



WASECA COUNTY BOARD OF COMMISSIONERS

April 16, 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, April 16, 2024, in the Commissioners' Room, 300 North State Street, Waseca, Minnesota. Members present were Chair Brian Harguth, DeAnne Malterer, Doug Christopherson, Brad Milbrath and Brad Krause.

Other members present were Michael Johnson, County Administrator; Beth Weimert, Administrative Coordinator; Tammy Spooner, Property and Election Services Director; Jonathan Schiro, Court Services Director; Sarah Berry, Public Health Director; Sheriff Jay Dulas; Melissa Sexton, Human Resources Director; Chris Howard, Land and Water Resources Manager; Brian Zabel; Ag and Ditch Coordinator; Colin Ayers, Community Health Planner-Educator

Others present: Deb Bently, Waseca County Pioneer; Lucas Dittmer, Waseca County News; Donald Hubschman

1. Call to Order and Pledge of Allegiance

Chair Harguth called the meeting to order at 9:31 a.m. A roll call was taken and the Pledge of Allegiance was recited.

Public Comment

Donald Hubschman presented to the meeting today to discuss his concern about property fraud. Hubschman discussed how the county could avoid potential fraud.

2. Approval of Agenda

Michael Johnson asked to add action item G. Proclamation for National Child Abuse Month. Motion to approve the amended agenda to include action item G. Proclamation for National Child Abuse Month by Commissioner Milbrath, seconded by Commissioner Christopherson. Motion carried 5-0.

3. Approval of County Board Minutes

Motion to approve the Waseca County Board of Commissioners work session minutes of April 2, 2024, and regular meeting minutes of April 2, 2024, by Commissioner Milbrath, seconded by Commissioner Malterer. Motion carried 5-0.

a. Waseca County Board of Commissioners Work Session April 2, 2024

b. Waseca County Board of Commissioner Meeting Minutes April 2, 2024

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:

ALTERNATIVE RESOLUTIONS INC	587.99
AMAZON CAPITAL SERVICES	471.32
AMERICAN LEGAL PUBLISHING	195.00
AMERICAN SOLUTIONS FOR BUSINESS	5,473.46
ANCOM COMMUNICATIONS INC	279.75
ARO CONSULTING LLC	300.00
ASCENSUS	1,150.00
BAKER TILLY VANTAGEN LLC	5,200.25
BLUE EARTH CO HUMAN SERVICES	603.25
BOB BARKER COMPANY INC	757.05
BOCKS SERVICE INC	35.00
BRIAN ZABEL	309.62

BRITTON PLUMBING & HEATING LLC	625.77
BRUCE FOELS	852.50
C&D OIL SERVICES OF WASECA LLC	240.00
CAPITAL ONE	116.37
CHRISTENSEN TIRE & AUTO REPAIR	290.32
CITY OF SAINT PAUL	360.00
COLE PAPERS INC	945.18
CRYSTEEL TRUCK EQUIPMENT	338.77
CUMMINS SALES & SERVICE	1,810.59
DAKOTA SUPPLY GROUP	1,867.49
DEANNE MALTERER	231.55
DEML FORD INC	2,154.59
DISPATCH HEALTH IMAGING	105.00
DOUGLAS CHRISTOPHERSON	166.16
DUANE RATHMANN	81.34
DVORSAK MATERIAL HANDLING EQUIPMENT INC	1,319.75
ELECTION SYSTEMS & SOFTWARE LLC	5,721.09
EXPRESS CARE INC	44.99
FAUL PSYCHOLOGICAL	665.00
FIRST NATIONAL BANK	1,636.81
FIRST NATIONAL BANK 4135	649.48
FIRST NATIONAL BANK 9655	1,072.37
FIRST NATIONAL BANK 3975	340.31
FIRST NATIONAL BANK OMAHA 7265	746.93
FIRST NATIONAL BANK 3458	40.20
FIRST NATIONAL BANK 5529	375.00
FIRST NATIONAL BANK 9593	87.75
FIRST NATIONAL BANK OF OMAHA	132.63
FIRST NATIONAL BANK OF OMAHA	108.24
FIRST NATIONAL BANK OF OMAHA 0237	600.00
FIRST NATIONAL BANK OF OMAHA 0792	1,369.16
FIRST NATIONAL BANK OF OMAHA 3849	53.66
FIRST NATIONAL BANK OF OMAHA 3849	165.00
FIRST NATIONAL BANK OMAHA	319.71
FIRST NATIONAL BANK OMAHA 4669	100.75
FIRST NATIONAL BANK OMAHA 7462	73.49
FIRST NATIONAL BANK OMAHA 2000	257.78
FIRST NATIONAL BANK OMAHA 1325	2,420.20
FIRST NATIONAL BANK OMAHA 1745	1,346.30
FIRST NATIONAL BANK OMAHA 1745	120.21
FIRST NATIONAL BANK OMAHA 2431	75.00
FIRST NATIONAL BANK OMAHA 3744	30.64
FIRST NATIONAL BANK OMAHA 3877	28.68
FIRST NATIONAL BANK OMAHA 3979	1,508.00
FIRST NATIONAL BANK OMAHA 5295	28.14

