



WASECA COUNTY BOARD OF COMMISSIONERS

May 18, 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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(For supported devices, tap a one-touch number below to join instantly.)

United States: +1 (646) 749-3122

- One-touch: <tel:+16467493122,,550149597#>

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. Ditch Authority

- a. CD #30
- b. CD #32
- c. CD #40

4. Approval of County Board Minutes

- a. Waseca County Board of Commissioners Special Session April 27, 2021
- b. Waseca County Board of Commissioners Work Session Minutes May 4, 2021
- c. Waseca County Board of Commissioners Meeting Minutes May 4, 2021

5. Consent Agenda

- a. Approval of Bills
- b. Transfer Between Funds
- c. April Electronic Funds Report
- d. Add Water and Electrical to Campsites 5 and 6
- e. Approve and Sign Grant Contract with the Waseca Lakes Association
- f. Initial Report on May 6, 2021 Waseca County Planning Commission Meeting

6. Public Hearing for Licensed Establishment Fees Resolution 2021-24

Sarah Berry, Public Health Director

**7. Authorize Use of Public Works Equipment for Waseca County Free Fair
Michael Johnson, Waseca County Administrator**

**8. Authorize Designation of Depositories to Auditor/Treasurer
Michael Johnson, County Administrator**

9. Administration

- a. Administration Update
- b. Human Resources Announcements

10. Commissioner Reports

Lunch – Boathouse

Upcoming Board Events

May 18 – June 1, 2021

May 18, 2021, 9:30 a.m.

County Board Meeting

Board Room, East Annex

May 18, 2021, 2 p.m.

MN Prairie Finance Committee Meeting

Virtual Meeting

May 18, 2021, 3 p.m.

MN Prairie Joint Powers Board Meeting

Virtual Meeting

May 21, 2021, 8:30 a.m.

EDA Meeting

Board Room, East Annex

May 29, 2021, All Day

**Waseca County Solid Waste Closed in
Observation of Memorial Day**

May 31, 2021, All Day

**Waseca County Offices Closed in
Observation of Memorial Day**

June 1, 2021, 9:30 a.m.

County Board Meeting

Board Room, East Annex

DITCH INSPECTION EMERGENCY REPAIRS

DATE 5/10/2021 COMMISSIONER'S DISTRICT Doug Christopherson

DITCH # CD#30

LOCATION (SECTION NUMBER AND LAND OWNER)

Alton township section #1
Tim Donlen

INSPECTION:

24 inch Tile main collapsed
The east branch also has tree roots growing in it and the water is flowing over the top of the ground

CORRECTION AND NATURE OF REPAIRS:

Replace about 1,000 feet of 24 inch tile main. This section has been repaired several times before and needs a more long term repair.
Remove trees and tree roots from the east branch.

COST ESTIMATE: \$31,000.00

IF COST ESTIMATES WERE RECEIVED FROM A CONTRACTOR, LIST THE NAME OF THE CONTRACTOR:

Digger Enterprises Inc.

SUBMITTED BY: 

COUNTY COMMISSIONER OR DITCH INSPECTOR

REMARKS:

SUBMITTED TO THE COUNTY BOARD ON THE _____ DAY OF _____, 20____.

**DITCH INSPECTION
EMERGENCY REPAIRS**

DATE 5/10/2021 COMMISSIONER'S DISTRICT Doug Christopherson

DITCH # CD# 32

LOCATION (SECTION NUMBER AND LAND OWNER)

New Richland township section 17
Margaret Steward

INSPECTION:

Water standing in field. Looks like tree roots grown in the tile.

CORRECTION AND NATURE OF REPAIRS:

Remove trees and open up the tile (12inch) to let the water out and dry.
Replace the tile with the tree roots in it. Pull out and pile trees back 100 feet so
roots don't grow back in the tile and plug

COST ESTIMATE: \$3,300.00

IF COST ESTIMATES WERE RECEIVED FROM A CONTRACTOR, LIST THE NAME OF
THE CONTRACTOR:

Jerry Schultz Schultz Excavating

SUBMITTED BY:



COUNTY COMMISSIONER OR DITCH INSPECTOR

REMARKS:

SUBMITTED TO THE COUNTY BOARD ON THE ____ DAY OF ____, 20__.

DITCH INSPECTION EMERGENCY REPAIRS

DATE 5/10/2021 COMMISSIONER'S DISTRICT Doug Christopherson

DITCH # Cd# 48

LOCATION (SECTION NUMBER AND LAND OWNER)

Sections 15,22,27 New Richland township all landowners

INSPECTION:

During the Ditch cleaning several areas were found that need surface water inlets to keep water from ponding or running over the top of the ditch bank causing sediment loading.
One big County tile main also needs to be repaired.

CORRECTION AND NATURE OF REPAIRS:

8 locations were found to place or replace surface water inlets.
Replace tile main outlet with 40 to 60 feet of 24 inch dual wall pipe.
Rip Rap will also be needed at the tile main outlet

COST ESTIMATE: \$21,100.00

IF COST ESTIMATES WERE RECEIVED FROM A CONTRACTOR, LIST THE NAME OF THE CONTRACTOR:

H&H Excavating

SUBMITTED BY: 
COUNTY COMMISSIONER OR DITCH INSPECTOR

REMARKS:

Part of the cost estimate is also needed to offset the cost of reseeded the buffer with CRP grass mixes.

SUBMITTED TO THE COUNTY BOARD ON THE ____ DAY OF ____, 20__.

WASECA COUNTY BOARD OF COMMISSIONERS — APRIL 27, 2021

The Waseca County Board of Commissioners met in special session on Tuesday, April 27, 2021, in the boardroom, 300 North State Street, Waseca, Minnesota. County Commissioners present were Chair DeAnne Malterer, Doug Christopherson, Brian Harguth, Blair Nelson, and Brad Krause.

City Council members present were Mayor Roy Srp, Jeremy Conrath, Allan Rose, Mark Christiansen, Daren Arndt, John Mansfeld; and Ted Conrath.

Others present were Michael Johnson, Administrator; Tammy Spooner, Auditor-Treasurer; Lee Mattson, Waseca City Manager; Ann Fitch, Waseca Chamber Executive Director; Mike Anderson, Assistant to the City Manager; and Melissa Sexton, Human Resources Manager.

Chair Malterer called the meeting to order at 6:00 p.m. Roll call was taken and the Pledge of Allegiance was recited.

Michael Johnson, Waseca County Administrator, welcomed everyone to the meeting.

Ann Fitch, Executive Director of Waseca Area Chamber, provided information regarding a competition to assist entrepreneurs in creating a new business. Ann requested that both the County Commissioners and City Council help in getting the word out and encouraging people to participate.

Lee Mattson, Waseca City Manager, gave an overview for 2021 with the following priorities for the City:

- Infrastructure – Road Projects
- ConAgra is continuing their construction at the new location.
- Long-term CIP Plan.
- The City continues to be committed to the 2030 Plan.

Michael Johnson, Waseca County Administrator, looked back on 2020 and forward to 2021, citing some of the many challenges and opportunities for local government:

- Technology Upgrades –Digitized Records
- Innovative solutions - Telework – Upgraded Phone System
- Upcoming New Property Tax and Appraisal System
- Grant Programs
- Upcoming American Rescue Plan
- Capital Improvement Plan
- Continue working with local internet providers for a broadband solution.
- Vaccination Program
- Purchased back portion of the East Annex building.
- Support agriculture and agricultural businesses, including ConAgra.

Michael Johnson shared that Waseca County continues to work with legislators that are working to help our communities. Mr. Johnson would like to move forward collaboratively between the county and the city for a stronger voice at the state level.

A brief discussion was held regarding American Rescue Plan Act (ARPA) and how to best make use of county and city allocations.

Mayor Srp expressed appreciation for the open communication and collaboration. The City Council left the meeting at 7:08 p.m.

Michael Johnson, Administrator, informed the Board that the Interim Engineer Agreement ends on April 30, 2021. Alan Forsberg has consented to extend the contract to May 31, 2021. Nelson moved and Harguth seconded to extend the Interim County Engineer Agreement to May 31, 2021. Motion carried unanimously.

Michael Johnson, Administrator, shared that the Public Works Director candidate rejected the offer of employment. Discussion was held regarding making an offer to Jim Kollar. Christopherson moved and Krause seconded to make an offer to Jim Kollar with the same terms as the prior candidate. Motion carried 3-2 by the following roll call: Christopherson - aye; Harguth – nay; Nelson - nay; Krause – aye; and Malterer – aye.

Having no further county board business, Harguth moved and Krause seconded the motion to adjourn the meeting. Motion carried unanimously and meeting adjourned at 7:26 p.m.

DeAnne Malterer, Chairperson
Waseca County Board of Commissioners

ATTEST:

Tamara J. Spooner, Clerk
Waseca County Auditor/Treasurer

WASECA COUNTY BOARD OF COMMISSIONERS

WORK SESSION – MAY 4, 2021

The Waseca County Board of Commissioners met in a work session on Tuesday, May 4, 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; Brian Tomford, Buildings & Grounds Director; and Rachel Cornelius, County Attorney.

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

Brian Tomford, Buildings & Grounds Director, communicated an issue with Buckthorn at Courthouse Park. A video from Goat Dispatch was shared. The goats graze and eat invasive weeds. This is a very efficient and effective method to eliminate Buckthorn.

Brian Tomford also shared, for consideration, ideas that he has for future improvements at Courthouse Park i.e. electricity and a well.

The work session ended at 9:23 a.m.

DeAnne R. Malterer, Chairperson
Waseca County Board of Commissioners

ATTEST:

Tamara J. Spooner, Clerk
Waseca County Auditor/Treasurer

WASECA COUNTY BOARD OF COMMISSIONERS — MAY 4, 2021

The Waseca County Board of Commissioners met in regular session on Tuesday, May 4, 2021, in the boardroom, 300 North State Street, Waseca, Minnesota. County Commissioners present were Chair DeAnne Malterer, Doug Christopherson Brian Harguth, Blair Nelson, and Brad Krause.

Others present were Michael Johnson, Administrator; Tammy Spooner, Auditor-Treasurer; Brian Tomford, Buildings & Grounds Director; Rachel Cornelius, County Attorney; Brad Milbrath, Sheriff; Dave Melchert; Josh Langr; Kelly Langr; Serena Frazier; Kari Gehring; Dawn Androli; Trevor Kanewischer; Andy Buckmeier; Joe Fliflet; Colton Larson; Phil Langr; Joan Langr; Dan Frenk; Amy Nelson; Lisa Dierks; and Mattea Dann. Sarah Berry, Public Health Director, was present via online platform.

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 amended to move Waseca County Lakes Promotion from the consent agenda to an action item. Motion carried unanimously.

Krause moved and Christopherson seconded to approve the minutes from April 6, 2021 Work Session; April 6, 2021 Commissioner Meeting; April 20, 2021 Work Session; April 20, 2021 Commissioner Meeting; and April 22/23, 2021 Special Session. Motion carried unanimously.

Harguth moved and Nelson seconded to approve the Consent Agenda with the removal of “item b”. Motion carried unanimously.

a. Approval of Bills

~~b. Waseca County Lakes Promotion~~

c. 2020 Emergency Management Performance Grant in the amount of \$19,289.00

d. Approve and Sign Grant Contract with the Reeds Lake Association in the amount of \$3,850.00

Brad Milbrath, Sheriff, asked for a moment of silence in memory of Lemick Larson and Don Eustice, prior Waseca County Sheriffs who lost their lives in the line of duty. With it being National Police Week, Sheriff Milbrath presented the Sheriff's Department awards for employee of the year to Josh Langr, Deputy, for 2020 and Dan Frenk, Dispatcher, for 2021.

Michael Johnson, Administrator, presented on behalf of Linda Karst, County Recorder, the item moved from the consent agenda. The County Recorder is requesting to purchase a LandShark Integration Module in the amount of \$3,240.00 and Lakes Promotion, fraud detection software in the amount of \$13,550.00. These purchases allow for property records to have built in fraud prevention and integration to GIS. Nelson moved and Christopherson seconded to approve the purchase totaling \$16,790.00. Motion carried unanimously.

Sarah Berry, Public Health Director, requested to set Public Hearing for Licensed Establishment Fees. The previously set hearing was not published properly in the newspaper. Christopherson moved and Harguth moved to set a Public Hearing for May 18, 2021 at 9:30 a.m. to set fees for Licensed Establishments. Motion carried unanimously.

Sarah Berry, Public Health Director, requested approval of an amendment to the existing two-year (2020-2021) South Country Health Alliance Delegation Agreement. No substantial changes were made, only minor changes to the language. Nelson moved and Krause seconded to approve the amended agreement. Motion carried unanimously.

Ms. Berry also shared that Walmart Pharmacy and Thrifty White Pharmacy are both taking walk-in appointments for Covid vaccination. At this time, Public Health will not be holding large public clinics due to the availability of vaccine within the community.

