



WASECA COUNTY BOARD OF COMMISSIONERS

July 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, July 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; Tammy Spooner, Property and Election Services Director; Sheriff Jay Dulas, Melissa Sexton, Human Resources Director; Lisa Pierson, Human Resources Generalist; Judy Hiller, IT Director; Jewel Paulson, IT Technical Support Specialist; Sarah Berry, Public Health Director; Jonathan Schiro, Community Corrections Director;

Others present were Deb Bently, Waseca County Pioneer; Jake Lieser, Mikhail Rostislavovich; Connie Hoehn

Present via online platform Leah Cameron, Public Health Business Manager; Tina Wilson, Community Development Director

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. Presentations and Proclamations

a. Proclamation Honoring Jake Lieser and Celebrating Special Olympics Athletes Throughout Waseca County

Chair Malterer read a proclamation honoring Jake Lieser and celebrating Special Olympics athletes throughout Waseca County. Malterer then presented Jake with a framed copy of the proclamation.

3. Introduction of New Staff

Melissa Sexton, Human Resources Director, introduced Lisa Pierson, Human Resources Generalist, who joined Waseca County recently. Judy Hiller, IT Director, introduced Jewel Paulson. Jewel is our new Technical Support Specialist.

Public Comment

There was no public comment.

4. Approval of Agenda

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

5. Approval of County Board Minutes

Motion by Commissioner Milbrath, seconded by Commissioner Christopherson to approve the June 2, 2026, Joint Power Board of Waseca LeSueur Library System meeting minutes, June 16, 2026, Waseca County Board of Commissioners Work Session meeting minutes, June 16, 2026, Waseca County Board of Commissioner meeting minutes, and June 16, 2026, Waseca County Board of Appeal and Equalization meeting minutes.

- a. Joint Power Board of the Waseca LeSueur Library System June 2, 2026
- b. Waseca County Board of Commissioners Work Session Meeting Minutes June 16, 2026
- c. Waseca County Board of Commissioners Meeting Minutes June 16, 2026
- d. Waseca County Board of Appeal and Equalization Meeting Minutes June 16, 2026

6. Consent Agenda

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

a. Approval of Bills

The following bills were audited and allowed:

A.H. HERMEL COMPANY	483.87
ADVANCED CORRECTIONAL HEALTHCARE INC	4,726.93
AMAZON CAPITAL SERVICES	3,778.71
AMAZON PH	146.99
ANCOM COMMUNICATIONS INC	800.00
ANGELA MANN/MAAP SECRETARY/TREASURER	180.00
APH STORES, INC.	1,053.42
BOCKS SERVICE INC	405.65
BOMGAARS SUPPLY	228.59
BOMGAARS SUPPLY	1,417.51
BOMGAARS SUPPLY	133.48
BORN WELL DRILLING INC	210.00
BORNEKE CONSTRUCTION INC	10,118.95
BRADLEY HAUG	821.07
BRITTON PLUMBING & HEATING LLC	651.18
CHRISTOPHER LLOYD OSTERLOH	80.00
CHRISTY EASTON	143.32
COAST TO COAST SOLUTIONS	236.18
COLE'S ELECTRIC INC	1,029.06
COMMUNITY COMPLIANCE MONITORING	78.00
DEANNE MALTERER	213.44
EINHAUS, MATTISON, CARVER & HABERMAN, PA	2,010.00
ELECTION SYSTEMS & SOFTWARE LLC	2,312.13
FLEX COMM SECURITY	50.00
FRANKLIN SALVATORE II	17,440.10
GBALER USA INC	1,115.99
IDENTISYS, INC	710.00
INNOVATIVE OFFICE SOLUTIONS LLC	1,520.41
JAMES BROTHERS CONSTRUCTION INC	7,727.83
JANESVILLE TIRE SERVICE	1,240.00
JETTER CLEAN INC	450.00
JONES HAUGH & SMITH	7,689.55
KECK'S REPAIR INC	529.46
KYLE ROMAN MURRAY	135.00
LANCE LOVERINK	306.60
LELAND DRAINAGE & EXCAVATING LLC	164,545.65
LESUEUR COUNTY SHERIFF'S OFFICE	3,375.00
LINDA LARES	125.00
MARK SOMMERS	93.49
MARVIN PEARSON	98.56
MEDTOX LABORATORIES	70.92
MIDWEST MONITORING & SURVEILLANCE	51.50
MIDWEST WIRE GROUP INC	4,102.00
MJB HANSEN FAMILY LP	2,294.67
MN COMM OF TRANSPORTATION	9,288.89
MN COUNTIES INTERGOVERNMENTAL TRUST	78.00
MNCCC LOCKBOX	5,989.61
NAPA AUTO PARTS	242.66
NAPA AUTO PARTS	28.42

