



# WASECA COUNTY BOARD OF COMMISSIONERS

**August 17, 2021 · 9:30 a.m.**

East Annex Public Meeting Room

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

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**9:30 a.m.**

## **1. Call to Order and Pledge of Allegiance**

### **Public Comment**

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

## **2. Approval of Agenda**

## **3. Approval of Meeting Minutes**

- a. Waseca County Board of Commissioner Work Session August 3, 2021
- b. Waseca County Board of Commissioner Meeting July 20, 2021

## **4. Consent Agenda**

- a. Approval of Bills
- b. Fund Transfer
- c. Riparian Protection Application
- d. Planning Commission Meeting Update August 5, 2021
- e. Radiological Emergency Preparedness Grant Agreement

## **5. Capital Highway Investment Plan (CHIP) Outreach, MNDot**

## **6. Restrictive Covenant – Michael Johnson, County Administrator**

## **7. Highway Shop Improvements – Modified Architect Scope & Fee**

Jim Kollar, Public Works Director

- a. Site Layout
- b. Waseca County Fee Proposal

## **8. Administration**

- a. Administration Update
- b. Human Resources Announcements

## **9. Commissioner Reports**

Lunch – Employee Luncheon

## **Upcoming Board Events**

*August 17 – September 7, 2021*

**August 17, 2021, 8:30 a.m.**

**Budget Work Session**

Board Room, East Annex

**August 17, 2021, 9:30 a.m.**

**County Board Meeting**

Board Room, East Annex

**August 17, 2021 11:30 a.m.**

**Employee Picnic**

Courthouse Lawn

**August 17, 2021, 3:00 p.m.**

**MN Prairie Joint Powers Board Meeting**

Virtual Meeting

**August 17, 2021, 7:00 p.m.**

**Township Meeting**

East Annex

**August 20, 2021, 6:30 p.m.**

**County EDA Meeting**

Board Room, East Annex

**September 2, 2021, 6:00 p.m.**

**Board of Adjustment Meeting**

Board Room, East Annex

**September 2, 2021, 7:30 p.m.**

**Planning Commission Meeting**

Board Room, East Annex

**September 4, 2021 All Day**

**Solid Waste and Recycling Center Closed in**

**Observance of Labor Day**

**September 6, 2021 All Day**

**County Offices Closed in Observance**

**of Labor Day**

**September 7, 2021, 9:30 a.m.**

**Budget Work Session**

Board Room, East Annex

**September 7, 2021, 9:30 a.m.**

**County Board Meeting**

Board Room, East Annex

WASECA COUNTY BOARD OF COMMISSIONERS  
WORK SESSION – AUGUST 3, 2021

The Waseca County Board of Commissioners met in a work session on Tuesday, August 3, 2021, in the Commissioner 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; Melissa Sexton, Human Resources Manager; and Brian Tomford, Building & Grounds Director.

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

Michael Johnson, County Administrator, provided an overview of the budget process for proposed 2022 taxes. Discussions were held regarding appropriation. A budget subcommittee will be formed. Commissioners Christopherson and Malterer volunteered to serve on the committee.

Brian Tomford, Buildings & Grounds Director, gave an update on the status of 2021 projects. Tomford stated that some of the projects may not be completed until 2022 due to availability of materials.

Discussion was held regarding the driveway project at Blower's Park. American Rescue Plan Act (ARPA) dollars will be used for the cost of the pavement.

The work session ended at 9:25 a.m.

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DeAnne R. Malterer, Chairperson  
Waseca County Board of Commissioners

ATTEST:

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Tamara J. Spooner, Clerk  
Waseca County Auditor-Treasurer

WASECA COUNTY BOARD OF COMMISSIONERS — JULY 20, 2021

The Waseca County Board of Commissioners met in regular session on Tuesday, July 20, 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; Melissa Sexton, Human Resources Manager; Linda Karst, Recorder; Robin Nelson, Chief Deputy Auditor-Treasurer; Jon Schiro, Court Services Director; Brian Zabel, Planning & Zoning Technician; Brad Milbrath, Sheriff; Rachel Cornelius, County Attorney; Jim Kollar, Public Works Director/County Engineer; Mark Leiferman, Planning & Zoning Director; Brian Tomford, Buildings & Grounds Director; John M. Flor; Donald E. Tune; Ginger Tune; Jeff Nelson; Julie Espe; Thomas McCrady; Todd Sauvegeau; Bill Hacker; Alma Kallisen; Dennis D. Knutson; Carolyn Norman; Rick Schultz; Paul Johnson; and Jim Halsey.

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 as presented. Motion carried unanimously.

Tammy Spooner, Auditor-Treasurer, presented bids for the Improvement to County Ditch 19. Tammy shared that the Consulting Engineer, Steve Penkava, recommends awarding the bid to the lowest responsible bidder, Hodgman Drainage Company. Christopherson moved and Krause seconded to award the bid to Hodgman Drainage in the amount of \$249,721.50. Motion carried unanimously.

Christopherson moved and Nelson seconded to approve the Minutes from June 15, 2021 Board of Equalization; June 22, 2021 Work Session and July 6, 2021 Commissioner Meeting. Motion carried unanimously.

