



WASECA COUNTY BOARD OF COMMISSIONERS

November 21, 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, November 21, 2023, in the Commissioners' Room, 300 North State Street, Waseca, Minnesota. Members present were Chair Brian Harguth, DeAnne Malterer, Doug Christopherson, and Brad Krause.

Other members present were Michael Johnson, County Administrator; Beth Weimert, Administrative Coordinator; Rachel Cornelius, County Attorney; Melissa Sexton, Human Resources Director; Jim Kollar, Public Works Director/County Engineer.

Also present Loren Markeson.

1. Call to Order and Pledge of Allegiance

Chair Harguth called the meeting to order at 9:34 a.m. A roll call was taken and the Pledge of Allegiance was recited.

Public Comment

Loren Markeson presented to the Board of Commissioners meeting today to provide his thoughts on the Justice Center Plans.

2. Approval of Agenda

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

3. Approval of County Board Minutes

Motion to approve the Waseca County Board of Commissioners work session meeting minutes of October 17, 2023 and meeting minutes of October 17, 2023 by Commissioner Christopherson, seconded by Commissioner Malterer. Motion carried 4-0.

a. Waseca County Board of Commissioner Work Session minutes October 17, 2023

b. Waseca County Board of Commissioners Meeting Minutes October 17, 2023

4. Consent Agenda

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

a. Approval of Bills

The following bills were audited and allowed:

A.H. HERMEL COMPANY	212.53
ADVANCED CORRECTIONAL HEALTHCARE INC	3,925.42
AMANDA PFLUEGER	116.59
AMAZON CAPITAL SERVICES	8,582.87
ANCOM COMMUNICATIONS INC	75.00
APG MEDIA OF SOUTHERN MN LLC	405.83
ASSOC OF MN COUNTIES	140.00
AT SCENE, LLC	4,775.00
BAKER TILLY LLP	701.00
BAUER BUILT INC	348.00
BOSS SUPPLY OF JANESVILLE INC	44.64
CALEB FRANCIS LANGESLAG	468.67
CAPITAL ONE	95.96

CHRIS HOWARD	225.00
CIT INC	11,725.00
COLE PAPERS INC	465.99
DAKOTA SUPPLY GROUP	3,174.35
DAVID JOHN JONES	810.00
DEJA WEBER	262.00
DEML FORD INC	475.11
DONNA SUTTON	83.14
DONNELLY LAW FIRM PLLC	4,444.87
DORCO INC	357.70
EJL PUBLICATIONS	240.00
FIRST NATIONAL BANK	71.96
FIRST NATIONAL BANK 9655	290.32
FIRST NATIONAL BANK 3975	736.75
FIRST NATIONAL BANK OMAHA 7265	314.46
FIRST NATIONAL BANK 3458	544.62
FIRST NATIONAL BANK 4208	52.25
FIRST NATIONAL BANK 5529	50.00
FIRST NATIONAL BANK OF OMAHA	1,470.63
FIRST NATIONAL BANK OF OMAHA 0792	2,617.69
FIRST NATIONAL BANK OF OMAHA 1344	85.44
FIRST NATIONAL BANK OMAHA	1,151.34
FIRST NATIONAL BANK OMAHA	473.39
FIRST NATIONAL BANK OMAHA 4669	442.63
FIRST NATIONAL BANK OMAHA 7462	23.49
FIRST NATIONAL BANK OMAHA 1325	600.49
FIRST NATIONAL BANK OMAHA 2173	228.46
FIRST NATIONAL BANK OMAHA 2905	393.24
FIRST NATIONAL BANK OMAHA 3744	297.25
FIRST NATIONAL BANK OMAHA 3877	119.66
FIRST NATIONAL BANK OMAHA 3979	702.22
FIRST NATIONAL BANK OMAHA 4316	68.23
FIRST NATIONAL BANK OMAHA 4404	236.50
FIRST NATIONAL BANK OMAHA 5640	1,144.88
FIRST NATIONAL BANK OMAHA 6072	420.00
FIRST NATIONAL BANK OMAHA 6667	886.96
FIRST NATIONAL BANK OMAHA 6755	44.93
FLEET PRIDE	160.26
GOPHER STATE ONE CALL	13.50
GRANT DENNIS KOCH	3,235.00
GREAT KIDS	2,265.00
HENDLEY'S INC	800.00
ICON ENTERPRISES, INC.	3,255.00
INNOVATIVE OFFICE SOLUTIONS LLC	555.43
J SCOTT BRADEN LAW OFFICE	1,080.00

