



WASECA COUNTY BOARD OF COMMISSIONERS

February 6, 2024 - 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, February 6, 2024 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; Sheriff Jay Dulas; Rusty Hardeman, Assistant County Attorney; Chris Howard, Land and Water Resource Manager; Jim Kollar, County Engineer/Public Works Director.

Others present were Brad Milbrath, Steve Kraus, Lucas Dittmer

1. Call to Order and Pledge of Allegiance

Chair Harguth 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 Krause, seconded by Commissioner Christopherson. Motion carried 4-0.

3. Approval of County Board Minutes

Motion to approve the Waseca County Board of Commissioners meeting minutes of January 2, 2024, and work session minutes of January 2, 2024, by Commissioner Malterer, seconded by Commissioner Christopherson. Motion carried 4-0.

a. Waseca County Board of Commissioner Meeting Minutes January 16, 2024

b. Waseca County Board of Commissioner Work Session Minutes January 16, 2024

4. Consent Agenda

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

a. Approval of Bills

The following bills were audited and allowed:

A.H. HERMEL COMPANY	343.79
ALTERNATIVE RESOLUTIONS INC	1,572.58
AMAZON CAPITAL SERVICES	922.74
AMERICAN LEGAL PUBLISHING	500.00
ASSOC OF MN COUNTIES	1,963.00
BLANE AMUNDSON	63,780.00
BLUE EARTH CO FINANCE DEPT	17,499.86
BLUE EARTH CO HUMAN SERVICES	603.25
BOCKS SERVICE INC	58.15
BOMGAARS SUPPLY	605.39
BOMGAARS SUPPLY	275.88
BOMGAARS SUPPLY	317.00
BOMGAARS SUPPLY	142.95

BRIAN SCHANIL	900.03
BRIAN SCHANIL	138.96
BRITTON PLUMBING & HEATING LLC	700.56
BULLDOG COATINGS	29,895.92
CAPITAL ONE	53.97
CDW GOVERNMENT INC	7,188.48
CENTRAL STATES WIRE PROD INC	4,868.61
CINTAS CORPORATION NO 2	185.73
COLE PAPERS INC	1,552.90
COLE'S ELECTRIC INC	125.00
COMMUNITY COMPLIANCE MONITORING	716.00
CONTINENTAL RESEARCH CORPORATION	1,087.87
COUNTY OF OLMSTED	2,075.00
COURT SPORTS AND MORE INC	408.00
CURTIS PROEHL	25,508.00
DAKOTA VALLEY OMS	605.00
DALE SCHWEER	8,936.00
DAVID JOHN JONES	540.00
DENNIS-STEFFEL-OMTVEDT FUNERAL & CREMATION SERVICE	620.00
DG INVESTMENT INTERMEDIATE HOLDINGS 2 INC	557.09
DOUGLAS CHRISTOPHERSON	170.30
ELECTION SYSTEMS & SOFTWARE LLC	72.90
EXPRESS CARE INC	85.86
FERNBROOK FAMILY CENTER INC	225.00
FREEBORN CO AUDITOR-TREASURER	568.43
GREGG & JEANNIE ROLLINS	13,468.00
GUARDIAN SUPPLY	399.96
H&L MESABI INC	34,190.44
HEALTHY SMILES INC	4,129.90
HOTSY MINNESOTA	1,354.44
INNOVATIVE OFFICE SOLUTIONS LLC	841.93
INTERNET CONNECTIONS	100.00
INTERSTATE POWER SYSTEMS, INC	1,194.00
JAVENS MECHANICAL CONTRACTING CO INC	549.36
JERRY FLODEN	3,760.00
JOHN GUSE	20,140.00
KILLION SMITH LAW	525.00
LARKSTUR ENGINEERING & SUPPLY INC	492.57
LENOVO (UNITED STATES) INC	1,255.00
LENZ LAWN CARE INC	13,160.46
LESUEUR COUNTY SHERIFF'S OFFICE	7.50
LIME VALLEY ADVERTISING INC	2,400.00
LITTLE FALLS MACHINE INC	23.78
MACPZA (MN ASSOC OF CO P&Z ADMIN)	250.00
MANTRONICS	184.00
MARK KLUENDER	12,716.00