NATHAN GERDTS	3,135.00
NORTHLAND FARM SYSTEMS	163.22
NOTT COMPANY	196.02
OLYMPIC FIRE PROTECTION	5,020.00
O'REILLY AUTOMOTIVE INC	65.41
PATTI SCHUCH	164.21
POINT & PAY LLC	375.00
REGENTS OF UNIVERSITY OF MN	38,625.00
RINKE-NOONAN ATTORNEYS AT LAW	1,807.50
RIVER BEND BUSINESS PRODUCTS	1,156.09
RS EDEN	113.50
RUSSELL J FREDERICK	84.50
SCHILLING SUPPLY COMPANY	1,594.71
SF ENTERPRISES LLC	17,110.00
SMITHS MILL IMPLEMENT INC	165.14
SQUIRES, WALDSPURGER & MACE PA	204.00
STEPHANIE ROEMHILDT	89.72
STREICHERS	3,900.09
TECTA AMERICA CORPORATION	20,984.00
THE LAW OFFICE OF BRANDACE A WITHERSPOON PLLC	810.00
THE SHOP OF WASECA LLC	5,000.00
UBIQUITI STORE USA	2,795.00
VALVOLINE INC	128.88
WASECA HARDWARE LLC	729.27
WATERGUARDS LLC	1,526.00
ZAHL PETROLEUM MAINTENANCE CO	590.00
ZIEGLER INC	28,979.79

b. Transfer of Funds - Solid Waste

Transfer of \$30,986.91 from 19.391 (Solid Waste-Transfer Station) to 25.125 (MPCA) as this amount was deposited in the wrong account.

c. Transfer of Funds - Human Resources

Approve the transfer of \$64,500.00 from Fund 01.000.000.2828 (Assigned Health Insurance) to Fund 01.062.000.5861 (Central Services - Insurance Reimbursements).

7. Action Items

a. Resolution 2026-23 - Public Works Transfer of Funds Request

Jim Kollar, Public Works Director/County Engineer, per statute, a percentage of the county state-aid highway fund apportionment is dedicated to expenditure for construction projects on county state-aid highways in cities with a population of less than 5,000. These funds are assigned to the 'county-municipal construction' account. The statute further provides a procedure for transferring accumulated balances in excess of two years of the county-municipal construction account apportionment into the county-regular construction account. A county board resolution requesting the Commissioner of Transportation to do so is required.

Waseca County has an accumulated balance of \$1,113,949.00 in the county-municipal construction account. There are no programmed construction projects in our small cities for the next few years, and the transfer of funds does not prevent the use of county-regular construction monies in the small cities. Adoption of Resolution 2026-23 will request the Commissioner of Transportation to transfer \$624,592.00 from the county-municipal construction account to the county-regular construction account. These funds can then be programmed and expended on county state-aid highway construction projects outside the limits of the small cities. \$489,357.00 will remain in the county-municipal construction account.

Current SAAS Municipal Construction balance: \$1,113,949.00

Current year Municipal Construction Allotment: \$251,818.00

Prior year Municipal Construction Allotment: \$237,539.00

Excess amount to transfer: \$624,592.00

Motion to adopt Resolution 2026-23 Public Works Transfer of Funds Request by Commissioner Christopherson, seconded by Commissioner Krause. Motion carried 5-0.