Lisa Dierks, Extension Regional Director, introduced Mattea Dann, Support Staff for Waseca County Extension.

Amy Nelson, 4-H Educator, provided a 4-H program update for 2020-2021.

Lisa Dierks, Extension Regional Director, informed the board that the Memorandum of Understanding between the University of Minnesota and Waseca County expires this year. The agreement will be reviewed and brought to a future meeting.

Brian Tomford, Buildings & Grounds Director, went over the buckthorn issue at Courthouse Park that had been discussed at the Work Session earlier in the day. Additional information was obtained regarding the fencing. A two-layer fencing system is installed to keep adequate space between the electric fence and the public. Brian requested to proceed with hiring Goat Dispatch to take step one to get buckthorn under control. Nelson moved and Krause seconded to approve moving forward with the project in the estimated amount of \$11,500.00. Motion carried unanimously.

Michael Johnson, Administrator, provided an overview of the budget process and timeline for 2022.

Human Resources announcements were distributed.

Michael Johnson, Administrator, presented a temporary contract employment agreement for consulting services with Fran Windschitl to analyze our investment portfolio and create a long-term sustainable model. Krause moved to Harguth seconded to approve entering into the agreement with Mr. Windschitl. Motion carried unanimously.

Commissioner Reports were shared.

Having no further county board business, Krause moved and Harguth seconded the motion to adjourn the meeting. Motion carried unanimously and meeting adjourned at 11:26 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	\$ 235.89
ACCESS INFO MANAGEMENT OF MN INC	1,126.29
ADV CORRECTIONAL HEALTHCARE INC	3,150.01
AMAZON CAPITAL SERVICES	13.48
APG MEDIA OF SOUTHERN MN LLC	456.41
APH STORES, INC.	628.83
BARBARA J. BUKER	690.60
BLUE EARTH CO	4,778.21
BLUE EARTH CO HUMAN SERVICES	1,186.50
BOCKS SERVICE INC	24.00
BOLTON & MENK INC	2,000.00
BOLTON & MENK INC	1,072.50
BOMGAARS SUPPLY	301.70
BOMGAARS SUPPLY	277.47
BRITTON PLUMBING & HEATING LLC	1,418.14
COLE PAPERS INC	184.77
COMPUTER INFORMATION SYSTEMS INC	3,540.00
CPS TECHNOLOGY SOLUTIONS INC	98.00
CREATIVE AD SOLUTIONS INC	40.69
DORI PAPKE	32.40
EMERGENCY AUTOMOTIVE TECH, INC	1,259.01
FIRST STATE TIRE RECYCLING	2,450.19
FOTH INFRASTRUCTURE & ENVIRONMENT LLC	24,453.20
INNOVATIVE OFFICE SOLUTIONS LLC	347.14
JONES HAUGH & SMITH	9,360.00

L & L STREET ROD & SPORTS TRUCK	1,225.00
LITTLE FALLS MACHINE INC	1,231.29
LOWER 48 TRANSPORT SERVICE INC	746.56
MACATFO (MN ASSOC CO AUDITORS,TREAS,FIN)	60.00
MEGAN KIRBY	17.36
METRO FURNITURE SOLUTIONS HENRICKSEN	2,160.00
MIDWEST MOTOR SUPPLY CO INC	5,006.30
MJB HANSEN FAMILY LP	1,271.24
MN HIGHWAY SAFETY & RESEARCH CENTER	1,650.00
MN.IT SERVICES	1,300.00
M-R SIGN COMPANY INC	137.75
NACCHO	260.00
PATTON HOVERSTEN & BERG PA	2,990.00
PEMBERTON,SORLIE,RUFER & KERCHNER PLLP	483.50
RAMSEY COUNTY	1,804.00
RINK SYSTEMS	380.00
RIVER BEND BUSINESS PRODUCTS	671.01
RIVER VALLEY FORENSIC SERVICES PA	1,250.00
SOUTH CENTRAL SERVICE COOP	2,136.16
SOUTHERN MINNESOTA INSPECTION CO LLC	1,754.15
STONEBROOKE ENGINEERING INC	8,023.88
STREAMLINE COMMUNICATIONS LLC	23,746.00
SWANSTON EQUIPMENT CORP	116.97
TEXAS REFINERY CORP	448.00
THE SHOP LLC	890.93
ULINE	2,731.55
WASECA CLARKS GROVE VET CLINIC LLP	459.89

05/12/2021 16:22
5264aschauer

Waseca, MN
Vendor Warrant List Report

P
apwarnt 1

DATE: 05/21/2021 CHECK RUN: C051821 AMOUNT: \$ 118,407.69

APPROVED BY: _____

05/12/2021 16:22 | Waseca, MN
5264aschauer | PREPAID INVOICE LIST

CHECK RUN: C051821 05/21/2021

VENDOR	VENDOR NAME	R	INVOICE	PO	TYPE	DUE DATE	AMOUNT	CHECK	COMMENT
CASH ACCOUNT: 990000000		1001	FNB Checking						
80	FIRST NATIONAL	00000	4/21 STMNT		DD	05/21/2021	2,986.20	1131	GTM BUSINESS MAINT
287	FIRST NATIONAL	00000	4/21 STMNT		DD	05/21/2021	15.97	1132	TRANSPORT FUEL
302	FIRST NATIONAL	00000	4/21 STMNT		DD	05/21/2021	44.68	1133	PAPER SUPPLIES/POS
354	FIRST NATIONAL	00000	4/21 STMNT		DD	05/21/2021	23.85	1134	POSTAGE REAL/EDL
424	FIRST NATIONAL	00000	4/21 STMNT		DD	05/21/2021	1,961.92	1135	SHERIFFS CONF/ATV
428	FIRST NATIONAL	00000	4/21 STMNT		DD	05/21/2021	96.73	1136	MSA TRNG/GAS/MEAL
1152	FIRST NATIONAL	00000	4/21 STMNT		DD	05/21/2021	13.60	1137	DRUG TEST POSTAGE
1213	FIRST NATIONAL	00000	4/21 STMNT		DD	05/21/2021	1,428.58	1138	MACATFO SUMMER CON
1481	FIRST NATIONAL	00000	4/21 STMNT		DD	05/21/2021	48.72	1139	GAS/LUNCH
1960	FIRST NATIONAL	00000	4/21 STMNT		DD	05/21/2021	250.00	1140	NACVSO APPEALS TRA
2065	FIRST NATIONAL	00000	4/21 STMNT		DD	05/21/2021	825.00	1141	MOCIC CONFERENCE
2417	FIRST NATIONAL	00000	4/21 STMNT		DD	05/21/2021	170.44	1142	GAS/HOTEL
3151	FIRST NATIONAL	00000	4/21 STMNT		DD	05/21/2021	603.88	1143	ROOF MAT/HAMMER TA
3914	FIRST NATIONAL	00000	4/21 STMNT		DD	05/21/2021	126.25	1144	HOTEL/GAS
3915	FIRST NATIONAL	00000	4/21 STMNT		DD	05/21/2021	29.36	1145	FUEL FOR TRAINING
3919	FIRST NATIONAL	00000	4/21 STMNT		DD	05/21/2021	604.20	1146	PASSPORT STAMPS
4874	FIRST NATIONAL	00000	4/21 STMNT		DD	05/21/2021	51.50	1147	MN LEADERSHIP COUN
3455	FIRST NATIONAL	00000	4/21 STMNT		DD	05/21/2021	119.74	1148	DESSICANT PACKS
634	FIRST NATIONAL	00000	4/21 STMNT		DD	05/12/2021	508.66	1149	REFUND GLARE SCREE
364	FIRST NATIONAL	00000	4/21 STMNT		DD	05/21/2021	476.69	1150	WALKIE TALKIES & H
705	FIRST NATIONAL	00000	4/21 STMNT		DD	05/21/2021	2,206.32	1151	INDEED ADVERTISING
570	FIRST NATIONAL	00000	4/21 STMNT		DD	05/21/2021	635.24	1152	PLAQUES/SHERIFF CO
457	FIRST NATIONAL	00000	4/21 STMNT		DD	05/21/2021	737.48	1153	HOTEL/FUEL/SHERIFF
CASH ACCOUNT		990000000	1001				13,965.01	TOTAL	

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Waseca, MN

| DETAIL INVOICE LIST

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CASH ACCOUNT: 99000000 1001

FNB Checking

CHECK RUN: C051821 05/21/2021

DUE DATE: 05/12/2021

VENDOR	G/L ACCOUNTS	R	PO	TYPE	DUE DATE	INVOICE/AMOUNT	CHECK
3653 A.H. HERMEL COMPANY		00000		EFT	05/12/2021	873144	
1 25257000 6807		JailCntn		JailCanMis		198.47	
		Invoice Net				198.47	
				CHECK TOTAL		198.47	
404 ACCESS TONNA LOCK SERV		00000		INV	05/12/2021	1264	
1 01111000 6310		CHBldgMtc		EqRepMtc		12.00	
		Invoice Net				12.00	
				CHECK TOTAL		12.00	
4915 AMAZON CAPITAL SERVICE		00000		INV	05/12/2021	1LX4-37HG-RJQM	
1 01451451 6401		PHNrsng		OffcSuppls		56.94	
		Invoice Net				56.94	
4915 AMAZON CAPITAL SERVICE		00000		INV	05/12/2021	1GMR-T1HL-3GRP	
1 01451451 6401		PHNrsng		OffcSuppls		17.98	
2 01451457 6430		PHP		MdcLSppls		38.62	
3 01451457 6401		PHP		OffcSuppls		7.00	
		Invoice Net				63.60	
				CHECK TOTAL		120.54	
1143 APG MEDIA OF SOUTHERN		00000		INV	05/12/2021	10710-0421	
1 01041000 6240		Aud-Treas		AdLgNtSub		12.66	
		Invoice Net				12.66	
1143 APG MEDIA OF SOUTHERN		00000		INV	05/12/2021	10710-0421 2	
1 01107000 6240		P&Z		AdLgNt/Sub		99.90	
		Invoice Net				99.90	
				CHECK TOTAL		112.56	
8332 AT SCENE, LLC		00000		INV	05/12/2021	1201	
1 01201229 6475		OffSupShrf		AdmnOffSpl		4,250.00	
		Invoice Net				4,250.00	
				CHECK TOTAL		4,250.00	
2809 BAKER TILLY LLP		00000		EFT	05/12/2021	BT1809854	
1 01062000 6267		CenSvcs		StAudtng		1,640.00	
		Invoice Net				1,640.00	
				CHECK TOTAL		1,640.00	
1713 BOCKS SERVICE INC		00000		INV	05/12/2021	192354	
1 01201223 6471		ShrfEqRepM		Tires		24.00	
		Invoice Net				24.00	
1713 BOCKS SERVICE INC		00000		INV	05/12/2021	23665	
1 01201201 6340		GenSheriff		RntSvcAgrt		197.00	
		Invoice Net				197.00	
1713 BOCKS SERVICE INC		00000		INV	05/12/2021	23663	
1 01201201 6340		GenSheriff		RntSvcAgrt		170.00	
		Invoice Net				170.00	

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Waseca, MN

| DETAIL INVOICE LIST

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CASH ACCOUNT: 99000000 1001

FNB Checking

CHECK RUN: C051821 05/21/2021

DUE DATE: 05/12/2021

VENDOR	G/L ACCOUNTS	R	PO	TYPE	DUE DATE	INVOICE/AMOUNT	CHECK
						CHECK TOTAL	391.00
4624	CDW GOVERNMENT INC	00000		CRM	05/12/2021	9027427	
1	01061061 6401			ITTechnlgy	OffcSuppls	-307.31	
				Invoice Net		-307.31	
4624	CDW GOVERNMENT INC	00000		INV	05/12/2021	9012722	
1	01061061 6401			ITTechnlgy	OffcSuppls	73.58	
				Invoice Net		73.58	
4624	CDW GOVERNMENT INC	00000		INV	05/12/2021	C245083	
1	01061061 6480			ITTechnlgy	NonCapInv	2,022.80	
				Invoice Net		2,022.80	
						CHECK TOTAL	1,789.07
4186	NCH CORPORATION	00000		INV	05/12/2021	7352596	
1	13340000 6260			HwyEqMt/Sh	ProTechSvc	145.19	
				Invoice Net		145.19	
						CHECK TOTAL	145.19
308	CHRISTENSEN TIRE & AUT	00000		INV	05/12/2021	70576	
1	13340000 6563			HwyEqMt/Sh	TrTbsBatt	250.00	
				Invoice Net		250.00	
						CHECK TOTAL	250.00
3477	COLE PAPERS INC	00000		INV	05/12/2021	9978861	
1	01111000 6410			CHBldgMtc	CstBldgSpp	425.00	
2	01112000 6410			LEBldgMtc	CstBldgSpp	425.00	
3	01115000 6410			EABldMtc	CstBldgSpp	425.00	
4	01116000 6410			ExtBldMtc	CstBldgSpp	56.16	
5	01117000 6410			HSPHBldgMt	CstBldgSpp	425.00	
				Invoice Net		1,756.16	
						CHECK TOTAL	1,756.16
8627	CONCEPT SEATING	00000		INV	05/12/2021	1015434.31242158	
1	25207000 6481			E911	E911Equip	3,810.00	
				Invoice Net		3,810.00	
						CHECK TOTAL	3,810.00
485	CRYSTEEL TRUCK EQUIPME	00000		EFT	05/12/2021	29500 4/29/21	
1	13340000 6670			HwyEqMt/Sh	Vehicles	13,993.00	
2	13340000 6564			HwyEqMt/Sh	MchVehPrts	-149.08	
				Invoice Net		13,843.92	
						CHECK TOTAL	13,843.92
330	DAVE'S BODY SHOP	00000		INV	05/12/2021	16226	
1	01119000 6560			Fleet	AutoRep	585.72	
				Invoice Net		585.72	
						CHECK TOTAL	585.72

