



## **WASECA COUNTY BOARD OF COMMISSIONERS**

**February 17, 2022 - 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 Thursday, February 17, 2022 in the Commissioners' Room, 300 North State Street, Waseca, Minnesota. Members present were Chair Brad Krause, Doug Christopherson, Brian Harguth, and Blair Nelson.

Absent member was DeAnne Malterer.

Other members present were Michael Johnson, County Administrator; Beth Weimert, Executive Assistant; Sheriff Brad Milbrath; Melissa Sexton, Human Resources Director; Jonathan Schiro, Court Services Director; Brian Zabel, Planning and Zoning Technician; Haley Byron, Water Resource Specialist; Trevor Kanewischer, Waseca Lakes Association; Shayna Lewis, Waseca County News.

### **1. Call to Order and Pledge of Allegiance**

Chair Krause called the meeting to order at 9:31 a.m. A roll call was taken and 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 as presented by Commissioner Harguth, seconded by Commissioner Christopherson, Motion carried 4-0.

### **3. Ditch Authority**

#### **a. CD 15-1**

Brian Zabel, Planning and Zoning Technician, reviewed the matter of the petition for partial abandonment of portion of Waseca County Ditch #15-1. The Waseca County Board of Commissioners, drainage authority for Waseca County Ditch #15-1, have received a petition for the partial abandonment of portions of Waseca County Ditch #15-1, Commissioner Christopherson moved adoption of the following Findings and Orders accepting the petition for partial abandonment of portions of Waseca County Ditch #15-1, seconded by Commissioner Nelson. Motion carried 4-0.

### **4. Approval of County Board Minutes**

#### **a. Waseca County Board of Commissioner Meeting Minutes December 21, 2021**

Motion to approve the meeting minutes of December 21, 2021, regular meeting by Commissioner Harguth, seconded by Commissioner Nelson. Motion carries 4-0.

## 5. Consent Agenda

Commissioner Christopherson moved, seconded by Commissioner Harguth to approve the consent agenda as presented. Motion carried 4-0.

### a. Approval of Bills

|                                           |           |
|-------------------------------------------|-----------|
| A.H. HERMEL COMPANY                       | 646.74    |
| A.H. HERMEL COMPANY                       | 288.83    |
| A.U.A.E.S INC                             | 1,000.00  |
| ADVANCED CORRECTIONAL HEALTHCARE INC      | 3,590.17  |
| ALTERNATIVE RESOLUTIONS INC               | 3,626.74  |
| ALVIN GRAMS                               | 104.57    |
| AMAZON CAPITAL SERVICES                   | 35.85     |
| APG MEDIA OF SOUTHERN MN LLC              | 340.41    |
| APG MEDIA OF SOUTHERN MN LLC              | 314.70    |
| APH STORES, INC.                          | 152.89    |
| ASSOC OF MN COUNTIES                      | 2,079.00  |
| AVENU INSIGHTS & ANALYTICS LLC            | 720.00    |
| BAUER BUILT INC                           | 569.50    |
| BLAIR NELSON                              | 49.28     |
| BLUE EARTH CO                             | 24,328.00 |
| BOCKS SERVICE INC                         | 276.50    |
| BOLTON & MENK INC                         | 3,740.00  |
| BUDACH IMPLEMENT INC                      | 208.69    |
| CAPITAL ONE                               | 37.34     |
| CAPITAL ONE                               | 24.27     |
| CARDINAL HEALTH 110, LLC                  | 84.18     |
| CDW GOVERNMENT INC                        | 2,713.35  |
| CIT INC                                   | 2,103.00  |
| CIT INC                                   | 22,706.00 |
| COLE PAPERS INC                           | 1,781.47  |
| COLE'S ELECTRIC INC                       | 10,153.26 |
| CONTINENTAL RESEARCH CORPORATION          | 1,001.47  |
| CRYSTEEL TRUCK EQUIPMENT                  | 1,190.00  |
| D&M BODY SHOP                             | 50.00     |
| DATAWORKS PLUS LLC                        | 1,898.00  |
| DAVE'S BODY SHOP                          | 340.00    |
| DAVID R BORCHARDT                         | 10,050.00 |
| DEANNE MALTERER                           | 69.21     |
| DEML FORD INC                             | 265.77    |
| DG INVESTMENT INTERMEDIATE HOLDINGS 2 INC | 486.75    |
| DOUGLAS CHRISTOPHERSON                    | 52.65     |
| EINHAUS, MATTISON, CARVER & HABERMAN, PA  | 220.00    |
| EJL PUBLICATIONS                          | 219.04    |
| FIRST NATIONAL BANK                       | 700.00    |
| FIRST NATIONAL BANK 4135                  | 575.00    |