Harguth moved and Christopherson seconded to approve the Consent Agenda as presented. Motion carried unanimously.

- a. Approval of Bills
- b. Electronic Funds Transfer Report
- c. Investment Report
- d. City of New Richland temporary closure of Cty Rd 1 on July 24, 2021
- e. Planning Commission Meeting Update July 1, 2021
- f. Partial Release of Agricultural Covenant; Howard and Eva Grunzke / Moody 2320 LLC

Michael Johnson, Administrator, provided an overview of Minnesota Statute § 375A.1205 outlining the process for appointment of County Auditor/Treasurer. Notice was published in the Waseca County News, the official county newspaper, for two consecutive weeks per statute. Waseca County and Tamara J. Spooner have agreed on terms for a contract. The public hearing for appointment was opened at 9:42 a.m. There

was no public comment. Christopherson moved and Krause seconded to close the public hearing. Motion carried unanimously and the public hearing was closed at 9:43 a.m.

Harguth moved and Christopherson seconded to adopt Resolution 2021-28 Appointment of Auditor/Treasurer Position Pursuant to Minn. Stat. § 375A.1205. Nelson expressed that having the position appointed rather than elected loses the requirement of living in the county, which concerns him. Motion carried unanimously.

**RESOLUTION #2021-28  
APPOINTMENT OF AUDITOR/TREASURER POSITION PURSUANT TO  
MINN. STAT. § 375A.1205**

**WHEREAS**, the Auditor/Treasurer position is currently an Elected Officer of Waseca County; and

**WHEREAS**, the parties acknowledge that Minn. Stat. § 375A.1205 permits the Board to appoint the Officer by following the process outlined in Section 375A.1205; and

**WHEREAS**, the parties further acknowledge that the Officer is an incumbent who was previously elected to the Officer's position; and

**WHEREAS**, the parties wish to execute a Contract to provide that the incumbent Officer will be appointed to the position and retain tenure, pay and benefits equal to or greater than the Officer's length of service; and

**WHEREAS**, the Contract is effective as of August 23, 2021, and shall remain in full force and effect unless (a) modified by mutual consent of the County Board and Officer, (b) terminated as provided in the Contract or (c) the County Board adopts a resolution to provide for the election to the Officer's position pursuant to Minn. Stat. §375A.1205, Subd. 7; and

**WHEREAS**, the person elected at the last general election to an office made appointive under Minn. Stat. § 375A.1205 must serve in that capacity and perform the duties, functions, and responsibilities required by statute until the completion of the term of office to which the person was elected, or until a vacancy occurs in the office, whichever occurs earlier; and

**WHEREAS**, pursuant to Minn. Stat. § 375A. Subd. 6, before the adoption of the resolution to provide for the appointment of an office as described in subdivision 1 for the same chapter, the county board must publish a proposed resolution notifying the public of its intent to consider the issue once each week, for two consecutive weeks, in the official publication of the county; and

**WHEREAS**, publication of this resolution occurred starting on June 30, 2021, and will occur again on July 7, 2021, in the Waseca County News; and

**WHEREAS**, following publication and prior to formally adopting the resolution, the county board shall provide an opportunity at its next regular meeting for public comment relating to the issue; and

**WHEREAS**, after the public comment opportunity, at the same meeting or a subsequent meeting, the county board of commissioners may adopt a resolution that provides for the appointment of the office or offices as permitted in this section; and

**WHEREAS**, the resolution must be approved by at least 80 percent of the members of the County Board upon which it may take effect 30 days after it is adopted.

**NOW, THEREFORE, BE IT RESOLVED**, the Waseca County Board of Commissioners appoints the Auditor/Treasurer position pursuant to Minn. Stat. § 375A.1205.

**BE IT FURTHER RESOLVED**, the Waseca County Board of Commissioners authorizes entering in a contract with Tamara J. Spooner that will become effective on August 23, 2021, and will retain all tenure, pay and benefits equal to or greater of her previously elected position.

**BE IT FURTHER RESOLVED**, the Waseca County Board of Commissioners may adopt a resolution in the future to provide for the election of an office that was made an appointed position pursuant to Minn. Stat. § 375A.1205, but not until at least three years after the office was made an appointed position.

Nelson moved and Harguth seconded to authorize entering into a contract between Waseca County and Tamara J. Spooner effective August 23, 2021. Motion carried unanimously.

Mark Leiferman, Planning & Zoning Director, gave an overview of property owned by The Marti Wilson Revocable Family Trust on the shore of St. Olaf Lake. The family is considering donation of the land to Waseca County. The Wilson Family has requested input regarding a potential donation of 3 parcels of land totally 3.69 acres (known as Tracts A, B & C).

At 10:23 a.m., a Public Hearing was opened for public comment to provide the Wilson family with information to assist them in their decision regarding the future of their property. Chair Malterer clarified for the public that Waseca County does not have a decision to make and they do not have any control over the property.

John Flor, Chairman of St. Olaf Lake Association, expressed that he believes the St. Olaf Lake Association is the more proper recipient than the county.

William Hacker questioned the intention for future use if the property is donated. Mr. Hacker feels that the association of members that live on the lake and would be better able to manage the property.

