



WASECA COUNTY BOARD OF COMMISSIONERS

March 15, 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 Tuesday, March 15, 2022 in the Commissioners' Room, 300 North State Street, Waseca, Minnesota. Members present were Chair Brad Krause, DeAnne Malterer, Doug Christopherson, and Brian Harguth.

Absent: Blair Nelson

Others present were Michael Johnson, County Administrator; Beth Weimert, Executive Assistant; Tammy Spooner, Property and Election Services Director; Sheriff Brad Milbrath; Jim Kollar, Public Works Director; Chris Howard, Russ Guse, Ditch Inspector; Shayna Lewis, news reporter; Robert Pearce.

1. Call to Order and Pledge of Allegiance

Chair Krause called the meeting to order at 9:30 a.m. A roll call was taken and the Pledge of Allegiance was recited.

2. Public Comment

There was no public comment.

3. Approval of Agenda

Motion to approve the Waseca County Board of Commissioners agenda by Commissioner Harguth, seconded by Commissioner Malterer. Motion carried 4-0.

4. Consent Agenda

Motion to approve the Waseca County Board of Commissioners consent agenda as presented by Commissioner Malterer, seconded by Commissioner Christopherson. Motion carried 4-0.

a. Approval of Bills

A.H. HERMEL COMPANY 552.11
ADVANCED CORRECTIONAL HEALTHCARE INC 3,590.17
AMAZON CAPITAL SERVICES 57.90
ANCOM COMMUNICATIONS INC 175.00
APG MEDIA OF SOUTHERN MN LLC 39.47
APH STORES, INC. 148.97
ARNOLD'S SUPPLY AND KLEENIT CO 592.07
ASSOC OF MN COUNTIES 200.00
BAKER TILLY LLP 4,772.00
BARBARA CARSON 10,000.00
BLAIR NELSON 293.69
BOCK'S SERVICE INC 531.00
BOLTON & MENK INC 2,502.00
BOMGAARS SUPPLY 51.97
BOMGAARS SUPPLY 256.01
BORNEKE CONSTRUCTION INC 8,968.00
BRITTON PLUMBING & HEATING LLC 155.03
BRUCE W NESS 2,805.00
BUDACH IMPLEMENT INC 101.92
C&D OIL SERVICES OF WASECA LLC 180.00
CAPITAL ONE 162.98
CARDINAL HEALTH 110, LLC 84.18
COLE PAPERS INC 2,984.07
CUMMINS SALES & SERVICE 1,599.98
D&D PRODUCTS 387.33
DAVE'S BODY SHOP 405.00
DEANNE MALTERER 102.55
DEML FORD INC 1,341.70

DLT SOLUTIONS INC 431.20
 DUANE RATHMANN 81.17
 ECKBERG LAMMERS P.C. 6,444.00
 FIRST NATIONAL BANK 20.79
 FIRST NATIONAL BANK 4135 1,519.12
 FIRST NATIONAL BANK 8759 154.28
 FIRST NATIONAL BANK 9655 794.93
 FIRST NATIONAL BANK 3975 578.93
 FIRST NATIONAL BANK OMAHA 7265 1,867.60
 FIRST NATIONAL BANK 5529 380.00
 FIRST NATIONAL BANK 9593 361.26
 FIRST NATIONAL BANK OHAMA 3678 1,429.59
 FIRST NATIONAL BANK OMAHA 35.20
 FIRST NATIONAL BANK OMAHA 4669 170.00
 FIRST NATIONAL BANK OMAHA 7462 1,372.44
 FIRST NATIONAL BANK OMAHA 9296 250.00
 FIRST NATIONAL BANK OMAHA 0710 320.83
 FIRST NATIONAL BANK OMAHA 2905 865.42
 FIRST NATIONAL BANK OMAHA 3979 1,661.06
 FIRST NATIONAL BANK OMAHA 4986 1,406.23
 FIRST NATIONAL BANK OMAHA 5295 23.62
 FIRST NATIONAL BANK OMAHA 5348 653.43
 FIRST NATIONAL BANK OMAHA 5640 544.42
 FIRST NATIONAL BANK OMAHA 6114 36.00
 FIRST NATIONAL BANK OMAHA 6742 24.03
 FIRST NATIONAL BANK OMAHA 6755 10.85
 FIRST NATIONAL BANK OMAHA 6908 280.00
 FIRST NATIONAL BANK OMAHA 7236 1,713.46
 FIRST NATIONAL BANK OMAHA 7801 26.00
 FIRST NATIONAL BANK OMAHA 7877 263.04
 FIRST NATIONAL BANK OMAHA 8006 1,345.92
 FIRST NATIONAL BANK OMAHA 8263 109.73
 FIRST NATIONAL BANK OMAHA 8264 1,840.96
 FLEET PRIDE 423.93
 GMS INDUSTRIAL SUPPLY INC 782.70
 HENNEPIN HEALTHCARE 1,200.00
 IDENTISYS, INC 376.03
 INNOVATIVE OFFICE SOLUTIONS LLC 1,910.37
 INTERSTATE POWER SYSTEMS, INC 440.00
 J SCOTT BRADEN LAW OFFICE 690.00
 JANESVILLE HARDWARE LLC 32.05
 JEAN STEFFENS 83.70
 JOHN THOMPSON 247.50
 JONATHAN SCHIRO 98.28
 KENDALL LANGSETH 3,039.62
 KULLY SUPPLY 207.46
 LEON SCHOENROCK 96.38
 LESUEUR COUNTY SHERIFF'S OFFICE 287.50
 MARK BEHREND 750.00
 MARK SOMMERS 90.88
 MARVIN PEARSON 94.98
 MATHESON 129.80
 MEI TOTAL ELEVATOR SOLUTIONS 447.77
 MESSICK LAW PLLC 822.92
 MID-NET SOLUTIONS 1,500.00
 MIDWEST MONITORING & SURVEILLANCE 250.65
 MIDWEST MOTOR SUPPLY CO INC 771.98
 MINNWEST 35.00
 MISSISSIPPI HEADWATERS BOARD 5,000.00
 MN DEPT OF PUBLIC SAFETY - EPCRA PROGRAM 25.00
 MN SHERIFFS ASSOC 120.00
 MN VALLEY COUNCIL OF GOVTS 190.00
 M-R SIGN COMPANY INC 2,616.90
 NAPA AUTO PARTS MPEC 1,043.75
 NORTH CENTRAL INTERNATIONAL INC 177.66
 NORTHSTAR STITCH 126.00
 NUSS TRUCK GROUP INC 3,691.81
 PEMBERTON LAW PLLP 693.50
 POWERPLAN INC 1,184.42
 RICHARD POSSIN 96.97
 RICK'S APPLIANCE 399.59
 RIVER BEND BUSINESS PRODUCTS 89.31
 RIVER VALLEY FORENSIC SERVICES PA 250.00
 ROBERT HANSEN 1,797.42
 ROBERT VOGELSSANG 101.65
 RUBULUBE INDUSTRIES 119.00
 RUPP ANDERSON SQUIRES & WALDSPURGER PA 61.50
 RUSSELL J FREDERICK 83.63

