



WASECA COUNTY BOARD OF COMMISSIONERS

April 7, 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, April 7, 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; Tammy Spooner, Property and Election Services Director; Chris Howard, Land and Water Director; Tina Wilson, Community Development Director; Sarah Berry, Public Health Director; Jim Kollar, Public Works/County Engineer; Sheriff Jay Dulas

Others present include Deb Bentley, Waseca County Pioneer; Leota Lind, South Country Health Alliance; Makil Rostislavovich, Waseca Exchange Club; Time Out Teddy

Present via online platform were Samantha Strand, HR Generalist; Brandee Nelson, Dispatch; Scott Schufman, South Country Health Alliance; Shelly Hyatt, Planning and Zoning Assistant

1. Call to Order and Pledge of Allegiance

Chair Malterer called the meeting to order at 9:30 a.m. The Pledge of Allegiance was recited.

2. Introduction of New Staff

Tabled.

Public Comment

There was no public comment.

3. Approval of Agenda

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

4. Presentation

a. Proclamation: Child Abuse Prevention Month

Chair Malterer read the Child Abuse Prevention Month Proclamation. Mikal Rostislavovich and Time Out Teddy were present on behalf of the Waseca Exchange Club in support of April being the nationwide Childhood Abuse Prevention Month.

b. South Country Health Alliance Updates - Leota Lind and Scott Schufman

Scott Schufman, South Country Health Alliance CFO, presented today to discuss 2025 year-end financial results. Schufman also reviewed the 2026 budget and reviewed key assumptions including membership increases, total revenues increase, and medical and pharmacy claim expense increases. Leota Lind, South Country Health Alliance CEO, provided updates about the Department of Human Services, legislative updates, and discussed the procurement court case.

5. Ditch Authority

a. CD 27 Repair

Chris Howard, Land and Water Director, discussed the bids for the repairs of CD 27, project #: 24-385, which was publicly opened at 1:00 PM April 2, 2026, the offices of Jones, Haugh and Smith Inc., 515 South Washington Ave, Albert Lea, MN 56007 by the Appointed Engineer, Steven J. Penkava and the Waseca County Drainage Inspector, Chris Howard. The bids were qualified and tabulated for the recommendation of award on the April 7, 2026, regular meeting of the Waseca County Board of Commissioners seated as the Waseca County Drainage Authority. Due to the posting requirements of the board meeting, the bid summary will be handed out in person on April 7th during the meeting.

The bid results are summarized as follows:

Contractor	Bid Packet 1	Bid Packet 2
Ag Tech Drainage	\$336,532.90	\$710,255.00
Leland Drainage & Excavating	\$339,472.50	\$600,740.00
DeCook Excavating	\$353,034.35	\$752,151.61
Hodgman Drainage	\$353,476.81	\$639,325.68
MSB Excavating	\$366,005.00	\$687,864.00
Jensen Excavating & Trucking	\$394,695.95	\$678,540.03
Borneke Construction	\$427,748.90	\$745,222.00
Litzau Farm Drainage	\$474,670.00	\$819,120.00

Motion to award project #24-385 to the low responsible bidder, Ag Tech Drainage, in the amount of \$336,532.00 and Leland Drainage Excavating in the amount of \$600,740.00 for CD 27 repairs by Commissioner Harguth, seconded by Commissioner Milbrath. Discussion was held. A roll call was taken, and the motion passed 4-0, with 1 abstained by the following: Commissioner Christopherson - abstained; Commissioner Harguth - aye; Commissioner Milbrath - aye; Commissioner Krause - aye; Commissioner Malterer - aye.

6. Approval of County Board Minutes

Motion to approve Waseca County Board of Commissioners Work Session meeting minutes of March 3, 2026, and Waseca County Board of Commissioners meeting minutes of March 17, 2026, by Commissioner Milbrath, seconded by Commissioner Christopherson. Motion carried 5-0.

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

b. Waseca County Board of Commissioners Meeting Minutes March 17, 2026

7. Consent Agenda

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

a. Approval of Bills

The following bills were audited and allowed:

