



WASECA COUNTY BOARD OF COMMISSIONERS

October 18, 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, October 18, 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.

Other members present were Michael Johnson, County Administrator; Beth Weimert, Administrative Coordinator; Sheriff Brad Milbrath; Tammy Spooner, Election and Property Services Director; Maame Yorke, Land Use Planner; Brian Zabel, Land Use Planner; Teddy Hoehn; Facilities/Maintenance Supervisor; Chris Howard; Drainage Management Coordinator; Shelly Hyatt, Land Use Planning Assistant; Ryan Engelstad, Baker Tilly

Others present include Tristan Jenson, Waseca County Pioneer and Ralph Brandonberg

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

Commissioner Malterer noted the Library Appointment listed as action item 6d. was listed incorrectly and should be SC MN Multi County HRA Appointment. A correction was made prior to this morning's meeting. Motion to approve the Waseca County Board of Commissioners amended agenda by Commissioner Nelson, seconded by Commissioner Christopherson. Motion carried 5-0.

3. Ditch Authority

Motion to set the Public Hearing for November 15, 2022 at 9:30 a.m. for CD 16 and 28 by Commissioner Christopherson and seconded by Commissioner Malterer. Motion carried 5-0.

Motion to set the Public Hearing for November 15, 2022 at 9:30 a.m. for CD 15 Partial Abandonment and Partial Transfer CD 15 by Commissioner Harguth, seconded by Commissioner Nelson. Motion carried 5-0.

Motion to set the Public Hearing for November 15, 2022 at 9:30 a.m. for CD 19 Improvement of Fact and Order as drafted by Commissioner Malterer, seconded by Commissioner Christopherson. Motion carried 5-0.

a. CD 16--Set Public Hearing for Final Hearing of Redetermination of Benefits

b. CD 28--Set Public Hearing for Final Hearing of Redetermination of Benefits

- c. CD 15-1--Set Public Hearing for Partial Abandonment and Partial Transfer
- d. CD 15-1--Set Public Hearing for Final Hearing of Redetermination of Benefits
- e. CD 19--Improvement Findings of Fact and Order

4. Approval of County Board Minutes

Motion to approve the following Waseca County Board of Commissioner meeting minutes: budget work session meeting minutes August 2, 2022; regular meeting minutes August 2, 2022; budget work session meeting minutes August 16, 2022; work session meeting minutes August 23, 2022; special session meeting minutes August 23, 2022; budget work session meeting minutes September 6, 2022; regular meeting minutes September 6, 2022; regular meeting minutes September 20, 2022; regular meeting minutes October 4, 2022. Commissioner Harguth, seconded by Commissioner Malterer. Motion carried 5-0.

- a. Waseca County Board of Directors Budget Work Session August 2, 2022
- b. Waseca County Board of Commissioners Meeting Minutes August 2, 2022
- c. Waseca County Board of Commissioners Budget Work Session August 16, 2022
- d. Waseca County Board of Commissioners Meeting Minutes August 16, 2022
- e. Waseca County Board of Commissioners Work Session August 23, 2022
- f. Waseca County Board of Commissioners Special Session August 23, 2022
- g. Waseca County Board of Commissioners Budget Work Session September 6, 2022
- h. Waseca County Board of Commissioners Meeting Minutes September 6, 2022
- i. Waseca County Board of Commissioners Meeting Minutes September 20, 2022
- j. Waseca County Board of Commissioners Meeting Minutes October 4, 2022

5. Consent Agenda

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

- a. Approval of Bills
The following bills were audited and allowed:

