



WASECA COUNTY BOARD OF COMMISSIONERS

May 16, 2023 - 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 16, 2023 in the Commissioners' Room, 300 North State Street, Waseca, Minnesota. Members present were Chair Blair Nelson, DeAnne Malterer, Doug Christopherson, Brian Harguth, and Brad Krause.

Other members present were Michael Johnson, County Administrator; Beth Weimert, Administrative Coordinator; Tammy Spooner, Property and Election Services Director; Melissa Sexton, Human Resources Director; Chris Howard, Ditch Management Coordinator; Brian Zabel, Ag and Ditch Coordinator; Jim Kollar, County Engineer/Public Works Director; Tammi Bramer, Solid Waste and Recycling Supervisor; Doug Gerds, Chief Deputy.

Tristan Jenson, Waseca County Pioneer; Clinton Rogers, Janesville City Administrator; Tina Wilson, City of Waseca Economic Development Manager

1. Call to Order and Pledge of Allegiance

Chair Nelson 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 Harguth, seconded by Commissioner Krause. Motion carried 5-0.

3. 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	600.04
ADVANCED CORRECTIONAL HEALTHCARE INC	4,194.02
AMAZON CAPITAL SERVICES	850.72
APG MEDIA OF SOUTHERN MN LLC	141.52
ASSOC OF MN COUNTIES	800.00
AWS	4,725.00
BAKER TILLY LLP	626.00
BARBARA J. BUKER	155.20
BAUER BUILT INC	3,441.18
BIESANZ CHEMICALS INC	287.41
BLUE EARTH CO HUMAN SERVICES	1,367.75
BOBCAT OF THE COULEE REGION INC	11,600.00
BOCKS SERVICE INC	690.13
BOLTON & MENK INC	2,306.50
BORNEKE CONSTRUCTION INC	8,570.00
BRITTON PLUMBING & HEATING LLC	1,418.65
BUDACH IMPLEMENT INC	64.95
CAPITAL ONE	131.28
CDW GOVERNMENT INC	1,188.36
CENTRAL FIRE PROTECTION INC	1,553.15
CHARLES BENSON	80.92

CHRISTENSEN TIRE & AUTO REPAIR	39.40
CHRISTOPHER LLOYD OSTERLOH	91.14
DEANNE MALTERER	131.79
DEML FORD INC	401.94
DONAHUE ELECTRIC LLC	8,619.58
DONNELLY LAW FIRM PLLC	112.50
DUANE RATHMANN	81.31
EINHAUS, MATTISON, CARVER & HABERMAN, PA	200.00
EXPRESS CARE INC	46.24
FAUL PSYCHOLOGICAL	650.00
FIRST NATIONAL BANK	188.74
FIRST NATIONAL BANK 4135	150.98
FIRST NATIONAL BANK 9655	331.62
FIRST NATIONAL BANK 3975	1,900.18
FIRST NATIONAL BANK OMAHA 7265	256.91
FIRST NATIONAL BANK 9593	327.57
FIRST NATIONAL BANK OF OMAHA	28.93
FIRST NATIONAL BANK OF OMAHA	664.45
FIRST NATIONAL BANK OF OMAHA 0237	780.00
FIRST NATIONAL BANK OF OMAHA 0792	645.48
FIRST NATIONAL BANK OF OMAHA 1344	82.07
FIRST NATIONAL BANK OF OMAHA 3849	442.65
FIRST NATIONAL BANK OF OMAHA 3849	61.77
FIRST NATIONAL BANK OMAHA 4669	119.90
FIRST NATIONAL BANK OMAHA 7462	28.01
FIRST NATIONAL BANK OMAHA 2000	1,211.00
FIRST NATIONAL BANK OMAHA 9296	851.12
FIRST NATIONAL BANK OMAHA 1325	1,301.57
FIRST NATIONAL BANK OMAHA 1745	525.00
FIRST NATIONAL BANK OMAHA 2173	419.52
FIRST NATIONAL BANK OMAHA 2905	11.98
FIRST NATIONAL BANK OMAHA 3979	69.00
FIRST NATIONAL BANK OMAHA 4404	1,386.07
FIRST NATIONAL BANK OMAHA 5640	872.99
FIRST NATIONAL BANK OMAHA 6072	927.41
FIRST NATIONAL BANK OMAHA 6742	290.04
FIRST NATIONAL BANK OMAHA 6755	749.05
FIRST NATIONAL BANK OMAHA 8006	150.00
FLEX COMM SECURITY	398.00
GMS INDUSTRIAL SUPPLY INC	1,215.57
GOPHER STATE ONE CALL	17.55
HOME SWEET HOME HARDWARE LLC	284.44
HOUCK MOTORCOACH ADVERTISING	300.00
HYVEE FOOD STORES	1,069.95
INNOVATIVE OFFICE SOLUTIONS LLC	605.71

