



WASECA COUNTY BOARD OF COMMISSIONERS

May 7, 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 meeting on Tuesday, May 7, 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; Sheriff Jay Dulas; Jim Kollar, Public Works Director/County Engineer; Sarah Berry, Public Health Director; Lacey Cords, Public Health Nurse; Mariah Steinback, Dispatch; Chris Howard, Land and Water Resource Manager

Present via online platform Maame Quarcoo, Senior Land Use Planner; Shelly Hyatt, Land Use Planning Assistant; Brandee Nelson, Dispatcher; Rusty Hardeman, Assistant County Attorney; Leah Cameron PH Business Manager

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.

Sarah Berry, Public Health Director, introduced Lacey Cords, a new Public Health Nurse.

Sheriff Dulas introduced Mariah Steinbach, a new dispatcher who will be with Waseca County part-time.

Public Comment

There was no public comment.

2. Approval of Agenda

Commissioner Milbrath noted the Waseca Arts Center Luncheon for today was postponed until June 4th. The Waseca County Board of Commissioners amended today's lunch location to Oscar's. Motion to approve the amended agenda by Commissioner Milbrath, seconded by Commissioner Christopherson. Motion carried 5-0.

3. Approval of County Board Minutes

a. Waseca County Board of Commissioner Work Session April 16, 2023

Motion to approve the Waseca County Board of Commissioner Work Session minutes of April 16, 2024, by Commissioner Milbrath, seconded by Commissioner Malterer. Motion carried 5-0.

4. Consent Agenda

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

a. Approval of Bills

The following bills were audited and allowed:

A.H. HERMEL COMPANY	171.92
A.H. HERMEL COMPANY	344.65
ACCESS INFO MANAGEMENT OF MN INC	2,358.35
ACCESS TONNA LOCK SERVICE	99.00
ADVANCED CORRECTIONAL HEALTHCARE INC	3,925.42
ADVANCED CORRECTIONAL HEALTHCARE INC	3,925.42
AMAZON CAPITAL SERVICES	236.28
AMAZON CAPITAL SERVICES	63.99
AMAZON CAPITAL SERVICES	63.99
AMAZON CAPITAL SERVICES	63.99
AMAZON CAPITAL SERVICES	63.99

AMAZON CAPITAL SERVICES	63.99
AMAZON CAPITAL SERVICES	63.99
AMAZON CAPITAL SERVICES	211.59
AMAZON CAPITAL SERVICES	118.99
AMAZON CAPITAL SERVICES	17.68
AMAZON CAPITAL SERVICES	40.38
AMAZON CAPITAL SERVICES	141.94
AMAZON CAPITAL SERVICES	27.98
AMAZON CAPITAL SERVICES	108.71
AMAZON CAPITAL SERVICES	47.97
AMAZON CAPITAL SERVICES	37.99
AMAZON CAPITAL SERVICES	26.98
AMAZON CAPITAL SERVICES	(260.78)
AMAZON CAPITAL SERVICES	251.58
AMAZON CAPITAL SERVICES	125.79
AMAZON CAPITAL SERVICES	214.77
AMAZON CAPITAL SERVICES	894.90
AMAZON CAPITAL SERVICES	95.00
ANCOM COMMUNICATIONS INC	400.00
ASSOC OF MN COUNTIES	350.00
ASSOC OF MN COUNTIES	400.00
ASSOC OF MN COUNTIES	400.00
ASSOC OF MN COUNTIES	400.00
ASSOC OF MN COUNTIES	400.00
ASSOC OF MN COUNTIES	400.00
ASSOC OF MN COUNTIES	400.00
AWS	4,962.00
BARBARA J. BUKER	290.00
BEAU HARTMAN ATTORNEY AT LAW LLC	10,810.00
BOB BARKER COMPANY INC	193.60
BOB BARKER COMPANY INC	121.79
BOMGAARS SUPPLY	3.49
BOMGAARS SUPPLY	504.84
BOMGAARS SUPPLY	1,077.89
BORNEKE CONSTRUCTION INC	1,871.43
BRAD MILBRATH	435.50
BRITTON PLUMBING & HEATING LLC	171.43
BRITTON PLUMBING & HEATING LLC	314.13
BULLDOG COATINGS	5,164.13
CAPITAL ONE	100.23
CDW GOVERNMENT INC	610.69
CHRISTOPHER DIEKER	39.42
COLE PAPERS INC	205.98
COLE PAPERS INC	205.97
COLE PAPERS INC	205.95

