



WASECA COUNTY BOARD OF COMMISSIONERS

March 16, 2021 · 9:30 a.m.

East Annex Public Meeting Room

300 North State Street – East Annex · Waseca, Minnesota 56093

Please join my meeting from your computer, tablet or smartphone.

<https://global.gotomeeting.com/join/550149597>

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Access Code: 550-149-597

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9:30 a.m.

1. Call to Order and Pledge of Allegiance

Public Comment

Those wishing to speak must state their name and address for the record after they reach the podium. Each person will have three (3) minutes to make his/her remarks. Speakers will address all comments to the Board as a whole and not one individual commissioner. The Board may not take action on an item presented during the Public Comment period, unless the item is already on the agenda for action. When appropriate, the Board may refer inquiries and items brought up during the Public Comment period to the County Administrator for follow up.

2. Approval of Agenda

3. Approval of County Board Minutes

- a. Waseca County Board of Commissioners Meeting March 2, 2021
- b. Waseca County Board of Commissioners Work Session March 2, 2021

4. Consent Agenda

- a. Approval of Bills
- b. Wellness Program Budget Plan
- c. Planning Commission Meeting Update (3-4-21)
- d. Second Extension of Zoning Permit for Bartelt
- e. Otisco Rental LLC; Amendment to Conditional Use Permit Site Plan
- f. 2021 General Noxious Weed Notice & Waseca County Noxious Weed List

5. Set Public Hearing to Set Fee for Electronic Testing for Manure/Pesticide Testing – Brian Zabel, Technician/Feedlot Officer/Ag Inspector

6. County Fair Board Discussion

7. Public Health Update – Sarah Berry, Public Health Director

8. Administration

- a. Administration Update
- b. Human Resources Announcements

9. Commissioner Reports

Lunch – Oscar's

Upcoming Board Events

March 16 – April 6, 2021

March 16, 2021, 9:30 a.m.

County Board Meeting

Board Room, East Annex

March 16, 2 p.m.

MN Prairie Finance Committee Meeting

Virtual Meeting

March 16, 3 p.m.

MN Prairie Joint Powers Board Meeting

Virtual Meeting

April 1, 6 p.m.

Board of Adjustment Meeting

Board Room, East Annex

April 1, 7:30 p.m.

Planning Commission

Board Room, East Annex

April 2, All Day

County Offices Closed in

Observation of Good Friday

April 6, 2021, 8:30 a.m.

County Board Work Session

Board Room, East Annex

April 6, 2021, 9:30 a.m.

County Board Meeting

Board Room, East Annex

April 6, 2021, 1:30 p.m.

LeSueur Waseca Community

Health Board County

WASECA COUNTY BOARD OF COMMISSIONERS — MARCH 2, 2021

The Waseca County Board of Commissioners met in regular session on Tuesday, March 2, 2021, in the boardroom, 300 North State Street, Waseca, Minnesota. Members present were Chair DeAnne Malterer, Doug Christopherson Brian Harguth, Blair Nelson, and Brad Krause.

Others present were Michael Johnson, Administrator; Tammy Spooner, Auditor-Treasurer; Melissa Sexton, Human Resources Manager; Brad Milbrath, Sheriff; Brian Zabel, Feed Lot Officer; Mark Leiferman, Planning & Zoning Administrator; Jennifer Novak, Assistant County Attorney; and Alan Forsberg, Interim Public Works Director.

Chair Malterer called the meeting to order at 9:30 a.m. Roll call was taken and the Pledge of Allegiance was recited.

There was no Public Comment.

Harguth moved and Krause seconded to approve the agenda with the change to move items e, f, and g from the Consent Agenda to action items. Motion carried unanimously.

Christopherson moved and Krause seconded to approve the Minutes from February 2, 2021 and February 16, 2021 Commissioner Meetings. Motion carried unanimously.

Harguth moved and Nelson seconded to approve the Consent Agenda, with the removal of items e, f and g. Motion carried unanimously.

- a. Approval of Bills
- b. Approve Howard E. Hyhart Company Agreement in the amount of \$12,100.00 over a 3-year period.
- c. Aquatic Invasive Species Radio Advertising Space in the amount of \$2,400.00
- d. Partial Release of Exclusive Agricultural Use Zone Restrictive Covenant; Gregory T. and Barbara J. Roesler
- e. ~~Adopt Resolution 2021-16 approving the collective bargaining agreements with Minnesota Public Employee Association, representing the Courthouse Unit, Highway & Solid Waste & Recycling Unit, Licensed Essential Unit and Nonlicensed Essential Unit, for the period of January 1 through December 31, 2021~~
- f. ~~Adopt Resolution 2021-17 establishing 2021 wage increases for non-union employees~~
- g. ~~Adopt Resolution 2021-18 approving #7000 Waseca County Emergency Response Plan~~
- h. Approve reclassification of Public Works Director/County Engineer to a grade 19
- i. Approve purchase agreement with Waseca Area Senior Center in the amount of \$11,3641.48.

Brian Zabel, Feed Lot Officer, requested to set a date and time for a Public Hearing to set a fee for electronic testing for manure and pesticide licensing. Krause moved and Christopherson seconded to set the hearing date for March 16, 2021 at 9:45 a.m. Motion carried unanimously.

At 9:45 a.m., a Public Hearing was held to set a \$250.00 Administrative Forfeiture Fee, plus \$5.00 per day for vehicle or property held by the Sheriff's Office.

The Hearing was opened at 9:47 a.m. for public comment. There was no public comment. The Public Hearing was closed at 9:49 a.m. Krause moved and Christopherson seconded to approve the fees as presented. Motion carried unanimously.

Mark Leiferman, Planning & Zoning Administrator, presented a Conditional Use Permit Request for Winegar Family LTD Partnership and Everson Garden LLC in Section 11 of St. Mary Township. Having previously reviewed the findings of fact and criteria, the Board dispensed with the formal readings. Nelson moved and Christopherson seconded to approve the criteria as presented. Motion carried unanimously.

Nelson moved and Krause seconded to approve the Conditional Use Permit for Winegar Family LTD Partnership and Everson Garden LLC. Motion carried unanimously.

Alan Forsberg, Interim Public Works Director, presented bids that were received for a mill and overlay project on CSAH 4, Snake Trail Road. Forsberg recommended awarding the project to the low bidder, Ulland Brothers. Christopherson moved and Nelson seconded to adopt Resolution 2021-15 to award the bid to Ulland Brothers in the amount of \$1,598,987.20. Motion carried unanimously.

RESOLUTION #2021-15

Whereas, CSAH 4, Snake Trail, from Clear Lake to CSAH 10 pavement is in poor condition and a mill and overlay is needed to preserve and improve the pavement; and

Whereas, CSAH Regular funds have been budgeted for this work, now

Therefore, this contract is awarded to Ulland Brothers Construction

Alan Forsberg, Interim Public Works Director, requested adoption of a resolution authorizing the County Engineer to acquire right-of-way easements for the CSAH 41 project. Krause moved and Christopherson seconded to adopt Resolution #2021-14 to approve the right-of-way acquisition. Motion carried unanimously.

RESOLUTION # 2021-14

Whereas, CSAH 41 from just south of the railroad tracks is in very poor condition and does not meet State Aid standards, and

Whereas, an additional 16.5' of right of way is needed on both sides of the road to construct the project, now

Therefore, the County Engineer is authorized to acquire this right of way.

Alan Forsberg, Interim Public Works Director, presented bids that were received for asphalt emulsion for seal coating projects. Forsberg recommended awarding the bid to the low bidder, H.G. Meigs, in the amount of \$151,200.00. Harguth moved and Christopherson seconded to adopt Resolution #2021-13 to award the bid. Motion carried unanimously.

RESOLUTION # 2021-13

Whereas, seal coating of bituminous roads is an important maintenance practice which preserves bituminous road pavement, and

Whereas funds have been budgeted for this purchase, now

Therefore resolved, the Waseca County Board of Commissioners awards the contract to H.G. Meigs, the low bidder.

Mr. Forsberg shared information on the following items:

- Motor Grader for Waldorf
- Pup Trailer
- Rubber Tire Roller
- Tractor with Mower and Loader
- Salt Sheds Janesville and New Richland
- Fuel Systems

Michael Johnson provided an administrative update.

Melissa Sexton, Human Resources Manager, provided an HR Update.

Melissa Sexton, Human Resources Manager, gave an overview of the collective bargaining agreements and requested adoption of a resolution to approve agreements. Nelson moved and Harguth seconded to adopt Resolution #2021-16 approve the collective bargaining contracts with the Waseca County Courthouse Unit, Licensed Essential Unit and Non-licensed Essential Unit. Motion carried unanimously.

RESOLUTION #2021-16

WHEREAS, the negotiation team representing Waseca County and Minnesota Public Employees Association representing the Waseca County Courthouse Unit, Licensed Essential Unit and Non-licensed Essential Unit, have reached a tentative settlement on the terms of an agreement for the period of January 1, 2021 through December 31, 2021; and

WHEREAS, representatives of the Courthouse Unit, Licensed Essential Unit and Non-licensed Essential Unit, have ratified the agreement; and

WHEREAS, the settlement is recommended by the Human Resource Director, Melissa Sexton, and the County Administrator, Michael Johnson.

NOW THEREFORE BE IT RESOLVED, by the Board of Commissioners, in and for the County of Waseca, Minnesota, hereby authorize to execute and implement the terms of the Bargaining Agreements.

Melissa Sexton, Human Resources Manager, requested adoption of a resolution to approve wage increases for non-union employees, to mirror the union contracts. Harguth moved and Christopherson seconded to adopt Resolution 2021-17. Motion carried unanimously.

RESOLUTION #2021-17

WHEREAS, the Board established an intent to maintain a competitive compensation schedule for County employees within the County’s Classification and Compensation system; and,

WHEREAS, the compensation adjustments of non-union employees, unclassified employees, appointed positions and department heads for 2021 need to be established; and,

WHEREAS, the Human Resource Director has recommended to the Waseca County Board of Commissioners that the potential salary adjustments of non-union employees, unclassified employees, appointed positions and department heads be increased as described below, except for specific exclusions as are on file in Human Resources:

NOW, THEREFORE, BE IT RESOLVED that effective March 2, 2021, non-union employees, unclassified employees, appointed positions and department heads shall be adjusted as follows: Eligible employees shall receive a 1.5% general wage adjustment within their salary grade, effective at the beginning of the first full pay period following January 1, 2021. Employees’ wages will be adjusted by 1.0% within their salary grade, effective at the beginning of the first full pay period in March 2021. In no event may an employee move beyond the max pay of the pay grade; and,

BE IT FURTHER RESOLVED that the 2021 Salary Ranges for the Waseca County Classification and Compensation Plan shall be adjusted by .5% general increase with an adjustment to the spread of the min and max to 30%, effective January 1, 2021.

Melissa Sexton, Human Resources Manager, requested adoption of a resolution to adopt an Emergency Response Plan for Waseca County. Nelson moved and Christopherson seconded to adopt Resolution 2021-18 approving the Emergency Response Plan. Motion carried unanimously.

RESOLUTION #2021-18

WHEREAS, the Waseca County Board of Commissioners has authority to establish and revise county personnel policies; and

WHEREAS, this policy recommendation has been reviewed in consultation with the management team, and

WHEREAS, the County Human Resources Department recommends the adoption of the Emergency Response Plan to establish a continuing state of readiness for the protection of Waseca County employees and the public in all Waseca County buildings in an event of an emergency situation.

NOW, THEREFORE, BE IT RESOLVED Waseca County shall adopt the following personnel policy effective March 2, 2021:

SECTION: HEALTH, SAFETY & EMERGENCY

1. #7000 Waseca County Emergency Response Plan

Commissioner Reports were shared.

Nelson moved and Krause seconded to close the meeting at 10:44 a.m. per M.S.13.D.05, sub. 3(a) to conduct a performance review of Michael Johnson, County Administrator. Motion carried unanimously. The closed session ended at 11:39 a.m.

Christopherson moved and Nelson seconded to follow the strategy as discussed in the closed session. Motion carried unanimously.

Having no further county board business, Krause moved and Harguth seconded the motion to adjourn the meeting. Motion carried unanimously and meeting adjourned at 11:40 a.m.