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CASH ACCOUNT: 99000000 1001

FNB Checking

CHECK RUN: C051821 05/21/2021

DUE DATE: 05/12/2021

VENDOR	G/L ACCOUNTS	R	PO	TYPE	DUE DATE	INVOICE/AMOUNT	CHECK
498 DEANNE MALTERER		00000		EFT	05/12/2021	4/21 STMNT	
1 01002000 6334		Commsnrs		Mileage		46.14	
		Invoice Net				46.14	
				CHECK TOTAL		46.14	
420 DEML FORD INC		00000		INV	05/12/2021	351505 4/30/21	
1 01201223 6310		ShrfEqRepM		SqRepMtc		1,514.67	
		Invoice Net				1,514.67	
420 DEML FORD INC		00000		INV	05/12/2021	350660 4/30/21	
1 13340000 6310		HwyEqMt/Sh		EqRepMtc		603.45	
2 13340000 6564		HwyEqMt/Sh		MchVehPrts		812.53	
		Invoice Net				1,415.98	
420 DEML FORD INC		00000		INV	05/12/2021	145287	
1 01121000 6310		Vets Svcs		EqRepMtc		78.24	
		Invoice Net				78.24	
				CHECK TOTAL		3,008.89	
896 DONAHUE ELECTRIC LLC		00000		INV	05/12/2021	16493	
1 13340000 6611		HwyEqMt/Sh		BldgImp		1,322.48	
		Invoice Net				1,322.48	
				CHECK TOTAL		1,322.48	
8629 DOTY & SONS CONCRETE P		00000		INV	05/12/2021	67342	
1 25521000 6602		CoParks		GrndsImp		2,012.00	
		Invoice Net				2,012.00	
				CHECK TOTAL		2,012.00	
347 DUANE RATHMANN		00000		INV	05/21/2021	5/6/21 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	
8626 ELITE FORENSIC SERVICE		00000		INV	05/12/2021	EFS-2021-14b	
1 01014000 6260		CrtAdmnCo		ProTechSvc		800.00	
		Invoice Net				800.00	
				CHECK TOTAL		800.00	
31 EXPRESS CARE INC		00000		INV	05/12/2021	016148	
1 01119000 6561		Fleet		Oil&Grease		43.19	
		Invoice Net				43.19	
				CHECK TOTAL		43.19	
4570 FOUR SEASONS APPAREL &		00000		INV	05/12/2021	000235	
1 01002000 6803		Commsnrs		MiscExp		458.00	
		Invoice Net				458.00	
				CHECK TOTAL		458.00	

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CASH ACCOUNT: 99000000 1001

FNB Checking

CHECK RUN: C051821 05/21/2021

DUE DATE: 05/12/2021

VENDOR	G/L ACCOUNTS	R	PO	TYPE	DUE DATE	INVOICE/AMOUNT	CHECK
235	INNOVATIVE OFFICE SOLU	00000		INV	05/12/2021	IN3323739	
	1 01042000 6401	LicBureau		OffcSuppls		27.00	
		Invoice Net				27.00	
235	INNOVATIVE OFFICE SOLU	00000		INV	05/12/2021	IN3330189	
	1 01031000 6401	CoAdmn		OffcSuppls		33.36	
		Invoice Net				33.36	
235	INNOVATIVE OFFICE SOLU	00000		INV	05/12/2021	IN3333759	
	1 01041000 6401	Aud-Treas		OffcSuppls		20.10	
		Invoice Net				20.10	
235	INNOVATIVE OFFICE SOLU	00000		INV	05/19/2021	IN3343064	
	1 01103000 6401	Assr		OffcSuppls		62.98	
		Invoice Net				62.98	
235	INNOVATIVE OFFICE SOLU	00000		INV	05/19/2021	IN3338908	
	1 01107000 6401	P&Z		OffcSuppls		37.26	
		Invoice Net				37.26	
235	INNOVATIVE OFFICE SOLU	00000		INV	05/12/2021	IN3341386	
	1 01061061 6401	ITTechnlgy		OffcSuppls		55.30	
		Invoice Net				55.30	
235	INNOVATIVE OFFICE SOLU	00000		INV	05/12/2021	IN3334205	
	1 01061061 6401	ITTechnlgy		OffcSuppls		69.58	
		Invoice Net				69.58	
235	INNOVATIVE OFFICE SOLU	00000		INV	05/12/2021	IN3332641	
	1 01061061 6401	ITTechnlgy		OffcSuppls		104.80	
		Invoice Net				104.80	
235	INNOVATIVE OFFICE SOLU	00000		INV	05/12/2021	IN3329589	
	1 01061061 6401	ITTechnlgy		OffcSuppls		159.19	
		Invoice Net				159.19	
235	INNOVATIVE OFFICE SOLU	00000		INV	05/12/2021	IN3337234	
	1 25259000 6401	PermtCrry		OffcSuppls		57.89	
		Invoice Net				57.89	
235	INNOVATIVE OFFICE SOLU	00000		INV	05/12/2021	IN3337266	
	1 25259000 6401	PermtCrry		OffcSuppls		11.70	
		Invoice Net				11.70	
235	INNOVATIVE OFFICE SOLU	00000		INV	05/12/2021	IN3337269	
	1 01041000 6401	Aud-Treas		OffcSuppls		12.98	
		Invoice Net				12.98	
235	INNOVATIVE OFFICE SOLU	00000		INV	05/12/2021	IN3341682	
	1 01041000 6401	Aud-Treas		OffcSuppls		6.28	
		Invoice Net				6.28	
235	INNOVATIVE OFFICE SOLU	00000		INV	05/21/2021	IN3335254	
	1 01252000 6401	CrtSvcs		OffcSuppls		23.18	
		Invoice Net				23.18	
CHECK TOTAL						681.60	
971	J SCOTT BRADEN LAW OFF	00000		INV	05/12/2021	26220	
	1 01014000 6260	CrtAdmnCo		ProTechSvc		634.00	
		Invoice Net				634.00	

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CASH ACCOUNT: 99000000 1001

FNB Checking

CHECK RUN: C051821 05/21/2021

DUE DATE: 05/12/2021

VENDOR	G/L ACCOUNTS	R	PO	TYPE	DUE DATE	INVOICE/AMOUNT	CHECK
						CHECK TOTAL	634.00
3153 JARED KRASSIN	1 13340000 6201	00000		INV	05/12/2021	WIRELESS WORLD	
		HwyEqMt/Sh		CelTelPhn		107.11	
		Invoice Net				107.11	
						CHECK TOTAL	107.11
2670 JOBS PLUS INC	1 01111000 6260	00000		EFT	05/12/2021	4/21 STMNT	
		CHBldgMtc		ProTechSvc		202.14	
		Invoice Net				202.14	
						CHECK TOTAL	202.14
2356 JONES AND MAGNUS LLC	1 01014000 6261	00000		INV	05/12/2021	1965902	
		CrtAdmnCo		CrtAptAtty		510.00	
		Invoice Net				510.00	
						CHECK TOTAL	510.00
1410 L & L STREET ROD & SPO	1 01201201 6670	00000		INV	05/12/2021	3186	
		GenSheriff		Vehicles		2,958.90	
		Invoice Net				2,958.90	
1410 L & L STREET ROD & SPO	1 01103000 6260	00000		INV	05/19/2021	3194	
		Assr		ProTechSvc		195.00	
		Invoice Net				195.00	
						CHECK TOTAL	3,153.90
719 LITTLE FALLS MACHINE I	1 13340000 6564	00000		INV	05/12/2021	361316	
		HwyEqMt/Sh		MchVehPrts		157.26	
		Invoice Net				157.26	
719 LITTLE FALLS MACHINE I	1 13340000 6564	00000		INV	05/12/2021	361346	
		HwyEqMt/Sh		MchVehPrts		85.35	
		Invoice Net				85.35	
719 LITTLE FALLS MACHINE I	1 13340000 6564	00000		INV	05/12/2021	361321	
		HwyEqMt/Sh		MchVehPrts		538.31	
		Invoice Net				538.31	
						CHECK TOTAL	780.92
2336 LOFFLER	1 01062000 6341	00001		INV	05/12/2021	3716437	
		CenSvcs		CopierMain		739.88	
		Invoice Net				739.88	
						CHECK TOTAL	739.88
4315 M-R SIGN COMPANY INC	1 13330000 6503	00000		INV	05/12/2021	211895	
		HwyMntnc		TrffcSgns		83.09	
		Invoice Net				83.09	
						CHECK TOTAL	83.09
4377 MACVSO-GAYLORD		00000		INV	05/12/2021	2021	

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VENDOR	G/L ACCOUNTS	R	PO	TYPE	DUE DATE	INVOICE/AMOUNT	CHECK
1	25123000 6803			VtSv OpImp	MiscExp	250.00	
				Invoice Net		250.00	
						CHECK TOTAL	250.00
2655	MARK BEHREND	00000		INV	05/12/2021	4/15/21-4/29/21 STMN	
1	41610000 6260			Ditch	ProTechSvc	1,402.50	
2	41610000 6334			Ditch	Mileage	39.20	
				Invoice Net		1,441.70	
						CHECK TOTAL	1,441.70
3672	MARK SOMMERS	00000		INV	05/19/2021	5/6/21 STMNT	
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	05/19/2021	5/6/21 STMNT	
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	05/12/2021	F0392 4/30/21	
1	13340000 6590			HwyEqMt/Sh	TlsShpMat	30.00	
				Invoice Net		30.00	
						CHECK TOTAL	30.00
2	MEI TOTAL ELEVATOR SOL	00000		EFT	05/12/2021	906550	
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	
						CHECK TOTAL	430.55
8593	MESSICK LAW PLLC	00000		INV	05/12/2021	773	
1	01014000 6261			CrtAdmnCo	CrtAptAtty	120.00	
				Invoice Net		120.00	
8593	MESSICK LAW PLLC	00000		INV	05/12/2021	814	
1	01014000 6261			CrtAdmnCo	CrtAptAtty	280.00	
				Invoice Net		280.00	
8593	MESSICK LAW PLLC	00000		INV	05/12/2021	769	
1	01014000 6261			CrtAdmnCo	CrtAptAtty	640.00	
				Invoice Net		640.00	
8593	MESSICK LAW PLLC	00000		INV	05/12/2021	802	
1	01014000 6261			CrtAdmnCo	CrtAptAtty	420.00	
				Invoice Net		420.00	
						CHECK TOTAL	1,460.00

