



## WASECA COUNTY BOARD OF COMMISSIONERS

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

Others present were Michael Johnson, County Administrator; Beth Weimert, Administrative Coordinator; Tammy Spooner, Property and Election Services Director; Melissa Sexton, Human Resources Director; Jim Kollar, Public Works Director; Sarah Berry, Public Health Director; Trevor Kanewischer, Chief Deputy; Dawn Androli, Executive Assistant; Kari Gerhing, Executive Assistant; Joe Fliflet, Deputy; Jeremy Conrath; Correctional Officer; Landi Dulas; Robin Dulas; Jay Dulas, Deputy; Sheriff Milbrath; Dave Melchert, Sergeant; Leah Cameron, Public Health Business Manager; Jennifer Novak; Assistant Attorney

### **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.

#### **Public Comment**

There was no public comment.

### **2. Approval of Agenda**

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

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

Motion to approve the following Waseca County Board of Commissioners meeting minutes: February 1, 2022 regular session; February 11, 2022 work session; February 17, 2022 regular session; March 1, 2022 work session and regular session; and March 8, 2022 work session by Commissioner Harguth, seconded by Commissioner Nelson. Motion carried 5-0.

- a. Waseca County Board of Commissioners Meeting Minutes February 1, 2022
- b. Waseca County Board of Commissioners Work Session Minutes February 11, 2022
- c. Waseca County Board of Commissioners Meeting Minutes February 17, 2022
- d. Waseca County Board of Commissioner Work Session Minutes March 1, 2022
- e. Waseca County Board of Commissioner Meeting Minutes March 1, 2022
- f. Waseca County Board of Commissioner Work Session Minutes March 8, 2022

#### 4. Consent Agenda

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

##### a. Approval of Bills

The following bills were audited and allowed:

|                                          |           |
|------------------------------------------|-----------|
| A.H. HERMEL COMPANY                      | 434.08    |
| ADVANCED CORRECTIONAL HEALTHCARE INC     | 875.91    |
| ALVIN GRAMS                              | 104.57    |
| AMAZON CAPITAL SERVICES                  | 271.43    |
| APH STORES, INC.                         | 23.94     |
| ASCENSUS                                 | 1,050.00  |
| ASSOCIATED PSYCHOLOGICAL SERVICES LTD    | 1,812.50  |
| BAKER TILLY LLP                          | 1,738.00  |
| BARBARA J. BUKER                         | 102.80    |
| BOB BARKER COMPANY INC                   | 215.43    |
| BOCKS SERVICE INC                        | 74.00     |
| BOLTON & MENK INC                        | 911.00    |
| BORN WELL DRILLING INC                   | 148.55    |
| BRAUN INTERTEC CORPORATION               | 2,863.50  |
| CDW GOVERNMENT INC                       | 1,287.46  |
| CENTRAL FIRE PROTECTION INC              | 632.95    |
| COLE PAPERS INC                          | 2,649.44  |
| COMMUNITY COMPLIANCE MONITORING          | 414.00    |
| CONTINENTAL RESEARCH CORPORATION         | 434.31    |
| CUMMINS SALES & SERVICE                  | 1,687.70  |
| D&D PRODUCTS                             | 5,821.50  |
| DEANNE MALTERER                          | 100.68    |
| DEML FORD INC                            | 494.90    |
| DR MICHAEL D HARVEY PA                   | 95.00     |
| DUANE RATHMANN                           | 81.17     |
| EINHAUS, MATTISON, CARVER & HABERMAN, PA | 990.00    |
| ERICKSON ENGINEERING LLC                 | 35,826.60 |
| EXPRESS CARE INC                         | 127.95    |
| FIRST NATIONAL BANK                      | 1,715.46  |
| FIRST NATIONAL BANK 6946                 | 34.82     |
| FIRST NATIONAL BANK 3975                 | 904.84    |
| FIRST NATIONAL BANK 9593                 | 216.24    |
| FIRST NATIONAL BANK OF OMAHA             | 590.39    |
| FIRST NATIONAL BANK OF OMAHA 0792        | 210.55    |
| FIRST NATIONAL BANK OF OMAHA 2967        | 75.00     |
| FIRST NATIONAL BANK OF OMAHA 3849        | 463.39    |
| FIRST NATIONAL BANK OMAHA                | 131.36    |
| FIRST NATIONAL BANK OMAHA 4669           | 5.00      |