FIRST NATIONAL BANK OMAHA 6072	1,034.67
FIRST NATIONAL BANK OMAHA 6667	226.46
FIRST NATIONAL BANK OMAHA 6742	562.00
FIRST NATIONAL BANK OMAHA 7236	9.28
FIRST NATIONAL BANK OMAHA 8006	382.98
FIRST NATIONAL BANK OMAHA 8538	193.09
FROM THE GROUND UP LLC	3,500.00
GARCIA CLINICAL LABORATORY	80.00
GINA PETERSON	2,090.00
HARTMAN LAW OFFICE	1,919.00
HOME SWEET HOME HARDWARE LLC	530.39
ICON ENTERPRISES, INC.	9,280.57
INNOVATIVE OFFICE SOLUTIONS LLC	47.99
J SCOTT BRADEN LAW OFFICE	577.50
JAVENS MECHANICAL CONTRACTING CO INC	961.44
JONES HAUGH & SMITH	11,780.00
KNOWINK LLC	5,130.00
LEON SCHOENROCK	98.76
LESUEUR COUNTY SHERIFF'S OFFICE	1,350.00
LITTLE FALLS MACHINE INC	1,162.22
MACKENZIE WEIS	91.04
MARK SOMMERS	92.46
MARVIN PEARSON	97.15
MATHESON	57.50
MAYO CLINIC ST LOUIS MO	250.00
MEI TOTAL ELEVATOR SOLUTIONS	498.35
MESSICK LAW PLLC	300.00
MID-WEST ELECTRO-TECH CORP	2,635.00
MIDWEST MONITORING & SURVEILLANCE	271.25
MNCCC LOCKBOX	6,750.00
M-R SIGN COMPANY INC	4,467.31
NAPA AUTO PARTS MPEC	3,109.03
NORTHLAND FARM SYSTEMS	630.00
NUSS TRUCK GROUP INC	2,719.18
O'REILLY AUTOMOTIVE INC	96.15
PRIMADATA, LLC	674.66
RAMY TURF PRODUCTS LLC	822.00
RECOVERY TREK LLC	90.00
RECYCLING ASSOCIATION OF MINNESOTA	300.00
REGENTS OF UNIVERSITY OF MN	20,162.00
RICHARD POSSIN	99.43
RIVER BEND BUSINESS PRODUCTS	963.16
RIVER VALLEY FORENSIC SERVICES PA	250.00
ROBERT VOGELSANG	104.79
RODNEY BORN	83.35

RUSSELL J FREDERICK	84.15
SANCO EQUIPMENT LLC	25,998.98
SCHILLING SUPPLY COMPANY	1,774.16
SEACHANGE PRINTING & MARKETING SERVICES LLC	2,146.95
SHALEE WHITE	75.54
SIGN SOLUTIONS USA	12,515.57
SMITH TOLLEFSON RAHRICK & CASS	3,165.00
SOFTWARE.HARDWARE.INTEGRATION	7.86
STEPHANIE ROEMHILDT	168.98
STEVEN JOHN KRAUS	243.67
STREAMLINE COMMUNICATIONS LLC	560.00
THE SOLID WASTE ASSOCIATION OF NORTH AMERICA	335.00
THIRTY YEAR VENTURES LLC	30.72
THOMAS SEXTON	81.07
VOIANCE LANGUAGE SERVICES LLC	25.00
WASECA ABSTRACT COMPANY	472.00
WASECA CO PROPERTY & ELECTION SERVICES	52,630.80
WASECA GLASS INC	80.00
WASECA HARDWARE LLC	538.29
WASECA HARDWARE LLC	1,567.09
WILLIAM G DONAHUE	9,229.10
WRIGHT COUNTY SHERIFF	2,418.06

b. March 2024 Electronic Funds Transfer Report

Waseca County Board of Commissioner Monthly Electronic Funds Transfer Report
March 2024