MEISNER ROOFING & BLDG MAINT INC	425.00
MICHAEL FIELDS	3,292.00
MID STATES ORGANIZED CRIME INFO CENTER	150.00
MID-NET SOLUTIONS	108.00
MIDWEST MOTOR SUPPLY CO INC	1,336.18
MJB HANSEN FAMILY LP	1,826.01
MN ASSOC FOR CHILDREN'S MENTAL HEALTH	3,000.00
MN SHERIFFS ASSOC	7,025.97
MN SOLID WASTE ADMIN ASSOC	300.00
MNCCC LOCKBOX	25.00
MONROE TOWMASTER LLC	13,571.00
M-R SIGN COMPANY INC	3,441.00
NCH CORPORATION	9,142.70
NEW RICHLAND SPORTSMAN CLUB	260.00
NORTH MEMORIAL AMBULANCE	1,923.00
OFFICE OF MNIT SERVICES	2,084.17
OLMSTED COUNTY	49.65
PAMELA SCHWEER	10,080.00
PEMBERTON LAW PLLP	1,271.50
PHILLIP L SCHLEICHER	800.00
PREVENT CHILD ABUSE AMERICA	700.00
PREVENT CHILD ABUSE AMERICA	700.00
RAMSEY COUNTY	1,498.00
RDO EQUIPMENT CO	2,507.44
REG 1 SE MN HOMELAND SEC EM MGMT	1,000.00
RICK PROEHL	11,732.00
RINKE-NOONAN ATTORNEYS AT LAW	3,362.00
RINKE-NOONAN ATTORNEYS AT LAW	83.00
RIVER BEND BUSINESS PRODUCTS	1,131.74
RUTH ROESLER TRUSTEE	14,112.00
SANCO EQUIPMENT LLC	389.98
SCHILLING SUPPLY COMPANY	411.31
SCOTT SCHWEER	19,024.00
SIBLEY CO SHERIFFS MOUNTED POSSE	35.00
SMITH TOLLEFSON RAHRICK & CASS	7,365.00
SUBURBAN FURNITURE INC	3,092.00
TECTA AMERICA CORPORATION	3,350.00
TERRANCE & HOLLY TRAYNOR TRUSTEE	17,780.00
TESCH SERVICE CENTER INC	163.53
THE ARTINA GROUP	454.46
TODD P CHRISTIANSON PROFESSIONAL CORP	1,574.00
TRIMIN SYSTEMS INC	30,102.00
TYLER TECHNOLOGIES, INC	2,560.00
TYLER TECHNOLOGIES, INC	1,199.00
ULINE	1,927.84
WASECA CO PROPERTY & ELECTION SERVICES	349.32
WASECA CO SOIL & WATER	10,000.00

WASECA COUNTY NEWS (SUBSCRIPTION)	92.60
WASECA MOTOR CO	62.35
WINEGAR ENTERPRISEES LLC	270.90
WRIGHT COUNTY SHERIFF	3,450.00

b. Clarification of record for interest to County Ditch System

Chris Howard, Land and Water Resources Manager, noted during the 10-17-2023 Board of Commissioners meeting, the FY2024 ditch assessments (item 2023-418) were approved. During the same meeting, the annual interest to the ditch system was approved. The multi-year assessments for CD31 improvement and separable maintenance were to have a 1% interest rate extended from their previous multi-year assessment that expired in 2022.

c. Transfer Between Funds

Transfer of funds between fund 41-610(Ditch Fund) and 01-120 (Land & Water Resources) in the amount of \$111,046.12. This is the amount based on the cost fee policy resolution 2023-09 (fees & cost policy for CH.103E drainage systems).

d. Partial Release of Exclusive Agricultural Use Zone Restrictive Covenant for Jodi Kay Miller-Hammes Trustee

Owner Jodi Kay Miller-Hammes Trustee, PID 03.002.0900, Acres Removed (from Ag Covenant) 15, Acres Remaining (in Ag Covenant) 71.8

e. Waseca County Zoning Code; Jodi Kay Miller-Hammes Trustee Transfer of Development Rights

<u>Site Data</u>	<u>Sending Site</u>	<u>Receiving Site</u>
Owner/Applicant	Jodi Miller Hammes Trustee	Jodi Miller Hammes Trustee
PID No:	03.002.0900	03.002.0900
Legal Description	The Southwest Quarter (SW1/4) that part of the NW1/4 of the SE1/4 1/4) of the Southeast Quarter Section 2-T105N R23W, Waseca County (SE 1/4) of Section 2, Township 105 North, Range 23 West, Waseca County, Minnesota.	

5. Action Items

a. Resolution 2024-09: MnDOT Agreement No. 1054450 for Local Bridge Replacement Program Grant

Jim Kollar, Public Works Director/County Engineer, noted Contract No. 812401 for the replacement of Bridge No. 7005 on CSAH No. 3 and over Bull Run Creek was awarded to the apparent low bidder at the January 16, 2024 County Board meeting. The final Local Bridge Replacement Program (LBRP) funding determination has been made and \$420,499.00 of LBRP funds have been encumbered for the project. MnDOT Agreement No. 1054450 has been prepared and must be executed by the County and State prior to disbursement of any grant funds. Resolution No. 2024-09, if adopted, resolves that Waseca County agrees to the grant terms and conditions for the receipt of \$420,499.00 in state LBRP funds and authorizes county officers to execute the grant agreement.

Motion to adopt Resolution 2024-09 MnDOT Agreement No. 1054450 for Local Birdge Replacement Program Grant by Commissioner Krause, seconded by Commissioner Malterer. Motion carried 4-0.

