Motion to adopt Resolution 2026-15 authorizing the County Auditor to issue a permit for September 13–14, 2026, for the Waseca Hockey Association by Commissioner Christopherson, seconded by Commissioner Harguth. Motion carried 5-0.

AUTHORIZATION TO CONDUCT OFF-SITE GAMBLING

RESOLUTION #2026-15

WHEREAS, Waseca County has received a request from the Waseca Hockey Association to conduct off-site gambling; and
WHEREAS, an event is being planned at Waseca Lakeside Club, 37160 Clear Lake Drive, Waseca, MN, located in Woodville Township, on September 13–14, 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 Lakeside Club, 37160 Clear Lake Drive, Waseca, MN, located in Woodville Township, on September 13-14, 2026.

6. Administration

a. Administration Update

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

b. Human Resources Announcements

Johnson also provided updates to the board regarding recent Human Resource announcements.

c. Community Development Update

Tina Wilson, Community Development Director, provided updates to the board, including the EDA grant. Wilson noted the changes that the EDA asked for have been re-submitted. Wilson noted the Farm and City Luncheon is on March 19, 2026. Wilson provided Planning and Zoning updates, noting current staff transitions, and provided an update of upcoming UDC Amendments. Wilson also provided an update on her upcoming training and travel.

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 Milbrath seconded the motion to adjourn the meeting. The motion was carried unanimously, and the meeting adjourned at 11:10 a.m.

DeAnne Malterer, Chairperson
Waseca County Board of Commissioners

ATTEST:

Beth Weimert, Clerk
Waseca County Administration