Julie Espe, Secretary of the St. Olaf Lake Association, is in favor of the lake association being the recipient. Ms. Espe is opposed to a walking path that would go through her property.

Rick Schultz stated that the association would be the best caretaker of the property, government works best when people with the highest stakes, take care of things.

Ginger Tune feels the lake association should have the property.

Jeff Nelson, owner of the property east of Wilson property, expressed concern about losing access to his property and hopes the property will go to the association.

Commissioner Christopherson requested it be noted that everyone in attendance at the meeting are in favor of the Wilson property going to the lake association.

Krause moved and Christopherson seconded to close the public hearing at 10:39 a.m. Motion carried unanimously.

Michael Johnson, County Administrator, shared the following concerns that were expressed to him outside of the meeting:

Steve Schroeder was unable to attend the meeting, but expressed concerns about the lake association having ownership and the cost of ongoing maintenance.

Wayne & Karen Nielsen shared concerns about costs and maintenance.

Skip and Pamela Hein expressed concern about costs and maintenance and feel the St. Olaf Lake Association would not have the resources to cover the ongoing maintenance.

All of the correspondence shared with Mr. Johnson expressed concern over the road and the cost of maintenance, but all want to see continued conservation of the area.

Commissioner Christopherson stated that all of the information and/or concerns are good to know if a decision does come to the Board of Commissioners. Christopherson also thanked everyone for attending the meeting and stated that in his opinion, the lake association would be the best recipient.

Commissioner Nelson shared that there could possibly be some legacy grants available to help the association with the costs. Nelson is not in favor of a bike path going through everyone's lot.

Commissioner Harguth stated that he thinks the lake association is best suited to handle the guiding principles.

Chair Malterer was contacted by Stephanie and Scott Oxley, who have similar concerns about costs for maintenance and upkeep if the land is gifted to the association. They also expressed concern about non-uniformity of the opinions of the members of the association.

Chair Malterer was also contacted by Gary Johnson. Mr. Johnson is a proponent of the lakes association being the recipients of the donated land.

Chair Malterer expressed appreciation for all of the information, which seems to point to conserving lakeshore, but stressed that the County Board has no decision to make at this time.

Jon Schiro, Court Services Director, presented contracts for defense attorney services. The contract is basically a renewal with slight changes due to end of current funding, but future funding will be coming from State Judicial System after July 31, 2021. Nelson moved and Krause seconded to approve the contracts as presented. Motion carried unanimously.

Michael Johnson, County Administrator, requested consideration of quotes for a Courthouse reconstruction project. Brian Tomford, Buildings & Grounds Director, secured quotes from four architects. With consideration of the historic building; cost/benefit ratio; different firms having different approaches, staff recommended Oleson & Hobbie with a quote for design services in the amount of \$31,455.00. It was noted that

county staff can do the demo work in 2-3 days. Material costs are unknown and material supplies make the timeline unknown. Staff is seeking approval to proceed with the project in an amount not to exceed \$750,000.00. There will not be an impact to the levy for this project.

Krause moved to move the requests as a slate, proceeding with Oleson & Hobbie Architects in the amount of \$31,455.00 and the full project not to exceed \$750,000.00. Motion died for lack of a second.

Christopherson moved and Nelson seconded to accept the bid from Oleson & Hobbie to provide architectural services for Courthouse renovations in the amount of \$31,455.00. Motion carried unanimously.

Christopherson moved to table setting the estimated cost of renovations to the next meeting. Motion died for lack of a second.

Nelson moved and Harguth seconded to approve moving forward with the renovation project in an amount not to exceed \$500,000.00 without further approval from the Board. Motion carried unanimously.

Melissa Sexton, HR Director; presented a recommendation for reorganization of the Auditor/Treasurer and Recorder's Offices effective August 1, 2021, with the Director position becoming effective August 23, 2021. Christopherson moved and Harguth seconded to adopt Resolution #2021-30 approving the reorganization of the Auditor/Treasurer and Recorder's Offices. Motion carried unanimously.

#### **RESOLUTION # 2021-30**

**WHEREAS**, Waseca County committed to deliver quality services for the people of Waseca County; and

**WHEREAS**, Waseca County continuously evaluates service delivery systems in order to maximize efficiency and enhance customer service; and

**WHEREAS**, Waseca County recently assessed services provided by the offices of Auditor/Treasurer and Recorder; and

**WHEREAS**, the assessment identified areas where organizational changes can be made which will improve and streamline services provided by these offices; and

**WHEREAS**, the study suggested the creation of a Property and Elections Services Division consisting of the Auditor/Treasurer and Recorder offices; and

**WHEREAS**, the Waseca County Administrator and Human Resource Director, in partnership with Auditor/Treasurer and Recorder, have prepared a recommendation for reorganization as follows:

- Create a Property and Election Services Division
- Include the Recorder and Auditor/Treasurer Departments in the new Division.
- Include Human Resources and Planning & Zoning in process improvements but not the organizational structure change.
- Finalize organizational chart once process improvements and cross training is complete.
- HR Director support the department heads in the implementation process.

- County Administrator to assist in concept design to create work space that best fits the effective delivery of service and utilize the Building Maintenance Director to oversee the project.