DeAnne Malterer, Chairperson
Waseca County Board of Commissioners

ATTEST:

Tamara J. Spooner, Clerk
Waseca County Auditor/Treasurer

The following bills were audited and allowed:

A.H. HERMEL COMPANY	\$511.11
ADV CORRECTIONAL HEALTHCARE INC	3,119.70
ASSOC OF MN COUNTIES	258.00
AVENU ENTERPRISE SOLUTIONS LLC	720.00
BOMGAARS SUPPLY	343.36
BOSS SUPPLY OF JANESVILLE INC	221.45
CDW GOVERNMENT INC	307.31
COLE PAPERS INC	347.00
CONSOLIDATED COMMUNICATIONS MN	69.70
CPS TECHNOLOGY SOLUTIONS INC	98.00
DIGGER ENTERPRISES LLP	17,510.00
EMERGENCY AUTOMOTIVE TECH, INC	3,191.91
GS DIRECT INC	540.31
H&H EXCAVATING INC	23,780.00
HAWK ALARM SYSTEMS INC	499.50
INNOVATIVE OFFICE SOLUTIONS LLC	347.79
INTEREUM	854.88
INTERNET CONNECTIONS	1,800.00
JANESVILLE HARDWARE LLC	121.24
JEAN STEFFENS	30.00

JOBS PLUS INC	207.76
LOFFLER	435.29
MATHESON	116.40
MIDWEST MOTOR SUPPLY CO INC	439.77
MN TRUCK & EQUIPMENT REPAIR	620.00
MJB HANSEN FAMILY LP	1,219.78
MN ASSOC OF CO FEEDLOT OFFICERS	125.00
MN COUNTIES COMPUTER COOP	3,867.50
MN SHERIFFS ASSOC	300.00
MN.IT SERVICES	1,300.00
NAPA AUTO PARTS MPEC	504.02
NO WAIT INSIDE LLC	29.00
NOW MICRO	318.68
POWERPLAN INC	200.38
RECOVERY TREK LLC	270.00
RINKE-NOONAN ATTORNEYS AT LAW	295.00
RIVER BEND BUSINESS PRODUCTS	320.38
RIVER VALLEY FORENSIC SERVICES PA	250.00
RS EDEN	68.55
RUSSELL GUSE	202.76
RWV SIGNS INC	975.00
SAFETY KLEEN SYSTEMS INC.	1,694.00
STOP STICK LTD	967.00
WALMART PYMT PROCESSING ATLANTA	46.42

WASECA COUNTY BOARD OF COMMISSIONERS

WORK SESSION – MARCH 2, 2021

The Waseca County Board of Commissioners met in a work session on Tuesday, March 2, 2021, in the public meeting room, 300 North State Street, Waseca, Minnesota. Members present were Chair DeAnne Malterer, Doug Christopherson; Brian Harguth; Blair Nelson and Brad Krause.

Others present were Michael Johnson, County Administrator; Tammy Spooner, Auditor-Treasurer; and Melissa Sexton, Human Resources Manager.

Chair Malterer called the Work Session to order at 8:30 a.m. Roll call was taken and the Pledge of Allegiance was recited.

Michael Johnson, Administrator, provided information regarding the position of County Ditch Inspector. Michael recommends creation of a document outlining priorities of the ditch authority. Discussion was held regarding priorities and the role of the Ditch Inspector.

The work session ended at 9:28 a.m.

DeAnne R. Malterer, Chairperson
Waseca County Board of Commissioners

ATTEST:

Tamara J. Spooner, Clerk
Waseca County Auditor/Treasurer

03/10/2021 14:38
5264aschauer

Waseca, MN
Vendor Warrant List Report

P 1
apwarrnt

DATE: 03/16/2021 CHECK RUN: C031621 AMOUNT: \$ 127,826.65

APPROVED BY: _____

03/10/2021 14:38
5264aschauer

Waseca, MN
PREPAID INVOICE LIST

P 2
apwarrnt

CHECK RUN: C031621 03/16/2021

VENDOR	VENDOR NAME	R	INVOICE	PO	TYPE	DUE DATE	AMOUNT	CHECK COMMENT
CASH ACCOUNT: 99000000 1001			Cash					
287	FIRST NATIONAL	00000	2/21 STMNT		DD	03/19/2021	117.89	1001 BCA DMT RECERTIFIC
424	FIRST NATIONAL	00000	2/21 STMNT		DD	03/19/2021	166.18	1002 EMPLOYEE RECOGNITI
457	FIRST NATIONAL	00000	2/21 STMNT		DD	03/19/2021	36.62	1003 SQUAD FUEL
511	FIRST NATIONAL	00000	2/21 STMNT		DD	03/19/2021	38.36	1004 SQUAD FUEL/PHONE C
1152	FIRST NATIONAL	00000	2/21 STMNT		DD	03/19/2021	308.00	1005 POSTAGE TO MAIL DR
1722	FIRST NATIONAL	00000	2/21 STMNT		DD	03/19/2021	102.99	1006 STAMPS/TACTICAL VE
2094	FIRST NATIONAL	00000	2/21 STMNT		DD	03/19/2021	97.25	1007 DMT RECERTIFICATIO
3151	FIRST NATIONAL	00000	2/21 STMNT		DD	03/19/2021	432.71	1008 EAR PLUGS/WIRING H
3915	FIRST NATIONAL	00000	2/21 STMNT		DD	03/19/2021	30.52	1009 SQUAD FUEL
3919	FIRST NATIONAL	00000	2/21 STMNT		DD	03/19/2021	477.00	1010 STAMPS FOR PASSPOR
354	FIRST NATIONAL	00000	2/21 STMNT		DD	03/19/2021	410.60	1011 POSTAGE/TYPEWRITER
4874	FIRST NATIONAL	00000	2/21 STMNT		DD	03/19/2021	949.92	1012 NEEDLES/ESSENTIAL
634	FIRST NATIONAL	00000	2/21 STMNT		DD	03/19/2021	1,165.86	1013 EH MGR SOFTWARE/TO
570	FIRST NATIONAL	00000	2/21 STMNT		DD	03/19/2021	501.41	1015 FORMS/AED CABINET/
364	FIRST NATIONAL	00000	2/21 STMNT		DD	03/19/2021	251.38	1016 REPAIR & SUPPLIES
2065	FIRST NATIONAL	00000	2/21 STMNT		DD	03/19/2021	64.94	1017 SQUAD FUEL
CASH ACCOUNT 99000000 1001							5,151.63	TOTAL

03/10/2021 14:38
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Waseca, MN
| DETAIL INVOICE LIST

P 3
| apwarrnt

CASH ACCOUNT: 99000000 1001

Cash

CHECK RUN: C031621 03/16/2021

DUE DATE: 03/10/2021

VENDOR	G/L ACCOUNTS	R	PO	TYPE	DUE DATE	INVOICE/AMOUNT	CHECK
3653 A.H. HERMEL COMPANY	00000			EFT	03/16/2021	864394	
1 25257000 6807	JailCntn			JailCanMis		158.82	
	Invoice Net					158.82	
				CHECK TOTAL			158.82
3653 A.H. HERMEL COMPANY	00000			EFT	03/16/2021	863477	
1 25257000 6807	JailCntn			JailCanMis		309.93	
	Invoice Net					309.93	
3653 A.H. HERMEL COMPANY	00000			EFT	03/16/2021	863330	
1 25257000 6807	JailCntn			JailCanMis		69.00	
	Invoice Net					69.00	
				CHECK TOTAL			378.93
4915 AMAZON CAPITAL SERVICE	00000			INV	03/16/2021	1RPH-31HP-CWRY	
1 01451451 6401	PHNrsng			OffcSuppls		15.97	
	Invoice Net					15.97	
4915 AMAZON CAPITAL SERVICE	00000			INV	03/16/2021	1KLO-TQKX-P4PL	
1 01451457 6401	PHP			OffcSuppls		19.73	
	Invoice Net					19.73	
				CHECK TOTAL			35.70
1904 AMERICAN LEGAL PUBLISH	00001			INV	03/10/2021	6770	
1 01107000 6260	P&Z			ProTechSvc		203.00	
	Invoice Net					203.00	
1904 AMERICAN LEGAL PUBLISH	00001			INV	03/10/2021	6721	
1 01107000 6260	P&Z			ProTechSvc		1,350.00	
	Invoice Net					1,350.00	
				CHECK TOTAL			1,553.00
670 AMERICAN SOLUTIONS FOR	00001			INV	03/16/2021	INV05195582	
1 01041000 6401	Aud-Treas			OffcSuppls		1,307.54	
	Invoice Net					1,307.54	
				CHECK TOTAL			1,307.54
1143 APG MEDIA OF SOUTHERN	00000			INV	03/10/2021	10711-0221	
1 13320000 6240	HwyEng/Con			AdLgNt/Sub		45.75	
	Invoice Net					45.75	
				CHECK TOTAL			45.75
1548 ARNOLD'S SUPPLY AND KL	00000			INV	03/16/2021	629523-1	
1 01111000 6410	CHBldgMtc			CstBldgSpp		27.20	
2 01112000 6410	LEBldgMtc			CstBldgSpp		27.20	
3 01115000 6410	EABldMtc			CstBldgSpp		27.20	
4 01116000 6410	ExtBldMtc			CstBldgSpp		27.20	
5 01117000 6410	HSPHBldgMt			CstBldgSpp		27.20	
	Invoice Net					136.00	
				CHECK TOTAL			136.00

03/10/2021 14:38
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Waseca, MN
| DETAIL INVOICE LIST

P 4
| apwarrnt

CASH ACCOUNT: 99000000 1001

Cash

CHECK RUN: C031621 03/16/2021 DUE DATE: 03/10/2021

VENDOR	G/L ACCOUNTS	R	PO	TYPE	DUE DATE	INVOICE/AMOUNT	CHECK
70	ASSOC OF MN COUNTIES S	00000		INV	03/16/2021	58242	
	1 01031000 6241			CoAdmn	CnfTrngRgD	75.00	
				Invoice Net		75.00	
70	ASSOC OF MN COUNTIES S	00000		INV	03/16/2021	58240	
	1 01002000 6241			Commsnrs	CnfTrngRgD	75.00	
				Invoice Net		75.00	
70	ASSOC OF MN COUNTIES S	00000		INV	03/16/2021	58243	
	1 01002000 6241			Commsnrs	CnfTrngRgD	75.00	
				Invoice Net		75.00	
70	ASSOC OF MN COUNTIES S	00000		INV	03/16/2021	58241	
	1 01002000 6241			Commsnrs	CnfTrngRgD	75.00	
				Invoice Net		75.00	
				CHECK TOTAL		300.00	_____
2401	APH STORES, INC.	00000		INV	03/10/2021	5064050 2/25/21	
	1 13340000 6565			HwyEqMt/Sh	OthRepSppl	178.29	
				Invoice Net		178.29	
				CHECK TOTAL		178.29	_____
2809	BAKER TILLY LLP	00000		EFT	03/16/2021	BT1762747	
	1 01062000 6267			CenSvcs	StAudtng	1,005.00	
				Invoice Net		1,005.00	
				CHECK TOTAL		1,005.00	_____
7771	BLAIR NELSON	00000		INV	03/16/2021	2/21_STMNT	
	1 01002000 6201			Commsnrs	CelTelPhn	26.40	
				Invoice Net		26.40	
				CHECK TOTAL		26.40	_____
1713	BOCKS SERVICE INC	00000		INV	03/16/2021	2/28_STMNT	
	1 01201226 6566			TrvExpShrf	Gas	127.36	
	2 01201223 6471			ShrfEqRepM	Tires	1,061.46	
	3 01201201 6260			GenSheriff	ProTechSvc	640.00	
				Invoice Net		1,828.82	
				CHECK TOTAL		1,828.82	_____
4469	BRITTON PLUMBING & HEA	00000		INV	03/16/2021	999980	
	1 01112000 6310			LEBldgMtc	EqRepMtc	357.28	
				Invoice Net		357.28	
4469	BRITTON PLUMBING & HEA	00000		INV	03/16/2021	999981	
	1 01112000 6310			LEBldgMtc	EqRepMtc	17.76	
				Invoice Net		17.76	
				CHECK TOTAL		375.04	_____
400	BUDACH IMPLEMENT INC	00000		INV	03/10/2021	ARWA20 2/25/21	
	1 13340000 6564			HwyEqMt/Sh	MchVehPrts	47.42	
				Invoice Net		47.42	

03/10/2021 14:38
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Waseca, MN
| DETAIL INVOICE LIST

P 5
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CASH ACCOUNT: 99000000 1001