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CASH ACCOUNT: 99000000 1001

FNB Checking

CHECK RUN: C051821 05/21/2021

DUE DATE: 05/12/2021

VENDOR	G/L ACCOUNTS	R	PO	TYPE	DUE DATE	INVOICE/AMOUNT	CHECK
8628 METRO FIBERNET LLC		00001		INV	05/12/2021	1682361	
	1 01061061 6260			ITTechnlgy	ProTechSvc	250.00	
				Invoice Net		250.00	
				CHECK TOTAL		250.00	
1287 MIDWEST MONITORING & S		00001		INV	05/12/2021	DT0421109	
	1 25252000 6213			CrtSvcs	DrgTstgSvc	5,542.62	
				Invoice Net		5,542.62	
1287 MIDWEST MONITORING & S		00001		INV	05/21/2021	0421537	
	1 25252000 6213			CrtSvcs	DrgTstgSvc	207.00	
				Invoice Net		207.00	
				CHECK TOTAL		5,749.62	
2017 MN COUNTIES COMPUTER C		00000		EFT	05/12/2021	2104141	
	1 01061061 6262			ITTechnlgy	SftwrSpprt	525.00	
				Invoice Net		525.00	
				CHECK TOTAL		525.00	
2797 NAPA AUTO PARTS MPEC		00000		INV	05/12/2021	305437	
	1 01201223 6310			ShrfEqRepM	SqRepMtc	14.29	
				Invoice Net		14.29	
2797 NAPA AUTO PARTS MPEC		00000		INV	05/12/2021	305839	
	1 01521000 6563			CoParks	TrTbsBatt	91.99	
				Invoice Net		91.99	
2797 NAPA AUTO PARTS MPEC		00000		INV	05/12/2021	305837	
	1 01521000 6563			CoParks	TrTbsBatt	57.49	
				Invoice Net		57.49	
2797 NAPA AUTO PARTS MPEC		00000		INV	05/12/2021	305838	
	1 01521000 6563			CoParks	TrTbsBatt	4.99	
				Invoice Net		4.99	
2797 NAPA AUTO PARTS MPEC		00000		INV	05/12/2021	33090 4/31/21	
	1 13340000 6564			HwyEqMt/Sh	MchVehPrts	166.70	
	2 13340000 6590			HwyEqMt/Sh	TlsShpMat	569.87	
				Invoice Net		736.57	
				CHECK TOTAL		905.33	
8386 NO WAIT INSIDE LLC		00001		INV	05/12/2021	1572	
	1 01061061 6262			ITTechnlgy	SftwrSpprt	29.00	
				Invoice Net		29.00	
				CHECK TOTAL		29.00	
619 OLYMPIC FIRE PROTECTIO		00000		INV	05/12/2021	68312	
	1 13340000 6260			HwyEqMt/Sh	ProTechSvc	325.00	
				Invoice Net		325.00	
				CHECK TOTAL		325.00	
333 BARBARA J. BUKER		00000		INV	05/19/2021	17357	

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CASH ACCOUNT: 99000000 1001

FNB Checking

CHECK RUN: C051821 05/21/2021

DUE DATE: 05/12/2021

VENDOR	G/L ACCOUNTS	R	PO	TYPE	DUE DATE	INVOICE/AMOUNT	CHECK
	1 01107000 6401	P&Z		OffcSuppls		178.90	
		Invoice Net				178.90	
				CHECK TOTAL		178.90	
8630	TITAN ENERGY SYSTEMS I	00001		INV 05/12/2021		210427-025	
	1 13340000 6310	HwyEqMt/Sh		EqRepMtc		1,493.01	
		Invoice Net				1,493.01	
				CHECK TOTAL		1,493.01	
3415	POWERPLAN INC	00000		INV 05/12/2021		8850247600 4/26/21	
	1 13340000 6310	HwyEqMt/Sh		EqRepMtc		257.40	
	2 13340000 6564	HwyEqMt/Sh		MchVehPrts		625.41	
		Invoice Net				882.81	
				CHECK TOTAL		882.81	
1567	MAIRS CHIROPRACTIC INC	00000		INV 05/12/2021		97550 4/26/21	
	1 13330000 6260	HwyMntnc		ProTechSvc		84.00	
		Invoice Net				84.00	
				CHECK TOTAL		84.00	
4680	PROFESSIONAL DEVELOPME	00001		INV 05/12/2021		INV-12156	
	1 01065000 6241	HumnRsrcs		CnfTrngRgD		1,545.00	
		Invoice Net				1,545.00	
				CHECK TOTAL		1,545.00	
496	RICHARD POSSIN	00000		INV 05/12/2021		5/6/21 STMNT	
	1 01107000 6111	P&Z		PerDiems		80.00	
	2 01107000 6334	P&Z		Mileage		16.24	
		Invoice Net				96.24	
				CHECK TOTAL		96.24	
1934	RIVER BEND BUSINESS PR	00000		INV 05/12/2021		522987	
	1 01062000 6341	CenSvcs		CopierMain		.39	
		Invoice Net				.39	
1934	RIVER BEND BUSINESS PR	00000		INV 05/12/2021		523473	
	1 01062000 6341	CenSvcs		CopierMain		48.15	
		Invoice Net				48.15	
1934	RIVER BEND BUSINESS PR	00000		INV 05/12/2021		523095	
	1 01062000 6341	CenSvcs		CopierMain		127.17	
		Invoice Net				127.17	
1934	RIVER BEND BUSINESS PR	00000		INV 05/12/2021		523081	
	1 01062000 6341	CenSvcs		CopierMain		60.41	
		Invoice Net				60.41	
1934	RIVER BEND BUSINESS PR	00000		INV 05/12/2021		523082	
	1 01062000 6341	CenSvcs		CopierMain		122.90	
		Invoice Net				122.90	
1934	RIVER BEND BUSINESS PR	00000		INV 05/12/2021		523223	

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CASH ACCOUNT: 99000000 1001

FNB Checking

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DUE DATE: 05/12/2021

VENDOR	G/L ACCOUNTS	R	PO	TYPE	DUE DATE	INVOICE/AMOUNT	CHECK
1	01062000 6341			CenSvcs	CopierMain	2.28	
				Invoice Net		2.28	
					CHECK TOTAL	361.30	
47	ROBERT VOGELSANG	00000		INV	05/12/2021	5/6/21 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	05/19/2021	5/6/21 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	
138	RUSSELL GUSE	00000		INV	05/12/2021	1/6/21-1/21/21 STMNT	
1	41610000 6260			Ditch	ProTechSvc	562.50	
2	41610000 6334			Ditch	Mileage	107.52	
				Invoice Net		670.02	
					CHECK TOTAL	670.02	
848	RUSSELL J FREDERICK	00000		INV	05/12/2021	5/6/21 STMNT	
1	01107000 6111			P&Z	PerDiems	80.00	
2	01107000 6334			P&Z	Mileage	3.47	
				Invoice Net		83.47	
					CHECK TOTAL	83.47	
4172	SANCO EQUIPMENT LLC	00000		INV	05/12/2021	SW2003072-1	
1	19393000 6310			Recycling	EqRepMtc	797.81	
				Invoice Net		797.81	
					CHECK TOTAL	797.81	
2668	SOUTHERN MINNESOTA INS	00000		INV	05/12/2021	17490	
1	13340000 6260			HwyEqMt/Sh	ProTechSvc	1,221.02	
				Invoice Net		1,221.02	
					CHECK TOTAL	1,221.02	
2241	STEELE CO DETENTION CE	00000		INV	05/12/2021	5/4/21 STMNT	
1	01201217 6258			ShrfBrdPrs	OtCoInmts	805.00	
				Invoice Net		805.00	
					CHECK TOTAL	805.00	
4786	STEPHANIE ROEMHILDT	00000		INV	05/12/2021	5/6/21 STMNT	
1	01107000 6111			P&Z	PerDiems	80.00	
2	01107000 6334			P&Z	Mileage	7.50	
				Invoice Net		87.50	

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CASH ACCOUNT: 99000000 1001

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DUE DATE: 05/12/2021

VENDOR	G/L ACCOUNTS	R	PO	TYPE	DUE DATE	INVOICE/AMOUNT	CHECK
4786 STEPHANIE ROEMHILDT		00000		INV	05/12/2021	5/6/21 STMT 2	
1 01107000 6111		P&Z		PerDiems		80.00	
		Invoice Net				80.00	
				CHECK TOTAL		167.50	
1324 STREAMLINE COMMUNICATI		00000		INV	05/12/2021	1195	
1 13340000 6611		HwyEqMt/Sh		BldgImp		4,040.00	
		Invoice Net				4,040.00	
				CHECK TOTAL		4,040.00	
4767 THOMPSON SANITATION		00000		INV	05/12/2021	21464 4/30/21	
1 19391000 6254		TransStatn		RefRmvl		22,588.74	
		Invoice Net				22,588.74	
				CHECK TOTAL		22,588.74	
8631 TRUCK CENTER COMPANIES		00000		INV	05/12/2021	30031 4/30/21	
1 13340000 6564		HwyEqMt/Sh		MchVehPrts		135.37	
		Invoice Net				135.37	
				CHECK TOTAL		135.37	
2934 ULINE		00000		INV	05/12/2021	132889846	
1 19393000 6465		Recycling		ReplSupSvc		1,392.30	
		Invoice Net				1,392.30	
				CHECK TOTAL		1,392.30	
3102 WASECA, CITY OF		00000		INV	05/12/2021	2527	
1 01201201 6260		GenSheriff		ProTechSvc		11,815.72	
		Invoice Net				11,815.72	
				CHECK TOTAL		11,815.72	
4541 WASECA HARDWARE LLC		00000		INV	05/12/2021	900551 4/30/21	
1 01116000 6410		ExtBldMtc		CstBldgSpp		37.97	
2 01521000 6410		CoParks		CstBldgSpp		19.60	
3 01521000 6590		CoParks		TlsShpMat		119.85	
		Invoice Net				177.42	
				CHECK TOTAL		177.42	
4541 WASECA HARDWARE LLC		00000		INV	05/12/2021	900562 4/30/21	
1 13340000 6590		HwyEqMt/Sh		TlsShpMat		72.48	
		Invoice Net				72.48	
				CHECK TOTAL		72.48	
304 WASECA SAND & GRAVEL I		00000		INV	05/12/2021	15368	
1 25521000 6602		CoParks		GrndsImp		501.00	
		Invoice Net				501.00	
				CHECK TOTAL		501.00	

$$\begin{array}{r} 104,442.00 \\ - 9,810,704.47 \\ \hline \end{array}$$

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| Waseca, MN
| CHECK RUN SUMMARY

| P 14
| apwarrrt

CHECK RUN: C051821 05/21/2021

DUE DATE: 05/12/2021

FUND	ORG	ACCOUNT	AMOUNT	AVLB	BUDGET	
01	01002000	County Commissione	01-002-010-000-0000-0000-6334-	Mileage	46.14	2,913.30
01	01002000	County Commissione	01-002-010-000-0000-0000-6803-	Miscellaneous Expense	458.00	-143.04
01	01014000	Court Admin Waseca	01-014-010-000-0000-0000-6260-	Prof & Tech Services	1,434.00	-6,530.76
01	01014000	Court Admin Waseca	01-014-010-000-0000-0000-6261-	Court Appointed Attorn	1,970.00	3,139.60
01	01031000	County Administrat	01-031-010-000-0000-0000-6401-	Office Supplies	33.36	54.63
01	01041000	Auditor-Treasurer	01-041-010-000-0000-0000-6240-	Advertising/Legal Noti	12.66	2,742.92
01	01041000	Auditor-Treasurer	01-041-010-000-0000-0000-6401-	Office Supplies	39.36	2,181.14
01	01042000	License Bureau	01-042-010-000-0000-0000-6401-	Office Supplies	27.00	-457.18
01	01061061	IT Technology	01-061-010-061-0000-0000-6260-	Prof & Tech Services	250.00	-6,559.73
01	01061061	IT Technology	01-061-010-061-0000-0000-6262-	Software Support	554.00	40,143.02
01	01061061	IT Technology	01-061-010-061-0000-0000-6401-	Office Supplies	155.14	-3,742.69
01	01061061	IT Technology	01-061-010-061-0000-0000-6480-	Non-Capitalized Invent	2,022.80	-10,282.57
01	01062000	Central Services	01-062-010-000-0000-0000-6267-	State Auditing	1,640.00	3,702.00
01	01062000	Central Services	01-062-010-000-0000-0000-6341-	Copier Maintenance	1,101.18	-10,230.54
01	01065000	Human Resources	01-065-010-000-0000-0000-6241-	Conference/Trainig/Reg	1,545.00	1,746.75
01	01103000	Assessor	01-103-010-000-0000-0000-6260-	Prof & Tech Services	195.00	4,822.50
01	01103000	Assessor	01-103-010-000-0000-0000-6401-	Office Supplies	62.98	793.71
01	01107000	Planning and Zonin	01-107-010-000-0000-0000-6111-	Per Diems	720.00	-2,225.00
01	01107000	Planning and Zonin	01-107-010-000-0000-0000-6240-	Advertising/Legal Noti	99.90	1,405.40
01	01107000	Planning and Zonin	01-107-010-000-0000-0000-6334-	Mileage	76.61	1,036.20
01	01107000	Planning and Zonin	01-107-010-000-0000-0000-6401-	Office Supplies	216.16	439.19
01	01111000	Courthouse Buildin	01-111-010-000-0000-0000-6260-	Prof & Tech Services	202.14	469.97
01	01111000	Courthouse Buildin	01-111-010-000-0000-0000-6310-	Equipment Repairs/Main	12.00	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	425.00	-163.75
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	425.00	-811.04
01	01115000	East Annex Buildin	01-115-010-000-0000-0000-6410-	Custodial/Building Sup	425.00	-1,132.65
01	01116000	Extension Building	01-116-090-000-0000-0000-6410-	Custodial/Building Sup	94.13	-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	425.00	-3,381.51
01	01119000	Fleet	01-119-010-000-0000-0000-6560-	Automotive Repairs	585.72	3,000.00
01	01119000	Fleet	01-119-010-000-0000-0000-6561-	Oil & Grease	43.19	132.68
01	01121000	Veterans Services	01-121-010-000-0000-0000-6310-	Equipment Repairs/Main	78.24	-1,235.17
01	01201201	General Sheriff	01-201-020-201-0000-0000-6260-	Prof & Tech Services	11,815.72	22,069.24
01	01201201	General Sheriff	01-201-020-201-0000-0000-6340-	Rentals & Service Agre	367.00	11,970.68
01	01201201	General Sheriff	01-201-020-201-0000-0000-6670-	Vehicles	2,958.90	-256,453.90
01	01201217	Sheriff Board of P	01-201-020-217-0000-0000-6258-	Out Of County Inmates	805.00	41,679.38
01	01201223	Sheriff Eqpmnt Rep	01-201-020-223-0000-0000-6310-	Squad Repairs/Maintena	1,528.96	3,652.63
01	01201223	Sheriff Eqpmnt Rep	01-201-020-223-0000-0000-6471-	Tires	24.00	-4,284.04
01	01201229	Office Supplies, S	01-201-020-229-0000-0000-6475-	Administrative Office	4,250.00	7,324.69
01	01252000	Court Services	01-252-020-000-0000-0000-6401-	Office Supplies	23.18	1,261.17
01	01451451	Public Health Nurs	01-451-050-451-0000-0000-6401-	Office Supplies	74.92	-5,197.98
01	01451457	PHP	01-451-050-457-0000-0000-6401-	Office Supplies	7.00	.00
01	01451457	PHP	01-451-050-457-0000-0000-6430-	Medical Supplies	38.62	.00
01	01521000	County Parks	01-521-070-000-0000-0000-6410-	Custodial/Building Sup	19.60	820.16
01	01521000	County Parks	01-521-070-000-0000-0000-6563-	Tires Tubes & Batterie	154.47	993.00
01	01521000	County Parks	01-521-070-000-0000-0000-6590-	Tools & Shop Materials	119.85	1,150.93