COLE PAPERS INC	205.98
COLE PAPERS INC	205.98
COLE'S ELECTRIC INC	40.00
COLE'S ELECTRIC INC	40.00
COLE'S ELECTRIC INC	200.00
COLLEEN HOWARD	300.00
COMMUNITY COMPLIANCE MONITORING	735.00
CREATIVE AD SOLUTIONS INC	47.85
DAVID JOHN JONES	405.00
DAVID R BORCHARDT	1,650.00
DAVID R BORCHARDT	75.00
DAVID R BORCHARDT	390.00
DAVID R BORCHARDT	1,320.00
DEANNE MALTERER	122.54
DEB WESTPHAL	174.20
DEB WESTPHAL	21.51
DELL MARKETING L.P.	11,699.00
EDGE AQUATIC SERVICE	1,250.00
ERIC GLEASON CONSTRUCTION, LLC	2,162.93
EUGENE C FISHER	100.00
GMS INDUSTRIAL SUPPLY INC	637.05
HAWK ALARM SYSTEMS INC	591.99
HAWK ALARM SYSTEMS INC	270.00
HOLTMEIER CONSTRUCTION	70,690.26
INNOVATIVE OFFICE SOLUTIONS LLC	46.38
INNOVATIVE OFFICE SOLUTIONS LLC	33.74
INNOVATIVE OFFICE SOLUTIONS LLC	21.04
INNOVATIVE OFFICE SOLUTIONS LLC	47.99
INNOVATIVE OFFICE SOLUTIONS LLC	639.98
INNOVATIVE OFFICE SOLUTIONS LLC	17.50
INNOVATIVE OFFICE SOLUTIONS LLC	13.84
INNOVATIVE OFFICE SOLUTIONS LLC	114.74
JANESVILLE TILE SUPPLY	1,243.12
JANESVILLE TILE SUPPLY	259.40
JANESVILLE TILE SUPPLY	518.80
JANESVILLE TILE SUPPLY	10.50
JEFFREY TODD RATZLOFF	300.00
JILL MCMILLEN DDS PLLC	334.00
JOHN DEERE FINANCIAL	738.73
KAIYA MARTIN	90.39
KEZIA SMITH	375.00
KEZIA SMITH	675.00
L & L STREET ROD & SPORTS TRUCK	6,221.71
L & L STREET ROD & SPORTS TRUCK	6,221.71
L & L STREET ROD & SPORTS TRUCK	6,410.47

L & L STREET ROD & SPORTS TRUCK	3,624.89
L&L PLUMBING LLC	300.00
LENOVO (UNITED STATES) INC	120.00
LENZ LAWN CARE INC	491.50
LINDA LARES	100.00
MAIRS CHIROPRACTIC INC	200.00
MANKATO LEGAL GROUP	117.00
MEI TOTAL ELEVATOR SOLUTIONS	166.11
MEI TOTAL ELEVATOR SOLUTIONS	166.11
MEI TOTAL ELEVATOR SOLUTIONS	166.13
MESSICK LAW PLLC	650.00
MID-NET SOLUTIONS	108.00
MN BCA CRIMINAL JUSTICE TRNG & EDUCATION	300.00
MN BCA CRIMINAL JUSTICE TRNG & EDUCATION	300.00
MN COMM OF TRANSPORTATION	593.67
MN COMM OF TRANSPORTATION	762.66
MN COMM OF TRANSPORTATION	402.64
MN COUNTIES INTERGOVERNMENTAL TRUST	424.00
MN COUNTIES INTERGOVERNMENTAL TRUST	146.00
MNCCC LOCKBOX	8,127.50
MNCCC LOCKBOX	5,438.60
NAPA AUTO PARTS MPEC	46.15
NCH CORPORATION	457.95
NORTHLAND & COMPANIES	21,945.00
NOW MICRO	2,745.00
NOW MICRO	1,188.00
NOW MICRO	334.00
NOW MICRO	228.00
OFFICE OF MNIT SERVICES	1,015.50
OFFICE OF MNIT SERVICES	1,338.65
OLMSTED AGGREGATE	464.45
OLMSTED AGGREGATE	1,435.91
OLYMPIC FIRE PROTECTION	4,570.02
PATTON HOVERSTEN & BERG PA	2,870.00
PAUL KOZIOLEK	73.47
PHILLIP L SCHLEICHER	2,810.00
PREMIER BIOTECH	77.54
PROPAC	188.87
REGION 6 LPHA	100.00
RINKE-NOONAN ATTORNEYS AT LAW	157.50
RINKE-NOONAN ATTORNEYS AT LAW	498.00
RIVER BEND BUSINESS PRODUCTS	94.00
RIVER BEND BUSINESS PRODUCTS	59.08
RIVER BEND BUSINESS PRODUCTS	57.95