Cash

CHECK RUN: C031621 03/16/2021

DUE DATE: 03/10/2021

VENDOR	G/L ACCOUNTS	R	PO	TYPE	DUE DATE	INVOICE/AMOUNT	CHECK
						CHECK TOTAL	47.42
5968	CARDINAL HEALTH 110, L	00000		INV	03/10/2021	4220459	
	1 01451451 6430			PHNrsng	Mdc1Sppls	423.19	
				Invoice Net		423.19	
						CHECK TOTAL	423.19
4624	CDW GOVERNMENT INC	00000		INV	03/16/2021	8284857	
	1 25104000 6480			RcrdrTech	NonCapInv	1,765.12	
				Invoice Net		1,765.12	
4624	CDW GOVERNMENT INC	00000		INV	03/16/2021	8181471	
	1 01061061 6401			ITTechnlgy	OffcSuppls	182.37	
				Invoice Net		182.37	
						CHECK TOTAL	1,947.49
2266	CENTRAL STATES WIRE PR	00000		INV	03/16/2021	49926	
	1 19393000 6465			Recycling	ReplSupSvc	3,160.05	
				Invoice Net		3,160.05	
						CHECK TOTAL	3,160.05
308	CHRISTENSEN TIRE & AUT	00000		INV	03/10/2021	0528 2/26/21	
	1 13340000 6563			HwyEqMt/Sh	TrTbsBatt	246.75	
				Invoice Net		246.75	
						CHECK TOTAL	246.75
2445	COMMUNITY COMPLIANCE M	00000		INV	03/16/2021	FEB21A-WSC	
	1 01254000 6264			ElecMonit	ElecMntrg	598.00	
				Invoice Net		598.00	
						CHECK TOTAL	598.00
485	CRYSTEEL TRUCK EQUIPME	00000		EFT	03/16/2021	LP202745	
	1 01119000 6590			Fleet	TlsEquip	70.00	
				Invoice Net		70.00	
						CHECK TOTAL	70.00
498	DEANNE MALTERER	00000		EFT	03/16/2021	2/28 STMT	
	1 01002000 6334			Commsnrs	Mileage	12.43	
				Invoice Net		12.43	
						CHECK TOTAL	12.43
4216	DELL MARKETING L.P.	00000		INV	03/16/2021	10469165802	
	1 01061061 6480			ITTechnlgy	NonCapInv	8,260.48	
				Invoice Net		8,260.48	
						CHECK TOTAL	8,260.48
420	DEML FORD INC	00000		INV	03/16/2021	143682	
	1 01281000 6560			EmrgyMgmt	AutoRep	167.00	
				Invoice Net		167.00	

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Waseca, MN
| DETAIL INVOICE LIST

P 6
| apwarrnt

CASH ACCOUNT: 99000000 1001

Cash

CHECK RUN: C031621 03/16/2021 DUE DATE: 03/10/2021

VENDOR	G/L ACCOUNTS	R	PO	TYPE	DUE DATE	INVOICE/AMOUNT	CHECK
420	DEML FORD INC	00000		INV	03/16/2021	143795	
	1 01121000 6310			Vets Svcs	EqRepMtc	77.20	
				Invoice Net		77.20	
420	DEML FORD INC	00000		INV	03/16/2021	351505 2/28/21	
	1 01201223 6310			ShrfEqRepM	SqRepMtc	3,910.06	
				Invoice Net		3,910.06	
				CHECK TOTAL		4,154.26	_____
1155	DENNIS FUNERAL HOMES	00000		INV	03/16/2021	3/3/21 TRANSPORTS	
	1 01211000 6260			Coroner	ProTechSvc	1,860.00	
				Invoice Net		1,860.00	
				CHECK TOTAL		1,860.00	_____
8580	DENNISON TECHNOLOGY GR	00000		INV	03/16/2021	2-6648	
	1 01061061 6340			ITTechnlgy	RntSvcAgrt	35.00	
				Invoice Net		35.00	
				CHECK TOTAL		35.00	_____
347	DUANE RATHMANN	00000		INV	03/10/2021	3/4/21 STMNT	
	1 01107000 6111			P&Z	PerDiems	80.00	
	2 01107000 6334			P&Z	Mileage	1.12	
				Invoice Net		81.12	
				CHECK TOTAL		81.12	_____
2375	JOEL D EATON	00000		INV	03/16/2021	51	
	1 25252101 6260			DrgCrtFed	ProTechSvc	330.00	
				Invoice Net		330.00	
				CHECK TOTAL		330.00	_____
1007	EMERGENCY AUTOMOTIVE T	00000		INV	03/16/2021	AW011521-1	
	1 01201201 6670			GenSheriff	Vehicles	10,751.44	
				Invoice Net		10,751.44	
				CHECK TOTAL		10,751.44	_____
1673	HOUSTON ENGINEERING IN	00000		INV	03/19/2021	0052448	
	1 25102000 6260			BootCreek	ProTechSvc	4,035.50	
				Invoice Net		4,035.50	
				CHECK TOTAL		4,035.50	_____
8615	HUMBOLDT MFG CO	00001		INV	03/10/2021	335133	
	1 13320000 6501			HwyEng/Con	EngSurSppl	31.83	
				Invoice Net		31.83	
				CHECK TOTAL		31.83	_____
1315	IDENTISYS, INC	00000		INV	03/19/2021	513713	
	1 25259000 6401			PermtCrry	OffcSuppls	293.61	
				Invoice Net		293.61	

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CASH ACCOUNT: 99000000 1001

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CHECK RUN: C031621 03/16/2021

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VENDOR	G/L ACCOUNTS	R	PO	TYPE	DUE DATE	INVOICE/AMOUNT	CHECK
						CHECK TOTAL	293.61
235	INNOVATIVE OFFICE SOLU	00000		INV	03/19/2021	IN3275286	
	1 01101000 6401			Rcrdr	OffcSuppls	25.37	
				Invoice Net		25.37	
235	INNOVATIVE OFFICE SOLU	00000		INV	03/19/2021	IN3262254	
	1 01041000 6401			Aud-Treas	OffcSuppls	14.05	
				Invoice Net		14.05	
235	INNOVATIVE OFFICE SOLU	00000		INV	03/19/2021	IN3273322	
	1 01091000 6401			Attrny	OffcSuppls	75.57	
				Invoice Net		75.57	
235	INNOVATIVE OFFICE SOLU	00000		INV	03/19/2021	IN3269908	
	1 01031000 6401			CoAdmn	OffcSuppls	116.54	
	2 01065000 6401			HumnRsrcls	OffcSuppls	85.47	
				Invoice Net		202.01	
235	INNOVATIVE OFFICE SOLU	00000		INV	03/19/2021	IN3270013	
	1 01201229 6475			OffSupShrf	AdmnOffSpl	.98	
				Invoice Net		.98	
235	INNOVATIVE OFFICE SOLU	00000		INV	03/19/2021	IN3277008	
	1 25259000 6401			PermtCrry	OffcSuppls	25.04	
				Invoice Net		25.04	
235	INNOVATIVE OFFICE SOLU	00000		INV	03/19/2021	IN3271761	
	1 25259000 6401			PermtCrry	OffcSuppls	152.51	
				Invoice Net		152.51	
235	INNOVATIVE OFFICE SOLU	00000		INV	03/19/2021	IN3267518	
	1 01042000 6401			LicBureau	OffcSuppls	74.89	
				Invoice Net		74.89	
235	INNOVATIVE OFFICE SOLU	00000		INV	03/19/2021	IN3279105	
	1 25259000 6401			PermtCrry	OffcSuppls	10.81	
				Invoice Net		10.81	
235	INNOVATIVE OFFICE SOLU	00000		INV	03/16/2021	IN3273112	
	1 01451457 6401			PHP	OffcSuppls	46.16	
				Invoice Net		46.16	
235	INNOVATIVE OFFICE SOLU	00000		INV	03/19/2021	IN3271173	
	1 01061061 6401			ITTechnlgy	OffcSuppls	79.04	
				Invoice Net		79.04	
235	INNOVATIVE OFFICE SOLU	00000		INV	03/19/2021	IN3272709	
	1 01061061 6401			ITTechnlgy	OffcSuppls	125.41	
				Invoice Net		125.41	
235	INNOVATIVE OFFICE SOLU	00000		INV	03/19/2021	IN3278825	
	1 01061061 6401			ITTechnlgy	OffcSuppls	3.42	
				Invoice Net		3.42	
235	INNOVATIVE OFFICE SOLU	00000		INV	03/19/2021	IN3278706	
	1 01061061 6401			ITTechnlgy	OffcSuppls	110.60	
				Invoice Net		110.60	
235	INNOVATIVE OFFICE SOLU	00000		INV	03/10/2021	IN3267212	
	1 13310000 6401			HwyAdmin	OffcSuppls	160.44	
				Invoice Net		160.44	

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CASH ACCOUNT: 99000000 1001

Cash

CHECK RUN: C031621 03/16/2021

DUE DATE: 03/10/2021

VENDOR	G/L ACCOUNTS	R	PO	TYPE	DUE DATE	INVOICE/AMOUNT	CHECK
						CHECK TOTAL	1,106.30
985 JANE T HOFMEISTER		00000		INV	03/19/2021	2/25_STMNT	
1 01201229 6475				OffSupShrf	AdmnOffSpl	182.00	
				Invoice Net		182.00	
						CHECK TOTAL	182.00
301 JANESVILLE HARDWARE LL		00000		INV	03/10/2021	3/1/21_STMNT	
1 13340000 6565				HwyEqMt/Sh	OthRepSpl	85.76	
				Invoice Net		85.76	
						CHECK TOTAL	85.76
1972 JANESVILLE TIRE SERVIC		00000		INV	03/10/2021	2/28/21_STMNT	
1 13340000 6563				HwyEqMt/Sh	TrTbsBatt	567.00	
				Invoice Net		567.00	
						CHECK TOTAL	567.00
8327 JESSE JENNINGS		00000		INV	03/19/2021	2/26/21_STMNT	
1 01091000 6241				Attrny	CnfTrngRgD	118.00	
				Invoice Net		118.00	
						CHECK TOTAL	118.00
2670 JOBS PLUS INC		00000		EFT	03/10/2021	2/21_STMNT	
1 01111000 6260				CHBldgMtc	ProTechSvc	213.38	
				Invoice Net		213.38	
						CHECK TOTAL	213.38
1237 MIDWEST MOTOR SUPPLY C		00000		INV	03/10/2021	8676720	
1 13340000 6562				HwyEqMt/Sh	OthAutoSup	89.96	
				Invoice Net		89.96	
						CHECK TOTAL	89.96
3891 LEON SCHOENROCK		00000		INV	03/10/2021	3/4/21_STMNT	
1 01107000 6111				P&Z	PerDiems	80.00	
2 01107000 6334				P&Z	Mileage	15.68	
				Invoice Net		95.68	
						CHECK TOTAL	95.68
4813 LESUEUR COUNTY SHERIFF		00000		INV	03/10/2021	108	
1 01201217 6258				ShrfBrdPrs	OtCoInmts	110.00	
				Invoice Net		110.00	
						CHECK TOTAL	110.00
2336 LOFFLER		00001		INV	03/19/2021	3664818	
1 01062000 6341				CenSvcs	CopierMain	169.85	
				Invoice Net		169.85	
						CHECK TOTAL	169.85

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CASH ACCOUNT: 99000000 1001

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CHECK RUN: C031621 03/16/2021

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VENDOR	G/L ACCOUNTS	R	PO	TYPE	DUE DATE	INVOICE/AMOUNT	CHECK
8471	MACPO JACKSON CO	00000		INV	03/19/2021	0168	
	1 01252000 6241			CrtSvcs	CnfTrngRgD	700.00	
	2 25252103 6241			DrgCrtDWI	CnfTrngRgD	40.00	
	3 25252000 6241			CrtSvcs	CnfTrngRgD	40.00	
				Invoice Net		780.00	
				CHECK TOTAL			780.00
2655	MARK BEHREND	00000		INV	03/19/2021	3/1/21 STMT	
	1 41610000 6260			Ditch	ProTechSvc	907.50	
	2 41610000 6334			Ditch	Mileage	39.20	
				Invoice Net		946.70	
				CHECK TOTAL			946.70
3672	MARK SOMMERS	00000		INV	03/10/2021	3/4/21 STMT	
	1 01107000 6111			P&Z	PerDiems	80.00	
	2 01107000 6334			P&Z	Mileage	10.42	
				Invoice Net		90.42	
				CHECK TOTAL			90.42
3890	MARVIN PEARSON	00000		INV	03/10/2021	3/4/21 STMT	
	1 01107000 6111			P&Z	PerDiems	80.00	
	2 01107000 6334			P&Z	Mileage	14.34	
				Invoice Net		94.34	
				CHECK TOTAL			94.34
4591	MATHESON	00001		INV	03/10/2021	23142843	
	1 13340000 6590			HwyEqMt/Sh	TlsShpMat	47.00	
				Invoice Net		47.00	
				CHECK TOTAL			47.00
2	MEI TOTAL ELEVATOR SOL	00000		EFT	03/10/2021	896998	
	1 01111000 6340			CHBldgMtc	RntSvcAgrt	143.52	
	2 01112000 6340			LEBldgMtc	RntSvcAgrt	143.51	
	3 01117000 6340			HSPHBldgMt	RntSvcAgrt	143.52	
				Invoice Net		430.55	
2	MEI TOTAL ELEVATOR SOL	00000		EFT	03/19/2021	899289	
	1 01111000 6310			CHBldgMtc	EqRepMtc	301.00	
				Invoice Net		301.00	
				CHECK TOTAL			731.55
2326	MENARDS-MANKATO	00000		INV	03/19/2021	92220	
	1 01112000 6310			LEBldgMtc	EqRepMtc	51.86	
				Invoice Net		51.86	
2326	MENARDS-MANKATO	00000		INV	03/19/2021	92304	
	1 01112000 6310			LEBldgMtc	EqRepMtc	2.02	
				Invoice Net		2.02	
				CHECK TOTAL			53.88