|                                   |           |
|-----------------------------------|-----------|
| FIRST NATIONAL BANK 6946          | 105.00    |
| FIRST NATIONAL BANK 9655          | 185.52    |
| FIRST NATIONAL BANK 3975          | 1,515.90  |
| FIRST NATIONAL BANK OMAHA 7265    | 1,413.84  |
| FIRST NATIONAL BANK OMAHA 7265    | 123.10    |
| FIRST NATIONAL BANK 4208          | 39.60     |
| FIRST NATIONAL BANK 8194          | 11.48     |
| FIRST NATIONAL BANK 9593          | 13.65     |
| FIRST NATIONAL BANK OHAMA 3678    | 520.00    |
| FIRST NATIONAL BANK OMAHA         | 59.21     |
| FIRST NATIONAL BANK OMAHA 4669    | 275.95    |
| FIRST NATIONAL BANK OMAHA 7462    | 19.99     |
| FIRST NATIONAL BANK OMAHA 2000    | 3,096.45  |
| FIRST NATIONAL BANK OMAHA 0710    | 444.96    |
| FIRST NATIONAL BANK OMAHA 1325    | 142.91    |
| FIRST NATIONAL BANK OMAHA 1745    | 402.49    |
| FIRST NATIONAL BANK OMAHA 2173    | 45.00     |
| FIRST NATIONAL BANK OMAHA 5295    | 20.65     |
| FIRST NATIONAL BANK OMAHA 5348    | 991.81    |
| FIRST NATIONAL BANK OMAHA 5640    | 1,442.28  |
| FIRST NATIONAL BANK OMAHA 6742    | 3.00      |
| FIRST NATIONAL BANK OMAHA 6755    | 83.31     |
| FIRST NATIONAL BANK OMAHA 6908    | 79.92     |
| FIRST NATIONAL BANK OMAHA 7877    | 46.52     |
| FIRST NATIONAL BANK OMAHA 8006    | 41.96     |
| FIRST NATIONAL BANK OMAHA 8263    | 1,476.43  |
| FIRST NATIONAL BANK OMAHA 8264    | 588.00    |
| FLEET PRIDE                       | 849.82    |
| FREEBORN CO AUDITOR-TREASURER     | 490.35    |
| GFA                               | 650.00    |
| GMS INDUSTRIAL SUPPLY INC         | 71.03     |
| GUTTENBERG                        | 193.28    |
| HARRIS                            | 720.00    |
| HAWK ALARM SYSTEMS INC            | 110.25    |
| HY-VEE OWATONNA                   | 239.72    |
| INNOVATIVE OFFICE SOLUTIONS LLC   | 1,394.44  |
| INNOVATIVE OFFICE SOLUTIONS LLC   | 723.00    |
| INNOVATIVE OFFICE SOLUTIONS LLC   | 152.15    |
| JANESVILLE HARDWARE LLC           | 17.98     |
| JONES HAUGH & SMITH               | 12,030.00 |
| KARPEL SOLUTIONS                  | 6,750.00  |
| LESUEUR CO SHERIFF-CIVIL DIVISION | 345.00    |
| LSQ FUNDING GROUP LC              | 1,987.46  |
| MARCO TECHNOLOGIES LLC            | 2,332.00  |
| MATHESON                          | 470.00    |