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| Waseca, MN
| CHECK RUN SUMMARY

| P 15
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CHECK RUN: C051821 05/21/2021

DUE DATE: 05/12/2021

FUND ORG	ACCOUNT	AMOUNT	AVLB BUDGET
CASH ACCOUNT 99000000 1001		FUND TOTAL	37,992.48
	BALANCE 9,810,704.47		
13	13330000 Highway Maintenanc	13-330-030-000-0000-0000-6260-	Prof & Tech Services 84.00 -19,991.91
13	13330000 Highway Maintenanc	13-330-030-000-0000-0000-6503-	Traffic Signs 83.09 -3,494.51
13	13340000 Hwy Equipment Main	13-340-030-000-0000-0000-6201-	Cell/Telephone 107.11 -1,124.98
13	13340000 Hwy Equipment Main	13-340-030-000-0000-0000-6260-	Prof & Tech Services 1,691.21 -5,544.96
13	13340000 Hwy Equipment Main	13-340-030-000-0000-0000-6310-	Equipment Repairs/Main 2,353.86 4,818.00
13	13340000 Hwy Equipment Main	13-340-030-000-0000-0000-6563-	Tires Tubes & Batterie 250.00 -3,557.41
13	13340000 Hwy Equipment Main	13-340-030-000-0000-0000-6564-	Machinery/Vehicle Part 2,371.85 -3,045.95
13	13340000 Hwy Equipment Main	13-340-030-000-0000-0000-6590-	Tools & Shop Materials 672.35 -4,571.42
13	13340000 Hwy Equipment Main	13-340-030-000-0000-0000-6611-	Building Improvements 5,362.48 30,601.81
13	13340000 Hwy Equipment Main	13-340-030-000-0000-0000-6670-	Vehicles 13,993.00 -229,806.00
CASH ACCOUNT 99000000 1001		FUND TOTAL	26,968.95
	BALANCE 9,810,704.47		
19	19391000 Transfer Station	19-391-040-000-0000-0000-6254-	Refuse Removal 22,588.74 -165,415.36
19	19393000 Recycling	19-393-040-000-0000-0000-6310-	Equipment Repairs/Main 797.81 3,000.00
19	19393000 Recycling	19-393-040-000-0000-0000-6465-	Replacement of Supplie 1,392.30 -9,965.43
CASH ACCOUNT 99000000 1001		FUND TOTAL	24,778.85
	BALANCE 9,810,704.47		
25	25123000 Vet's Svcs Operati	25-123-010-000-0000-0000-6803-	Miscellaneous Expense 250.00 -794.73
25	25207000 E911	25-207-020-000-0000-0000-6481-	Notify Emgncy Svcs Equ 3,810.00 -19,876.64
25	25252000 Court Services	25-252-020-000-0000-0000-6213-	Drug Testing Services 5,749.62 7,936.36
25	25257000 Jail Canteen	25-257-020-000-0000-0000-6807-	Jail Canteen Miscellan 198.47 1,275.06
25	25259000 Permit To Carry	25-259-020-000-0000-0000-6401-	Office Supplies 69.59 -5,388.04
25	25521000 County Parks	25-521-070-000-0000-0000-6602-	Grounds Improvements 2,513.00 .00
CASH ACCOUNT 99000000 1001		FUND TOTAL	12,590.68
	BALANCE 9,810,704.47		
41	41610000 Ditch	41-610-090-000-0000-0000-6260-	Prof & Tech Services 1,965.00 -61,387.50
41	41610000 Ditch	41-610-090-000-0000-0000-6334-	Mileage 146.72 -2,368.60
CASH ACCOUNT 99000000 1001		FUND TOTAL	2,111.72
	BALANCE 9,810,704.47		
=====		CHECK RUN SUMMARY TOTAL	104,442.68
=====		GRAND TOTAL	118,407.69

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| Waseca, MN
 | CHECK RUN SUMMARY

| P 16
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CHECK RUN: C051821 05/21/2021

DUE DATE: 05/12/2021

FUND ORG	ACCOUNT	AMOUNT	AVLB BUDGET
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** END OF REPORT - Generated by Amy Schauer **



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

Transfer Between Funds

Meeting Date:	May 18, 2021	Fiscal/FTE Impact:	☐ None
Item Type:	☒ Consent ☐ Action	☒ Current budget	☐ New FTE(s) Requested
Department:	Auditor-Treasurer	☐ Other	☐ Amendment Requested
Contact:	Tammy Spooner		
Contact Phone:	507-835-0616		
Prepared by:	Tammy Spooner		

PURPOSE/ACTION REQUESTED

Request approval of transfer of funds to close out 2020 Flex – Dependent Care.

SUMMARY

Transfer \$1,200.00 from Fund 89 to Fund 01 to close out 2020 Flex Dependent Care overage.

The balance of 2020 Flex Medical account was zero, no action is needed

RECOMMENDATION

Waseca County staff recommends that the Waseca County Board of Commissioners approve the transfer as requested.

EXPLANATION OF FISCAL/FTE IMPACTS

\$1,200.00 increase to Central Services revenue.

Supporting Documents:

Attachment A:

Attachment B:

Previous Board Action(s):

Resolution #

Waseca County Board of Commissioners

Monthly Electronic Funds Transfer Report

April 2021

Date	From Account	To Account	Amount	Description
04/09/21	First National Bank	Roundbank	\$1,500,000.00	Cash to Cash
04/13/21	First National Bank	Wells Fargo Bank	\$200,000.00	Cash to Cash- (New Investment)
04/13/21	First National Bank	The Bank of New York	\$249,000.00	Cash to Cash- (New Investment)



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

Add Water and Electric to Campsites 5 and 6

Meeting Date: May 18, 2021
Item Type: ☒ Consent ☐ Action
Department: Building & Grounds
Contact: Brian Tomford
Contact Phone: 835-0629
Prepared by: Brian Tomford

Fiscal/FTE Impact:
☐ None
☐ Current budget
☐ New FTE(s) Requested
☐ Other
☐ Amendment Requested

PURPOSE/ACTION REQUESTED

To add water (Born Well Drilling) and electric (Xcel Energy) by campsites 5 & 6.

SUMMARY

Campers at this time have to get water from our main pavilion which is a distance from campsites. This will give a location to get potable water back in the camping areas. This water will not be designed to have running water in the cabin.

The power to this area will then be tapped into pavilion on campsite 6 and cabin on campsite 5 which is already equipped for it by a local contractor.

The water and electrical will be laid in the same trench and will not be designed to go any further from this point to keep the remaining campsites primitive.

RECOMMENDATION

Waseca County staff recommends that the Waseca County Board of Commissioners approve the addition of water and electrical to these locations.

EXPLANATION OF FISCAL/FTE IMPACTS

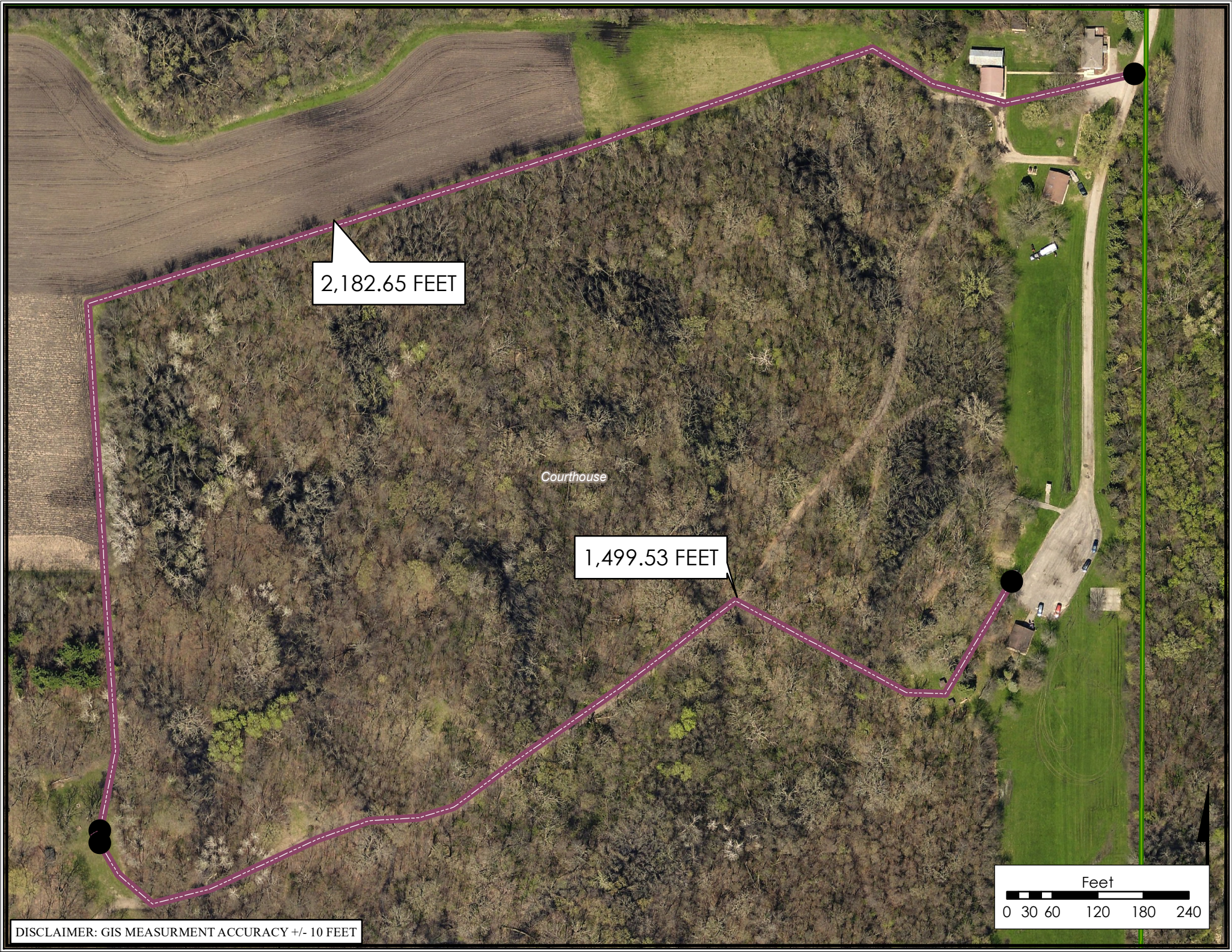
None.

Supporting Documents:

Attachment A:
Attachment B:

Previous Board Action(s):

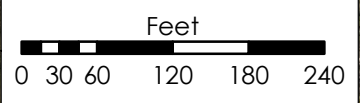
Resolution #



2,182.65 FEET

1,499.53 FEET

Courthouse



DISCLAIMER: GIS MEASUREMENT ACCURACY +/- 10 FEET

Well Drilling
Well Sealing
Water Systems
Sales & Services

BORN WELL DRILLING, INC.