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CASH ACCOUNT: 99000000 1001

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CHECK RUN: C031621 03/16/2021 DUE DATE: 03/10/2021

VENDOR	G/L ACCOUNTS	R	PO	TYPE	DUE DATE	INVOICE/AMOUNT	CHECK
1287	MIDWEST MONITORING & S 1 25252000 6213	00001		INV	03/19/2021	DT0221140 126.25 126.25 CHECK TOTAL	126.25
4852	MN ASSOC FOR CHILDREN' 1 01451456 6260	00000		INV	03/10/2021	454 2,000.00 2,000.00 CHECK TOTAL	2,000.00
2017	MN COUNTIES COMPUTER C 1 01451451 6241	00000		EFT	03/10/2021	2103007 95.00 95.00 CHECK TOTAL	95.00
655	MN ENVIRONMENTAL HEALT 1 01451453 6241	00000		INV	03/10/2021	06432 40.00 40.00 CHECK TOTAL	40.00
4282	NUSS TRUCK GROUP INC 1 13340000 6310 2 13340000 6564	00000		INV	03/10/2021	37617B 2/28/21 2,425.55 6,008.39 8,433.94 CHECK TOTAL	8,433.94
4473	OVERHEAD DOOR CO OF MA 1 13340000 6260	00000		INV	03/10/2021	59637 1,354.40 1,354.40 CHECK TOTAL	1,354.40
4009	OWATONNA METAL RECYCLI 1 13340000 6564	00000		INV	03/10/2021	42794 46.80 46.80 CHECK TOTAL	46.80
269	PATTON HOVERSTEN & BER 1 25252101 6260	00000		INV	03/10/2021	31922-00N 40 550.00 550.00 CHECK TOTAL	550.00
2813	PEMBERTON, SORLIE, RUFER 1 01065000 6260	00000		INV	03/10/2021	20176309-000M 26 707.00 707.00 CHECK TOTAL	707.00
496	RICHARD POSSIN	00000		INV	03/10/2021	3/4/21 STMNT	

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CASH ACCOUNT: 99000000 1001

Cash

CHECK RUN: C031621 03/16/2021

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VENDOR	G/L ACCOUNTS	R	PO	TYPE	DUE DATE	INVOICE/AMOUNT	CHECK
	1 01107000 6111	P&Z		PerDiems		80.00	
	2 01107000 6334	P&Z		Mileage		16.24	
				Invoice Net		96.24	
				CHECK TOTAL			96.24
4574	RINKE-NOONAN ATTORNEYS	00000		INV	03/19/2021	324473	
	1 41610000 6260	Ditch		ProTechSvc		2,665.00	
				Invoice Net		2,665.00	
4574	RINKE-NOONAN ATTORNEYS	00000		INV	03/19/2021	324474	
	1 41610000 6260	Ditch		ProTechSvc		650.00	
				Invoice Net		650.00	
				CHECK TOTAL			3,315.00
1934	RIVER BEND BUSINESS PR	00000		INV	03/19/2021	520905	
	1 01062000 6341	CenSvcs		CopierMain		2.62	
				Invoice Net		2.62	
1934	RIVER BEND BUSINESS PR	00000		INV	03/19/2021	520855	
	1 01062000 6341	CenSvcs		CopierMain		101.76	
				Invoice Net		101.76	
				CHECK TOTAL			104.38
2862	ROBERT HANSEN	00000		INV	03/10/2021	3/1/21 STMNT	
	1 41610000 6260	Ditch		ProTechSvc		192.50	
	2 41610000 6334	Ditch		Mileage		29.12	
				Invoice Net		221.62	
				CHECK TOTAL			221.62
47	ROBERT VOGELSANG	00000		INV	03/10/2021	3/4/21 STMNT	
	1 01107000 6111	P&Z		PerDiems		80.00	
	2 01107000 6334	P&Z		Mileage		20.72	
				Invoice Net		100.72	
				CHECK TOTAL			100.72
2461	RODNEY BORN	00000		INV	03/10/2021	3/4/21 STMNT	
	1 01107000 6111	P&Z		PerDiems		80.00	
	2 01107000 6334	P&Z		Mileage		2.80	
				Invoice Net		82.80	
				CHECK TOTAL			82.80
681	RUPP ANDERSON SQUIRES	00000		INV	03/10/2021	12413	
	1 01107000 6260	P&Z		ProTechSvc		60.00	
				Invoice Net		60.00	
				CHECK TOTAL			60.00
848	RUSSELL J FREDERICK	00000		INV	03/10/2021	3/4/21 STMNT	
	1 01107000 6111	P&Z		PerDiems		80.00	
	2 01107000 6334	P&Z		Mileage		3.47	
				Invoice Net		83.47	

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CASH ACCOUNT: 99000000 1001

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CHECK RUN: C031621 03/16/2021

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VENDOR	G/L ACCOUNTS	R	PO	TYPE	DUE DATE	INVOICE/AMOUNT	CHECK
						CHECK TOTAL	83.47
<u>2766</u>	<u>SANOFI PASTEUR INC</u>	00000		INV	03/10/2021	<u>915034126</u>	
1	<u>01451451 6430</u>			PHNrsng	Mdc1Sppls	691.67	
				Invoice Net		691.67	
						CHECK TOTAL	691.67
<u>370</u>	<u>SCHOOL DIST 761 OWATON</u>	00000		INV	03/10/2021	<u>17386</u>	
1	<u>25252000 6241</u>			CrtSvcs	CnfTrngRgD	100.00	
				Invoice Net		100.00	
						CHECK TOTAL	100.00
<u>4772</u>	<u>SIWEK LUMBER & MILLWOR</u>	00000		INV	03/16/2021	<u>258746</u>	
1	<u>13320000 6501</u>			HwyEng/Con	EngSurSppl	400.00	
				Invoice Net		400.00	
						CHECK TOTAL	400.00
<u>1775</u>	<u>SOUTH CENTRAL SERVICE</u>	00000		INV	03/10/2021	<u>00038286</u>	
1	<u>01111000 6260</u>			CHBldgMtc	ProTechSvc	1,825.00	
				Invoice Net		1,825.00	
						CHECK TOTAL	1,825.00
<u>2668</u>	<u>SOUTHERN MINNESOTA INS</u>	00000		INV	03/16/2021	<u>17193</u>	
1	<u>13340000 6260</u>			HwyEqMt/Sh	ProTechSvc	1,017.80	
				Invoice Net		1,017.80	
						CHECK TOTAL	1,017.80
<u>4631</u>	<u>SPORTSMAN STOP</u>	00000		INV	03/16/2021	<u>41 2/21/21</u>	
1	<u>13340000 6412</u>			HwyEqMt/Sh	NatGs/Prpn	60.40	
2	<u>13340000 6566</u>			HwyEqMt/Sh	Gas	107.24	
3	<u>13340000 6567</u>			HwyEqMt/Sh	DslFuel	86.00	
				Invoice Net		253.64	
						CHECK TOTAL	253.64
<u>2241</u>	<u>STEELE CO DETENTION CE</u>	00000		INV	03/10/2021	<u>3/1/21 STMNT</u>	
1	<u>01201217 6258</u>			ShrfBrdPrs	OtCoInmts	1,092.50	
				Invoice Net		1,092.50	
						CHECK TOTAL	1,092.50
<u>4786</u>	<u>STEPHANIE ROEMHILDT</u>	00000		INV	03/10/2021	<u>3/4/21 STMNT</u>	
1	<u>01107000 6111</u>			P&Z	PerDiems	80.00	
2	<u>01107000 6334</u>			P&Z	Mileage	7.50	
				Invoice Net		87.50	
<u>4786</u>	<u>STEPHANIE ROEMHILDT</u>	00000		INV	03/10/2021	<u>3/4/21 STMNT 2</u>	
1	<u>01107000 6111</u>			P&Z	PerDiems	80.00	
				Invoice Net		80.00	
						CHECK TOTAL	167.50

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CASH ACCOUNT: 99000000 1001

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CHECK RUN: C031621 03/16/2021

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VENDOR	G/L ACCOUNTS	R	PO	TYPE	DUE DATE	INVOICE/AMOUNT	CHECK
72 STREICHERS		00000		INV	03/19/2021	11488087	
	1 01201214 6339			ShrfTrng	RegCsts	1,410.16	
				Invoice Net		1,410.16	
				CHECK TOTAL		1,410.16	_____
4767 THOMPSON SANITATION		00000		INV	03/19/2021	21464 3/1/21	
	1 19393000 6229			Recycling	Trucking	539.00	
	2 19391000 6254			TransStatn	RefRmvl	4,608.00	
	3 19391000 6254			TransStatn	RefRmvl	6,903.33	
				Invoice Net		12,050.33	
				CHECK TOTAL		12,050.33	_____
392 TOPPERS PLUS INC		00000		INV	03/16/2021	155273	
	1 13340000 6564			HwyEqMt/Sh	MchVehPrts	196.50	
				Invoice Net		196.50	
				CHECK TOTAL		196.50	_____
105 VINSON PLUMBING & HEAT		00000		INV	03/16/2021	3/1/21 STMNT	
	1 13340000 6410			HwyEqMt/Sh	CstBldgSpp	227.96	
				Invoice Net		227.96	
				CHECK TOTAL		227.96	_____
4746 VOIANCE LANGUAGE SERVI		00000		INV	03/10/2021	1292217	
	1 01201217 6803			ShrfBrdPrs	MiscExp	44.02	
				Invoice Net		44.02	
				CHECK TOTAL		44.02	_____
3102 WASECA, CITY OF		00000		INV	03/16/2021	2478	
	1 13330000 6920			HwyMntnc	MunMtcAgre	32,650.85	
				Invoice Net		32,650.85	
				CHECK TOTAL		32,650.85	_____
2812 WASECA MOTOR CO		00000		INV	03/10/2021	WAS307 3/1/21	
	1 13340000 6310			HwyEqMt/Sh	EqRepMtc	116.95	
	2 13340000 6564			HwyEqMt/Sh	MchVehPrts	77.55	
				Invoice Net		194.50	
				CHECK TOTAL		194.50	_____
2316 WASECA GLASS INC		00000		INV	03/10/2021	2521	
	1 01201201 6310			GenSheriff	EqRepMtc	464.23	
				Invoice Net		464.23	
2316 WASECA GLASS INC		00000		INV	03/19/2021	2563	
	1 01201201 6670			GenSheriff	Vehicles	160.00	
				Invoice Net		160.00	
				CHECK TOTAL		624.23	_____
4541 WASECA HARDWARE LLC		00000		INV	03/10/2021	900562 2/28/21	

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CASH ACCOUNT: 99000000 1001

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VENDOR	G/L ACCOUNTS	R	PO	TYPE	DUE DATE	INVOICE/AMOUNT	CHECK
1	13340000 6410			HwyEqMt/Sh Invoice Net		76.94 76.94	
						CHECK TOTAL	76.94
4541	WASECA HARDWARE LLC	00000		INV	03/10/2021	900551 2/28/21	
1	01111000 6410			CHBldgMtc		33.10	
2	01112000 6310			LEBldgMtc		16.99	
3	01112000 6410			LEBldgMtc		16.99	
4	01119000 6410			Fleet		1.30	
5	01521000 6509			CoParks		186.87	
6	01521000 6310			CoParks		42.55	
7	01201229 6476			OffSupShrf		2.40	
8	01201229 6475			OffSupShrf		59.99	
9	13340000 6410			HwyEqMt/Sh Invoice Net		69.99 430.18	
						CHECK TOTAL	430.18
304	WASECA SAND & GRAVEL I	00000		INV	03/10/2021	1528	
1	19391000 6602			TransStatn		171.80	
				GrndsImp Invoice Net		171.80	
						CHECK TOTAL	171.80
2312	WEST GROUP PAYMENT CTR	00000		INV	03/19/2021	843923276	
1	01091000 6453			Attrny		412.25	
				InfoLibChg Invoice Net		412.25	
2312	WEST GROUP PAYMENT CTR	00000		INV	03/19/2021	844004971	
1	01091000 6453			Attrny		652.71	
				InfoLibChg Invoice Net		652.71	
						CHECK TOTAL	1,064.96
4933	WRIGHT & ASSOCIATES LL	00000		INV	03/10/2021	3/1/21 STMNT	
1	25252101 6260			DrgCrtFed		1,417.18	
				ProTechSvc Invoice Net		1,417.18	
						CHECK TOTAL	1,417.18
=====							
117	INVOICES			CHECK RUN TOTAL		122,675.02	122,675.02
				CASH ACCOUNT BALANCE			9,810,704.47
=====							