|                                         |           |
|-----------------------------------------|-----------|
| FIRST NATIONAL BANK OMAHA 7462          | 97.69     |
| FIRST NATIONAL BANK OMAHA 2000          | 260.00    |
| FIRST NATIONAL BANK OMAHA 9296          | 212.60    |
| FIRST NATIONAL BANK OMAHA 0710          | 205.00    |
| FIRST NATIONAL BANK OMAHA 1325          | 2,350.41  |
| FIRST NATIONAL BANK OMAHA 2173          | 100.36    |
| FIRST NATIONAL BANK OMAHA 4404          | 115.44    |
| FIRST NATIONAL BANK OMAHA 4986          | 619.55    |
| FIRST NATIONAL BANK OMAHA 5348          | 885.18    |
| FIRST NATIONAL BANK OMAHA 5640          | 475.66    |
| FIRST NATIONAL BANK OMAHA 6908          | 12.95     |
| FIRST NATIONAL BANK OMAHA 7236          | 600.00    |
| FIRST NATIONAL BANK OMAHA 8006          | 26.85     |
| FIRST NATIONAL BANK OMAHA 8263          | 2,003.94  |
| FIRST NATIONAL BANK OMAHA 8264          | 231.37    |
| H&L MESABI INC                          | 3,151.00  |
| HARRIS                                  | 3,192.45  |
| IDENTISYS, INC                          | 84.80     |
| INNOVATIVE OFFICE SOLUTIONS LLC         | 746.66    |
| J SCOTT BRADEN LAW OFFICE               | 129.50    |
| JANESVILLE HARDWARE LLC                 | 163.40    |
| JAVENS MECHANICAL CONTRACTING CO INC    | 19,307.35 |
| JONES AND MAGNUS LLC                    | 10.00     |
| JONES HAUGH & SMITH                     | 3,190.20  |
| KENDALL LANGSETH                        | 1,774.91  |
| KNOWINK LLC                             | 49,605.00 |
| LESUEUR CO SHERIFF-CIVIL DIVISION       | 747.50    |
| LOUISE LUND                             | 354.63    |
| MACVSO                                  | 250.00    |
| MEI TOTAL ELEVATOR SOLUTIONS            | 763.77    |
| MELISSA SEXTON                          | 162.05    |
| MESSICK LAW PLLC                        | 880.00    |
| METRO FURNITURE SOLUTIONS BY HENRICKSEN | 25,762.27 |
| MIDWEST MONITORING & SURVEILLANCE       | 539.91    |
| MN ASSOC FOR CHILDREN'S MENTAL HEALTH   | 1,500.00  |
| MONROE TOWMASTER LLC                    | 1,604.18  |
| NACCHO                                  | 270.00    |
| NORTH CENTRAL INTERNATIONAL INC         | 587.10    |
| NORTHSTAR COMPUTER FORMS INC            | 527.10    |
| NUTRIEN AG SOLUTIONS INC.               | 18,574.13 |
| OFFICE OF MNIT SERVICES                 | 1,338.65  |
| PATTON HOVERSTEN & BERG PA              | 750.00    |
| POWERPLAN INC                           | 180.62    |

|                                        |          |
|----------------------------------------|----------|
| RECOVERY TREK LLC                      | 570.95   |
| RICHARD POSSIN                         | 96.97    |
| RIVER BEND BUSINESS PRODUCTS           | 197.26   |
| RIVER VALLEY FORENSIC SERVICES PA      | 250.00   |
| ROBERT VOGELSANG                       | 101.65   |
| RODNEY BORN                            | 82.93    |
| RS EDEN                                | 136.45   |
| RUPP ANDERSON SQUIRES & WALDSPURGER PA | 1,962.60 |
| RWV SIGNS INC                          | 30.00    |
| SIGN SOLUTIONS USA                     | 6,684.16 |
| SOUTHERN MINNESOTA INSPECTION CO LLC   | 1,115.30 |
| STEPHANIE ROEMHILDT                    | 87.84    |
| STREICHERS                             | 810.00   |
| SUBARCTIC MEDIA LLC                    | 1,650.00 |
| THIRTY YEAR VENTURES LLC               | 381.00   |
| THOMSON REUTERS                        | 511.14   |
| TITAN ENERGY SYSTEMS INC               | 1,521.59 |
| TYLER TECHNOLOGIES, INC                | 7,617.00 |
| ULINE                                  | 1,831.45 |
| WASECA GLASS INC                       | 60.00    |
| WASECA HARDWARE LLC                    | 960.86   |
| WASECA HARDWARE LLC                    | 15.01    |
| WASECA HARDWARE LLC                    | 219.87   |
| WASECA HARDWARE LLC                    | 14.98    |
| WASECA MOTOR CO                        | 4,312.10 |

b. April Monthly Electronic Funds Transfer

c. Local Aquatic Invasive Species Prevention Aid Grant Awards

Approve and sign grant contract with the Reeds Lake Association to receive an award of \$10,000.00.