JANE T HOFMEISTER	178.25
JANESVILLE TILE SUPPLY	2,277.35
JULIE MALAKOWSKY	400.00
LEADS ONLINE	4,549.00
LENOVO (UNITED STATES) INC	3,441.00
LEON SCHOENROCK	98.34
LESUEUR COUNTY SHERIFF'S OFFICE	4,542.50
LIBERTY TIRE SERVICES LLC	16,117.26
LINDA L KARST	400.00
LINDA LARES	100.00
LOKEN EXCAVATION & DRAINAGE INC	3,833.57
MARK BEHREND	1,332.50
MARK SOMMERS	92.18
MARVIN PEARSON	96.77
MATHESON	426.15
MENARDS-MANKATO	27.93
METCO	3,261.34
MIDWEST MONITORING & SURVEILLANCE	314.56
MIDWEST MOTOR SUPPLY CO INC	1,569.70
MN DEPT OF LABOR & INDUSTRY-ST PAUL	10.00
MN DEPT OF TRANSPORTATION	300.00
MOXXIM LLC	2,131.17
NAPA AUTO PARTS MPEC	4,203.27
NATIONAL ASSOCIATION OF COUNTY PARK & RECREATION	90.00
NORTH MEMORIAL AMBULANCE	1,887.00
NOW MICRO	228.00
NUSS TRUCK GROUP INC	2,127.61
OFFICE OF MNIT SERVICES	1,338.65
OLMSTED CO CENTRAL FINANCE	960.00
O'REILLY AUTOMOTIVE INC	173.05
PACE ANALYTICAL SERVICES LLC	4,002.00
PEMBERTON LAW PLLP	825.00
PUMPS, MOTORS & BEARINGS LLC	42.77
RAMSEY COUNTY	1,614.00
RAMY TURF PRODUCTS LLC	402.00
RECOVERY TREK LLC	90.00
RENT N SAVE PORTABLE SERVICES INC	56.25
RISE RESEARCH LLC	1,800.00
RIVER VALLEY FORENSIC SERVICES PA	750.00
RUSSELL J FREDERICK	84.06
SCHILLING SUPPLY COMPANY	106.00
SMITHS MILL IMPLEMENT INC	196.96
SNAP ON INCORPORATED	740.99
STEPHANIE ROEMHILDT	88.78

STREAMLINE COMMUNICATIONS LLC	1,887.27
SURPLUS SERVICES (STATE OF MN)	4,181.00
THIRTY YEAR VENTURES LLC	28.25
THOMSON REUTERS	1,250.12
TRUCK CENTER COMPANIES	3,054.35
ULINE	222.01
VARITECH INDUSTRIES INC	1,033.20
VOIANCE LANGUAGE SERVICES LLC	25.00
WASECA AREA CHAMBER OF COMMERCE INC	480.00
WASECA CO PIONEER	240.00
WASECA GLASS INC	739.00
WASECA HARDWARE LLC	17.55
WASECA HARDWARE LLC	400.13
WASECA SAND & GRAVEL INC	861.00
WESLEY STEVEN DAHL	2,708.75
WIDSETH SMITH NOLTING & ASSOC INC	3,600.00
WILLIAM G DONAHUE	3,496.93
ZARNOTH BRUSH WORKS INC	740.00
ZIEGLER INC	108,231.65

b. Transfer Between Funds

From 42-834 (CIP 99 Bond) to 42-837 (2019A GO CIP Bond) in the amount of \$13,319.16
 From 42-835 (Capital Outlay Bond) to 42-837 (2019A CIP Bond) in the amount of \$7,339.75
 From 32-836 (Levied for Armor Bond) to 42-837 (2019A CIP Bond) in the amount of \$140,000.00
 From 32-847 (Levied for 05 GO CIP Bond) to 42-837 (2019 A CIP Bond) in the amount of \$324.68
 From Fund 11 to 420837 (2019A CIP Bond) in the amount of \$499,150.41