AMAZON CAPITAL SERVICES	248.02
ARNOLD'S SUPPLY AND KLEENIT CO	538.63
ASSOC OF MN COUNTIES	1,000.00
BAKER TILLY LLP	18,412.00
BARBARA J. BUKER	74.80
BIESANZ CHEMICALS INC	142.38
BLUE EARTH CO	4,680.00
BOLTON & MENK INC	2,880.00
BRUSH & WEED CONTROL SPECIALISTS INC	15,418.00
CAPITAL ONE	100.44
CHRISTENSEN TIRE & AUTO REPAIR	8,017.43
COLE PAPERS INC	1,903.31
CUMMINS SALES & SERVICE	393.73
DEANNE MALTERER	261.31
DELL MARKETING L.P.	404.92
DEML FORD INC	528.52
DOUGLAS F KILGORE	440.00
EINHAUS, MATTISON, CARVER & HABERMAN, PA	50.00
EJL PUBLICATIONS	13.32
EVAN H LARSON	250.00
FERNBROOK FAMILY CENTER INC	375.00
FIRST NATIONAL BANK	2,523.31
FIRST NATIONAL BANK 4135	240.74
FIRST NATIONAL BANK 9655	534.70
FIRST NATIONAL BANK OMAHA 7265	7.99
FIRST NATIONAL BANK 5529	273.48
FIRST NATIONAL BANK OF OMAHA	21.93
FIRST NATIONAL BANK OF OMAHA 0792	128.84
FIRST NATIONAL BANK OF OMAHA 1344	1,204.43
FIRST NATIONAL BANK OHAMA 3678	453.23
FIRST NATIONAL BANK OMAHA	284.15
FIRST NATIONAL BANK OMAHA	4.99
FIRST NATIONAL BANK OMAHA 7462	822.02
FIRST NATIONAL BANK OMAHA 9296	12.90
FIRST NATIONAL BANK OMAHA 0710	118.89
FIRST NATIONAL BANK OMAHA 1325	249.00
FIRST NATIONAL BANK OMAHA 1745	240.00
FIRST NATIONAL BANK OMAHA 2173	241.27
FIRST NATIONAL BANK OMAHA 2905	52.00
FIRST NATIONAL BANK OMAHA 3979	51.51
FIRST NATIONAL BANK OMAHA 4404	783.50
FIRST NATIONAL BANK OMAHA 5348	551.57
FIRST NATIONAL BANK OMAHA 5640	885.51

FIRST NATIONAL BANK OMAHA 6742	19.30
FIRST NATIONAL BANK OMAHA 6755	39.99
FIRST NATIONAL BANK OMAHA 6908	107.72
FIRST NATIONAL BANK OMAHA 7236	271.82
FIRST NATIONAL BANK OMAHA 8006	85.92
FIRST NATIONAL BANK OMAHA 8263	1,696.21
FIRST NATIONAL BANK OMAHA 8264	1,256.00
FORCE AMERICA DISTRIBUTING LLC	849.35
FRONTIER PRECISION INC	43.43
GMS INDUSTRIAL SUPPLY INC	67.24
GRANT DENNIS KOCH	275.00
GREG HUBER	70.66
GUARDIAN SUPPLY	430.92
HOUCK TRANSIT ADVERTISING	280.00
HOUSTON ENGINEERING INC	4,000.00
INNOVATIVE OFFICE SOLUTIONS LLC	849.25
J SCOTT BRADEN LAW OFFICE	177.50
JANE T HOFMEISTER	29.75
JANESVILLE TILE SUPPLY	1,352.40
JEFFREY TODD RATZLOFF	200.00
LAMPERT LUMBER	103.36
LESUEUR CO SHERIFF-CIVIL DIVISION	1,725.00
MAIRS CHIROPRACTIC INC	91.00
MARK BEHREND	500.00
MEI TOTAL ELEVATOR SOLUTIONS	447.77
MESSICK LAW PLLC	260.00
MIDWEST MOTOR SUPPLY CO INC	51.77
MN COUNTIES INTERGOVERNMENTAL TRUST	4,600.00
MN DEPT OF NATURAL RESOURCES-ST PAUL	6,000.00
MN VALLEY ACTION COUNCIL INC	29,786.98
MNCCC LOCKBOX	18,117.83
MONROE TOWMASTER LLC	462.56
NAPA AUTO PARTS MPEC	3,907.83
NCH CORPORATION	5,801.45
NUSS TRUCK GROUP INC	4,020.35
PDQCOM CORPORATION	3,375.00
REGENTS OF UNIVERSITY OF MN	19,237.25
RICK'S APPLIANCE	1,719.00
RINKE-NOONAN ATTORNEYS AT LAW	493.50
RIVER BEND BUSINESS PRODUCTS	275.50
RIVER VALLEY FORENSIC SERVICES PA	750.00
RUSSELL GUSE	350.00
SANOFI PASTEUR INC	5,865.06

SCOTT CO TREASURER	420.00
SEACHANGE PRINTING & MARKETING SERVICES LLC	9,383.25
SF ENTERPRISES LLC	2,180.00
SMITH TOLLEFSON RAHRICK & CASS	880.00
STATE OF MN BUREAU OF CRIM APPREHEN CJIS	1,560.00
STATE OF MN BUREAU OF CRIM APPREHEN CJIS	480.00
STEELE CO DETENTION CENTER	862.50
STERICYCLE INC	92.25
STREAMLINE COMMUNICATIONS LLC	788.00
TECTA AMERICA CORPORATION	2,405.08
THIRTY YEAR VENTURES LLC	235.00
THOMSON REUTERS	511.14
TIMM'S TRUCKING INC	9,462.50
TRUCK CENTER COMPANIES	1,610.12
TYLER TECHNOLOGIES, INC	28,940.26
WASECA CO PROPERTY & ELECTION SERVICES	570.38
WASECA CO ROAD & BRIDGE	2,299.00
WASECA GLASS INC	98.20
WASECA HARDWARE LLC	411.92
WASECA SAND & GRAVEL INC	4,950.00