A.H. HERMEL COMPANY	354.75
ACCENT WIRE HOLDINGS LLC	5,516.07
AMAZON CAPITAL SERVICES	4,156.41
AMAZON PH	40.55
AMBER LEWER	88.70
APEX EQUIPMENT LLC	119.70
ASSOC OF MN COUNTIES	50.00
BAKER TILLY LLP	11,031.30
BETH WEIMERT	32.62
BLUE EARTH CO	28,806.00
BOCKS SERVICE INC	65.41
BOMGAARS SUPPLY	1,140.58
BOMGAARS SUPPLY	391.39
BOMGAARS SUPPLY	58.72
BRAYDEN BERG	24.57
BRIAN ZABEL	263.63
CHARLES BENSON	80.00
CLIA LABORATORY PROGRAM	248.00
COLE'S ELECTRIC INC	324.21
CUMMINS SALES & SERVICE	2,036.79
CURT KEYES	80.00
CYBERLINK	1,500.00
DAVID JOHN JONES	330.00
DAVID R BORCHARDT	8,505.00
DEANNE MALTERER	504.96
DELL MARKETING L.P.	10,354.89
DEML FORD INC	105.69
DENNIS-STEFFEL-OMTVEDT FUNERAL & CREMATION SERVICE	620.00
DONNELLY LAW FIRM PLLC	375.00
EINHAUS, MATTISON, CARVER & HABERMAN, PA	345.00
EMMA PETERSEN	186.44
FASTCASE INC	500.00
GIDGETS LLC	2,880.00
GINGER P. DESIGNS	60.00
GLENCOE LAW OFFICE LLC	1,837.50

GOVERNMENT FORMS AND SUPPLIES	831.16
GUARDIAN SUPPLY	367.42
H&L MESABI INC	23,400.00
HAS LLC	138.00
HEALTHY SMILES INC	4,069.00
HOUSTON ENGINEERING INC	4,516.75
INNOVATIVE OFFICE SOLUTIONS LLC	462.79
JANESVILLE TIRE SERVICE	2,090.00
JESSICA S BERKE	184.00
JETTER CLEAN INC	587.50
KAY LYN GOTTSCHALK	95.95
KELLY TOMFORD	44.95
KIM KROEGER-BABCOCK	80.00
KNOWINK LLC	5,130.00
KYLE ROMAN MURRAY	673.20
LENZ LAWN CARE INC	3,087.74
LITTLE FALLS MACHINE INC	3,784.57
MANTHE GARAGE DOORS LLC	153.00
MARK BEHREND	397.88
MARTIN LAW OFFICE	854.25
MATTHEW J HARRINGTON	80.00
MATTHEW SUMMER	25.07
MEDTOX LABORATORIES	59.10
MENARDS-MANKATO	90.63
MIDWEST MONITORING & SURVEILLANCE	239.33
MIDWEST MOTOR SUPPLY CO INC	282.12
MJB HANSEN FAMILY LP	2,120.32
MN COUNTY ATTORNEY ASSOC	330.29
MN VALLEY COUNCIL OF GOVTS	189.00
MNCCC LOCKBOX	8,071.61
NANCY NICOLIN	45.64
NAPA AUTO PARTS	17.72
NAPA AUTO PARTS	97.65
NORTHLAND FARM SYSTEMS	150.00
O'REILLY AUTOMOTIVE INC	117.39
PATTI SCHUCH	104.36
PATTON HOVERSTEN & BERG PA	1,389.00
PLUNKETT'S PEST CONTROL INC	117.57
PUBLIC SAFETY EQUIPMENT LLC	856.00
RACHEL CORNELIUS	37.87
RAMSEY COUNTY FINANCE	1,590.00
REG 1 SE MN HOMELAND SEC EM MGMT	1,000.00
REUSE MINNESOTA	100.00
RINKE-NOONAN ATTORNEYS AT LAW	11,889.00
RIVER BEND BUSINESS PRODUCTS	2,687.01
ROCKMOUNT RESEARCH & ALLOYS INC	552.32
SANCO EQUIPMENT LLC	706.48
SCHOOL DIST 2835 JWP	13,800.00
SF ENTERPRISES LLC	795.00
SMITHS MILL IMPLEMENT INC	35.17
SNAP ON INCORPORATED	107.27
SOFTWARE.HARDWARE.INTEGRATION	3,926.74
SOUTHERN MINNESOTA INSPECTION CO LLC	1,942.90
STEPHANIE L BRUSS PH.D, PLLC	1,750.00
TECTA AMERICA CORPORATION	2,425.00
TESCH SERVICE CENTER INC	1,982.49
TEXAS REFINERY CORP	608.00
THIRTY YEAR VENTURES LLC	198.56
TOPPERS & TRAILERS PLUS	91.70
TRAFERA LLC	63,325.00
ULINE	389.83
WASECA CO PIONEER	28.05
WASECA CO PROPERTY & ELECTION SERVICES	34,742.98
WASECA HARDWARE LLC	19.33
WESLEY STEVEN DAHL	300.00
WINEGAR ENTERPRISEES LLC	7,165.00