c. November EDA Abatements

***Economic Development Tax Abatements
 Payment Schedule for County Tax Payable Year of 2023***

VENDOR #	BUSINESS	PARCEL #	COUNTY ANNUAL PYMT AGREEMENT	COUNTY SHARE OF TAX 2023	COUNTY PAY IN 2023	JUNE 23 PYMT	NOV 23 PYMT	ACCT #
3578	Winegar Inc.	17.017.1915	\$ 7,015.00	\$ 9,735.90	\$ 7,015.00	\$ 3,507.50	\$ 3,507.50	01-701-6928
		17.018.2400		\$ 8,091.82				
863	Berry Family LLC #1	17.616.0050	\$ 12,645.00	\$ 127,031.50	\$ 12,645.00	\$ 6,322.50	\$ 6,322.50	01-701-6928
863	Berry Family LLC #2	17.616.0050	\$ 21,065.00	\$ 127,031.50	\$ 21,065.00	\$ 10,532.50	\$ 10,532.50	01-701-6928
8786	Conagra	17.013.0600	Formula in Contract	\$ 235,185.56	\$ 132,500.00	\$ 66,250.00	\$ 66,250.00	01-701-6928
3307	City of New Richland	15.016.1000	\$ 3,516.43	\$ 4,140.52	\$ 3,516.43	\$ 1,758.22	\$ 1,758.21	01-701-6928
TOTALS			\$ 44,241.43	\$ 511,216.80	\$ 176,741.43	\$ 88,370.72	\$ 88,370.71	01-701-6928

d. Snowmobile Grant-In-Aid Agreement

Approval of the grant and authority for the Director of Property & Election Services to sign on behalf of Waseca County.

e. October 2023 Monthly Electronic Funds Transfer Report

Waseca County Board of Commissioners

Monthly Electronic Funds Transfer Report

October 2023

Date	From Account	To Account	Amount	Description
10/11/23	Keen Bank	MAGIC	\$2,000,000.00	Investment
10/11/23	Keen Bank	Multi Bank	\$248,000.00	New CD
10/11/23	Keen Bank	MinnWest	\$1,000,000.00	Cash to Cash
10/16/23	Keen Bank	MAGIC	\$4,000,000.00	Investment
10/18/23	Keen Bank	MAGIC	\$2,000,000.00	Investment
10/24/23	Keen Bank	Multi Bank	\$248,000.00	New CD

f. November 2, 2023 Planning Commission Meeting Update

5. Action Items

a. Riparian Fund Recommendation

Chris Howard, Land and Water Resources Manager, and Water Resources staff presented a cover crop reimbursement for a riparian project that has been completed already. The project was approved by Waseca SWCD in October and planted before the deadline of November 1, 2023. This flat fee of \$40.00 per acre has been approved by SWCD and is being recommended to the Waseca County Board of Commissioners.

Motion to approve reimbursement of 30 acres of cover crop to Gregor Furr Farms for a total of \$1,200.00 by Commissioner Christopherson, seconded by Commissioner Malterer. Motion carried 4-0.

b. SP 088-596-002 Partnership Agreement - Carbon Reduction Program Project

Jim Kollar, Public Works Director/County Engineer, discussed the Carbon Reduction Program (CRP) is a new program created by the Infrastructure Investment and Jobs Act (IIJA). The purpose of the program is to reduce carbon dioxide emissions from on-road highway sources. Minnesota received \$20.5 million in Federal Fiscal Year (FFY) 2022, \$20.9 million in FFY2023 and is expected to receive approximately \$20.9 million annually. As such, Minnesota must solicit and select eligible projects for CRP funding. Project eligibility was described in the solicitation but is generalized to support the reduction of transportation emissions, which includes the purchase or lease of zero-emission vehicles.

District 7 counties (Blue Earth, Brown, Cottonwood, Faribault, Jackson, Le Sueur, Martin, Nicollet, Nobles, Rock, Sibley, Waseca, and Watonwan) submitted a unique project that provides for the purchase of 13 electric pick-up trucks, one for each county. The project was selected and \$910,000 of federal CRP funds have been allocated to the project. Federal funds are eligible for a maximum of 80% of the project cost. A minimum of 20% of local funds is required.

Discussions with dealerships indicate that it will be difficult for one dealership to bid on this project and then procure 13 EV pickup trucks from a manufacturer. To mitigate this potential procurement issue, the project has been split so that more than one dealership will supply trucks for the project. Blue Earth County and Cottonwood County will each solicit bids for seven and six EV pick-ups, respectively.

Blue Earth County is administering the portion of the project that includes Waseca County's electric vehicle purchase. A partnership agreement has been drafted by Blue Earth County to identify the scope and responsibilities between the project partners. Each county is responsible for the local share of their electric pick-up truck and will reimburse Blue Earth County upon delivery of the vehicle. Estimated costs are included within the partnership agreement as Exhibit A. It is estimated that the County's local match will be approximately \$15,320 for the vehicle, tax, title and delivery fees, however, final costs will be determined after bidding and contract award to a vehicle dealership.

Along with the reduction of emissions, the acquisition and use of an electric pick-up truck will allow the department to gain experience and knowledge of an electric vehicle's benefits and limitations as it applies to daily operations. This will be useful information as EV's become even more mainstream and readily available for procurement and inclusion in our fleet.