1401 South State Street
Waseca, MN 56093
507-835-1740
bornwelldrilling@gmail.com

Well and Water System Estimate

5/11/2021

Waseca County
Courthouse
307 N State Street
Waseca, MN 56093

Courthouse Park
Brian Tomford
507-521-1112

DESCRIPTION	QTY	COST	TOTAL
REVISED 5/13/21			
Estimate for Court House Park - Install 1500' Water Line (Seasonal) & Water Service			
1 1/4 " 200lb Endo Pure Poly Pipe	1,500	1.80	2,700.00
1 1/4" Brass Insert Coupling	4	22.80	91.20
1 1/4" Brass Adaptor	2	21.00	42.00
#10-#20 SS Clamp	40	2.00	80.00
Riser Pipe & Faucets & Misc Fittings		100.00	100.00
Labor to Install Water Line and Fittings		1,500.00	1,500.00

Please Note:

This is an estimate, not a contract for services. This estimate is for completing the job as described above. It is based on our evaluation and does not include material price increases or additional labor and materials which may be required should unforeseen problems arise after the work has started.

This Estimate does not include electrical work. Electrical work is the responsibility of the homeowner.

The prices in this estimate are honored for 60 days.

Total for Estimated Materials and Labor

\$4,513.20



UNDERGROUND SERVICE FORM

In consideration of Northern States Power Company, a Minnesota corporation ("Xcel Energy") hereinafter called "Xcel Energy", extending its facilities to make 120/240 volt, Single phase, 3 wire underground service available to (Customer) County of Waseca
at (Service Address) 32227 120th St (City) Waseca, MN 56093
the sum of Eighteen thousand seven hundred sixty-one and 80/100 Dollars (\$ 18,761.80)
will be paid to Xcel Energy by (if other than above) County of Waseca
Address (if other than above) 32227 120TH ST City/State/Zip WASECA, MN 56093

In accordance with the following terms:

Extending the primary wire from the transformer located at the Courthouse Park to the new building approximately 1500 feet via trench and installing a new 25 kVA transformer. We will also allow the trench to be used for customer supplied and installed water line. Remember that our trench will be dug at +/- 30" deep, so frost will impact this during the winter months.

Receipt of the above amount hereby acknowledged on behalf of Xcel Energy by Donald Simons

1. The Customer hereby grants Xcel Energy the right, privilege and easement to install, operate and maintain its underground facilities on the property as described above and/or the approximate location as shown on the attached "Exhibit A".
2. The Customer also agrees that, prior to Xcel Energy starting work, Customer shall ensure that (a) the route of Xcel Energy's underground installation shall be accessible to Xcel Energy's equipment; (b) all obstructions shall be removed from such route at no cost or expense to Xcel Energy; (c) all privately-owned underground facilities such as sewer, water, sprinkler systems, invisible fences, or gas, electric or communication lines are marked or exposed; (d) ground elevation along the route shall not be above or more than four (4) inches below the finished grade; and (e) the area under the transformer pad shall be compacted to at least 2000 lbs./sq. ft.
3. County of Waseca agrees to pay all additional costs incurred by Xcel Energy because of (a) surface or subsurface conditions that impair the installation of underground facilities, such as rock formations, etc., and (b) sidewalks, curbing, black top, paving, sod or other landscaping and obstructions along the cable route. Xcel Energy will backfill trench with existing soil. Restoration of construction area on Customer property is the responsibility of the Customer.
4. Xcel Energy is not responsible for any Customer-owned underground facilities not marked or exposed at the time service is installed.
5. The underground installation may be subject to a winter construction charge if construction occurs between October 1 and April 15. County of Waseca agrees to pay this charge if Xcel Energy determines winter conditions, as defined in the General Rules and Regulations of Xcel Energy's Electric Rate Book as they exist at the time the underground facilities are installed. Xcel Energy will waive the winter construction charge if prior to October 1st the Customer is ready to accept electrical service, has executed this form and has notified Xcel Energy in writing that the requirements of Paragraph 2 hereof have been fulfilled.
6. The underground facilities installed by Xcel Energy, shall be the property of Xcel Energy and any payments made by the Customer, or their Customer's contractor, shall not entitle the Customer to any ownership interest or rights therein.
7. The Customer agrees to pay the cost of installing or relocating any portion of said underground facilities from the Company's designated location, if relocation is made to accommodate the customer's needs, or necessary because of Customer alterations to the grade, additions to structures, installation of patios, decks or gardens or any other surface or subsurface condition that makes maintenance of Xcel Energy's facilities impractical.
8. Customer must provide, at minimum, the following clearance around the transformer: front, 10 feet; sides and back, 2 feet. EXCEPTION: side facing building must have 30" clearance. These clearances must be at the same grade as the transformers. If screening is to be used, the area in front of the transformer must be left open or a hinged door, easily operable by one person, must be provided. The area must be accessible 24 hours a day.



\$ 0.00	Excess U.G. Distribution Lateral (Primary Cable)	\$ 0.00	Winter Const. Charge (See Paragraph 5)
\$ 0.00	Excess U.G. Service Lateral	\$ 0.00	Specific Service Location or Route
\$ 0.00	U.G. Service Lateral (Secondary Service From Utility Pole)	\$ 0.00	Replace Overhead Line with Underground
\$ 0.00	U.R.D. Install Including UG Service Lateral	\$ 0.00	Temporary Service KVA
\$ 18761.80	U.G. Distribution Lateral (Primary Cable)	\$ 0.00	Other (Explain)
Trench Ft.		\$ 18761.80	TOTAL

**Customer agrees to pay monthly Residential Service Underground rate of the type of installation indicated by a double asterisk.

☒ Applicable

☐ Not Applicable

Dated this _____ day of _____, Dated this _____ day of _____,

Customer	_____	Contractor	_____
	Print Full Name Signature		Print Full Name Signature

Customer Rep	_____	Contractor Rep	_____
	Print Full Name Signature		Print Full Name Signature

Xcel Energy Rep	_____	Xcel Energy Work Order #	12382377
	Print Full Name Signature		

Construction \$ 18,761.80 Removal \$ _____ . = Total \$ 18,761.80



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

Local Aquatic Invasive Species Prevention Aid Grant Awards

Meeting Date:	May 18, 2021	Fiscal/FTE Impact:
Item Type:	☒ Consent ☐ Action	☐ None
Department:	Planning and Zoning	☒ Current budget
Contact:	Byron, Haley	☐ New FTE(s) Requested
Contact Phone:	(507) 835-0615	☐ Other
Prepared by:	Byron, Haley	☐ Amendment Requested

PURPOSE/ACTION REQUESTED

Approve and sign grant contract with the Waseca Lakes Association

SUMMARY

At the December 1, 2020 Board of the Commissioners meeting the *2021 Waseca County Aquatic Invasive Species Prevention Plan*, including the projected budget for 2021 was approved. This included \$10,000 for the Waseca County Local AIS Prevention Aid Grant program. The 2021 request for proposals to complete actions outlined in the AIS plan was published on the County website and sent to lake associations. Waseca Lakes Association was selected to receive an award for \$5,000 for the chemical treatment of aquatic invasive plants in Clear Lake.

RECOMMENDATION

Waseca County staff recommends that the Waseca County Board of Commissioner approves the contract with Waseca Lakes Association.

EXPLANATION OF FISCAL/FTE IMPACTS

The \$5,000 is from the Planning and Zoning Aquatic Invasive Species fund (annual allocations granted by the Minnesota Department of Natural Resources)

Grant Agreement

THIS AGREEMENT, made this 18th day of May, 2021 between Waseca County, a political subdivision of the State of Minnesota (hereinafter the "County") and Waseca Lakes Association, a 501(c) 3 non-profit organization (hereafter the "Association").

WITNESSETH

WHEREAS, the County has received Local Aquatic Invasive Species Prevention Aid and was delegated authority by the Minnesota Department of Natural Resources (DNR) to administer services to prevent the spread of aquatic invasive species (AIS) throughout Waseca County; and

WHEREAS, the County wishes to enter into an agreement with the Association to prevent the introduction or limit the spread of AIS at all access sites within the county in accordance with MN Statutes 477A.19 and the 2021 Waseca County AIS Prevention Plan; and

WHEREAS, the Association affirms that it has the training, experience, and knowledge to undertake the project proposed in its application for funding.

NOW, THEREFORE, in consideration of the mutual understandings and agreements set forth herein, the County and the Association agree as follows:

1. This agreement will be considered effective May 18, 2021 and will continue through December 31, 2021, following submittal all of: fiscal distributions, timeline and detail of actions implemented, and a report summarizing entities involved and success indicators, unless sooner completed or terminated as provided herein.
2. The Association will provide services consistent with the submitted 2021 Waseca County Local AIS Prevention Aid Grant Application, as indicated in Attachment A to this agreement, at the locations approved by the County and local MN DNR AIS Specialist.
3. The Association will be responsible for project costs in excess of the award granted by the County, and completion of the project as described in 2 above.
4. The Association will provide all personnel needed to complete the project and activities under this agreement. The Association will appoint a person responsible for the overall administration of services and communication with the County.
5. The County will review payment requests using the appropriate contract performance measurements for the Association's application and this Agreement, and will process such requests in a timely manner. Payment will be made directly to the Association's contractor following submittal of an invoice,

spray log, map of area sprayed, and copy of DNR lake survey and permit to the County.

6. The total amount of funding available to the Association under this agreement will not exceed \$5,000. The County will only reimburse the Association's contractor for eligible expenses following the submittal of documents outlined in 5 above. The County agrees to pay invoices within thirty (30) days of receipt of the completion of services or receipt of the appropriate documents, whichever is later.
7. Association's bonds, records, documents, papers, accounting procedures and practices, and other evidence relevant to this agreement are subject to the examination, duplication, transcription and audit by the County and either the Legislative or State Auditor, pursuant to MN. Statute 16C.05, subd. 5. The Association agrees to maintain such evidence for a period of six (6) years from the date of services or payment were last provided or made or longer if any audit in process required a longer retention period.
8. To the fullest extent permitted by law, the Association shall indemnify and hold harmless the County and its officers, employees, and agents from and against claims, damages, losses and expenses, including but not limited to attorney's fees, arising out of or resulting from a performance of the work/services under this Agreement, provided that such claim, damage, loss or expense is attributable to bodily injury, sickness, disease or death, or to injury to or destruction of tangible property (other than the work itself), but only to the extent caused by the negligent acts or omissions of the Association, a subcontractor, regardless of whether or not such claim, damage, loss or expense is caused in part by a party indemnified hereunder.
9. The Association agrees to provide a Certificate of Insurance with Waseca County listed as an additional named insured protecting the County for any hazard or peril associated with this execution of the Plan within ten (10) days of execution of this Agreement and prior to commencement of any work under this Agreement.
10. If the Association fails to perform any of the provisions of this Agreement or so fails to administer the work as to endanger the performance of the Agreement, this shall constitute a default. Unless the Association's default is excused by the County, the County may upon written notice immediately terminate this Agreement in its entirety.
11. The Association shall abide by all Federal, State and local laws, statutes, ordinances, rule and regulations now in effect or hereinafter adopted pertaining to this Agreement or the facilities, programs and staff for which the Association is responsible. This Agreement may not be terminated without cause by the County upon thirty (30) days advance written notice to the Association.

This agreement is the final expression of the agreement of the parties and the complete exclusive statement of the terms agreed upon, and shall supersede all prior negotiations, understandings, or agreements. There are no representations, warranties, or stipulations either oral or written not herein contained.

Dated: _____

Duane Rathmann, President
Waseca Lakes Association

Dated: _____

DeAnne Malterer, Chairperson
Waseca County Board of Commissioners

Dated: _____

Mark Leiferman, Administrator
Waseca County Planning and Zoning



2021 WASECA COUNTY

LOCAL AQUATIC INVASIVE SPECIES PREVENTION AID GRANT REQUEST FOR PROPOSALS

GRANT OVERVIEW

Waseca County is currently offering \$10,000 to cities, lake associations, schools, non-profit organizations, and/or other management agencies within the County for implementation of actions supporting the *2021 Waseca County Aquatic Invasive Species Prevention Plan*. All requests for proposals will be reviewed and awarded by County staff and/or Waseca County Board of Commissioners.

Available Funds: \$10,000

Deadline: 4:30pm Friday, March 26th

ELIGIBLE ACTIVITIES

Actions eligible for funding must prevent the introduction or limit the spread of aquatic invasive species. This includes but is not limited to:

- Expenses related to hosting AIS outreach events
- Training and conferences
- Educational materials
- Watercraft Inspections
- Mechanical, biological, and chemical treatments of AIS
- Research/studies
- Advertising

If a project starts before a grant agreement is executed with the County the grant funds will be forfeited.