**WHEREAS**, the Waseca County Board of Commissioners participated in the organizational study and supports the recommendations.

**NOW THEREFORE BE IT RESOLVED**, that the Waseca County Board of Commissioners establishes a Property and Elections Services Division consisting of the Auditor/Treasurer and Recorder offices effective August 1<sup>st</sup>, 2021.

Jim Kollar, Public Works Director/County Engineer, requested awarding Contract #812108 for Aggregate Surfacing-North to Timm’s Trucking, the only bid for the project. Krause moved and Nelson seconded to award the bid to Timm’s Trucking in the amount of \$139,859.20. Motion carried unanimously.

Jim Kollar, Public Works Director/County Engineer, requested awarding Contract #812109 Aggregate Surfacing-South to Timm’s Trucking, the only bid for the project. Harguth moved and Christopherson seconded to award the bid to Timm’s Trucking in the amount of \$139,019.16. Motion carried unanimously.

Jim Kollar, Public Works Director/County Engineer, requested awarding Contract #812110 for CSAH 15 culvert replacement to Heselton Construction, LLC, the lowest responsible bid for the project. Christopherson moved and Krause seconded to award the bid to Heselton Construction in the amount of \$312,885.90. Motion carried unanimously.

Michael Johnson, County Administrator, recommended the appointment of Kim Kroeger-Babcock, to the County Extension Committee. Harguth moved and Christopherson seconded to approve the appointment. Motion carried unanimously.

Michael Johnson, County Administrator, requested to enact a Proclamation of Waseca County Staff Appreciation Day. Harguth moved and Christopherson seconded to adopt Resolution #2021-29 Proclaiming June 27, 2021 Waseca County Staff Appreciation Day. Motion carried unanimously.

**RESOLUTION 2021-29  
PROCLAMATION OF WASECA COUNTY STAFF APPRECIATION DAY**

**WHEREAS**, county staff serve as the cornerstone of this community, dedicating their time, skills, and expertise for the benefit of their neighbors; and

**WHEREAS**, county staff went beyond expectations, taking on personal risks, to continue delivering essential services to the citizens of our county during the COVID-19 pandemic; and

**WHEREAS**, in addition to their regular duties, many county staff were called upon and accepted new and challenging responsibilities during the pandemic such as expediting the distribution of thousands of dollars in economic recovery appropriations, empowering the survival of our local business community; successfully managing a deluge of mail-in ballots in an unprecedented federal election; and, retooling local public health education outreach to flatten the curve; and

**WHEREAS**, although the state has turned the corner on the COVID-19 pandemic, county staff continue their exemplary work, assisting with recovery through vaccination roll outs and preparing for the American Rescue Plan’s multi-year recovery effort; and

**WHEREAS**, the work of county staff over the past year and a half have kept the doors of the county open and our community safer, healthier, and productive throughout months of unprecedented global transition; and

**WHEREAS**, President Sve and the Board of the Association of Minnesota Counties requested the Office of Governor Walz and Lt. Governor Flanagan to proclaim July 27, 2021 as County Staff Appreciation Day and their request was granted;

**NOW, THEREFORE, BE IT RESOLVED** we, the Waseca County Board of Commissioners, proclaim July 27, 2021, as County Staff Appreciation Day and extend our thanks to the staff of our county and express deep gratitude for their commitment to excellence in public service during the COVID-19 pandemic.

Michael Johnson, Administrator, provided updates on recent activities, legislative priorities and 2021 budget.

Human Resource Announcements were shared.

Commissioner Malterer shared information from the NACO Conference.

Having no further county board business, Harguth moved and Christopherson seconded the motion to adjourn the meeting. Motion carried unanimously and meeting adjourned at 12:27 p.m.

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DeAnne Malterer, Chairperson  
Waseca County Board of Commissioners

ATTEST:

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Tamara J. Spooner, Clerk  
Waseca County Auditor/Treasurer

The following bills were audited and allowed:

A.H. HERMEL COMPANY	494.36
AAA STRIPING SERVICE	8,230.23
ADVANCED CORRECTIONAL HEALTHCARE INC	3,261.14
AMANDA PFLUEGER	252.00
ANCOM COMMUNICATIONS INC	2,720.00
ANY WAY YOU WANT IT MOVING	300.00
APG MEDIA OF SOUTHERN MN LLC	130.90
APH STORES, INC.	453.65