Motion to approve SP 088-596-002 Partnership Agreement - Carbon Reduction Program Project by Commissioner Malterer, seconded by Commissioner Christopherson. Discussions were held. A roll call was taken, and the motion passed 3-1 by the following: Commissioner Krause - nay; Christopherson - aye; Commissioner Harguth - aye; Malterer - aye.

c. **Contract No. 812302 Final Acceptance & Payment - CSAH 15 Pavement Rehabilitation**

Jim Kollar, Public Works Director/County Engineer, noted Crane Creek Asphalt has completed the work specified in the contract documents for the CSAH No. 15 pavement rehabilitation project. Work included pavement milling, stabilized full-depth reclamation, bituminous surfacing, aggregate shoulders, traffic signage, pavement markings, and appurtenances. The value of the work certified by the engineer is \$2,203,480.67, which equates to approximately 94% of the original contract amount of \$2,351,725.99. This project is partially funded with federal Surface Transportation Block Grant (STBG) monies and includes provisions for the inclusion of Disadvantaged Business Enterprises (DBE).

The Office of Civil Rights has reviewed the contractor's final payment affidavits and has cleared the contract for final acceptance. Final payment in the amount of \$22,034.81 is due to Crane Creek Asphalt.

Motion to accept the work and authorize final payment in the amount of \$22,034.81 to Crane Creek Asphalt by Commissioner Krause, seconded by Commissioner Christopherson. Motion carries 4-0.

d. **Resolution 2023-48 Accepting Donation from Waseca Area Foundation/EF Johnson Foundation**

Michael Johnson, County Administrator, discussed adopting resolution 2023-48 accepting the donation of \$1,000.00 from Waseca Area Foundation/EF Johnson Foundation, noting donations would be used for educational outreach. Motion to adopt Resolution 2023-48 accepting the donation of \$1,000.00 from Waseca Area Foundation/EF Johnson Foundation by Commissioner Malterer, seconded by Commissioner Christopherson

Resolution 2023-48

Accepting Donation from Waseca Area Foundation/EF Johnson Foundation

WHEREAS, Minn. Stat. Sect. 465.03 allows counties to accept grants and donations of real or personal property for the benefit of its citizens in accordance with terms prescribed by the donor; and

WHEREAS, said donations must be accepted via resolution of the County Board of Commissioners by a two-thirds majority of its members; and

WHEREAS, the Board of Commissioners finds that it is appropriate to accept the donations offered;

NOW, THEREFORE, BE IT RESOLVED that the Waseca County Board of Commissioners accepts, with sincere appreciation, the following listed donation on behalf of its citizens:

<u>Name of Donor</u>	<u>Donation</u>	<u>Donation Purpose</u>
Waseca Area Found/EF Johnson Foundation	\$1,000.00	Educational Outreach

e. **2nd Half Appropriations**

Michael Johnson, County Administrator, noted one addition has been added to the list, which is the United Way Mental Health Navigator Program. The necessity of this funding is now, as we the County are benefiting in this current school year from these services.

There were three adjustments made on the second half request as compared to the first half. They were for the New Richland Ambulance, the Southern MN Tourism Association and the Ag Society. In all cases, numbers for the first half were incorrectly carried forward from the 2nd half of 2022 payments. The numbers have been adjusted accordingly in the 2nd half of 2023. Commissioner Christopherson noted that he would like to address the issue of Janesville and Waldorf's ambulance services in the next year.

Motion to approve the second half appropriation payments for 2023 by Commissioner Malterer, seconded by Commissioner Christopherson. Motion carried 4-0.

New Richland Ambulance	\$5,000.00
Historical Society	\$35,000.00
Southern MN Tourism Assoc.	\$505.90
Minn. Agricultural Interpretive Center – Farm America	\$7,500.00
Waseca Art Council	\$6,000.00
Senior Citizens	\$2,500.00
Minnesota Valley Action Council	\$4,500.00
Open Door Health Center	\$250.00
Neighborhood Service Center	\$5,000.00
Cannon River Watershed Partnership	\$250.00

Soil & Water Conservation District	\$52,837.50
Agricultural Society	\$26,112.50
Small Business Development Center	\$1,000.00
Southern MN Initiative Foundation	\$2,650.00
Mankato Area United Way – YMHN Program	\$10,000.00
Total	\$159,105.90

6. Administration

a. Administration Update

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

b. Human Resources Update

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 Christopherson moved and Commissioner Malterer seconded the motion to adjourn the meeting. The motion was carried unanimously and the meeting adjourned at 10:40 a.m.

Brian Harguth, Chairperson
Waseca County Board of Commissioners

ATTEST:

Beth Weimert, Clerk
Waseca County Administration