CONTACT INFORMATION

For additional information about the grant and aquatic invasive species prevention please contact:

Haley Byron

Water Resource Specialist

Waseca County Planning and Zoning

300 North State St.

Waseca, MN 56093

(507) 835-0615

haley.byron@co.waseca.mn.us

Aquatic Invasive Species Information:

2021 Waseca County AIS Prevention Plan - <https://www.co.waseca.mn.us/353/Aquatic-Invasive-Species>

WASECA COUNTY LOCAL AIS PREVENTION AID GRANT APPLICATION



APPLICANT INFORMATION	
Organization Name: Waseca Lakes Association	
Primary Contact Person: Duane Rathmann	Email Address: Rathmann9@mchsi.com
Mailing Address: 604 9 th Street NE, Waseca, MN 56093	Phone Number: 507 461-2392
FUNDING REQUEST	
Funds Requested from Waseca County's Local AIS Prevention Aid	\$ 5000.00
Organizational Match (no match required)	\$ 5000.00
Total Project Cost	\$ 20,000
GOAL ADDRESSED IN 2021 WASECA COUNTY AQUATIC INVASIVE SPECIES PREVENTION PLAN <i>check all that apply</i>	
☐ Increase understanding of AIS Associated Risks and Spreading Pathways ☐ Develop and Implement Activities that Address Identified Pathways ☒ Increase Awareness of Participation in Prevention and Management Activities ☒ Broaden Knowledge of the Participation in Early Detection and Rapid Response Activities ☐ Increase County Enforcement Resources ☒ Increase Available Resources and Leverage Partnerships	
PROJECT INFORMATION	
Water Body: Clear Lake	Water Body ID(s): 81001401
Project Description – what it is, what it will accomplish, and who will be involved: - Newsletter to lakeshore owners April 1 outlining EWM issue and management options. - WLA will continue to treat selected high density areas of Curlyleaf Pondweed. These lakewide treatments cannot treat within 150 ft of shore. We have applied for a permit of 30 acres for 2021. - Will address the Eurasian Water Milfoil surge in Clear Lake in 2020 and options for 2021. - WLA will notify all lakeshore owners on options for EWM management in 2021 for near shore management. - Individual land owners must contract with private applicator for any treatment within 150 ft of shore. Points learned from talking Carli Wagner, DNR AIS specialist from the Mankato office. - Secchi readings on Clear Lake in 2020 were the best (clearest water) that we have seen in the 15 years I have been monitoring water clarity. Carli verified that Eurasian watermilfoil in particular responds to clearer water. Most southern MN lakes do not have heavy EWM infestations due to poorer water clarity. - Annual treatment can be effective, but expectations should be the infestations will be slowly reduced over time, not eliminated. - Individual landowners can work through the MN DNR Aquatic Plant Program, where they can obtain a permit to have their near shore water treated in mid-June to early July when EWM is emerged.	

Will this project require federal, state, or local permits? If yes, please explain:

Yes, for the WLA lakewide treatments, we have applied for a permit from the DNR for 30 acres each of curlyleaf pondweed and 30 acres of Eurasian watermilfoil treatments.

If individual landowners wish to address their near shore issues, they will work through the MN DNR plant management program.

Timeline/Budget:

AIS treatment as allowed and advised by Carli Wagner of the DNR. We are assuming CLP will be an early Spring treatment and EWM will be a mid summer treatment.

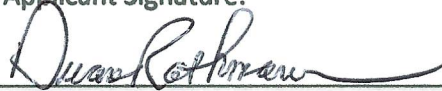
We are hoping to combine funding from county, city, DNR, and WLA budget to do as much as we can in 2021. If we treat 30 acres of both weeds, we are assuming the total cost will be around \$20,000.

APPLICATION SIGNATURE

Applicant Name:

Duane Rathmann

Applicant Signature:



Date: 03/08/2021

SUBMITTAL INFORMATION

Due: Friday, March 26, 2021 by 4:30pm

Applications must be submitted to:
Waseca County Planning and Zoning
ATTEN: Water Resource Specialist
300 North State
Waseca, MN 56093

or, emailed in PDF format to:
haley.byron@co.waseca.mn.us



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

Planning Commission Meeting Update 5-06-2021

Meeting Date:	May 18, 2021	Fiscal/FTE Impact:
Item Type:	☒ Consent ☐ Action	☒ None
Department:	Planning and Zoning Department	☐ Current budget
Contact:	Mark Leiferman, Planning and Zoning Administrator	☐ New FTE(s) Requested
Contact Phone:	(507) 835-0651	☐ Other
Prepared by:	Maame Yorke	☐ Amendment Requested

PURPOSE/ACTION REQUESTED

Report on Waseca County Planning Commission Meeting (5-06-2021)

SUMMARY

The Waseca County Planning Commission held its regularly scheduled meeting to discuss ten (10) agenda item of business on Thursday May 6, 2021 in the Commissioner's Room of the East Annex at 7:00 p.m. with five (5) 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 May 6, 2021 Planning Commission meeting discussion.

Public Hearing Item:

Old Business:

A. Request for a Conditional Use Permit to allow the transfer of development rights between two owners and into another Township – Calonett Venues LLC.

Calonett Venues LLC requests a Conditional Use Permit (CUP) to Transfer a Development Right (TDR) pursuant to Section 6.09 of the Waseca Unified Development Code (UDC). The UDC requires TDR development rights transferred between two owners and into different Townships within Waseca County be completed by CUP. The residential Density in A-1 Agriculture Protection District in Waseca County is 1 unit per Quarter-Quarter. Increases are allowed by TDR. The proposal is to transfer development rights from a sending site in the SE ¼ of the NW¼ of Section 7, T.106N R.23W (PID 11.007.0700) to a receiving site located on a 1.40 acre site in part of the NE¼ of Section 16, T107N R22W (PID 12.016.0300). Both the sending site and the receiving site are located in the A-1 Agriculture Protection District.

The CUP was recommended for approval with conditions by the Planning Commission members present.

New Business:

B. Request for a conditional use permit to operate and maintain an animal crematorium adjacent an existing 64'x 34' barn in Section 7 of Wilton Township – Bruce W & Angela Quast.

Bruce W & Angela Quast request a conditional use permit to operate and maintain an animal crematorium on their 10AC parcel (PID 11.007.0510) with address 6581 300th Ave and located in Section 7 T. 106N R. 23W of Wilton Township. The applicants are proposing to construct a 20'x20' concrete slab for cremation equipment adjacent an existing 64x 34' barn and convert an already existing 40'x 60' shop to a crematory office space. The Quast property is located in the A-1 Agricultural Protection zoning district and animal crematorium is allowed as a conditional use in this zone (§6.16(FF) (6)).

The CUP request was recommended for approval by a unanimously vote by the Planning Commission members present with conditions.

C. Request for an amendment to a Conditional Use Permit to remove a spray field area and add screen house and spray field area – ConAgra Foods Packaged Foods LLC.

ConAgra Foods Packaged Foods LLC requests an amendment to their existing Conditional Use Permit to:

- i. Remove a spray field area from a parcel (approximately 120 acres) which has been annexed into the City of Waseca (17.013.0600) with a portion of the site approved for the construction of a new vegetable processing facility;
- ii. Construct a 2,500 square foot screen house and water treatment structure to assist with odor generated from the industrial wastewater treatment system in Section 19 T.107N R.22W of Woodville Township (12.019.0500); and
- iii. Add a future spray field area on approximately 25acre parcels in section 13 T. 107N R.23W of St. Mary Township with identification numbers 09.013.0510 & 09.013.0550. These parcels were previously utilized as treatment pond and has since been reclaimed and filled.

All of the ConAgra parcels are located in the I-General Industrial zoning district.

The Planning Commission members present by a unanimous vote recommended approval of the ConAgra CUP amendment request with conditions.

D. Request for an amendment a Conditional Use Permit to allow for the operation of a daycare center in an existing agritourism building (Ruby Ranch in Section 18 of Freedom Township – Nickolas J & Ashley A Rehder/Ruby Ranch.

Nickolas J & Ashley A Rehder request for an amendment to their existing conditional use permit to allow for the operation of a daycare center on their property located at 361-290th Ave (PID 04.018.0610) in Section 18 of Freedom Township. The applicants are proposing to operate the daycare center from an existing agritourism building (Ruby Ranch). The applicants parcel is located in the A-1 Agricultural Protection Zoning district and the Waseca County UDC §6.08 (C) list Daycare Center as a conditional use in this zone.

The Planning Commission members present by a unanimous vote recommended approval of the Rehder CUP amendment request with conditions.

E. Request for a conditional use permit to mine, excavate and stockpile sand and aggregate materials in Section 12 of Otisco Township – Ulland Brothers Inc.

Ulland Brothers Inc. request a conditional use permit to mine, excavate and stockpile sand and aggregate materials on a 37.40AC parcel (PID 08.012.1010) with an address of 17872- 305th Avenue and located in Section 12 T. 106N R22W of Otisco Township. The property has been previously mined and the applicants are proposing to continue mining operations on the parcel with this CUP renewal. The parcel under review is located in the A-1 Agricultural protection zoning district and the Waseca County UDC §6.07 allows mineral extraction, mining in this zone.

The CUP was recommended for approval with conditions by the Planning Commission members present.

Miscellaneous Item:

A. Transfer of Development Rights (TDR)

Leiferman informed the Planning Commission about the increase in projects within the county requiring a Transfer of Development Rights. He made mention of one situation along Knutson Lake where Planning Staff

was asked about the need to obtain a development in a situation where a property owner had received a letter from the Waseca County Planning Department explaining that a parcel being sold the right to develop a home under the previous code (prior to July 21, 2009). The code change in July of 2009 changed the density provisions for the A-1 Agriculture Protection District. Under the previous code, the parcel along Knutson Lake was considered to be non-productive farmland but was buildable at the time prior to 2009. Leiferman then informed the Planning Commission staffs opinion in rectifying such situations thus requiring the need for a zoning code change. He furthered that the Department of Agriculture and the DNR would have to review any code changes relating to Ag. Preserve and Shoreland. The Commission considered the density limitations set forth in the code which were established as a trade-off for areas of the code which were made less restrictive. The Planning Commission members sought additional information to include the number of parcels which would be impacted by such a change. Staff will provide this information at a future Planning Commission meeting.

B. Similar Use Provision- Licensed Residential Program

Leiferman informed the Planning Commission that the County received a request from the Trinity Sober house to redevelop the property located at 25797-120th Street, New Richland into a facility to be used as a weekend meditation and respite for people currently seeking assistance at Trinity's Minneapolis-St. Paul facilities. Leiferman then provided the Planning Commission options staff was proposing to review the request either as a similar use to the Licensed Residential Program or by a conditional use permit as a Retreat House/Retreat Center. The Planning Commission advised staff to provide the two options to the Applicant.

C. Conditional Use Permit to Mine, Excavate, Process and Stockpile Sand and Gravel Aggregate

Leiferman continued the miscellaneous items discussion by providing a background on a CUP approved last year for Pentagon Materials and Joseph Sack which has been the location of a mining operation, off and on, for decades. He informed the Planning Commission that Jim Voda (Pentagon Materials) had concerns about the approval process last year (COVID Public Hearing issues) and requests the County to reconsider their CUP request to allow the company mine more of the site. Leiferman then provided the Planning Commission on proposed long term uses of the site provided by Pentagon Materials. Leiferman asked if the Planning Commission wanted to proceed with the Pentagon Materials request in advance of the two year permit approval date with the next step being a neighbor meeting. The Planning Commission concurred with staff to proceed on the matter.

D. Hunting Shack Changes

Leiferman informed the Planning Commission on recent information concerning the replacement of two out of three hunting shacks on a parcel on Buffalo Lake which appears to not meet setbacks and larger than the size requirements stipulated in the UDC. Leiferman added that there were two sites on the west side of Buffalo Lake with what appears to be 10 or 11 hunting shacks and there was no information on file at P&Z regarding these structures. He then read out the requirements for hunting shacks. An email received from the DNR was also read to the Planning Commission which basically mentioned that the 200 foot OHWL setback needed to be implemented and mentioned concerns with the storage of materials and road construction below the OHWL. The DNR also indicated the location of the shacks may be a public waters violation as well as an ordinance violation. To proceed with this request, the owners will need a variance or variances as well as a conditional use permit.

E. Agricultural Covenant Discussion- Solar & Density

Leiferman informed the Planning Commission that staff received another request to consider a project located on Agriculture Covenant property. The project is a 1 MW facility just off the East Elysian Lake Road. He further stated over the years staff and the County Board have looked a number of ways to address the issue. The program restricts solar on the site and the MN Department of Agriculture has labeled solar as a commercial use. One may be simple remove the covenants from all of the properties as allowed under MN Statutes 40A.11. The County can send out certified letters to owners withdrawing from the program using the method in the May 10, 2021

statute. As background, the County entered into the program in 1988. The program pays farmers \$1.50 per acre in exchange for participating in the program. The goal is to preserve agricultural lands. The limited number of Counties that participate in the program pay into the state \$5.00 on each mortgages and deeds recorded with the County Recorder to fund the program. The state returns funds based upon the number of acres enrolled multiplied times \$1.50 per acre. Under these formulas, the County is a large net gainer paying in far less than we receive from the state. This is a huge disincentive to withdraw as outlined above. Also, it would still take 8 years to get out of the requirements. No solar company is looking that far out.