ASSOC OF MN COUNTIES	140.00
BAKER TILLY LLP	9,640.00
BARBARA J. BUKER	205.60
BAUER BUILT INC	1,102.00
BLAIR NELSON	49.28
BOCKS SERVICE INC	241.50
BRAUN INTERTEC CORP	2,200.00
BUDACH IMPLEMENT INC	65.98
CAPITAL ONE	102.40
CHRISTENSEN TIRE & AUTO REPAIR	5,107.80
CONTINENTAL RESEARCH CORPORATION	983.59
DEANNE MALTERER	64.74
DEML FORD INC	408.54
DENNISON TECHNOLOGY GROUP	708.83
DONAHUE ELECTRIC LLC	100.00
DOUGLAS CHRISTOPHERSON	127.68
ENVIRONMENTAL SYSTEMS RESEARCH INST INC	55,000.00
EXPRESS CARE INC	37.79
EXPRESS SERVICES INC	1,162.91
FIRST NATIONAL BANK 6946	548.75
FIRST NATIONAL BANK 9655	500.00
FIRST NATIONAL BANK OMAHA 7265	334.01
FIRST NATIONAL BANK 8194	18.51
FIRST NATIONAL BANK OMAHA	60.00
FIRST NATIONAL BANK OMAHA 9296	425.22
FIRST NATIONAL BANK OMAHA 0710	1,237.55
FIRST NATIONAL BANK OMAHA 1325	67.83
FIRST NATIONAL BANK OMAHA 2173	225.00
FIRST NATIONAL BANK OMAHA 3979	19.32
FIRST NATIONAL BANK OMAHA 4404	29.91
FIRST NATIONAL BANK OMAHA 4986	1,196.82
FIRST NATIONAL BANK OMAHA 5215	819.77
FIRST NATIONAL BANK OMAHA 5295	82.57
FIRST NATIONAL BANK OMAHA 5348	40.02
FIRST NATIONAL BANK OMAHA 5640	2,445.90
FIRST NATIONAL BANK OMAHA 6171	134.04
FIRST NATIONAL BANK OMAHA 6742	38.26
FIRST NATIONAL BANK OMAHA 6755	186.63
FIRST NATIONAL BANK OMAHA 7236	515.00
FIRST NATIONAL BANK OMAHA 8006	23.85
FIRST NATIONAL BANK OMAHA 8263	38.44

FIRST NATIONAL BANK OMAHA 8264	728.70
FIRST STATE TIRE RECYCLING	7,125.07
FREMAREK INC	1,734.39
GALE-TEC ENGINEERING INC	5,594.50
HARLANDS TIRE & AUTO CENTER	665.80
IDENTISYS, INC	75.02
INNOVATIVE OFFICE SOLUTIONS LLC	1,347.30
JOBS PLUS INC	185.30
JOHN DEERE FINANCIAL	1,034.53
JONES HAUGH & SMITH	4,124.19
KNXR-FM	450.00
LEON SCHOENROCK	95.68
MARK SOMMERS	90.42
MARVIN PEARSON	94.34
MATHESON	72.81
MEI TOTAL ELEVATOR SOLUTIONS	430.55
MESSICK LAW PLLC	320.00
METRO FIBERNET LLC	252.25
MICHAEL JOHNSON	61.38
MIDWEST MONITORING & SURVEILLANCE	607.75
MN BUREAU OF CRIMINAL APPREHENSION	510.00
MN COUNTIES COMPUTER COOP	18,741.64
MN DEPT OF LABOR & INDUSTRY-ST PAUL	30.00
MN DEPT OF TRANSPORTATION	300.00
MN SUPPLY CO	177.12
MN VALLEY COUNCIL OF GOVTS	266.00
MN VALLEY TESTING LAB	114.60
MN.IT SERVICES	1,300.00
MOTOROLA SOLUTIONS, INC	1,741.50
NAPA AUTO PARTS MPEC	280.25
NORTHLAND FARM SYSTEMS	289.22
NUSS TRUCK GROUP INC	577.99
PLUNKETT'S PEST CONTROL INC	216.75
RAMSEY COUNTY	3,346.00
REGENTS OF UNIVERSITY OF MN	1,556.80
RIVER BEND BUSINESS PRODUCTS	3,670.98
RIVER VALLEY FORENSIC SERVICES PA	750.00
RUSSELL GUSE	1,349.32
RUSSELL J FREDERICK	83.47
RWV SIGNS INC	300.00
SAMANTHA HOLICKY-JAMES	28.00

SPEE-DEE DELIVERY SERVICE	10.14
STATE OF MN BUREAU OF CRIM APPREHEN CJIS	995.00
STEELE CO DETENTION CENTER	345.00
STEPHANIE ROEMHILDT	87.50
STREAMLINE COMMUNICATIONS LLC	1,035.00
THIRTY YEAR VENTURES LLC	29.40
THOMPSON SANITATION	25,962.50
THOMSON REUTERS	496.96
TRUCK CENTER COMPANIES	383.33
ULINE	860.16
UNITED RENTALS INC	270.00
UNIVERSAL RECYCLING TECHNOLOGIES,LLC	1,191.40
US BANK-ST PAUL	500.00
VOIANCE LANGUAGE SERVICES LLC	25.00
WASECA CO AUDITOR-TREASURER	951.44
WASECA GLASS INC	120.00
WASECA HARDWARE LLC	237.77
WASECA HARDWARE LLC	235.60
ZAHL EQUIPMENT SERVICE INC	100.00
ZIEGLER INC	37,614.57