Date	From Account	To Account	Amount	Description
3/8/24	Keen Bank	US Bank	\$97,025.00	GO SAR Bond Series 2015A
3/4/24	Keen Bank	Multi Bank Securities	\$301,255.50	Investment
3/7/24	Keen Bank	Minnwest Bank	\$800,000.00	Cash Transfer
3/26/24	Keen Bank	Minnwest Bank	\$1,000,000.00	Cash Transfer

c. Extension of Land Alteration Permit Extension for Thomas Mariska

1. LA10-96 (05.004.0200) is to move and spread stockpile of dirt/clay from a wildlife pond, dug out in 2017.
2. LA10-97 (05.003.0310) is to move and spread-out stockpile of dirt, sod, and clay from a 2014 wetland banking project.

d. Amendment to Partial Release of Agricultural Use Preserve

Owner - Brady Adams and Jennifer Holicky-Adams, PID 01.025.0200, acres removed (from Ag Covenant) 19.13, acres remaining (in ag covenant) 171.87

Owner	PID	acres removed (from ag covenant)	acres remaining (in ag covenant)
Kevin Roeker	04.024.0500	33.41	59.81
Casey J & Dustin K Roeker	04.024.0510	6.78	
	04.024.0550	5.00	

e. Zoning Permit Extension for Tyler Traynor

PID 11.031.0100 Tyler Traynor a one (1) year extension to complete construction.

f. Approval of Job Description Classifications

Tax Administration Coordinator: Grade 7 (*previously titled: Accounting Associate – Tax Administration & Elections - grade 5*)

5. Action Items

a. Medical Consultant Agreement

Sarah Berry, Public Health Director, discussed the State of Minnesota requirements for the Public Health Department to assure medical consultation and direction from a licensed physician (Mn Statute 14A.04, subdivision 2a) in order to perform our duties. A Medical Consultant is needed to provide direction and protocols for our immunization services and also serves as a valuable resource when needed. Dr. Troy Benson, with the support of Mayo Clinic Health Systems, has graciously agreed to provide that service to Waseca County. The contract has been reviewed by the County Attorney and was found satisfactory to both parties. Motion to approve the medical Consultant contract with Dr. Troy Benson and Mayo Clinic Health Systems for medical consultation by Commissioner Krause, seconded by Commissioner Malterer. Discussion was held. Motion carried 5-0.

b. Addition of 0.2 FTE to WIC Coordinator

Berry also discussed a request for the addition of a 0.2 FTE to the WIC Coordinator position for communication coordination targeting opioid and other substance use prevention. Motion to approve the addition 0.2 FTE to the WIC Coordinator position by Commissioner Malterer, seconded by Commissioner Christopherson. Discussion was held. Motion carried 5-0.

c. Proclamation of Mental Health Awareness Day

Colin Ayers, Public Health Planner Educator, noted May is honored as mental health awareness month and the green ribbon is a nationwide symbol of mental health awareness. School districts are planning to promote staff and students to wear green to show support for mental health and suicide prevention. The Waseca County suicide prevention continues to meet regularly and are excited to take this opportunity to raise awareness of the work our schools and providers have been doing to support our youth. Motion to designate May 16, 2024, as Waseca County Mental Health Awareness Day by Commissioner Milbrath, seconded by Commissioner Christopherson. Motion carried 5-0.

d. Community Justice Reinvestment 2024 Grant Amendment

Jonathan Schiro, Court Services Director, discussed an amendment to the Steele-Waseca Drug Court – DWI Track which is funded by the 2024 Minnesota Department of Public Safety – Community Reinvestment Grant. The original grant funded the DWI Track for CY2024 and CY2025 for a total of \$185,675.54. The Minnesota Department of Public Safety - Community Justice Reinvestment 2024 reallocated additional funds and awarded the Steele-Waseca Drug Court - DWI Track - an additional \$20,821.00 for a total of \$206,496.54. The amended grant terms are from February 1, 2024, through December 31, 2025. Motion to approve and execute the 2024 Minnesota Department of Public Safety – Community Justice Reinvestment Grant Amendment for an additional \$20,821.00 by Commissioner Malterer, seconded by Commissioner Milbrath. Motion carried 5-0.