RWV SIGNS INC 380.00
 SAFETY KLEEN SYSTEMS INC. 2,216.75
 SANCO EQUIPMENT LLC 1,715.86
 SHORT-ELLIOTT-HENDRICKSON INC 2,812.16
 SNAP ON INCORPORATED 2,122.44
 SOUTH CENTRAL SERVICE COOP 736.12
 SPEE-DEE DELIVERY SERVICE 11.23
 STEPHANIE ROEMHILDT 167.84
 STREAMLINE COMMUNICATIONS LLC 2,083.00
 STREICHERS 250.00
 TECTA AMERICA CORPORATION 2,004.61
 THOMPSON SANITATION 8,898.05
 US VENTURE INC 589.68
 WALDORF WELDING & MACHINE 452.44
 WASECA HARDWARE LLC 15.83
 WASECA HARDWARE LLC 363.14
 WASECA HARDWARE LLC 382.61
 WASECA, CITY OF 38,362.58
 WINFRIED G LUTZ 500.00

- b. Monthly Electronic Funds Transfer
February Monthly Electronic Funds Transfer
- c. 2021 County Feedlot Officer Report
- d. Initial Report on March 3, 2022 Planning Commission Meeting
- e. Appointment of Julie Tesch to the Waseca County Extension Committee with term ending 12/31/2024

5. Action Items

- a. Order Appointing Engineer
 Brian Zabel, Planning and Zoning Technician, discussed a request for an order appointing an engineer from Jones, Haugh, & Smith in the matter of the petition for partial abandonment of CD No. 15-1. Motion to approve an order appointing Jones, Haugh & Smith Inc., an engineering firm, to examine the drainage system and make an initial survey and file its report in the Property Services Office for the purpose of assisting the Drainage Authority by Commissioner Christopherson, seconded by Commissioner Harguth. Motion carries 4-0.

ORDER APPOINTING ENGINEER

WHEREAS, the Waseca County Board of Commissioners, Drainage Authority for Waseca County Ditch #15-1, received, on February 2, 2022, a "Petition for the Partial Abandonment of Portions of Waseca County Ditch #15-2, Pursuant to Minnesota Statutes 103E.806" from the City of Waseca; and

WHEREAS, the Waseca County Board of Commissioners, Drainage Authority for Waseca County Ditch #15-1, accepted the "Petition for Partial Abandonment of Portions of Waseca County Ditch #15-2, Pursuant to Minnesota Statutes 103E.806" on February 15, 2022; and

WHEREAS, the City of Waseca has established development within the setback boundaries of County Ditch #15-1 within Section 17-T107N-R22W; and

WHEREAS, the established development has made portions of County Ditch #15-1 functionally abandoned due to the existence of the City's municipal sewer system; and

WHEREAS, it has been determined that an engineer will be needed to obtain additional information in order to move forward with the process.