8. Action Items

- a. Public Hearing to consider an Amendment to Conditional Use Permit PID 02.015.0300 Ryan Lee & Kimberly Kasl

Tina Wilson, Community Development Director, discussed the request to remove the agritourism-related CUP use permit from this parcel of land. By one of the conditions of the Conditional Use Permit, if the agritourism business is not being conducted on the parcel, the need for CUP does not need to be in place. This is a housekeeping matter. The existing Conditional Use Permit (CUP) is for an agritourism-related business to be on this parcel and the parcel across the street. The amendment will remove the existing Kasl parcel from the 1988 recorded CUP and subsequent amendments. We do not want to extinguish the existing CUP to preserve its integrity for the remaining parcel under this CUP. Current operations will not change or be involved with this amendment. This change is solely to remove the agritourism-related business conditions from this parcel.

Chair Malterer opened the public hearing at 10:19 a.m. Hearing no public comment, the public hearing was closed at 10:20 a.m.

Motion to approve the findings of fact by Commissioner Krause, seconded by Commissioner Christopherson. Motion carried 5-0.

Motion to approve the amendment to the existing Conditional Use Permit which solely removes the agritourism-related business conditions from this parcel by Commissioner Harguth seconded by Commissioner Krause. Motion carried 5-0.

b. Public Hearing to consider Richard N Schultz Conditional Use Permit to construct a single-family dwelling on a parcel zoned I-General Industrial Zone, PID 07.017.0TBD

Wilson also reviewed a Conditional Use Permit to construct a Single-Family Dwelling on Richard Schultz parcel in Section 17 T105N R22W of New Richland Township. The parcel is zoned I-General Industrial. The request is pursuant to the requirements in Sections 6.19(C)(23) and 6.17(C)(1) of the UDC. Richard Schultz is seeking a CUP to allow him to build a house on a parcel zoned General Industrial. That land has been farmed for decades. The intended home site is in the same location as where the old farmstead was located. Richard intends to split some acreage from the existing parcel for the proposed home. The minor subdivision is in process and will move forward once this request is approved. He is seeking approval of the CUP prior to completing the minor subdivision/split process. Single Family Dwellings are allowed in the I-General Industrial zone with a conditional use permit. This matter was reviewed by the Planning Commission at their March meeting. The delay in bringing the matter to the county board was so that the public notice could be published in the newspaper.

Chair Malterer opened the public hearing at 10:28 a.m. Hearing no public comment, the public hearing was closed at 10:29 a.m.

Motion to approve the findings of fact by Commissioner Christopherson, seconded by Commissioner Krause. Motion carried 5-0.

Motion to approve the conditional use permit to construct a single-family dwelling on Richard Schultz parcel in Section 17 T105N R22W of New Richland Township by Commissioner Milbrath, seconded by Commissioner Harguth. Motion carried 5-0.

c. Resolution 2026-16: National County Government Month Proclamation

Commissioner Malterer read Resolution 2026-16 National County Government Month Proclamation. Waseca County and all counties take pride in our responsibility to protect and enhance the health, well-being and safety of our residents in efficient and cost-effective ways.

Motion to establish April 2026 as National County Government Month in Waseca County by Commissioner Milbrath, seconded by Commissioner Christopherson. Motion carried 5-0.

Resolution 2026-16

Proclamation of April 2026 as National County Government Month in Waseca County, Minnesota

WHEREAS, the nation's 3,069 counties serving more than 330 million Americans provide essential services to create healthy, safe and vibrant communities; and

WHEREAS, counties fulfill a vast range of responsibilities and deliver services that touch nearly every aspect of our residents' lives; and

WHEREAS, counties as intergovernmental partners enact local, state and federal programs to address the needs of all residents; and

WHEREAS, Waseca County and all counties take pride in our responsibility to protect and enhance the health, wellbeing and safety of our residents in efficient and cost-effective ways; and

WHEREAS, each year since 1991 the National Association of Counties has encouraged counties across the country to elevate awareness of county responsibilities, programs and services; and

WHEREAS, although often referred to as the invisible layer of government because federal, state and other local governments tend to be more noticeable, county government exclusively provides services the public uses every single day; and

WHEREAS, the Waseca County Board of Commissioners desires to express their gratitude to the hardworking staff of Waseca County, as well as express gratitude to the public which they are allowed to serve.

NOW, THEREFORE, BE IT RESOLVED THAT I, DeAnne Malterer do hereby proclaim April 2026 as National County Government Month.