Staff provided another option which would be to amend the Waseca County’s Farmland Preservation Plan. This would amend language within the document to define 1 megawatt solar projects as an agricultural use. If authorized by the state, the County would also need to modify our official controls (Zoning code and Comprehensive Plan) to reflect the change as well. The Planning Commission expressed a willingness to proceed with this effort.

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/_05062021-528

RECOMMENDATION

Acknowledge this initial report and be advised that the items will be formally brought before the County Board 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**

Planning Commission Meeting Update 5-06-2021

Meeting Date:	May 18, 2021	Fiscal/FTE Impact:
Item Type:	☒ Consent ☐ Action	☒ None
Department:	Planning and Zoning Department	☐ Current budget
Contact:	Mark Leiferman, Planning and Zoning Administrator	☐ New FTE(s) Requested
Contact Phone:	(507) 835-0651	☐ Other
Prepared by:	Maame Yorke	☐ Amendment Requested

PURPOSE/ACTION REQUESTED

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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/_05062021-528

RECOMMENDATION

Acknowledge this initial report and be advised that the items will be formally brought before the County Board 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**

Public Hearing for Licensed Establishment Fees

Meeting Date: May 18, 2021
Item Type: ☐ Consent ☒ Action
Department: Public Health
Contact: Sarah Berry
Contact Phone: 507-835-0656
Prepared by: Sarah Berry

Fiscal/FTE Impact:
☐ None
☒ Current budget
☐ New FTE(s) Requested
☐ Other
☐ Amendment Requested

PURPOSE/ACTION REQUESTED

Conduct a Public Hearing regarding the adjustment of fees for establishments licensed through our delegations from the Minnesota Department of Health to reflect the motion passed by the Community Health Board.

SUMMARY

At the April 6, 2021 Le Sueur – Waseca Community Health Board meeting, a motion was passed to reduce the license fees for the time period 6/1/21 – 5/31/22 to 75% of the annual fee. A public hearing is scheduled and has been publicly posted since 4/22/21 as required to make this change.

RECOMMENDATION

Waseca County staff recommends that the Waseca County Board of Commissioner hear the concerns of the public, and taking their comments into consideration, act on the proposal at the close of the hearing.

EXPLANATION OF FISCAL/FTE IMPACTS

As proposed, it would result in a reduction of revenue for 2021 from an estimate of \$45,286 to \$33,964. An estimated loss of \$11,322.

Supporting Documents:

Attachment A:
Attachment B:

Previous Board Action(s):

Resolution #

RESOLUTION # 2021-24

WHEREAS, Ordinance 104, the Food and Beverage Ordinance, Ordinance 100, the Lodging Ordinance, Ordinance 103, the Public Swimming Pool Ordinance, Ordinance 101, the Youth Camp Ordinance, and Ordinance 102, the Mobile Home Park/Recreational Camping Area Ordinance, provide for the licensing of food service establishments, lodging establishments, and mobile home parks and recreational camping areas; and

WHEREAS, Ordinance 104, Ordinance 100, Ordinance 103, Ordinance 101, and Ordinance 102 all provide that the County Board of Commissioners shall, by resolution, establish the license fees and penalty fees of such establishments; and

WHEREAS, the Le Sueur-Waseca Community Health Board passed a motion to implement the Minnesota Department of Health fee schedule and any subsequent adjustments, with the exception of adjustments made during the COVID-19 Emergency of 2020.

THEREFORE BE IT RESOLVED, that the annual fees shall be charged at 75% as per Minnesota Statute 157.16, effective for the license period ending May 31, 2022; and shall return to 100% as per Minnesota Statute 157.16, effective for licenses effective June 1, 2022 or later

BE IT FURTHER RESOLVED, that the following procedures shall apply to food service establishments, beverage service establishments, lodging establishments, and mobile home parks/recreational camping areas:

- a) License category definitions shall follow those of the Minnesota Department of Health.
- b) The license period shall run from June 1 through May 31 of the following year, with the exception of licenses for Board and Lodging facilities who also hold Housing with Services Licenses. These licenses are extended to July 31, 2021 until the State of Minnesota assumes licensure of these facilities under Minnesota Statute 144G.
- c) A late fee shall be added when application is made and license fee paid on or after June 1 or after the first date of opening.
- d) The license fee for a new operator purchasing an establishment previously licensed in this license year is one-half the annual license fee, plus any penalty that may be required.
- e) The license fee for operators opening on or after March 1 is one-half the appropriate license fee, plus any penalty fee that may be required. In no case shall the fee be reduced lower than one-half the regular annual fee.
- f) A re-inspection fee equal to the base fee shall be assessed for each subsequent inspection to establishments which are deemed necessary to visit a third or fourth time in less than 12 months due to a failure to comply with corrective orders issued during previous inspections.
- g) As the Minnesota Department of Health Food, Beverage and Lodging and Mobile Home Park and Recreational Camping Area fee schedules are revised, so shall the corresponding Waseca County fees.

PASSED AND APPROVED THIS 18TH DAY OF MAY 2021

Waseca County Board of Commissioners

By: _____, Board Chair

ATTEST:

Tamara J. Spooner
Waseca County Auditor-Treasurer
May 13, 2021



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

Assistance of Waseca County Free Fair from Public Works

Meeting Date:	May 04, 2021	Fiscal/FTE Impact:
Item Type:	☐ Consent ☒ Action	☒ None
Department:	Administration	☐ Current budget
Contact:	Johnson, Michael	☐ New FTE(s) Requested
Contact Phone:	(507) 835-0631	☐ Other
Prepared by:	Johnson, Michael	☐ Amendment Requested
		Board Goals:

PURPOSE/ACTION REQUESTED

The Waseca County Fair Board has requested the use of Waseca County Public Works equipment and volunteer labor at certain points throughout the year and predominately during the fair in July.

SUMMARY

The Waseca County Fair Board has requested the use of Waseca County Public Works equipment in the past for use throughout the year, although mostly at fair time, to assist in grounds maintenance and repair, along with preparing for the county fair in July.

This equipment is typically used for grading, hauling material (manure disposal, rock, etc.) and some pay loader/backhoe and other work. This equipment is operated by County Public Works personnel that agree to volunteer their time in operating such equipment on the employee's own time or at the direction of the County Public Works.

The Waseca County Engineer has been very helpful and accommodating in the past, but the fair board also seeks County Board approval to maintain this good relationship.

RECOMMENDATION

Waseca County staff recommends that the Waseca County Board of Commissioners authorize temporary use of Public Works equipment and/or volunteer operators to assist with the Waseca County Free Fair.

EXPLANATION OF FISCAL/FTE IMPACTS

None.

Resolution # 2021-22

Authorized Use of Public Works Equipment to Assist Waseca County Free Fair

WHEREAS, the Waseca County Free Fair has requested and received assistance from the Waseca County Board of Commissioners in the past; and

WHEREAS, the Waseca County Board of Commissioners considers the Waseca County Free Fair to be an essential community service; and

WHEREAS, the Waseca County Free Fair does not have access to adequate equipment to meet the demands of the work needing to be done in preparation for the Waseca County Free Fair; and

WHEREAS, any work being done or requested would be subject to the approval and discretion of the Waseca County Public Works Director.

NOW, THEREFORE, BE IT RESOLVED. The Waseca County Board of Commissioners hereby authorize a continued relationship with the Waseca County Free Fair by allowing intermittent use of Public Works equipment by volunteer Public Works staff.

Dated this 4th day of May, 2021.

Waseca County Board of Commissioners

By: _____, Board Chair

ATTEST:

Tamara J. Spooner
Waseca County Auditor-Treasurer



wasecacountyfreefair.com

April 26, 2021

RE: Waseca County Highway Dept. Assistance for County Fair

Dear Waseca County Commissioners;

The Waseca County Free Fair's Board of Directors would like you to consider this letter as a request for the use of the County Highway Department equipment as has been done for many years in the past.

The fair board has requested the use of Waseca County Highway Department equipment in the past for use throughout the year, although mostly at fair time, to assist in grounds maintenance and repair, along with preparing for the county fair in July. This equipment is typically used for grading, hauling material (manure disposal, rock, etc.) and some pay loader/backhoe and other work. This equipment is operated by County Highway personnel that agree to volunteer their time in operating such equipment on the employee's own time or at the direction of the County Engineer. The Waseca County Engineer, Nathan Richman, has been great to work with in the past, but the fair board also seeks your approval so we can maintain this good relationship.

The Waseca County Free Fair's Board of Directors greatly appreciates everything you all do every year to make the fair such a success. We could not do what we do without your help! We thank you in advance for your consideration in this matter. If you should have any questions about this request, please call me anytime at 507-521-1728. We look forward to seeing you at the fair, July 14-18, 2021.

Respectfully,

Mike Harguth
President
Waseca County Free Fair

Cc: Nathan Richman

PO Box 227 Waseca, MN 56093



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

Authorize Designation of Depositories to Auditor/Treasurer

Meeting Date:	May 18, 2021	Fiscal/FTE Impact:
Item Type:	☐ Consent ☒ Action	☒ None
Department:	Administration	☐ Current budget
Contact:	Johnson, Michael	☐ New FTE(s) Requested
Contact Phone:	(507) 835-0631	☐ Other
Prepared by:	Johnson, Michael	☐ Amendment Requested
		Board Goals:

PURPOSE/ACTION REQUESTED

Authorize the Auditor/Treasurer to designate depositories for County Funds for the purpose of investments.

SUMMARY

On May 4, 2021, the Waseca County Board of Commissioners authorized an agreement with Fran Windschitl to assist on an interim basis with the management of the investment portfolio for Waseca County.

Mr. Windschitl will do much of the communication with financial institutions that are advantageous for the County to invest in. Mr. Windschitl will make recommendations to the Auditor/Treasurer based upon those communications. After review, the Auditor/Treasurer would be authorized to designate depositories for the funds of the County.

RECOMMENDATION

Waseca County staff recommends that the Waseca County Board of Commissioners authorize the Auditor/Treasurer to designate depositories on behalf of Waseca County.

EXPLANATION OF FISCAL/FTE IMPACTS

None.

Resolution #2021-23

**Granting Annual Authority to the Auditor/Treasurer to Designate Depositories and Authorize others to
Conduct Banking Transactions**

I, Tammy Spooner, County Auditor/Treasurer, do hereby certify that I am the Clerk to the Board of Waseca County, a county government organized under the laws of the State of Minnesota, Federal Tax I.D. Number 41-6005917, and that the following is a true, complete and correct copy of resolutions duly adopted by the Board of Directors of this entity as of May 18, 2021, and that said resolutions are in full force and effect and have not been rescinded or modified.

THEREFORE BE IT RESOLVED, pursuant to Minnesota Statute 118A.02 the Auditor/Treasurer is hereby authorized to designate depositories for the funds of the County and any officer or other person named below is hereby authorized to open or cause to be opened an account or accounts on behalf of and in the name of the County with the Bank according to the Bank's "Terms and Conditions of Deposit Accounts" and any modifications or amendments thereto, and to execute and enter into any other agreement with the Bank for the deposit, withdrawal or transfer of any funds from or to said account(s).

BE IT FURTHER RESOLVED, that any officer or person hereinafter named is hereby authorized for and on behalf of the county to endorse in the name of the county and to cash, negotiate or deposit in such account(s) any money, checks, drafts, orders, notes and any other instruments for the payment of money held by or payable to the county.

BE IT FURTHER RESOLVED, that any checks, drafts, orders or any other withdrawal order including any withdrawal and/or transfer of funds requested to be made by electronic (Minnesota Statute 471.38 subds. 3 and 3a) or similar means and any and all other directions and instructions of any character with respect to funds of the County with the Bank may be signed or initiated with a signature by any one of the following or by any person purporting to be authorized by the following:

Signature: _____

Printed Name: _____

Title: _____

And the Bank is hereby fully authorized to pay and charge to any such account(s) of the County any Item, so signed or initiated, including those payable to the individual order of the person signing them or to the Bank or to any other person or corporation, which are applied in payment of any indebtedness owing to the Bank from the person or persons who signed same.

I FURTHER CERTIFY that the Board of Directors of Waseca County has full power and lawful authority to adopt the foregoing resolution and to confer the powers therein granted to the person's named.

IN WITNESS WHEREOF, I have hereunto subscribed my name, dated this 18th day of May 2021.

Dated this 18th day of May, 2021.

Waseca County Board of Commissioners

By: _____, Board Chair

ATTEST:

Tamara J. Spooner
Waseca County Auditor-Treasurer