- b. Snowmobile Grant-in-Aid Program
- c. Closing of 20201 Flexible Spending Accounts
- d. October 6, 2022 Planning Commission Meeting Update
- e. Management Control Agreement between Waseca County IT & Sheriff's Department
- f. Partial Release of Exclusive Agricultural Use Zone Restrictive Covenant; Ricki A. Arnold
- g. Conditional Use Permit Extension; Elysian Lake Solar LLC, Rolling Hills Solar LLC and Blue Jay Solar LLC

6. Action Items

- a. Baker Tilly, Ryan Engelstad
Ryan Englstad, Baker Tilly, reviewed the 2021 Audit Summary for Waseca County. Engelstad reviewed scope and status of services, requested audit communications, management letter points, and reviewed financial statements.
- b. Public Hearing to Consider Amendment to §6.16 and §8.03 of the Waseca County Unified Development Code (UDC)

Maame Yorke, Land Use Planner, discussed amendments to §6.16 and §8.03 of the Waseca County Unified Development Code.

Chair Krause opened the public hearing at 10:02 a.m. to consider proposed code changes.

There was no public comment, Commissioner Malterer moved to close the public hearing, seconded by Commissioner Christopherson. Motion carried 5-0. Commissioner Malterer moved to approve Ordinance 152, seconded by Commissioner Christopherson. Motion carried 5-0.

ORDINANCE: 152

WASECA COUNTY AN ORDINANCE AMENDING §6.16 AND §8.03 OF THE WASECA COUNTY UNIFIED DEVELOPMENT CODE

The County Board of Commissioners for Waseca County hereby ordains as follows:

WHEREAS, Waseca County Planning and Zoning requested an amendment to the Waseca County Unified Development Code §6.16 and §8.03; and

WHEREAS, the Waseca County Planning Commission conducted a public hearing on September 1, 2022 regarding the proposed amendment to the Waseca County Unified Development Code, and recommends its approval as depicted in Exhibit A to the Waseca County Board of Commissioners; and

WHEREAS, the Waseca County Board of Commissioners held a public hearing at their meeting on October 18, 2022 to adopt the amendment to the Waseca County Unified Development Code as shown in Exhibit A;

NOW, THEREFORE, Waseca County Board of Commissioners does ordain that the Waseca County Unified Development Code shall be amended as shown in Exhibit A appended to this Ordinance. Adopted by Waseca County on this 18th day of October, 2022 and effective on date of adoption.

c. **Courthouse Lighting**

Teddy Hoehn, Building and Grounds Supervisor, presented revised bids for the Courthouse lighting. Hoehn also discussed the lighting on the clock tower. Motion to approve lighting Phase 1, 2 and 3 at \$32,242.00 by Commissioner Nelson, seconded by Commissioner Malterer. Motion carried 5-0. This project is non-budgetary and is not a levy item. Commissioners held discussions regarding lighting and how it increases security and safety of the building.

d. **SC MN Multi County HRA Board Appointment**

Al Grams South Central MN Multi County HRA Board Appointment is set to expire at the end of October. Motion to appoint Al Grams to a 3-year term to the SC MN Multi County HRA Board by Commissioner Malterer, seconded by Commissioner Nelson. Motion carried 5-0.

e. **Resolution 2022-35 Accept Donation for Dragon Eye Speed Lidar**

Motion by Commissioner Christopherson, seconded by Commissioner Harguth to adopt Resolution 2022-35 Accepting Donation for the Dragon Eye Speed Lidar radar in the amount of \$2,222.00 from VFW Post 1642. Motion carried 5-0.

Resolution 20-35

NOW, THEREFORE, BE IT RESOLVED, the Waseca County Board of Commissioners hereby resolves to accept the donation of \$2,222.00 from the VFW Post 1642 for the Dragon Eye Speed Lidar.

7. Administration

a. **Administration Update**

Michael Johnson, County Administrator, provided administrative updates to the Board of Commissioners. Johnson discussed Freedom Township Cemetery and would seek guidance from the commissioners on handling the best management practices of the cemetery. Johnson will bring a policy back to the Waseca County Board of Commissioners for review.

b. **Human Resources Announcements**

Michael Johnson, County Administrator, 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 Christopherson moved and Commissioner Harguth 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