RIVER BEND BUSINESS PRODUCTS	229.93
RIVER BEND BUSINESS PRODUCTS	176.22
RIVER BEND BUSINESS PRODUCTS	50.76
RIVER BEND BUSINESS PRODUCTS	67.91
RIVER BEND BUSINESS PRODUCTS	63.19
RIVER BEND BUSINESS PRODUCTS	45.42
RS EDEN	43.50
SAFEASSURE CONSULTANTS INC	11,583.00
STREAMLINE COMMUNICATIONS LLC	334.52
STREAMLINE COMMUNICATIONS LLC	547.00
STREAMLINE COMMUNICATIONS LLC	1,248.21
SWANSTON EQUIPMENT CORP	125.88
THOMSON REUTERS	536.14
THOMSON REUTERS	845.71
TRANS UNION LLC	20.46
TRENT WANGEN	88.00
TRENT WANGEN	71.30
ULINE	1,019.13
W.D. LARSON COMPANIES	14.89
WASECA AREA CHAMBER OF COMMERCE INC	48.00
WASECA AREA CHAMBER OF COMMERCE INC	16.00
WASECA CO PIONEER	622.00
WASECA MOTOR CO	99.10
WINEGAR ENTERPRISEES LLC	4,725.00

b. Fund 19 - Transfer of Funds

Request for \$74,410.80 to be transferred from the Fund 19 Investment Account (19.000.000.1090) to Fund 19 Cash Account (19.000.000.1001) for Contract No. 812406, (Bituminous/Concrete Crushing) expenses. The 2024 budget was adopted with the proposed use of the Investment account for this contract.

c. Transfer of Funds for American Legion Post #587

Post #587 is seeking to construct a Veterans' Memorial in the City of Waldorf. This would provide a one-time funding allocation towards that effort while utilizing some of the remaining funds from the Waseca Veteran's Memorial fund that totals \$1,980.00. The funds are currently in a restricted account that requires board action to free up. Staff recommend a transfer of \$500.00 to facilitate this payment from 25121.5859 to 01002000.6803.

5. Action Items

a. Public Hearing to consider Residential Tax Abatement for Andrew W. Cariveau

Michael Johnson, County Administrator, discussed the resident tax abatement for Andrew W. Cariveau, noting all items were published appropriately. Chair Harguth opened the public hearing at 9:36 a.m. Harguth asked for public comment. Hearing none, motion to close the public hearing by Commissioner Malterer, seconded by Commissioner Milbrath. Motion carried 5-0. The public hearing was closed at 9:37 a.m.

Motion to adopt Resolution 2024-15 and certificate to resolution by Commissioner Christopherson, seconded by Commissioner Malterer. Motion carried 5-0.

RESOLUTION NO. 2024-15 RESOLUTION APPROVING THE ANDREW W. CARIVEAU RESIDENTIAL PROPERTY TAX ABATEMENT

BE IT RESOLVED by Waseca County, Minnesota, a political subdivision of the State of Minnesota (the "County"), as follows:

Section 1. Authorization and Recitals.

1.01. The County, pursuant to Minnesota Statutes, Sections 469.1812 to 469.1815, as amended (the "Act"), is authorized to grant an abatement of the property taxes imposed by the County on a parcel of property, if certain conditions are met, through the adoption of a resolution, specifying the terms of the abatement.

1.02. Andrew W. Cariveau, Trustee of the Cariveau Family Trust, (the "Owner") has proposed that they undertake a project (the "Project") consisting of the development of a single-family home and related facilities on certain property located in Waseca County and legally described as according to the Plat thereof on file and of record in the Office of the County Recorder (the "Property"). The Owner has requested that the County provide financial assistance to the Owner for the Project.

1.03. Pursuant to the Act, the Waseca County Board on May 7, 2024, conducted a public hearing on the desirability of granting the abatement. Notice of the public hearing was duly published as required by law in the Waseca County Pioneer, a newspaper of general circulation in the County, on April 26, 2024.

Section 2. Findings. On the basis of the information provided by the Owner and elicited at the public hearing referred to in Section 1.03, it is hereby found, determined and declared:

2.01. Granting the proposed abatement is in the public interest because it will: 1) provide employment opportunities for residents of the County; and 2) increase the tax base of the County.

2.02. The County Board expects that the benefits to the County of the proposed abatement to at least equal or exceed the costs to the County of the proposed abatement. The public benefits that the County expects to result from the abatement are additional construction jobs and an increased in the net tax capacity of the County.

2.03. The Property is not located in a tax increment financing district.

2.04. This County Board hereby finds that the Project conforms to the general plan for the development of the County as a whole.

2.05. In any year, the total amount of property taxes abated by the County by this and other resolutions, if any, does not exceed the greater of ten percent (10%) of the current levy or \$200,000.

2.06. It is in the best interests of the County to grant the tax abatement authorized in this Resolution.

Section 3. Terms of the Tax Abatement.

3.01. A property tax abatement is hereby approved to the for half of the property taxes levied by the County on the Property for three (3) years, commencing with taxes payable in 2025, through and including taxes payable in 2027 (the "Abatement").

The Abatement shall be subject to all the terms and limitations of the Act.