RESOLUTION # 2026-23

COUNTY OF WASECA TRANSFER OF EXCESS MUNICIPAL FUNDS TO REGULAR FUNDS

WHEREAS, Minnesota Statute 162.08, Subd 4 (d), provides that accumulated balances in excess of two years of municipal account apportionments may be spent on projects located outside of municipalities under 5000 population when approved solely by resolution of the county board.

NOW, THEREFORE BE IT RESOLVED, that the Commissioner of Transportation transfer \$624,592 (all funds) in excess of two years apportionment into the Regular Construction Account.

b. Contract No. 812608: CR 73 Culvert Replacement

Construction plans and bid documents have been prepared for the replacement of a culvert on CR No. 73 (120th St), located approximately 0.5 miles south of the junction of MN TH No. 13 and over an unnamed stream. The existing culvert is a 5'x5' cast-in-place concrete box culvert that was extended with corrugated metal pipe in 1940. The culvert is in overall poor condition and is to be replaced with a 60" reinforced concrete pipe. Right of way necessary for the project has been acquired from adjacent property owners.

The project has been advertised in accordance with law and bids were opened on Thursday, June 25, 2026, at 10:00 am. Seven (7) bids were received. Selly Excavating, Inc. is the apparent low, responsible bidder with a bid amount of \$99,967.50, approximately 28% under the Engineer's Estimate of \$139,445.25. This project is on the 2023-2034 Transportation Improvement Projects list and is approved for the use of Local Option Sales Tax funds. Local Option Sales Tax: \$99,967.50.

Motion to award Contract No. 812608 to Selly Excavating, Inc. in the amount of \$99,967.50 by Commissioner Krause, seconded by Commissioner Milbrath. Motion carried 5-0.

c. 2026 First Half Appropriations

Motion by Commissioner Milbrath, seconded by Commissioner Christopherson, to approve the first half appropriation payments Motion carried 5-0.

WASECA COUNTY
2026 First Half Agency Appropriations
(Per 2026 Budget, General Revenue Fund)

South Central EMS	01.501.6922	\$1,250.00
Historical Society	01.501.6911	\$37,500.00
Waseca Chorale	01.501.6931	\$1,250.00
SCMMCHRA	01.725.6803	\$762.50
Clean River Partners	01.501.6916	\$125.00
Southern MN Tourism Assoc.	01.501.6913	\$474.50
MN Ag. Interpretive Center – Farm America	01.501.6914	\$7,500.00
Waseca Art Council	01.501.6923	\$6,500.00
Waseca Area Senior Citizens	01.501.6925	\$2,500.00
Minnesota Valley Action Council	01.501.6926	\$4,500.00
Open Door Health Center	01.501.6927	\$250.00
Neighborhood Service Center	01.501.6928	\$7,500.00
Agricultural Society	01.601.6918	\$35,000.00
Small Business Development Center	01.701.6909	\$1,000.00
Southern MN Initiative Foundation	01.701.6925	\$2,782.50
Soil and Water Conservation District	01.501.6917	\$30,168.00
GreenSeam*	01.501.6936	\$5,000.00
TOTAL		\$144,062.50

* Appropriation paid in full in July.

d. Child Safety Seat Distribution Award

Sarah Berry, Public Health Director, noted Public Health employs three staff members who are certified to install child safety seats. Blue Plus and South County Health Alliance provide child safety seats for families as a part of their insurance coverage. There are still a number of families who reach out looking for this resource and who have difficulty affording an appropriate safety seat for transporting their children. The Minnesota Office of Traffic Safety makes seats available through the child safety seat distribution award for families in poverty, installed by certified Child Passenger Safety Technicians with related education at the time of installation. Funding for this award is primarily from the collection of fines from individuals cited for illegal or unsafe transportation of children in motor vehicles. Waseca County Public Health's allocation is four convertible seats and four combination seats.