RESOLUTION # 2024-09

LOCAL BRIDGE REPLACEMENT PROGRAM GRANT AGREEMENT GRANT TERMS and CONDITIONS SAP 081-603-037

WHEREAS, Waseca County has applied to the Commissioner of Transportation for a grant from the Minnesota State Transportation Fund related to Bridge No. 7005; and

WHEREAS, the Commissioner of Transportation has given notice that funding for this project is available; and

WHEREAS, the amount of the grant has been determined to be \$420,499.00 by reason of the lowest responsible bid; and
NOW, THEREFORE BE IT RESOLVED, that Waseca County does hereby agree to the terms and conditions of the grant consistent with Minnesota Statutes, section 174.50, and will pay any additional amount by which the cost exceeds the estimate, and will return to the Minnesota State Transportation Fund any amount appropriated for the project but not required. The proper county officers are authorized to execute a grant agreement and any amendments thereto with the Commissioner of Transportation concerning the above-referenced grant.

b. Contract No. 812402: CSAH No. 33 Pavement Rehabilitation

Kollar also noted CSAH No. 33 between CSAH No. 4 and CSAH No. 9 is a bituminous road last paved in 1997, carrying an average of 164 vehicles per day. The pavement surface has deteriorated, is reduced to 7-ton/axle during spring load restrictions, and is in need of rehabilitation. Additionally, this road will serve as a posted detour route in 2024 for bridge replacement projects on CSAH No. 3 and for a programmed 2025 CSAH No. 3 concrete pavement rehabilitation project. A medium depth bituminous mill and overlay project has been selected for this roadway, extending the service life of the pavement and adding strength to achieve a 10-ton pavement design. Construction plans have been prepared and approved by MnDOT State-Aid. The project has been advertised in accordance with state law and bids were opened on Friday, January 26, 2024. Three bids were received. Ulland Bros., Inc. is the apparent low bidder with a bid amount of \$2,058,601.32, approximately 27% under the engineer's estimate of \$2,829,799.42. This road segment is a County State-Aid Highway (CSAH) and as such is eligible for the expenditure of CSAH construction funds allotted to Waseca County. This road segment/project is further identified in the current Transportation Improvement Plan, adopted by the Board, and is eligible for the expenditure of Local Option Sales Tax funds.

Motion to award Contract No. 812402: CSAH No. 33 Pavement Rehabilitation to Ulland Bros., Inc. for the amount of \$2,058,601.32 by Commissioner Christopherson, seconded by Commissioner Malterer. Motion carried 4-0.

c. Amendment to FY24 Cooperative Agreement between the Third Judicial District and the Steele-Waseca Drug Court

Jon Schiro, Court Services Director, noted Steele-Waseca Drug Court has operated with funding from the State of Minnesota-Third Judicial District. The amended cooperative agreement period is retroactive from July 1, 2023 to June 30, 2024. The original cooperative agreement was approved for up to \$153,275.00. The amended agreement would increase reimbursement by an additional \$6,725.00, bringing the total amended cooperative agreement to \$160,000.00.

Motion to approve the amendment to the fiscal year 2024 Cooperative Agreement between the Third Judicial District and the Steele-Waseca Drug Court in the amount of \$6,725.00 by Commissioner Malterer, seconded by Commissioner Krause. Discussions were held. Motion carried 4-0.

d. Community Justice Reinvestment 2024 Grant Contract Agreement

Schiro also discussed the Community Justice Reinvestment 2024 Grant Contract Agreement. The Steele Waseca Drug Court received the renewal notice for the 2024 Department of Public Safety – Community Reinvestment Grant to continue the DWI Track for an additional two years (CY2024 and CY2025). The Steele Waseca Drug Court - DWI Track is currently funded by the Minnesota Justice Reinvestment Grant. The 2024 Community Justice Reinvestment Grant will fund the DWI Track from February 2024 through December 2025. Grant funds will total \$185,675.54. Funds are included in the Court Services Budget. The grant total for CY2024 and CY2025 is \$185,675.54 (two-year grant period).

Motion to approve the Community Justice Reinvestment 2024 Grant Contract Agreement by Commissioner Christopherson, seconded by Commissioner Krause. Motion carried 4-0.

e. Internet Crimes Against Children Task Force / Joint Powers Agreement - ICAC JPA

Sheriff Jay Dulas discussed the Internet Crimes Against Children Task Force/Joint Powers Agreement. Entering into an agreement allows options for Waseca County reimbursement for investigation expenses (equipment, training, travel, overtime, etc) incurred by law enforcement as a result of an investigation.

Motion to approve the Joint Powers Agreement for Internet Crimes Against Children Task Force by Commissioner Malterer, seconded by Commissioner Christopherson. Discussions were held. Motion carried 4-0.

f. Consideration of Membership with Minnesota Rural Counties

Michael Johnson, County Administrator, discussed consideration of membership with Minnesota Rural Counties. Motion to approve the membership of Minnesota Rural Counties by Commissioner Christopherson, seconded by Commissioner Krause. Motion carried 4-0.

6. Administration

a. Administration Update

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

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 in attendance at today's meeting shared commissioner reports.

8. Adjourn

Having no further county board business, Commissioner Krause 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.

Brian Harguth, Chairperson
Waseca County Board of Commissioners

ATTEST:

Beth Weimert, Clerk
Waseca County Administration