|                                            |           |
|--------------------------------------------|-----------|
| MAYO CLINIC                                | 308.00    |
| MEI TOTAL ELEVATOR SOLUTIONS               | 447.77    |
| MESSICK LAW PLLC                           | 1,700.00  |
| MICHAEL JOHNSON                            | 289.41    |
| MID-NET SOLUTIONS                          | 216.00    |
| MIDWEST MONITORING & SURVEILLANCE          | 958.07    |
| MIDWEST MOTOR SUPPLY CO INC                | 182.88    |
| MINNESOTA AGRICULTURAL INTERPRETIVE CENTER | 13.75     |
| MJB HANSEN FAMILY LP                       | 1,451.96  |
| MJB HANSEN FAMILY LP                       | 1,451.96  |
| MN ASSOC FOR CHILDREN'S MENTAL HEALTH      | 1,500.00  |
| MN ASSOC OF CO FEEDLOT OFFICERS            | 175.00    |
| MN COUNTIES COMPUTER COOP                  | 45,102.70 |
| MN DEPT OF LABOR & INDUSTRY                | 175.00    |
| NAPA AUTO PARTS MPEC                       | 242.67    |
| NEW RICHLAND FARM & HOME SUPPLY            | 10.99     |
| NORTH CENTRAL INT'L INC                    | 1,503.18  |
| NOW MICRO                                  | 235.00    |
| NUSS TRUCK GROUP INC                       | 2,808.73  |
| OLSEN CHAIN & CABLE INC                    | 51.70     |
| ONSOLVE INTERMEDIATE HOLDING COMPANY       | 756.00    |
| PANTHEON COMPUTER SYSTEMS INC              | 596.00    |
| POWER PHONE INC                            | 229.00    |
| PROFESSIONAL PORTABLE X-RAY                | 105.00    |
| RECOVERY TREK LLC                          | 475.50    |
| REG 1 SE MN HOMELAND SEC EM MGMT           | 1,000.00  |
| RICE SWCD                                  | 2,000.00  |
| RIVER BEND BUSINESS PRODUCTS               | 1,500.10  |
| RIVER BEND BUSINESS PRODUCTS               | 412.65    |
| RIVER VALLEY FORENSIC SERVICES PA          | 250.00    |
| RTVISION INC                               | 5,625.00  |
| SAM'S CENTURY FARM LLC                     | 1,000.00  |
| SAND CREEK EAP LLC                         | 325.00    |
| SNAP ON INCORPORATED                       | 135.00    |
| STEELE CO DETENTION CENTER                 | 690.00    |
| STEELE CO TREASURER                        | 13,853.42 |
| STEPHANIE HAYES                            | 42.90     |
| STREICHERS                                 | 1,317.00  |
| THOMPSON SANITATION                        | 11,689.13 |
| THOMSON REUTERS                            | 511.14    |
| TYLER TECHNOLOGIES, INC                    | 51,529.00 |
| TYLER TECHNOLOGIES, INC                    | 2,939.00  |
| US VENTURE INC                             | 1,201.76  |
| VOIANCE LANGUAGE SERVICES LLC              | 25.00     |
| WASECA CO SOIL & WATER                     | 10,000.00 |

|                            |        |
|----------------------------|--------|
| WASECA GLASS INC           | 421.88 |
| WASECA HARDWARE LLC        | 335.42 |
| WASECA HARDWARE LLC        | 697.52 |
| ZAHL EQUIPMENT SERVICE INC | 167.40 |

b. Annual Snowmobile Grant

Waseca County staff recommended approving the annual snowmobile grant State of MN Contract for July 1, 2021 to July 30, 2023. The amount of the grant is \$4,390.00 (\$2,195.00 per year).

c. Off Highway Vehicle Safety Grant

Waseca County staff recommended approving the annual snowmobile grant State of MN Contract for July 1, 2021 to July 30, 2023. The amount of the grant is \$ 6,236.00 (\$3,118.00 per year).

d. Cash & Investment Report

The 2021 Year End Cash & Investment Report for Waseca was reviewed by the Waseca County Board of Commissioners.

e. Baker Tilly Audit Engagement Letter

Approval of the Audit Engagement Letter from Baker Tilly and Authorization for the Director of Property & Election services to sign the documents on behalf of Waseca County.

f. January 2022 Electronic Funds Transfer Report

January 2022 Electronic Funds Transfer Report was reviewed by the Waseca County Board of Commissioners.

g. Approval for Classification

Melissa Sexton, Human Resources Director, discussed a classification plan for the Sr. Land Use Planner, Land Use Planner and Drainage Management Coordinator. It is requested that the Senior Land Use Planner grade move from a 6 to a 10, as well as, move the Drainage Management Coordinator position to a grade 13.

## 6. Action Items

a. Steele Waseca Drug Court Defense Attorney Contract for Services

Jonathan Schiro, Court Services Director, presented the Steele Waseca Drug Court Defense Attorney Contract for Services. Approval is requested for reimbursement to not exceed \$10,400.00; approval of a contract for Joel Eaton, Patton, Hoversten, and Berg, Attorney at Law, to provide defense attorney services for Steele Waseca County Drug Court. Motion by Commissioner Nelson, seconded by Commissioner Christopherson. Motion carried 4-0.

b. Waseca Lakes Association Aquatic Invasive Species Control Grant

Haley Byron, Water Resource Specialist, discussed contributing Aquatic Invasive Species Funds for fluridone treatment of Clear Lake, if the Waseca Lakes Association is selected for an Aquatic Invasive Species Control Grant from the MN Department of Natural Resources (DNR). The estimated cost of the treatment is \$101,010.00. The grant would cover up to \$25,000. Amended motion to approve no more than \$76,000.00 to come out of AIS funds for treatment by Commissioner Nelson, seconded by Commissioner Harguth. Motion carried 4-0.

## **7. Administration**

### **a. Administration Update**

Michael Johnson, County Administrator, provided an update for the Waseca County Board of Commissioners.

### **b. Human Resources Announcements**

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

## **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 Harguth moved and Commissioner Nelson seconded the motion to adjourn the meeting. The motion was carried unanimously and the meeting adjourned at 10:52 a.m.

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Brad Krause, Chairperson  
Waseca County Board of Commissioners

ATTEST:

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Beth Weimert, Clerk  
Waseca County Administration