J SCOTT BRADEN LAW OFFICE	1,418.25
JANE T HOFMEISTER	46.75
KENDALL LANGSETH	821.08
L & L STREET ROD & SPORTS TRUCK	150.00
L&L MECHANICAL	412.31
LEAH KAISER	23.49
LENZ LAWN CARE INC	2,042.25
LESUEUR CO SHERIFF-CIVIL DIVISION	1,725.00
LOUISE LUND	714.58
MAIRS CHIROPRACTIC INC	91.00
MANTRONICS	209.95
MARK SOMMERS	92.18
MARVIN PEARSON	96.77
MATHESON	65.73
MAYO CLINIC ST LOUIS MO	134.00
MEI TOTAL ELEVATOR SOLUTIONS	470.15
MENARDS-MANKATO	95.92
MESSICK LAW PLLC	990.00
MICHAEL JOHNSON	382.19
MIDWEST MONITORING & SURVEILLANCE	196.50
MIDWEST MOTOR SUPPLY CO INC	1,058.08
MN ASSOC FOR CHILDREN'S MENTAL HEALTH	3,000.00
MN BOARD OF PEACE OFFICER STANDARDS & TRAINING	180.00
MN SHERIFFS ASSOC	950.00
MONROE TOWMASTER LLC	6,452.95
MOTOROLA SOLUTIONS, INC	150.00
MURRAY LAW FIRM PLLC	1,217.25
NCH CORPORATION	6,895.40
NOW MICRO	249.00
NUSS TRUCK GROUP INC	790.62
PATTI SCHUCH	102.00
PEMBERTON LAW PLLP	375.50
PENMAC STAFFING SERVICES INC	1,212.12
PHILLIP L SCHLEICHER	2,080.00
POMP'S TIRE SERVICE	3,096.26
RAMSEY COUNTY	1,615.00
RDO EQUIPMENT CO	1,229.08
RINKE-NOONAN ATTORNEYS AT LAW	3,834.00
RIVER BEND BUSINESS PRODUCTS	139.74
RIVER VALLEY FORENSIC SERVICES PA	750.00
ROBERT VOGELSANG	104.24
RUPP ANDERSON SQUIRES & WALDSPURGER & MACE PA	391.00
RUSSELL J FREDERICK	168.12
SIGN SOLUTIONS USA	2,606.59
SRP HEATING, A/C & REFRIGERATION	200.00

STATE BANK OF NEW RICHLAND	8,576.67
STEPHANIE ROEMHILDT	168.78
STREICHERS	623.87
SWANSTON EQUIPMENT CORP	1,684.52
TESCH SERVICE CENTER INC	35.00
THOMAS L LITTLE	217.93
THOMSON REUTERS	525.89
TITAN ENERGY SYSTEMS INC	1,551.31
TODD P CHRISTIANSON PROFESSIONAL CORP	122.00
TRUCK CENTER COMPANIES EAST LLC	109.78
TRUENORTH STEEL INC	15,008.00
ULINE	1,491.15
UNIVERSAL RECYCLING TECHNOLOGIES,LLC	1,236.00
WASECA AREA RURAL FIRE DISTRICT	2,100.00
WASECA CO AG SOCIETY	700.00
WASECA GLASS INC	5,670.00
WASECA HARDWARE LLC	166.06
ZIEGLER INC	28,800.85

b. 2022 Road and Bridge (Highway) Report

Jim Kollar provided the 2022 Road and Bridge Highway Report to the Board of Commissioners.

4. Action Items

a. Contract 812308: CR 53 Trail Improvements

Jim Kollar, Public Works Director/County Engineer, discussed the pedestrian bike trail along CR No. 53, extending from the City of Janesville north to Lake Elysian, which has been set for 2023. The project includes a bituminous overlay, seal coat and ADA improvements. Three bids were received and Nielsen Blacktopping, Inc. was the apparent low bidder with a bid amount of \$138,734.65. The low bid amount is 8.74% over the Engineer's Estimate of \$127,579.25.

A Cooperative Construction Agreement executed in January 2023 between the County of Waseca and City of Janesville provides for a 70% County and 30% City cost share on the project. The cooperative agreement results in a cost of \$97,114.25 for the County and \$41,620.40 for the City. The City reviewed the bid results at the May 8th council meeting and recommended the award of the contract. Motion to award Contract No. 812308 to Nielsen Blacktopping, Inc. in the amount of \$138,734.65; county portion of \$97,114.25 and the city portion of \$41,620.40 by Commissioner Malterer, seconded by Commissioner Krause. Motion carried 5-0.

b. Waseca County request for a Conditional Use Permit (CUP) for a yard waste compost facility – Waseca County

Maame Yorke, Senior Land Use Planner, reviewed the conditional use permit for a Recycling Center (yard waste compost facility) in Section 8 of Otisco Township. The proposed compost facility will be located on a 160 acre parcel owned by Waseca County and located in Section 8, T106N, R22W of Otisco Township (PID: 08.008.0200).