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CHECK RUN: C031621 03/16/2021

DUE DATE: 03/10/2021

FUND	ORG	ACCOUNT	AMOUNT	AVLB	BUDGET	
01	01002000	County Commissione	01-002-010-000-0000-0000-6201-	Cell/Telephone	26.40	-149.27
01	01002000	County Commissione	01-002-010-000-0000-0000-6241-	Conference/Trainig/Reg	225.00	195.00
01	01002000	County Commissione	01-002-010-000-0000-0000-6334-	Mileage	12.43	2,913.30
01	01031000	County Administrat	01-031-010-000-0000-0000-6241-	Conference/Trainig/Reg	75.00	2,214.00
01	01031000	County Administrat	01-031-010-000-0000-0000-6401-	Office Supplies	116.54	54.63
01	01041000	Auditor-Treasurer	01-041-010-000-0000-0000-6401-	Office Supplies	1,321.59	2,181.14
01	01042000	License Bureau	01-042-010-000-0000-0000-6401-	Office Supplies	74.89	-457.18
01	01061061	IT Technology	01-061-010-061-0000-0000-6340-	Rentals & Service Agre	35.00	.00
01	01061061	IT Technology	01-061-010-061-0000-0000-6401-	Office Supplies	500.84	-3,742.69
01	01061061	IT Technology	01-061-010-061-0000-0000-6480-	Non-Capitalized Invent	8,260.48	-10,207.87
01	01062000	Central Services	01-062-010-000-0000-0000-6267-	State Auditing	1,005.00	3,702.00
01	01062000	Central Services	01-062-010-000-0000-0000-6341-	Copier Maintenance	274.23	-10,230.54
01	01065000	Human Resources	01-065-010-000-0000-0000-6260-	Prof & Tech Services	707.00	17,999.42
01	01065000	Human Resources	01-065-010-000-0000-0000-6401-	Office Supplies	85.47	-1,191.44
01	01091000	Attorney	01-091-010-000-0000-0000-6241-	Conference/Trainig/Reg	118.00	2,351.00
01	01091000	Attorney	01-091-010-000-0000-0000-6401-	Office Supplies	75.57	530.41
01	01091000	Attorney	01-091-010-000-0000-0000-6453-	Information/Library Ch	1,064.96	2,062.47
01	01101000	Recorder	01-101-010-000-0000-0000-6401-	Office Supplies	25.37	635.63
01	01107000	Planning and Zonin	01-107-010-000-0000-0000-6111-	Per Diems	800.00	-2,225.00
01	01107000	Planning and Zonin	01-107-010-000-0000-0000-6260-	Prof & Tech Services	1,613.00	12,718.89
01	01107000	Planning and Zonin	01-107-010-000-0000-0000-6334-	Mileage	92.29	1,036.20
01	01111000	Courthouse Buildin	01-111-010-000-0000-0000-6260-	Prof & Tech Services	2,038.38	469.97
01	01111000	Courthouse Buildin	01-111-010-000-0000-0000-6310-	Equipment Repairs/Main	301.00	6,285.14
01	01111000	Courthouse Buildin	01-111-010-000-0000-0000-6340-	Rentals & Service Agre	143.52	138.20
01	01111000	Courthouse Buildin	01-111-010-000-0000-0000-6410-	Custodial & Building S	60.30	-163.75
01	01112000	Law Enforcement Bu	01-112-020-000-0000-0000-6310-	Equipment Repairs/Main	445.91	2,661.50
01	01112000	Law Enforcement Bu	01-112-020-000-0000-0000-6340-	Rentals & Service Agre	143.51	99.55
01	01112000	Law Enforcement Bu	01-112-020-000-0000-0000-6410-	Custodial/Building Sup	44.19	-811.04
01	01115000	East Annex Buildin	01-115-010-000-0000-0000-6410-	Custodial/Building Sup	27.20	-1,132.65
01	01116000	Extension Building	01-116-090-000-0000-0000-6410-	Custodial/Building Sup	27.20	-101.28
01	01117000	Hman Svcs/Pub Hlth	01-117-050-000-0000-0000-6340-	Rentals & Service Agre	143.52	1,229.88
01	01117000	Hman Svcs/Pub Hlth	01-117-050-000-0000-0000-6410-	Custodial/Building Sup	27.20	-3,381.51
01	01119000	Fleet	01-119-010-000-0000-0000-6410-	Custodial/Building Sup	1.30	.00
01	01119000	Fleet	01-119-010-000-0000-0000-6590-	Tools & Shop Equipment	70.00	2,810.92
01	01121000	Veterans Services	01-121-010-000-0000-0000-6310-	Equipment Repairs/Main	77.20	-1,235.17
01	01201201	General Sheriff	01-201-020-201-0000-0000-6260-	Prof & Tech Services	640.00	19,662.90
01	01201201	General Sheriff	01-201-020-201-0000-0000-6310-	Equipment Repairs/Main	464.23	.00
01	01201201	General Sheriff	01-201-020-201-0000-0000-6670-	Vehicles	10,911.44	-256,453.90
01	01201214	Sheriff Training	01-201-020-214-0000-0000-6339-	Registration Costs	1,410.16	14,016.45
01	01201217	Sheriff Board of P	01-201-020-217-0000-0000-6258-	Out Of County Inmates	1,202.50	41,679.38
01	01201217	Sheriff Board of P	01-201-020-217-0000-0000-6803-	Miscellaneous Expense	44.02	7,542.00
01	01201223	Sheriff Eqpmnt Rep	01-201-020-223-0000-0000-6310-	Squad Repairs/Maintena	3,910.06	3,652.63
01	01201223	Sheriff Eqpmnt Rep	01-201-020-223-0000-0000-6471-	Tires	1,061.46	-4,284.04
01	01201226	Travel Expenditure	01-201-020-226-0000-0000-6566-	Gas	127.36	13,161.24
01	01201229	Office Supplies, S	01-201-020-229-0000-0000-6475-	Administrative Office	242.97	7,324.69
01	01201229	Office Supplies, S	01-201-020-229-0000-0000-6476-	Dispatch Supplies	2.40	2,445.67
01	01211000	Coroner	01-211-020-000-0000-0000-6260-	Prof & Tech Services	1,860.00	-2,947.75
01	01252000	Court Services	01-252-020-000-0000-0000-6241-	Conference/Trainig/Reg	700.00	2,724.00
01	01254000	Electronic Monitor	01-254-020-000-0000-0000-6264-	Electronic Monitoring	598.00	6,439.00

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DUE DATE: 03/10/2021

FUND ORG	ACCOUNT	AMOUNT	AVLB BUDGET
01	01281000 Emergency Manageme	01-281-020-000-0000-0000-6560-	Automotive Repairs 167.00 -62.21
01	01451451 Public Health Nurs	01-451-050-451-0000-0000-6241-	Conference/Trainig/Reg 95.00 -1,323.00
01	01451451 Public Health Nurs	01-451-050-451-0000-0000-6401-	Office Supplies 15.97 -5,197.98
01	01451451 Public Health Nurs	01-451-050-451-0000-0000-6430-	Medical Supplies 1,114.86 286.18
01	01451453 Comm Envirnmntal H	01-451-050-453-0000-0000-6241-	Conference/Trainig/Reg 40.00 246.02
01	01451456 EBFHV-HFA	01-451-050-456-0000-0000-6260-	Professional & Technic 2,000.00 -3,500.00
01	01451457 PHP	01-451-050-457-0000-0000-6401-	Office Supplies 65.89 .00
01	01521000 County Parks	01-521-070-000-0000-0000-6310-	Equipment Repairs/Main 42.55 -1,459.39
01	01521000 County Parks	01-521-070-000-0000-0000-6509-	Grounds Maintenance Su 186.87 638.48
		FUND TOTAL	46,962.23
CASH ACCOUNT 99000000 1001	BALANCE	9,810,704.47	
13	13310000 Highway Administra	13-310-030-000-0000-0000-6401-	Office Supplies 160.44 542.41
13	13320000 Hwy Engineering/Co	13-320-030-000-0000-0000-6240-	Advertising/Legal Noti 45.75 -48.31
13	13320000 Hwy Engineering/Co	13-320-030-000-0000-0000-6501-	Engineering/Surveying 431.83 2,137.65
13	13330000 Highway Maintenanc	13-330-030-000-0000-0000-6920-	Municipal Maintenance 32,650.85 -10,296.96
13	13340000 Hwy Equipment Main	13-340-030-000-0000-0000-6260-	Prof & Tech Services 2,372.20 -5,544.96
13	13340000 Hwy Equipment Main	13-340-030-000-0000-0000-6310-	Equipment Repairs/Main 2,542.50 4,818.00
13	13340000 Hwy Equipment Main	13-340-030-000-0000-0000-6410-	Custodial/Building Sup 374.89 -966.47
13	13340000 Hwy Equipment Main	13-340-030-000-0000-0000-6412-	Natural Gas/Propane 60.40 8,205.01
13	13340000 Hwy Equipment Main	13-340-030-000-0000-0000-6562-	Other Auto Supplies 89.96 19,342.21
13	13340000 Hwy Equipment Main	13-340-030-000-0000-0000-6563-	Tires Tubes & Batterie 813.75 -3,557.41
13	13340000 Hwy Equipment Main	13-340-030-000-0000-0000-6564-	Machinery/Vehicle Part 6,376.66 -3,045.95
13	13340000 Hwy Equipment Main	13-340-030-000-0000-0000-6565-	Other Repair Supplies 264.05 4,400.10
13	13340000 Hwy Equipment Main	13-340-030-000-0000-0000-6566-	Gas 107.24 105,447.52
13	13340000 Hwy Equipment Main	13-340-030-000-0000-0000-6567-	Diesel Fuel 86.00 79,909.75
13	13340000 Hwy Equipment Main	13-340-030-000-0000-0000-6590-	Tools & Shop Materials 47.00 -4,571.42
		FUND TOTAL	46,423.52
CASH ACCOUNT 99000000 1001	BALANCE	9,810,704.47	
19	19391000 Transfer Station	19-391-040-000-0000-0000-6254-	Refuse Removal 11,511.33 -165,415.36
19	19391000 Transfer Station	19-391-040-000-0000-0000-6602-	Grounds Improvements 171.80 -36,671.50
19	19393000 Recycling	19-393-040-000-0000-0000-6229-	Trucking 539.00 -4,785.05
19	19393000 Recycling	19-393-040-000-0000-0000-6465-	Replacement of Supplie 3,160.05 -9,965.43
		FUND TOTAL	15,382.18
CASH ACCOUNT 99000000 1001	BALANCE	9,810,704.47	
25	25102000 Boot Creek	25-102-090-000-0000-0000-6260-	Professional & Technic 4,035.50 .00
25	25104000 Recorder's Technol	25-104-010-000-0000-0000-6480-	Non-Capitalized Invent 1,765.12 3,000.00
25	25252000 Court Services	25-252-020-000-0000-0000-6213-	Drug Testing Services 126.25 7,936.36
25	25252000 Court Services	25-252-020-000-0000-0000-6241-	Conference/Trainig/Reg 140.00 950.00
25	25252101 Drug Court Federal	25-252-020-101-0000-0000-6260-	Prof & Tech Services 2,297.18 -24,052.04
25	25252103 Drug Court DWI Tra	25-252-020-103-0000-0000-6241-	Conference/Trainig/Reg 40.00 551.00

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FUND ORG	ACCOUNT		AMOUNT	AVLB BUDGET	
25	25257000 Jail Canteen	25-257-020-000-0000-6807-	Jail Canteen Miscellan	537.75	1,775.06
25	25259000 Permit To Carry	25-259-020-000-0000-6401-	Office Supplies	481.97	-5,388.04
			FUND TOTAL	9,423.77	
CASH ACCOUNT 99000000 1001		BALANCE	9,810,704.47		
41	41610000 Ditch	41-610-090-000-0000-6260-	Prof & Tech Services	4,415.00	-61,387.50
41	41610000 Ditch	41-610-090-000-0000-6334-	Mileage	68.32	-2,368.60
			FUND TOTAL	4,483.32	
CASH ACCOUNT 99000000 1001		BALANCE	9,810,704.47		
			CHECK RUN SUMMARY TOTAL	122,675.02	
			GRAND TOTAL	127,826.65	

** END OF REPORT - Generated by Amy Schauer **



**Waseca County Board of Commissioners
Request for Board Action**

Wellness Program Budget

Meeting Date:	March 16, 2021	Fiscal/FTE Impact:	<input type="checkbox"/> None
Item Type:	<input checked="" type="checkbox"/> Consent <input type="checkbox"/> Action		<input checked="" type="checkbox"/> Current budget
Department:	Human Resources		<input type="checkbox"/> New FTE(s) Requested
Contact:	Melissa Sexton, HR Director		<input type="checkbox"/> Other
Contact Phone:	507-835-0617		<input type="checkbox"/> Amendment Requested
Prepared by:	Beth Weimert		

PURPOSE/ACTION REQUESTED

The Wellness Promotion Plan is devised annually by the Waseca County Wellness and Recognition Committee, whose current membership includes Judy Hiller, Linda Karst, Denise Wright, Beth Weimert, Travis Swanberg, Megan Kirby Haley Byron, Melissa Sexton and Sarah Berry. The committee uses the protocol from the South Central Service Cooperative to formulate the plan. Approval of the board must be provided to the cooperative before expenses can be incurred.