## 5. Action Items

a. Sheriff's Office Updates

Sheriff Milbrath noted that this week is National Police Officers Memorial Week. Milbrath requested a moment of silence for those who have lost their lives in the line of duty. Sheriff Milbrath noted that Deputy Jay Dulas was selected by staff as Employee of the Year for 2022.

b. Purchase of Squad Cars

Sheriff Milbrath requested to purchase squad cars for the Sheriff's Office. Sheriff Milbrath would like to make this purchase ahead of schedule due to concerns about the delay in manufacturing. Motion to approve the purchase of three squad cars for 2023 with a quote of \$36,990.00 for each squad car by Commissioner Nelson seconded by Commissioner

Malterer. Motion carried 5-0.

c. Public Health Updates

Sarah Berry, Public Health Director, provided two summary updates on two senior service audits and medical billing updates from 2019-2022 at Public Health. Berry shared the 2021 Waseca Final Audit Report. Leah Cameron, Business Manager, discussed medical billing from 2019-2022 showing vast improvements to the process and outcomes.

d. Annual Report - Road & Bridge

Jim Kollar, Public Works Director, shared the annual road and bridge report with the Board of Commissioners per Statute 163.07, Subd. 7. Kollar discussed total mileage, construction allotment, maintenance allotment, state aid bond interest, unallocated costs, and adjustment to equalize depreciation. Motion to accept the annual year end report, December 31, 2021, by Commissioner Harguth, seconded by Commissioner Nelson. Motion carried 5-0.

e. Resolution 2022-22 and MnDOT Contract No. 1050075

Kollar also discussed Resolution 2022-22 and MnDOT Contract No. 1050075. Motion by Commissioner Malterer seconded by Commissioner Christopherson to adopt Resolution 2022-22 and Execution of Master Partnership Contract No. 1050075 (5 year contract). Motion carried 5-0.

**RESOLUTION # 2022-22**

**MnDOT Master Partnership Contract No. 1050075**

**WHEREAS**, the Minnesota Department of Transportation wishes to cooperate closely with local units of government to coordinate the delivery of transportation services and maximize the efficient delivery of such services at all levels of government; and

**WHEREAS**, MnDOT and local governments are authorized by Minnesota Statutes 471.59, 174.02, and 161.20, to undertake collaborative efforts for the design, construction, maintenance and operation of state and local roads; and **WHEREAS**, the parties wish to be able to respond quickly and efficiently to such opportunities for collaboration, and have determined that having the ability to write "work orders" against a master contract would provide the greatest speed and flexibility in responding to identified needs.

**NOW, THEREFORE BE IT RESOLVED:** 1. That the County of Waseca enter into a Master Partnership Contract with the Minnesota Department of Transportation, a copy of which was before the Board. 2. That the proper County officers are authorized to execute such contract, and any amendments thereto. 3. That the Public Works Director/County Engineer is authorized to negotiate work order contracts pursuant to the Master Contract, which work order contracts may provide for payment to or from MnDOT, and that the Public Works Director/County Engineer may execute such work order contracts on behalf of the County of Waseca without further approval by this Board.

f. Contract 812206 Acceptance and Final Payment

Kollar also discussed Contract 812206 acceptance and final payment in the amount of \$4,172.63 due to Holtmeier Construction, Inc. Holtmeier Construction crushed approximately 1,190 ton more than the original contract, which equates to an overage of the contract amount. Motion to approve the final payment of \$4,172.63 to Holtmeier Construction, Inc by Commissioner Nelson seconded by Commissioner Harguth. Motion carried 5-0.

Kollar noted they broke ground on the fuel island yesterday with an anticipated project end date of November. It was noted that the Weed Harvester will go in the water on Monday and training will take place on Tuesday.

g. Appointment of Public Works Director to 4 Year Term

Michael Johnson, County Administrator, discussed the Public Works Director's 4-year term. Johnson recommended the appointment of Jim Kollar to a 4-year term as Public Works Director and County Engineer. Motion to appoint Jim Kollar to a 4-year term as Public Works Director and County Engineer by Commissioner Malterer seconded by Commissioner Nelson. Motion carried 5-0.

## 6. Administration

a. Administration Update

Johnson provided an administrative update.

b. Human Resources Announcements

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

**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 Harguth moved and Commissioner Christopherson seconded the motion to adjourn the meeting. The motion was carried unanimously and the meeting adjourned at 11:02 a.m.

---

Brad Krause, Chairperson  
Waseca County Board of Commissioners

ATTEST:

---

Beth Weimert, Clerk  
Waseca County Administration