08/11/2021 14:48  
5264aschauer

Waseca, MN  
Vendor Warrant List Report

P 1  
apwarrnt

DATE: 08/17/2021 CHECK RUN: C081721 AMOUNT: \$ 239,072.05

APPROVED BY: \_\_\_\_\_

08/11/2021 14:48  
5264aschauer

Waseca, MN  
PREPAID INVOICE LIST

P 2  
apwarrnt

CHECK RUN: C081721 08/17/2021

VENDOR	VENDOR NAME	R	INVOICE	PO	TYPE	DUE DATE	AMOUNT	CHECK COMMENT
CASH ACCOUNT: 99000000 1001			FNB Checking					
606	<a href="#">FIRST NATIONAL</a>	00000	<a href="#">7/21 STMNT</a>		DD	08/20/2021	48.00	1341 EH DISHWASHER THER
3914	<a href="#">FIRST NATIONAL</a>	00000	<a href="#">7/21 STMNT</a>		DD	08/20/2021	150.46	1342 BUNGEE SETS/CABLE
2091	<a href="#">FIRST NATIONAL</a>	00000	<a href="#">7/21 STMNT</a>		DD	08/20/2021	863.92	1343 FALL MACPO REGISTR
1152	<a href="#">FIRST NATIONAL</a>	00000	<a href="#">7/21 STMNT</a>		DD	08/20/2021	200.00	1344 RECOVERY EVENT WEE
570	<a href="#">FIRST NATIONAL</a>	00000	<a href="#">7/21 STMNT</a>		DD	08/20/2021	169.00	1345 HEART START AED
3455	<a href="#">FIRST NATIONAL</a>	00000	<a href="#">7/21 STMNT</a>		DD	08/20/2021	42.15	1346 POSTAGE
413	<a href="#">FIRST NATIONAL</a>	00000	<a href="#">7/21 STMNT</a>		DD	08/20/2021	1,233.10	1347 NACO CONFERENCE
1722	<a href="#">FIRST NATIONAL</a>	00000	<a href="#">7/21 STMNT</a>		DD	08/20/2021	895.40	1348 MACPO CONFERENCE/
3151	<a href="#">FIRST NATIONAL</a>	00000	<a href="#">7/21 STMNT</a>		DD	08/20/2021	25.98	1349 CHARGER FOR CAMERA
2063	<a href="#">FIRST NATIONAL</a>	00000	<a href="#">7/21 STMNT</a>		DD	08/20/2021	216.24	1350 AG CLASS LODGING
302	<a href="#">FIRST NATIONAL</a>	00000	<a href="#">7/21 STMNT</a>		DD	08/20/2021	78.65	1351 RUBBER STAMP SEAL/
598	<a href="#">FIRST NATIONAL</a>	00000	<a href="#">7/21 STMNT</a>		DD	08/20/2021	596.36	1352 BANDAGES/GLOVES/PA
354	<a href="#">FIRST NATIONAL</a>	00000	<a href="#">7/21 STMNT</a>		DD	08/20/2021	48.98	1353 POSTAGE/COTTON PAD
705	<a href="#">FIRST NATIONAL</a>	00000	<a href="#">7/21 STMNT</a>		DD	08/20/2021	1,000.00	1354 INDEED RECRUITING
364	<a href="#">FIRST NATIONAL</a>	00000	<a href="#">7/21 STMNT</a>		DD	08/20/2021	1,214.87	1355 BATTERY/GLOVES/LAB
3915	<a href="#">FIRST NATIONAL</a>	00000	<a href="#">7/21 STMNT</a>		DD	08/20/2021	79.08	1356 FUEL
634	<a href="#">FIRST NATIONAL</a>	00000	<a href="#">7/21 STMNT</a>		DD	08/20/2021	1,144.06	1357 GO DADDY WILD CARD
428	<a href="#">FIRST NATIONAL</a>	00000	<a href="#">7/21 STMNT</a>		DD	08/20/2021	798.93	1358 MSA CONF/MEALS/LOD
2417	<a href="#">FIRST NATIONAL</a>	00000	<a href="#">7/21 STMNT</a>		DD	08/20/2021	71.41	1359 FUEL
2089	<a href="#">FIRST NATIONAL</a>	00000	<a href="#">7/21 STMNT</a>		DD	08/20/2021	1,372.21	1360 VACCINE SHIPPING/H
1960	<a href="#">FIRST NATIONAL</a>	00000	<a href="#">7/21 STMNT</a>		DD	08/20/2021	1,100.59	1361 BAGGAGE FEE/LODGIN
CASH ACCOUNT 99000000 1001							11,349.39	TOTAL