SUMMARY

The budget from CCOGA is calculated as follows: based upon 133 contracts @ \$80.00 each for a total of \$10,640.00 plus a 2020 carryover of \$4,920.00. The total 2021 wellness budget is \$15,560. There is no additional cost to the County.

RECOMMENDATION

Waseca County staff recommends that the Waseca County Board of Commissioners approve the annual wellness program budget.

EXPLANATION OF FISCAL/FTE IMPACTS

Current budget.

Supporting Documents:
Attachment A: Wellness Budget
Attachment B:

Previous Board Action(s):
Resolution #



Waseca County Board of Commissioners
Request for Board Action

Planning Commission Meeting Update

Meeting Date:	March 16, 2021	Fiscal/FTE Impact:
Item Type:	<input checked="" type="checkbox"/> Consent <input type="checkbox"/> Action	<input checked="" type="checkbox"/> None
Department:	Planning and Zoning Department	<input type="checkbox"/> Current budget
Contact:	Mark Leiferman, Planning and Zoning Administrator	<input type="checkbox"/> New FTE(s) Requested
Contact Phone:	(507) 835-0651	<input type="checkbox"/> Other
Prepared by:	Maame Yorke	<input type="checkbox"/> Amendment Requested

PURPOSE/ACTION REQUESTED

Report on Waseca County Planning Commission Meeting (3-04-2021)

SUMMARY

The Waseca County Planning Commission held its regularly scheduled meeting to discuss two (5) agenda item of business on Thursday March 4, 2021 in the Commissioner’s Room of the East Annex at 7:30 p.m. with three (3) request summary involving a public hearing. As per the Waseca County Unified Development Code, this request for Board action serves as a preliminary update on March 4, 2021 Planning Commission meeting discussion.

Public Hearing Item:

Old Business:

A. Request for a Conditional Use Permit (CUP) to construct and operate a one (1) Megawatt Community Solar Farm– Blue Jay Solar Project.

Robert L Blasing Etal (Owners and Lessors) and Nextera Energy / DG Minnesota CS II, LLC (Lessee) request a Conditional Use Permit to construct and operate a 1 Megawatt Solar Farm to be known as Blue Jay Solar on a portion (fenced area of approximately 7.4 acres exclusive of access drives and utility easement) of a 131.72+/- acre parcel (PID: 09.005.0400) located in Section 5-T107N-R23W in St. Mary Township. The property is in the A-1 Agriculture Protection District. The above projects will be contracted with Xcel energy through their solar rewards community program for 25 years or more.

This request was TABLED by Planning Commission on December 3, 2020 pending glare study with an initial report given to the County Board on December 15, 2020. The full Planning Commission Report on this matter for December 3, 2020 can be found on the Waseca County website on the Agendas tab at: <https://www.co.waseca.mn.us/AgendaCenter/ViewFile/Agenda/12032020-497>

The CUP was recommended for approval with conditions by unanimous vote of the Planning Commission Members present.

New Business:

B. Request for an amendment to §2.04 Nonconforming Structures of the Waseca County Unified Development Code (UDC).

Waseca County requests an amendment to §2.04 Nonconforming Structures to include the following language relating to the construction of a second dwelling:

(H) Construction of a second dwelling. The construction of a second residence on a site may be allowed in order to allow the owner or owners a place to reside while a new single-family dwelling is constructed.

The second residence must be removed within sixty days of the completion or occupancy of the new dwelling. A Zoning Permit to construct a new residence on the site where there is an existing residence will not be issued until:

1. the property owners execute a covenant agreement approved by the Waseca County Attorney to remove the existing dwelling upon completion of the new residence; and
2. an escrow is established in favor of the County by an escrow agreement approved by the County Attorney. The escrow must:
 - a) be funded by the property owners;
 - b) deposited with the County Auditor; and
 - c) the escrow agreement executed by the owner or owners and Waseca County.
3. The amount of the escrow shall be established by the Waseca County Board. The escrow funds will remain with the County and will only be returned to the owner or owners at such a time as the demolition of the original, existing residence is completed to the satisfaction of the Waseca County Zoning Administrator. The escrow is established in order to remove the structure should the owner or owners fail to remove the existing residence sixty days following the completion and/or occupation of the new dwelling. Failure to complete the demolition of the original dwelling as specified herein shall allow the County to draw on the escrow funds to pay the cost of the demolition of original residence.

The code amendment was TABLED by the Planning Commission members present. Members asked staff to provide the commission a definition for Completion and Occupation in relation to new dwellings. The definition addition will subsequently trigger another amendment to UDC §8.03 Acronyms and Definitions.

C. Request for an amendment to §5.02 Subsurface Sewage Treatment Systems of the Waseca County Unified Development Code (UDC).

Waseca County requests an amendment to §5.02 Subsurface Sewage Treatment Systems to include the following language relating to SSTS easement setback:

(S) Amendments to the adopted standards.

(d) When a permanent SSTS easement is placed on an adjacent property, the side or rear property line setback distance may be reduced or eliminated between the parcel with a residence or commercial use and the easement tract. In such SSTS easement situations, the side and rear yard setbacks shall be applied to the easement area.

The Planning Commission members recommended by unanimous vote approval of this Code Amendment.

D. Request for an amendment to § 6.08 A-1 Agricultural Protection District Standards of the Waseca County Unified Development Code (UDC).

Waseca County requests an amendment to the § 6.08(C) Conditional Uses to include Landscape Contractors and Road construction contractors, trucking companies and Subsurface Sewer Treatment System Contractors when located at least 500 feet from a residence as conditional uses in the A-1 Agricultural Protection Zoning District. This amendment will also remove Outdoor Display from uses allowed by Conditional Use Permit in this Zone.

The code amendment was TABLED by the Planning Commission members present. Members requested a change in wording asked staff to provide the commission a definition for Contractors which will trigger another amendment to §8.03.

Miscellaneous Item:

Second Amendment to Conditional Use Permit – Otisco Rental LLC/Roberta L Heinrichs

Leiferman informed the Planning Commission that the second amendment to Heinrichs/Otisco Rentals CUP. The matter will be brought before the County Board as a consent agenda item for March 16, 2021

RECOMMENDATION

Acknowledge this initial report and be advised that the Planning Commission will revisit the two tabled zoning code amendment request at a future date. Please note that the Blue Jay Solar CUP will be presented to the Board as an action item at a future date.

EXPLANATION OF FISCAL/FTE IMPACTS

None.

Administrator’s Comments:

- Recommend Action
- Do Not Recommend Action
- Reviewed – No Recommendation
- Reviewed – Information Only
- Submitted at Commissioner Request

Reviewed By (if required):

- County Attorney’s Office
- Risk Management
- Human Resources
- Information Technology
- Building and Grounds

County Administrator



**Waseca County Board of Commissioners
Request for Board Action**

Extension of Zoning Permit for Bartelt

Meeting ate:	March 16, 2021	Fiscal/FTE Impact:
Item Type:	<input checked="" type="checkbox"/> Consent <input type="checkbox"/> Action	<input checked="" type="checkbox"/> None
Department:	Planning and Zoning Department	<input type="checkbox"/> Current budget
Contact:	Mark Leiferman, Planning and Zoning Administrator	<input type="checkbox"/> New FTE(s) Requested
Contact Phone:	(507) 835-0651	<input type="checkbox"/> Other
Prepared by:	Shelley Hyatt	<input type="checkbox"/> Amendment Requested

PURPOSE/ACTION REQUESTED

Bartelt requests a 2nd extension of zoning permit 12538.

SUMMARY

On August 5, 2019, Waseca County Public Health (Kim Shermo) approved a 600 gallon-per-day SSTS suitable to service the applicant's 4 bedroom home on his property at 3000 State Hwy 30, Waldorf (PID 10.021.0100). The Waseca County Planning and Zoning Department gave the approved permit (Public Health) to the applicant on August 6, 2019.

August 18, 2020 the Board of Commissioners approved Bartel's request for a 3 month extension of their Septic Permit due to the fact that the applicants were putting in another septic system at their brother's location and it was not feasible to get the two systems done in the time frame.

Today Barry Bartelt is requesting a 4 month extension of their Septic Permit due to the fact that the two contractors that they had lined up to do their system could not get to their septic projects last fall. Bartel's have been told that they are first on the contractors list for this spring.

RECOMMENDATION

Waseca County staff recommends that the Waseca County Board of Commissioner consider allowing the Bartelt a 4 month extension to complete the construction of his septic system.

EXPLANATION OF FISCAL/FTE IMPACTS

None.

Supporting Documents:

Attachment "A": Bartelt Permit Extension Requests

Attachment "B": Approved Zoning Permit 12538

Administrator's Comments:

- Recommend Action
- Do Not Recommend Action
- Reviewed – No Recommendation
- Reviewed – Information Only
- Submitted at Commissioner Request

Reviewed By (if required):

- County Attorney's Office
- Risk Management
- Human Resources
- Information Technology
- Building and Grounds

County Administrator

Attachment A

Bartelt Septic Permit, 2nd Extension Request

February 27, 2021

We would like an extension for four months, the two contractors that we have lined up to do our system could not get here last fall. We have been told that we are first on their list for this spring. Sorry for the delay.

Sincerely, Arron Bartelt on behalf of Barry Bartelt

Bartelt Septic Permit, 1st Extension Request

August 12, 2020

We would like an extension on our permit for three months so to the fact that we had to put in one at my brothers location at the same time it was not feasible for us to get it done in the time frame allowed.

Thank you, Arron Bartelt on behalf of Barry Bartelt

Attachment B Approved Zoning Permit 12451

Date:	Tuesday, August 6, 2019
Received By	BZ

Office of Planning and Zoning
300 North State Street, East Annex Building
Waseca, MN 56093
507-835-0650

Permit Number	12538
---------------	-------

APPLICANT INFORMATION			
First Name		Last Name	
BARRY		BARTELT	
Address of Project		E-mail address	
3000 STATE HWY 30			
City	State	Zip Code	Phone Number
WALDORF	MN	56091-	
Applicant's mailing address (if different than project address)			
CONTACT ARRON BARTELT AT 507-461-1146			

PARCEL INFORMATION		
Township	Sec.	PID
Vivian T.105N.R.24W.	21	10.021.0100
Size of parcel (acreage)	Lot Type	
80 ACRES	Acreage/Metes & Bounds	
Legal Description		
80.00 AC E1/2 OF NE1/4		

CONSTRUCTION REQUEST(S)					LxWxH	
Request 1	Allowed Use 1	Dimension 1	Notation 1			
New Construction.		600gpd/4bed	SSTS			
Request 2	Allowed Use 2	Dimension 2	Notation 2			
Request 3	Allowed Use 3	Dimension 3	Notation 3			
Request 4	Allowed Use 4	Dimension 4	Notation 4			
Foundation Material	Frame Material	Roof Material	Stories	Bedrooms	General Contractor	Contractor's License No.
				4		

ZONING INFORMATION		
Zoning District	Affected Minor/Major LeSueur Watershed	Affected Minor/Major Cannon River Watershed
Agricultural (A)		
Is this Shoreland Overlay?	Shoreland Basin:	Affected Shoreland Tributary
<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO		
Structure Setbacks: [Calculated from Road(s) and property lines]		
Agricultural = Front: 75 ft from property or road ROW lines; Side: 40 ft; Rear: 40 ft		
Shoreland Setbacks [As measured from the Ordinary High Water Mark of the related waterbody]		
Feedlot/Residential Construction:	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	Is there 1000 feet between this residence and a neighboring feedlot?
<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO		Is this parcel located within 1000 feet of a water body such as a lake, wetland or flood plain?
<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO		Is this parcel located within 300 feet of a river, stream or drainage ditch?
<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO		Is this parcel located within 2-miles of Waseca? If YES, contact City of Waseca Building Official; 835-9742
Notations:		

INDIVIDUAL SEWAGE TREATMENT SYSTEM (ISTS)		
Sewage Treatment System?	ISTS Contractor	ISTS Contractor Reg No.
<input checked="" type="checkbox"/> YES	TOM BORNEKE	48
ISTS Shoreland Setbacks	Tank Setbacks:	10 feet from buildings, 10 feet from property lines
Not Applicable	Absorption Area:	20 feet from buildings, 10 feet from property lines

DRIVEWAY ACCESS PERMITS:	<input type="checkbox"/> Is a NEW Driveway being installed?
County Road Access Permits (upgrades or new installation) must be obtained from the Waseca County Highway Department. (507) 835-0660.	
State Highway Access must be obtained from the Minnesota Dept. of Transportation, Mankato. Please Contact Steve Schoeb (507) 389-6859.	
Township Road Access: Please contact your local Township Officials for possible regulations.	