NOW, THEREFORE, IT IS HEREBY ORDERED that Jones, Haugh & Smith, Inc., an engineering firm, is appointed as a competent and experienced civil engineer, to examine the drainage system and make an initial survey and file its report in the office of the Waseca County Auditor for the purpose of assisting the Drainage Authority. Such duties shall include, but not be limited to, preparation of maps and data as follows: 1. Locating and plotting watershed boundaries, existing tile, and open ditches; 2. Plotting county ditches and tile on maps; 3. Such other technical assistance as the Drainage Authority may request. Pursuant to Minnesota Statutes 103E.241, subdivisions 1 and 2, the engineer shall subscribe to and file the Engineer's Oath and Engineer's Bond with the Drainage Authority prior to commencing any work.

b. Establish Absentee Ballot Board for Special Election

Motion to adopt Resolution 2022-13 Establishing Absentee Ballot Board for the Special Election on May 24, 2022 by Commissioner Christopherson, seconded by Commissioner Malterer. Motion carried 4-0.

**RESOLUTION 2022-13
ESTABLISHING AN ABSENTEE BALLOT BOARD
FOR THE SPECIAL ELECTION MAY 24, 2022**

WHEREAS, Waseca County is required by Minnesota Statute 203B.121, Subd. 1 to establish an Absentee Ballot Board; and

WHEREAS, this board will bring uniformity in the processing of accepting or rejecting returned absentee ballots in Waseca County; and

WHEREAS, the Absentee Ballot Board would consist of a sufficient number of trained judges and/or trained Property & Election Service's Staff as provided in sections of 204B.19 to 204B.22;

NOW, THEREFORE, BE IT RESOLVED, the Waseca County Board of Commissioners hereby established an Absentee Ballot Board that would consist of the following members:

Robin Nelson – County Staff and Trained Election Judge
Mary Jo Stangler – County Staff and Trained Election Judge
Doris Papke – County Staff and Trained Election Judge
Amy Schauer – County Staff and Trained Election Judge
Cristin Borneke – County Staff and Trained Election Judge
Katherine Burns – County Staff and Trained Election Judge
Linda Karst – Trained Election Judge
Suzanne Root – Trained Election Judge

as provided in sections 204B.19 to 204B.22 to perform the task.

This resolution shall become effective upon its passage and without further publication.

c. Contract 812204 Award - 2022 Bituminous Seal Coat

Jim Kollar, Public Works Director, discussed consideration and award of Contract 812204 for the 2022 Bituminous Seal Cost program. Motion to award Contract 812204 to Asphalt Surface Technologies Corp. including alternate No. 1 in the amount of \$387,764.35 by Commissioner Malterer, seconded by Commissioner Christopherson. Motion carried 4-0

d. Contract 812203 Award - CSAH No. 2 (Brown Ave) Concrete Pavement Rehabilitation

Kollar also discussed Contract 812203 Award - CSAH No. 2 (Brown Ave) Concrete Pavement Rehabilitation. Motion to approve Contract 812203 for CSAH 2 Concrete Pavement Rehabilitation to the low bidder, Interstate Improvement Inc. at \$942,246.20 by Commissioner Harguth, seconded by Commissioner Malterer. Motion carried 4-0.

e. Contract 812201 Award - Bridge No. 1148 Replacement over the LeSueur River on CR No. 75

Kollar discussed consideration and award of Contract 812201 Bridge No. 1148 as a replacement over the LeSueur River on CR No. 75. Motion to approve Contract 812201 Bridge No. 1148 to ICON Constructors in the amount of \$786,209.50 by Commissioner Christopherson, seconded by Commissioner Harguth. Motion carries 4-0.

f. Contract 812202 Award - CSAH No. 41 Bituminous Surfacing & CSAH No. 18 Mill, Reclamation & Bituminous Surfacing

Kollar also discussed consideration and award of Contract 812202 - CSAH NO. 41 Bituminous Surfacing & CSAH No. 18 Mill, Reclamation & Bituminous Surfacing Contract 812203 for CSAH 2 Concrete Pavement Rehabilitation. Motion to award Contract 812202 to the low bidder, Crane Creek Asphalt in the amount of \$2,359,044.48, by Commissioner Harguth, seconded by Commissioner Malterer. Motion carried 4-0.

6. Administration

a. Administration Update

Michael Johnson, County Administrator, providing building updates, noting they are on schedule to date.

b. Human Resources Announcements

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

7. Commissioner Reports

The Waseca County Board of Commissioners recessed at 10:20 AM and reconvened at 10:23 AM.

8. Closed Session - Performance Review of Michael Johnson, pursuant to M.S.13D.05, sub.3(a)

Chair Krause moved into closed session at 10:26 a.m.

Chair Krause came out of closed session at 11:25 a.m.

9. Adjourn

Having no further county board business, Commissioner Christopherson moved and Commissioner Malterer seconded the motion to adjourn the meeting. The motion was carried unanimously and the meeting adjourned at 11:26 a.m.

Brad Krause, Chairperson
Waseca County Board of Commissioners

ATTEST:

Beth Weimert, Clerk
Waseca County Administration