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CASH ACCOUNT: 99000000 1001

FNB Checking

CHECK RUN: C081721 08/17/2021

DUE DATE: 08/11/2021

VENDOR	G/L ACCOUNTS	R	PO	TYPE	DUE DATE	INVOICE/AMOUNT	CHECK
<a href="#">3653</a>	<a href="#">A.H. HERMEL COMPANY</a> <a href="#">1 25257000 6807</a>	00000		EFT	08/11/2021	<a href="#">886952</a> 154.34 154.34	
				JailCntn	JailCanMis	CHECK TOTAL	154.34
<a href="#">3653</a>	<a href="#">A.H. HERMEL COMPANY</a> <a href="#">1 25257000 6807</a>	00000		EFT	08/11/2021	<a href="#">885894</a> 375.29 375.29	
				JailCntn	JailCanMis	CHECK TOTAL	
<a href="#">3653</a>	<a href="#">A.H. HERMEL COMPANY</a> <a href="#">1 25257000 6807</a>	00000		EFT	08/11/2021	<a href="#">884707</a> 279.93 279.93	
				JailCntn	JailCanMis	CHECK TOTAL	655.22
<a href="#">4035</a>	<a href="#">ADVANCED CORRECTIONAL</a> <a href="#">1 01201217 6268</a>	00000		EFT	08/11/2021	<a href="#">109630</a> 191.01 191.01	
				ShrfBrdPrs	Medical	CHECK TOTAL	
<a href="#">4035</a>	<a href="#">ADVANCED CORRECTIONAL</a> <a href="#">1 01201217 6268</a>	00000		EFT	08/11/2021	<a href="#">109629</a> 3,590.17 3,590.17	
				ShrfBrdPrs	Medical	CHECK TOTAL	3,781.18
<a href="#">7768</a>	<a href="#">ALTERNATIVE RESOLUTION</a> <a href="#">1 01014000 6260</a>	00000		INV	08/11/2021	<a href="#">81PR16109 1-6/21</a> 571.46 571.46	
				CrtAdmnCo	ProTechSvc	CHECK TOTAL	
<a href="#">7768</a>	<a href="#">ALTERNATIVE RESOLUTION</a> <a href="#">1 01014000 6260</a>	00000		INV	08/11/2021	<a href="#">1-6/21 81P403265</a> 990.58 990.58	
				CrtAdmnCo	ProTechSvc	CHECK TOTAL	
<a href="#">7768</a>	<a href="#">ALTERNATIVE RESOLUTION</a> <a href="#">1 01014000 6260</a>	00000		INV	08/11/2021	<a href="#">8/8/21 STMNT</a> 1,142.16 1,142.16	
				CrtAdmnCo	ProTechSvc	CHECK TOTAL	2,704.20
<a href="#">4915</a>	<a href="#">AMAZON CAPITAL SERVICE</a> <a href="#">1 01451451 6401</a>	00000		INV	08/11/2021	<a href="#">1NWM-39NV-PN1M</a> 127.31 127.31	
				PHNrsng	OffcSuppls	CHECK TOTAL	127.31
<a href="#">1143</a>	<a href="#">APG MEDIA OF SOUTHERN</a> <a href="#">1 01041000 6240</a> <a href="#">2 25052000 6240</a>	00000		INV	08/11/2021	<a href="#">10710-0721</a> 91.59 11.84 103.43	
				Aud-Treas	AdLgNtSub	CHECK TOTAL	
<a href="#">1143</a>	<a href="#">APG MEDIA OF SOUTHERN</a> <a href="#">1 01107000 6240</a>	00000		INV	08/11/2021	<a href="#">10710-0721 2</a> 34.04 34.04	
				P&Z	AdLgNt/Sub	CHECK TOTAL	
<a href="#">1143</a>	<a href="#">APG MEDIA OF SOUTHERN</a> <a href="#">1 01031000 6240</a>	00000		INV	08/11/2021	<a href="#">10710-0721 3</a> 59.20 59.20	
				CoAdmn	AdLgNt/Sub	CHECK TOTAL	