Motion to approve the criteria for approval and the findings of facts by Commissioner Malterer, seconded by Commissioner Harguth. Motion carried 5-0.

Motion to approve the Conditional Use Permit in substantially the form as appended to this report by Commissioner Christopherson, seconded by Commissioner Malterer. Motion carried 5-0.

c. Contract 812309: Yard-Waste Compost Site

Jim Kollar, Public Works Director/County Engineer, discussed consideration of bids and awarding of Contract No. 812309.

A yard-waste compost site on the west side of TH 13 has been an improvement discussed for some time at the Solid Waste & Recycling Center. Waseca County applied for and was awarded a Minnesota Pollution Control Agency - Greater MN Recycling & Composting grant in the amount of \$250,000 for the construction of the new compost site. The County

Board had previously adopted Resolution 2022-34, committing to entering in to a grant agreement and complying with the provisions for the local match, as part of the grant application. The grant agreement was executed in February by Commissioner Nelson, the County Board Chairperson. The grant agreement requires no less than 25% of the total project cost as a local cash match or in-kind services.

Construction plans and bid documents were prepared and advertised in accordance with state law. Bids were opened on Monday, May 1, 2023, at 11:00 am. 10 bids were received and Evans Companies was the apparent low bidder with a bid amount of \$288,490.32. The low bid amount is 41.7% under the Engineer's Estimate of \$494,917.50. Upon award, contracts and payment/performance bonds will be prepared and executed. Construction of the compost site is expected to be complete by September 2, 2023.

A request to the MPCA has been submitted, which seeks credit for the value of county furnished aggregates as an in-kind service. The request has been approved and the maximum grant award of \$250,000 will be received. The remaining balance of the contract will be the County's responsibility and is proposed to be funded with monies from the Fund 19 investment account (19-000-000-1090). The current balance of the investment account is \$541,165.87.

Motion to approve awarding contract 812309 to Evans Companies in the amount of \$288,490.32 by Commissioner Harguth, seconded by Commissioner Christopherson. Motion carried 5-0.

d. **Request for use of Riparian Funds**

Chris Howard, Ditch Management Coordinator, is requesting the use of Riparian Funds, not to exceed \$110,000.00 to purchase transportation equipment for the inspection of Ch.103E buffer strips along with a request to include funds to contract a vendor for noxious weed spraying on 28 county open ditch systems. Motion to approve the use of Riparian Funds not to exceed \$110,000.00 to purchase transportation equipment for the inspection of Ch.103E buffer strips along with a request to include funds to contract a vendor for noxious weed spraying on 28 county open ditch systems by Commissioner Christopherson, seconded by Commissioner Krause.

e. **Residential Tax Abatement Program**

Michael Johnson, County Administrator, discussed the residential tax abatement program. Motion to approve The Residential Tax Abatement Program collaborating with the City of Waseca by Commissioner Christopherson, seconded by Commissioner Harguth. Motion to table the county stand alone program to the June 20, 2023 meeting by Commissioner Malterer, seconded by Commissioner Christopherson. Motion carried 5-0.

f. **Resolution #2023-18 :State of Emergency Declaration for Spring 2023 Flooding**

Michael Johnson, County Administrator, discussed Resolution #2023-18 State of Emergency Declaration for Spring 2023 Flooding. Motion to adopt Resolution #2023-18: State of Emergency Declaration for Spring 2023 Flooding by Commissioner Christopherson, seconded by Commissioner Harguth. Motion carried 5-0.

Resolution 2023-18

State of Emergency Declaration for Spring 2023 Flooding

WHEREAS the 2023 Spring Flooding event impacted the population of Waseca County and its cities and townships; and

WHEREAS the flood event has caused a significant amount of damage; and

WHEREAS the Waseca County Department of Emergency Management requests the Waseca County Board of Commissioners to declare Waseca County in a STATE OF EMERGENCY for the Spring Flood event of 2023;

NOW, THEREFORE, BE IT RESOLVED, that the Waseca County Board of Commissioners declares Waseca County in a State of Emergency for conditions resulting from the Spring Flood Event of 2023.

5. Administration

a. **Administration Update**

Michael Johnson, County Administrator, provided administrative updates to the board.

b. **Human Resources Announcements**

No report given.

6. Commissioner Reports

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

7. Adjourn

Having no further county board business, Commissioner Krause moved and Commissioner Harguth seconded the motion to adjourn the meeting. The motion was carried unanimously and the meeting adjourned at 11:10 a.m.

Blair Nelson, Chairperson
Waseca County Board of Commissioners

ATTEST:

Beth Weimert, Clerk
Waseca County Administration