FURTHER, I formally recognize Tuesday, April 7, 2026, as a day of recognition for our staff on which the Board of Commissioners will distribute treats and show our gratitude toward them directly.

d. **Resolution 2026-17: MnDOT Agreement No. 1062482**

Jim Kollar, Public Works Director/County Engineer, discussed the CSAH 14 shoulder paving project recently awarded to Nielsen Blacktopping Inc. will be funded by federal Highway Safety Improvement Program, Local Road Improvement Program, and County State Aid Highway Construction monies. The Local Road Improvement Program requires a grant agreement to be executed before monies can be released. Resolution 2026-17 provides the county's concurrence to the terms and conditions of the grant and authorizes the execution of the grant agreement. The grant amount is \$735,000.00.

Motion to adopt Resolution 2026-17 MnDOT Agreement No. 1062482 by Commissioner Milbrath, seconded by Commissioner Krause. Motion carried 5-0.

RESOLUTION # 2026-17

LOCAL ROAD IMPROVEMENT PROGRAM GRANT AGREEMENT GRANT TERMS and CONDITIONS SP 081-614-015, Tied to SP 081-070-004

WHEREAS, Waseca County has applied to the Commissioner of Transportation for a grant from the Local Road Improvement Fund; and

WHEREAS, the Commissioner of Transportation has given notice that funding for this project is available; and

WHEREAS, the amount of the grant has been determined to be \$735,000.00 by reason of the lowest responsible bid;

NOW, THEREFORE BE IT RESOLVED, that Waseca County does hereby agree to the terms and conditions of the grant consistent with Minnesota Statutes, section 174.52, and will pay any additional amount by which the cost exceeds the estimate and will return to the Local Road Improvement Fund any amount appropriated for the project but not required. The proper county officers are authorized to execute a grant agreement and any amendments thereto with the Commissioner of Transportation concerning the above-referenced grant.

e. **Resolution 2026-18: Public Health Nuisance Policy #3-005**

Sarah Berry, Public Health Director, discussed implementation of a connected process for handling public health and other nuisance concerns.

Multiple departments (including Public Health, Planning and Zoning, Sheriff's Office and the County Attorney) have been working to develop a process for the investigation, determination and mitigation of identified nuisances in Waseca County. The procedure outlines steps to take during this process as well as documentation and communication required for transparent expectations and flexibility in responding to community concerns.

Waseca County Planning Commission is considering an amendment to Article 7 of the Unified Development Code on April 9. Their amendment has been written to support this public health policy. If approved by the Planning Commission, the matter will be before the County Board on April 21.

Motion to adopt Resolution 2026-18 Nuisance Policy #3-005 by Commissioner Harguth, seconded by Commissioner Christopherson. Motion carried 5-0.

Adopt Nuisance Policy #3-005

RESOLUTION # 2026-18

APPROVAL OF PUBLIC HEALTH NUISANCE POLICY

WHEREAS, the Waseca County Board of Commissioners has authority to establish and revise county policies; and

WHEREAS, the proposed policy has been reviewed in consultation with the County Administrator, County Sheriff and County Attorney; and

WHEREAS, the Public Health Director and Planning and Zoning Administrator recommends adoption of a nuisance policy to ensure

consistent governance practices, transparency, and compliance with applicable state laws and County procedures;

THEREFORE, BE IT RESOLVED, that Waseca County hereby adopts the following nuisance policy, effective April 7, 2026:3-005 Public Health Nuisance Policy

f. **Approval to Purchase of Two (2) Squad Cars**

Sheriff Jay Dulas noted the 2026 Sheriff's Office budget includes budgeted funds for purchasing two (2) patrol vehicles. New vehicles would replace outgoing / retired patrol vehicles. MSRP Price is \$52,315.00 and Deml Ford price is \$46,245.00. Total Cost: \$92,490.00. The purchase would be a local purchase through Deml Ford of Waseca who provides professional sales and service to our current fleet of Ford vehicles. Vehicle expense is factored into the 2026 Sheriff's Office budget.

Purchase of the mentioned vehicles would best utilize the transfer of existing interior equipment from old vehicles into the new vehicles, which would minimize purchase of new equipment as we are able.

Motion to purchase of two (2) 2026 Ford Explorer police interceptors for a total price of \$92,490.00 by Commissioner Christopherson, seconded by Commissioner Krause. Motion carried 5-0.

9. Administration

a. Administration Update

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

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, provided updates to the board regarding recent happenings.

10. Commissioner Reports

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

11. 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 11:29 a.m.

DeAnne Malterer, Chairperson
Waseca County Board of Commissioners

ATTEST:

Beth Weimert, Clerk
Waseca County Administration