e. Purchase of Verint v15.2 Premise Server/Recorder for Dispatch/Communications Center

Sheriff Jay Dulas reviewed the purchase of the Verint v15.2 Premise Server/Recorder for Dispatch/Communications Center. Motion to approve the purchase of the Verint v15.2 Premise Server/Recorder for Dispatch/Communication Center in the amount of \$21,945.00 by Commissioner Christopherson, seconded by Commissioner Milbrath. Motion carried 5-0.

f. Accept \$50,000 ICPOET State Grant from the MN Department of Public Safety ICPOET (Intensive Comprehensive Peace Officer Education & Training)

Sheriff Dulas discussed the state grant that will allow Waseca County employee (JA Dan Mocol) to attend a college program to become a licensed police officer in the State of MN. The college tuition, training materials, and lodging will be covered by the grant. Any remaining money will be applied to his salary and fringe benefits while he attends training. Motion to adopt Resolution 2024-14 in the amount of \$50,000 by Commissioner Milbrath, seconded by Commissioner Malterer. Motion carried 5-0.

Resolution 2024-14 Authorizing Grant Acceptance For The Intensive Comprehensive Peace Officer Education & Training program (ICPOE)

WHEREAS, Minnesota Department of Public Safety provides grant funding to political subdivisions for the purposes of Intensive Comprehensive Peace Officer Education & Pathways to Policing (“Grant”); and

WHEREAS, the County of Waseca (“County”) submitted an application for the Grant; and

WHEREAS, the County has been notified that it has been tentatively awarded \$50,000 from the Grant (“Funding”) as shown the attachment to this Resolution known as “Exhibit A”; and

WHEREAS, Funding will be used to complete the project expressed in the Program Guide (“Project”) and attached to this Board Request as “Exhibit B”; and

WHEREAS, the County has the legal authority to apply for the Grant; and

WHEREAS, the Waseca County Sheriff, Jay Dulas, has determined that it is in the best interests of the County to accept the Funding and proceed with the Project subject to the terms and conditions of the Grant.

NOW, THEREFORE, BE IT RESOLVED, the County accepts the Funding in order to complete the Project subject to the following:

1. The County agrees to abide by all terms and conditions required to receive the Grant to complete the Project.

2. Chief Deputy Doug Gerdt is hereby appointed as the County's Authorizing Agent related to the Grant and the Project.

3. The Authorizing Agent is granted the authority to commit the County to any terms and conditions required to accept the Grant.

4. The Authorizing Agent is granted the authority and directed to execute any documents necessary to accept the Funding.

5. The Authorizing Agent shall serve as the County's official liaison with the entity issuing the Grant.

6. The Authorizing Agent is granted the authority to guide and direct County staff, as reasonably required, in matters related to accepting the Grant and completing the Project.

g. National Child Abuse Prevention Month Proclamation

Michael Johnson, County Administrator, discussed the proclamation for a nationwide initiative naming April as National Child Abuse Prevention Month in Waseca County. Motion to approve the proclamation naming April as National Child Abuse Prevention Month by Commissioner Malterer, seconded by Commissioner Christopherson. Motion carried 5-0.

6. Administration

a. Administration Update

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

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. Closed Session for Discussion of Attorney-Client Privileged Information Pursuant to Minn. Stat. § 13D.05, Subd. 3(b)

Commissioner Malterer moved and Commissioner Christopherson seconded to move into closed session at 10:50 a.m. for discussion of attorney-client privilege information pursuant to Minn. Stat. §13D.05, Subd. 3(b). The closed session ended at 11:08 a.m. Motion to follow the strategy as discussed in the closed session by Commissioner Christopherson, seconded by Commissioner Krause. Motion carried 5-0.

9. Adjourn

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

Brian Harguth, Chairperson
Waseca County Board of Commissioners

ATTEST:

Beth Weimert, Clerk
Waseca County Administration