3.02. The terms of the Abatement shall be as set forth in this Resolution and in the Development Agreement to be approved by the County Board, by and between the County and the Owner; provided, however, that the Abatement shall be payable solely from the property taxes paid with respect to the Property and actually received by the County and shall not be payable from any other funds of the County. In no event shall the amount of the Abatement in a year exceed half of the total amount of property taxes levied by the County on the Property and received by the County from the collection thereof in such year.

3.03.

Notwithstanding anything to the contrary contained in this Resolution, the Abatement shall not to exceed half of the County's portion of the taxes on the property in the annual amount of \$1696.12, or \$5088.36 in total for the duration of the Abatement outlined above.

3.04. The Abatement shall be payable to the Owner of the Property.

3.05. The Abatement may be modified or changed during its term.

b. Contract No. 812407: CR 103 Pavement Resurfacing

Jim Kollar, Public Works Director/County Engineer, discussed the pavement condition of CR 103 (330th Ave) between CSAH 4 and MN TH 13 noting it is heavily deteriorated and in need of resurfacing. A stabilized full-depth reclamation and bituminous surfacing project has been selected for this road segment, which will result in a 10-ton, all-weather road. The average daily traffic is 418 vehicles per day. The stabilized full-depth reclamation will include incorporation of cement to stabilize the reclaimed materials and provide for both short-term constructability and long-term strength, as the road segment currently lacks an aggregate base layer. Construction plans and bid documents for the resurfacing project have been prepared and advertised in accordance with state law. Three bids were received. Crane Creek Asphalt is the apparent low bidder with a bid amount of \$463,618.70.

Motion to approve contract No. 812407 CR103 Pavement Resurfacing to the low bidder, Crane Creek Asphalt in the amount of \$463,618.70 by Commissioner Malterer, seconded by Commissioner Krause. Motion carried 5-0.

c. Contract No. 812406 Final Acceptance & Payment

Kollar also noted Holtmeier Construction, Inc. has completed crushing operations at the Solid Waste & Recycling Center. A total of 16,574 tons of asphalt and concrete materials were blended and crushed. The final contract amount is \$74,410.80.

Motion to approve final payment in the amount of \$3,720.54 to Holtmeier Construction, Inc. by Commissioner Milbrath, seconded by Commissioner Christopherson. Motion carried 5-0.

d. **Resolution 2024-17 MnDNR Cooperative Agreement**

Chris Howard, Land and Water Resource Manager, discussed Resolution 2024-17 to enter into a cooperative agreement with the MN Department of Natural Resources to provide two boat ramps at Blowers Park.

Motion to adopt Resolution 2024-17 MnDNR Cooperative Agreement by Commissioner Christopherson, seconded by Commissioner Krause. A discussion was held. Motion carried 5-0.

Resolution 2024-17 Entering A Cooperative Agreement For Moonan Marsh/Blowers Park Public Water Access Between The State Of Minnesota And Waseca County

WHEREAS, the Waseca County Board of Commissioners desires to provide recreational boating opportunities to the public where access is inadequate; and

WHEREAS, the Waseca County Board of Commissioners desires to provide access to public waters to allow access for maintenance of public waters; and

WHEREAS, the Waseca County Board of Commissioners strives to enhance County owned lands and parks providing multipurpose recreational opportunities to all; and

WHEREAS, the County owns or administers the property located in Sec. 2, T107N, R22W, as shown on the Deed; and

WHEREAS, the State and County are authorized under Minnesota State Statutes Section 471.59 to enter into agreements to jointly or cooperatively exercise common powers; and

NOW, THEREFORE, BE IT RESOLVED the Waseca County Board of Commissioners in and for Waseca County does hereby adopt the Cooperative Agreement for the Moonan Marsh/Blowers Park Public Water Access Between The State Of Minnesota And Waseca County

e. **Riparian Fund Recommendation Contract RF-2023-09**

Howard also discussed the funding of a cover crop project from the Riparian Fund. The project was designed by soil and water staff last fall. The planting happened and was successful. The project is 51.9 acres located in Iosco township section 19. The original contract was for 77 acres, later reduced to 51.9 acres. This project was approved by the SWCD Board at its April 11th Board Meeting. Motion by Commissioner Milbrath, seconded by Commissioner Christopherson. A discussion was held. Motion carried 5-0.

6. Administration

a. **Administration Update**

Michael Johnson, County Administrator, provided updates to the Waseca County Board of Commissioners.

b. **Human Resources Announcements**

Nothing to report.

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 Milbrath moved and Commissioner Christopherson seconded the motion to adjourn the meeting. The motion was carried unanimously and the meeting adjourned at 11:26 a.m.

Brian Harguth, Chairperson
Waseca County Board of Commissioners

ATTEST:

Beth Weimert, Clerk
Waseca County Administration