MINNESOTA POLLUTION CONTROL AGENCY - STORMWATER NPDES PERMIT

If you are clearing, grading and/or excavating, that disturbs land of equal to or greater than one (1) acre, and includes the disturbance of less than one (1) acre of total land area that is part of a larger common plan of development or sale if the larger common plan will ultimately disturb equal to or greater than one and less than five (5) acres you are REQUIRED to obtain a Stormwater NPDES Permit from the MN Pollution Control Agency. Please contact the MPCA on line at www.pca.state.mn.us/water/stormwater/stormwater-c-steps.html For more information regarding application packets status of applications, contact MPCA at 651-297-1457 or 800-657-3864

Starting Date of Project	Est. Ending Date of Project	Estimated Cost	Fee Request 1:	\$0.00
Saturday, August 31, 2019	Tuesday, March 31, 2020	\$16,000	Fee Request 2:	\$0.00
Project Memo:			Fee Request 3:	\$0.00
			Fee Request 4:	\$0.00
			ISTS Fee:	\$175.00
			FEE TOTAL	\$175.00

NOTATIONS

- Any changes in the submitted plans require additional approval.
- Sewage Treatment Systems must have onsite inspection before covering. To schedule: call the Public Health Dept. - 507-835-0657.
- Construction must begin within one year of issuance of this permit or this permit is void. If an extension is needed, please contact Zoning BEFORE this permit expires. 835-0650.
- If you are constructing a residence in an area zoned "AGRICULTURAL," please be informed and acknowledge that the area is agricultural in nature and in use and shall continue to be so for the indefinite future. Agricultural uses and other uses allowed in this district may not always be compatible with rural residential living. Such activities may include, but are not limited to, resource mining, golf courses, race tracks, animal clinics or facilities, sanitary landfills, airports, the spreading of livestock manure, around-the-clock hours of machinery operation, use of fertilizers, pesticides and other chemicals, potential for feedlots, dust, noise, vibrations, odors, slow moving vehicles, and etc. These uses may not be appreciated by all people. However, the agricultural use zone pre-existed this residential construction and all who determine to live here do so with such knowledge and acceptance of the same. If you have questions regarding potential uses in the agricultural district, contact the zoning office.
- All necessary requirements for this zoning permit must be submitted by the applicant within 60 days of application. If not received by the Office of Planning Zoning within that time period, the permit will need to be denied, unless applicant requests in writing an extension (up to a maximum of an additional 60 days).
- Private covenants, easements and/or restrictions which may limit the use or development of this parcel are not addressed by Waseca County as part of this permit, please review your abstract for information and adhere to.

ACKNOWLEDGEMENT AND SIGNATURE: The undersigned hereby agrees that, in case such permit is granted, that all work which shall be done and all materials which shall be used shall comply with the plans, specifications and information submitted and conform to Waseca County Zoning Ordinances. The Waseca County Planning and Zoning Staff is given permission to enter upon my property to verify that all conditions of the permit are being met.

Property Owner Signature - Please Print and Sign: Berry Bartelt Date: 8/6/19

CAUTION

**Call GOPHER STATE ON-CALL
1-800-252-1166 BEFORE DIGGING**

Zoning Permit is Hereby Approved for the Above Use and Location

Individual Sewage Treatment System Approved: <input type="checkbox"/> Email <input type="checkbox"/> Telephone <u>BZ</u> Initial <input type="checkbox"/> Michele Mays <input checked="" type="checkbox"/> Kimberly Shermo <input type="checkbox"/> Sarah Berry Date: <u>8-5-19</u> Time: <u>Design Log</u>	Construction Request(s) (Valid only if signed by permitting authority) <u>NA</u> Zoning Administrator Date: _____
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Office Use Only	Payment Method: Check Check Number: 4539 Receipt No: 12538 Received From: <u>ARRON BARTELT POA</u> Dollars: <u>ONE HUNDRED SEVENTY FIVE AND NO/100</u> Received By: <u>BZ</u> Date: <u>8-6-19</u>	FEE TOTAL \$175.00	INTERNAL TRACKING OF APPLICATION
<input checked="" type="checkbox"/> cc: State Electrical Inspector <input type="checkbox"/> cc: County Feedlot Officer - Approved by: _____ <input checked="" type="checkbox"/> cc: Public Health Department <input checked="" type="checkbox"/> cc: Assessor <input checked="" type="checkbox"/> cc: Township <input type="checkbox"/> Wetland Spec			<input checked="" type="checkbox"/> Application complete - "in process" <input type="checkbox"/> Fee not paid <input type="checkbox"/> Applicant took to complete: unsubmitted <input type="checkbox"/> Pending: Information needed on "HOLD" <input type="checkbox"/> Pending: SSTS COC/design appr: "HOLD" <input checked="" type="checkbox"/> Application: "APPROVED" <input checked="" type="checkbox"/> Mailed/WA

8/6/19



Waseca County Board of Commissioners
Request for Board Action

Otisco Rental LLC; Amendment To
Conditional Use Permit Site Plan

Meeting Date:	March 16, 2021	Fiscal/FTE Impact:
Item Type:	<input checked="" type="checkbox"/> Consent <input type="checkbox"/> Action	<input type="checkbox"/> None
Department:	Planning and Zoning Department	<input type="checkbox"/> Current budget
Contact:	Mark Leiferman, Planning and Zoning Administrator	<input type="checkbox"/> New FTE(s) Requested
Contact Phone:	(507) 835-0651	<input type="checkbox"/> Other
Prepared by:	Mark Leiferman	<input checked="" type="checkbox"/> Amendment Requested

PURPOSE/ACTION REQUESTED

Approval of an Amended Conditional Use Permit Site Plan for Otisco Rental LLC, a Limited Liability Company

SUMMARY

On June 20, 2017, the County Board approved an Amendment to a Conditional Use Permit (CUP) to add an apartment unit to a property owned by Otisco Rental, LLC (Roberta L Heinrichs, principal). The CUP was dated June 6, 2017 (originally issued March 7, 2008) and recorded with the Waseca County Recorder on December 1, 2017 as Document Number 312958. The property is the former Otisco Creamery building located at 29020 132nd Street, Waseca. The Parcel Identification Number (PID) is 08.601.0010.

The applicant requested and was granted an emergency Zoning Permit to upgrade the Subsurface Sewer Treatment System (SSTS) in November of 2020 to include an apartment located in the former Otisco Bank building. This structure is now also used as an apartment rental and located at 13191-290th Avenue, Waseca. This apartment building is owned by RH Rentals (Roberta L Heinrichs, Principal). The Parcel Identification Number (PID) is 08.601.0100.

In order to locate the new SSTS on the property, the site needed to be altered significantly. The new site plans are attached to this memorandum.

RECOMMENDATION

Waseca County staff recommends that the Waseca County Board of Commissioners review and approve amended CUP and site plan in substantially the form as appended to this memorandum. The amendment to the CUP should be recorded with the County Recorder.

EXPLANATION OF FISCAL/FTE IMPACTS

There should be no fiscal impacts due to this change in the site plan.

Administrator's Comments:

- Recommend Action
- Do Not Recommend Action
- Reviewed – No Recommendation
- Reviewed – Information Only
- Submitted at Commissioner Request

Reviewed By (if required):

- County Attorney's Office
- Risk Management
- Human Resources
- Information Technology
- Building and Grounds

County Administrator

EXHIBIT A

Do not write above this line – Recorder use only

**SECOND AMENDMENT TO CONDITIONAL USE PERMIT
WASECA COUNTY**

Amendment Date: 3/16/2021

Original and Amended Conditional Use Permit (CUP):

The original Conditional Use Permit was dated and approved by the Waseca County Board on March 7, 2008 and filed in the Office of the Waseca County Recorder on December 31, 2008 as Document Number 278067. The Amended Conditional Use Permit was dated and approved on July 20, 2017 and filed for record with the Waseca County Recorder on December 1, 2017 as Document Number 312958.

Owners/Applicants: Otisco Rental, LLC, a Minnesota limited Liability Company (Roberta Heinrichs)

Property Addresses: 29020 132nd Street, Waseca, MN 56093 and 13191-290th Avenue Waseca, MN 56093

Township Name: Otisco Township (Section 17)

Existing Zoning: VMX – Village Mixed Use

Parcel Ident. No: 08.601.0010 (Parcel A) and 08.601.0100 (Parcel B)

Legal Description: Part of Lot 1, Block 1, Subdivision A in the Village of Otisco (Parcel A) and Part of Lot 1, Block 2, Subdivision A in the Village of Otisco (Parcel B) as shown on Exhibit B.

**Proposed Use of Land
(Amendment):** To amend the site plan to accommodate a change in the Subsurface Sewer Treatment System (SSTS) shared between Parcel A and Parcel B and to modify the parking lot as shown on Exhibit” B”.

Attachments:

Attachment “A” – Legal Description

Attachment “B” – Site Plan Amendment

**THE COUNTY BOARD MOTION TO ADOPT FINDINGS OF FACT AND THE COUNTY BOARD
CONCLUSIONS AND ORDER**

The Waseca County Board of Commissioners have reviewed the Legal Descriptions shown on Attachment “A” and Site Plan Amendment show on Attachment “B” along with supporting information provided in the Staff Report. The Site Plan Change was reviewed by the Planning Commission at their meeting on March 4, 2021 and the Planning Commission had no objection to the plan amendment. The County Board adopts these Findings of Fact regarding the approval of the Second Amendment to the Conditional Use Permit as described above and as recommended by the Planning Commission and of record in the Waseca County Planning and Zoning office.

The Waseca County Board also approves the recommendation of the Planning Commission to approve the Amendment of the Conditional Use Permit to change the site plan as shown on Attachment B.