Motion to accept four (4) convertible and four (4) combination child safety seats from the Minnesota Office of Traffic Safety for distribution as a part of their child safety seat distribution award by Commissioner Christopherson, seconded by Commissioner Harguth. Motion carried 5-0.

e. Collaborative for Families Coordinator Contract

Jonathan Schiro, Community Corrections Director, noted that last fiscal year, Waseca County Community Corrections assumed responsibility for coordinating the Waseca County Collaborative for Families. The FY2026 contract for these services was \$20,000.00. Nicole Grams, Drug Court Coordinator, carried out the coordinator's duties, and the funding helped offset expenses within the Drug Court program.

The Collaborative is requesting approval to extend this contract into FY2027 at the same amount of \$20,000.00.

Collaborative Coordinator Duties:

General:

Acts as the spokesperson for the organization

- Executes board-approved policies
- Provides leadership to the Collaborative
- Actively engages collaborative board members, committees, partner organizations, and funders
- Develops, maintains, and supports a strong governing board; seeks and builds board involvement

Administrative:

Ensures compliance with standards in accordance with all government legislation, regulations and guidelines pertinent to the organization, such as state policies and statutes, governance agreements, by-laws, etc.

- Submits all information, reports and records as requested or required by law to appropriate government officials or the governing board
- Develops and implements operational plans, policies, and goals that further strategic objectives
- Monitors compliance with LCTS and provides "train the trainer" opportunities as needed to time study participating organizations.

Financial:

Maintains full awareness of the complete financial, statistical, and accounting records of the organization ensures the preparation of the annual budget for board approval

Motion to approve and sign the FY2027 Waseca County Collaborative for Families Coordinator Contract by Commissioner Krause, seconded by Commissioner Harguth. Motion carried 5-0.

f. FY2027 Treatment Court Cooperative Agreement

Schiro also noted the Steele-Waseca Drug Court operates with funding provided through the State of Minnesota, Third Judicial District. Attached is the Fiscal Year 2027 Steele-Waseca Treatment Court Cooperative Agreement. This agreement is between Waseca County Community Corrections and the State of Minnesota, Third Judicial District, and provides for reimbursement to Waseca County for expenses incurred by the Steele-Waseca Drug Court during Fiscal Year 2027.

The cooperative agreement is retroactive to July 1, 2026, and runs through June 30, 2027. It includes reimbursement for operating expenses incurred by the Steele-Waseca Drug Court in an amount up to \$145,100.00

Motion to approve and sign the FY2027 Steele-Waseca Treatment Court Cooperative Agreement by Commissioner Christopherson, seconded by Commissioner Krause. Motion carried 5-0.

g. Waseca County Community Corrections Advisory Board Bylaws

Schiro shared the draft of the Waseca County Community Corrections (WCCC) Advisory Board bylaws. The WCCC Advisory Board reviewed and updated the bylaws on March 25, 2026, and June 24, 2026, and formally approved them on June 24, 2026. The bylaws were also reviewed by Rachel Cornelius, Waseca County Attorney.

Motion to approve and sign the Waseca County Community Corrections Advisory Board bylaws by Commissioner Milbrath, seconded by Commissioner Christopherson. Motion carried 5-0.

h. Waseca County Community Corrections Comprehensive Plan Review

Schiro shared the 2026 Waseca County Community Corrections Comprehensive Plan, which outlines the activities and initiatives of the Community Corrections Department. The plan was reviewed and approved by the Waseca County Community Corrections Advisory Board on June 24, 2026.

Motion to approve the 2026 Waseca County Community Corrections Comprehensive Plan by Commissioner Milbrath, seconded by Commissioner Krause. Motion carried 5-0.

8. 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, shared updates via email.

9. Commissioner Reports

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

10. 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 11:16 a.m.

DeAnne Malterer, Chairperson
Waseca County Board of Commissioners

ATTEST:

Beth Weimert, Clerk
Waseca County Administration