Motion by _____ Seconded by _____ Vote ___ yes ___ no

WASECA COUNTY

Dated: _____

De Malterer, Chairperson
Waseca County Board of Commissioners

A T T E S T

Dated: _____

Tamara J. Spooner
Waseca County Auditor Treasurer

DRAFTED BY:
Waseca County Planning & Zoning Department
300 North State Street
Waseca, MN 56093

March 10, 2021

ATTACHMENT "A"
Legal Description

Parcel A 08.601.0010

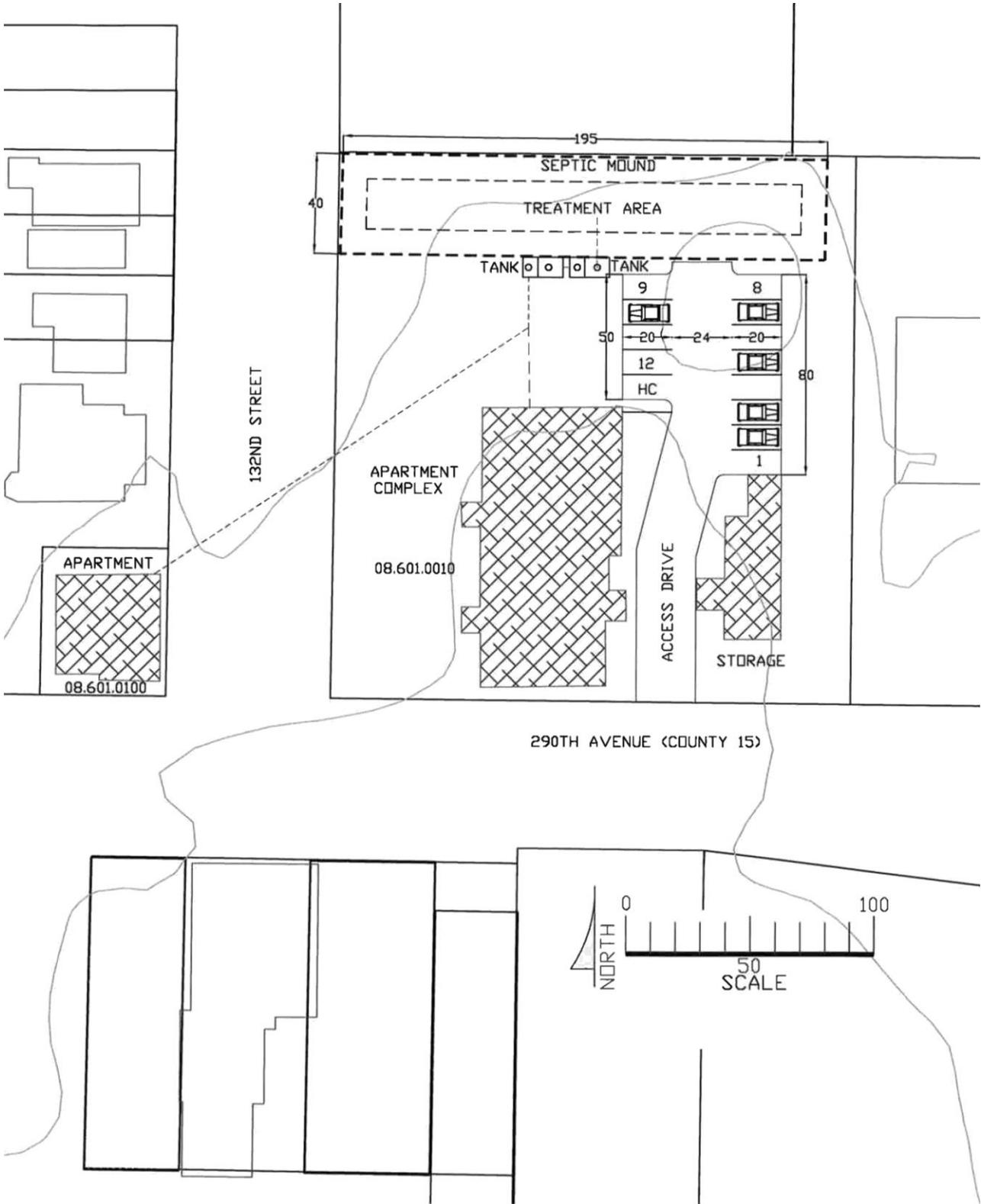
Lots 1, 2 and 3, Block 1, Subdivision A, Sec. 17, in the Village of Otisco, according to the plat thereof on file and of record in the office of the Waseca County Recorder for Waseca County, together with that contiguous parcel described as commencing at the SE corner of said Lot 1, Block 1, Subdivision A in the Village of Otisco, running thence East a distance of 26 feet; thence North on a line parallel with the East line of said Block 1, a distance of 219.01 feet; thence West 26 feet to the East line of said Block 1; thence South along the East line of said Block 1 a distance of 219.01 feet to the point of beginning, being a part of the SE ¼ of the SW ¼, Sec. 17, Twp. 106 North, Range 22 West, but EXCEPTING THEREFROM the North 16 feet of the South 51.10 feet of the West 14 feet of the East 35.05 feet of said Lot 1, Block 1, Subdivision A in the Village of Otisco, and the foregoing being subject to an easement for ingress and egress over the East 15 feet of the West 129.8 feet of said Lots 1 and 2, and further being subject to an easement for use of utility easement right of way for installation, repair, maintenance of water lines, electrical lines, gas, telephone lines, and access as for driveway purposes and repair on the parcels described as the South 35.10 feet on the West 14 feet of the East 35.05 feet of Lot 1, Block 1, Subdivision A in the Village of Otisco and the North 50 feet of South 101.10 feet of the West 14 feet of the East 35.05 feet of said Lot 1, together with the South 101.40 feet of the East 53.2 feet except the East 35.05 feet thereof of Lot 1, all being in Block 1, Subdivision A in the Village of Otisco in accordance with that certain Deed wherein such records were received by Otisco Cooperative Water to Donald J. Joachim and Eleanor K Joachim, husband and wife, as joint tenants. Subject to easements and restrictions of record.

Parcel B 08.601.0100

The East Fifty (50) feet EXCEPT the North Sixty (60) feet thereof, Lot One (1), Block Two (2), Subdivision A of the Southwest Quarter (SW1/4) of the Southwest Quarter (SW1/4) of Section Seventeen (17), in Township One Hundred Six (106) North, Range Twenty-Two (22) West, according to the Plat thereof on file and of record in the Office of the County Recorder in and for the County of Waseca and State of Minnesota, said property also being described as: Commencing at a point 249 feet West of a stone marking the South 1/8 corner of the SW 1/4 of Sec. 17, in Twp. 106 North of Range 22 West; thence running West on the South line of the SW 1/4 of the SW 1/4 of said Sec. 17, a distance of 50 feet; thence North a distance of 119.1 feet; thence East a distance of 50 feet; thence North a distance of 119.1 feet to the place of beginning, EXCEPT the North 60 feet thereof.

ATTACHMENT "B"

Site Plan





**Waseca County Board of Commissioners
Request for Board Action**

2021 General Noxious Weed Notice & Waseca County Noxious Weed List

Meeting Date:	March 16, 2021	Fiscal/FTE Impact:
Item Type:	<input checked="" type="checkbox"/> Consent <input type="checkbox"/> Action	<input checked="" type="checkbox"/> None
Department:	Planning and Zoning Department	<input type="checkbox"/> Current budget
Contact:	Mark Leiferman, Planning and Zoning Administrator	<input type="checkbox"/> New FTE(s) Requested
Contact Phone:	(507) 835-0651	<input type="checkbox"/> Other
Prepared by:	Brian Zabel	<input type="checkbox"/> Amendment Requested

PURPOSE/ACTION REQUESTED

Similar to other Consent Agenda items, the annual noxious weeds lists are provided to the Commissioners for information and acknowledgement.

SUMMARY

The Minnesota Noxious Weed Law (Minnesota Statutes 18.75-18.91) defines a noxious weed as an annual, biennial, or perennial plant that the Commissioner of Agriculture designates to be injurious to public health, the environment, public roads, crops, livestock, or other property. The purpose of the law is to protect residents of the state from the injurious effects of noxious weeds. There are currently 48 plant species regulated as noxious weeds in Minnesota. There are 29 plants listed as Prohibited Noxious Weeds which consist of two regulatory lists – 16 plants listed on the Prohibited Eradicate List and 13 plants listed on the Prohibited Control List. There are an additional 15 species listed as Restricted Noxious Weeds. Lastly, there are 4 species listed as Specially Regulated Plants that can be enforced under specific conditions.

County Noxious Weeds are plants that are designated by individual county boards to be enforced as prohibited noxious weeds within the county's jurisdiction and must be approved by the Commissioner of Agriculture, in consultation with the Noxious Weed Advisory Committee. Each county board must submit newly proposed County Noxious Weeds to the Minnesota Department of Agriculture for review. Approved County Noxious Weeds shall also be posted with the county's general weed notice prior to May 15th each year. Counties are solely responsible for developing County Noxious Weed lists and their enforcement. Waseca County currently has 12 plant species listed on its County Noxious Weed list.

RECOMMENDATION

Waseca County staff recommends the Waseca County Board of Commissioners move to approve the Consent Agenda.

EXPLANATION OF FISCAL/FTE IMPACTS

None.

Supporting Documents:

Attachment A: 2021 General Notice to Control Noxious Weeds

Administrator's Comments:

- Recommend Action
- Do Not Recommend Action
- Reviewed – No Recommendation
- Reviewed – Information Only
- Submitted at Commissioner Request

Reviewed By (if required):

- County Attorney's Office
- Risk Management
- Human Resources
- Information Technology
- Building and Grounds

County Administrator



General Notice to Control or Eradicate Noxious Weeds



Notice is hereby given this 16th day of March, 2021, pursuant to Minnesota Statutes, Section 18.75-18.91, that all persons in Waseca County, Minnesota, shall control or eradicate all noxious weeds on land they own, occupy, or are required to maintain. Control or eradication may be accomplished by any lawful method but the methods may need to be repeated in order to prevent the spread of viable noxious weed seeds and other propagating parts to other lands. Failure to comply with the general notice may mean that an individual notice will be issued. An individual notice may be appealed within two working days of receipt to the appeal committee in the county where the land is located. Failure to comply with an individual notice will mean that the inspector (local or county) having jurisdiction may either hire the work done or seek a misdemeanor charge against the person(s) who failed to comply. If the work is contracted for hire by the inspector, the cost can be placed as a tax upon the land and collected as other real estate taxes are collected. By state law the local weed inspectors are designated as township supervisors, city mayors or their appointed assistants. The appeal committee shall consist of a county commissioner and a township official or, if in a city, municipal official of the corresponding district/township/city. The committee shall meet at 10:00 am on the 1st & 3rd Wednesdays of each month, as needed, at the Waseca County Planning & Zoning Office.

Statewide Noxious Weeds

Prohibited Noxious Weeds: Attempts must be made by all landowners to control or eradicate species on these lists. These species cannot be transported without a permit. There are two categories, eradicate and control:

Eradicate List: must be eradicated by killing the above and below ground parts of the plant:

<i>Yellow Starthistle</i>	<i>Dalmatian Toadflax</i>	<i>Brown Knapweed</i>	<i>Grecian Foxglove</i>
<i>Common Teasel</i>	<i>Meadow Knapweed</i>	<i>Oriental Bittersweet</i>	<i>Cutleaf Teasel</i>
<i>Black Swallow-wort</i>	<i>Japanese Hops</i>	<i>Giant Hogweed</i>	<i>Palmer Amaranth</i>
<i>Poison Hemlock</i>	<i>Diffuse Knapweed</i>	<i>Japanese Honeysuckle</i>	<i>Tree of Heaven</i>

Control List: Must be controlled by preventing the maturation and spread of propagating parts:

<i>Leafy Spurge</i>	<i>Purple Loosestrife</i>	<i>Spotted Knapweed</i>	<i>Canada Thistle</i>
<i>Wild Parsnip</i>	<i>Narrowleaf Bittercress</i>	<i>Plumeless Thistle</i>	<i>Common Tansy</i>
<i>Common Barberry</i>	<i>Bohemian Knotweed</i>	<i>Giant Knotweed</i>	<i>Japanese Knotweed</i>
<i>Non-native Phragmites</i>			

Restricted Noxious Weeds: May not be sold, transported without a permit, or intentionally planted in Minnesota:

<i>Common/European Buckthorn</i>	<i>Multiflora Rose</i>	<i>Garlic Mustard</i>	<i>Glossy Buckthorn</i>
<i>Japanese Barberry Cultivars</i>	<i>Porcelain Berry</i>	<i>Crown Vetch</i>	<i>Tatarian Honeysuckle</i>
<i>Wild Carrot/Queen Anne's Lace</i>	<i>Bell's Honeysuckle</i>	<i>Black Locust</i>	<i>European Alder</i>
<i>Morrow's Honeysuckle</i>	<i>Siberian Peashrub</i>	<i>Amur Honeysuckle</i>	

Specially Regulated Plants: These plants have been determined to pose ecological, economical, or human or animal health concerns. Measures must be taken to minimize the potential for harm caused by these plants:

<i>Poison Ivy</i>	<i>Norway Maple</i>	<i>Amur Maple</i>
	<i>Winged Burning Bush</i>	

These listings are subject to change. For a current listing of the Minnesota Noxious Weeds go to:
<https://www.mda.state.mn.us/plants-insects/minnesota-noxious-weed-list>

Waseca County Noxious Weeds

Additionally, Waseca County has added the following weeds to the control list:

Non-licensed Hemp	Field Bindweed	Velvetleaf	Bull Thistle	Wild Proso Millet
Wild Cucumber*	Common Cocklebur*	Common Waterhemp*	Black Nightshade*	Giant Ragweed*
Wild Mustard	Perennial Sowthistle			

**These are native plants and have enforcement restrictions placed on them by the MDA*

The Board of County Commissioners asks for your cooperation in weed control:
 Doug Christopherson, Brian Harguth, Blair Nelson, DeAnne Malterer, & Brad Krause.

For questions, contact Brian Zabel, Waseca County Agricultural Inspector.
 300 North State Street, Waseca, MN 56093—(507) 835-0652, brian.zabel@co.waseca.mn.us.