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CASH ACCOUNT: 99000000 1001

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DUE DATE: 08/11/2021

VENDOR	G/L ACCOUNTS	R	PO	TYPE	DUE DATE	INVOICE/AMOUNT	CHECK
<a href="#">1143</a> <a href="#">APG MEDIA OF SOUTHERN</a>	<a href="#">1</a> <a href="#">13320000</a> <a href="#">6240</a>	00000		INV	08/20/2021	<a href="#">10711-0721</a>	
				HwyEng/Con	AdLgNt/Sub	48.84	
				Invoice Net		48.84	
				CHECK TOTAL			245.51
<a href="#">2401</a> <a href="#">APH STORES, INC.</a>	<a href="#">1</a> <a href="#">13340000</a> <a href="#">6564</a>	00000		INV	08/11/2021	<a href="#">5064050 7/25/21</a>	
	<a href="#">2</a> <a href="#">13340000</a> <a href="#">6590</a>			HwyEqMt/Sh	MchVehPrts	1,302.71	
				HwyEqMt/Sh	TlsShpMat	121.69	
				Invoice Net		1,424.40	
				CHECK TOTAL			1,424.40
<a href="#">2809</a> <a href="#">BAKER TILLY LLP</a>	<a href="#">1</a> <a href="#">01062000</a> <a href="#">6267</a>	00000		EFT	08/11/2021	<a href="#">BT1873961</a>	
	<a href="#">2</a> <a href="#">25067000</a> <a href="#">6260</a>			CenSvcs	StAudtng	5,215.00	
				CARES	ProTechSvc	3,070.00	
				Invoice Net		8,285.00	
				CHECK TOTAL			8,285.00
<a href="#">7771</a> <a href="#">BLAIR NELSON</a>	<a href="#">1</a> <a href="#">01002000</a> <a href="#">6334</a>	00000		INV	08/11/2021	<a href="#">8/10/21 STMNT</a>	
				Commssnrs	Mileage	53.20	
				Invoice Net		53.20	
				CHECK TOTAL			53.20
<a href="#">1713</a> <a href="#">BOCKS SERVICE INC</a>	<a href="#">1</a> <a href="#">01201223</a> <a href="#">6471</a>	00000		INV	08/11/2021	<a href="#">194589</a>	
				ShrfEqRepM	Tires	28.50	
				Invoice Net		28.50	
<a href="#">1713</a> <a href="#">BOCKS SERVICE INC</a>	<a href="#">1</a> <a href="#">01201201</a> <a href="#">6340</a>	00000		INV	08/11/2021	<a href="#">23776</a>	
				GenSheriff	RntSvcAgrt	75.00	
				Invoice Net		75.00	
				CHECK TOTAL			103.50
<a href="#">8642</a> <a href="#">CAPITAL ONE</a>	<a href="#">1</a> <a href="#">13340000</a> <a href="#">6410</a>	00000		INV	08/11/2021	<a href="#">1636699790</a>	
				HwyEqMt/Sh	CstBldgSpp	47.96	
				Invoice Net		47.96	
<a href="#">8642</a> <a href="#">CAPITAL ONE</a>	<a href="#">1</a> <a href="#">19398000</a> <a href="#">6401</a>	00000		INV	08/11/2021	<a href="#">1636725784</a>	
				SdWstAdmn	OffcSuppls	113.23	
				Invoice Net		113.23	
				CHECK TOTAL			161.19
<a href="#">4624</a> <a href="#">CDW GOVERNMENT INC</a>	<a href="#">1</a> <a href="#">25104000</a> <a href="#">6480</a>	00000		INV	08/11/2021	<a href="#">H307194</a>	
				RcrdrTech	NonCapInv	882.56	
				Invoice Net		882.56	
<a href="#">4624</a> <a href="#">CDW GOVERNMENT INC</a>	<a href="#">1</a> <a href="#">01061061</a> <a href="#">6401</a>	00000		INV	08/11/2021	<a href="#">H408979</a>	
				ITTechnlgy	OffcSuppls	41.78	
				Invoice Net		41.78	
<a href="#">4624</a> <a href="#">CDW GOVERNMENT INC</a>	<a href="#">1</a> <a href="#">01061061</a> <a href="#">6401</a>	00000		INV	08/11/2021	<a href="#">H365441</a>	
				ITTechnlgy	OffcSuppls	21.26	
				Invoice Net		21.26	

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CASH ACCOUNT: 99000000 1001

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VENDOR	G/L ACCOUNTS	R	PO	TYPE	DUE DATE	INVOICE/AMOUNT	CHECK
<a href="#">4624</a>	<a href="#">CDW GOVERNMENT INC</a> <a href="#">1 01061061 6401</a>	00000		INV	08/11/2021	<a href="#">G988920</a> 194.00 Invoice Net 194.00	
<a href="#">4624</a>	<a href="#">CDW GOVERNMENT INC</a> <a href="#">1 01061061 6401</a>	00000		INV	08/11/2021	<a href="#">H041412</a> 392.31 Invoice Net 392.31	
<a href="#">4624</a>	<a href="#">CDW GOVERNMENT INC</a> <a href="#">1 25052000 6480</a>	00000		INV	08/11/2021	<a href="#">H629956</a> 10,768.50 AmerResPln NonCapInv Invoice Net 10,768.50	
<a href="#">4624</a>	<a href="#">CDW GOVERNMENT INC</a> <a href="#">1 25052000 6450</a>	00000		INV	08/11/2021	<a href="#">H247690</a> 15,000.00 AmerResPln SftwrUpgrd Invoice Net 15,000.00	
<a href="#">4624</a>	<a href="#">CDW GOVERNMENT INC</a> <a href="#">1 25052000 6450</a>	00000		INV	08/11/2021	<a href="#">H178801</a> 13,946.30 AmerResPln SftwrUpgrd Invoice Net 13,946.30	
				CHECK TOTAL			41,246.71
<a href="#">4186</a>	<a href="#">NCH CORPORATION</a> <a href="#">1 13340000 6590</a>	00000		INV	08/11/2021	<a href="#">7447157</a> 112.35 HwyEqMt/Sh TlsShpMat Invoice Net 112.35	
<a href="#">4186</a>	<a href="#">NCH CORPORATION</a> <a href="#">1 13340000 6260</a>	00000		INV	08/11/2021	<a href="#">7458029</a> 149.26 HwyEqMt/Sh ProTechSvc Invoice Net 149.26	
				CHECK TOTAL			261.61
<a href="#">308</a>	<a href="#">CHRISTENSEN TIRE &amp; AUT</a> <a href="#">1 13340000 6563</a>	00000		INV	08/11/2021	<a href="#">0528 7/21</a> 5,732.15 HwyEqMt/Sh TrTbsBatt Invoice Net 5,732.15	
				CHECK TOTAL			5,732.15
<a href="#">2445</a>	<a href="#">COMMUNITY COMPLIANCE M</a> <a href="#">1 01254000 6264</a>	00000		INV	08/11/2021	<a href="#">JUL21A-WSC</a> 876.00 ElecMonit ElecMntrg Invoice Net 876.00	
				CHECK TOTAL			876.00
<a href="#">989</a>	<a href="#">CRYSTAL VALLEY COOP</a> <a href="#">1 01111000 6411</a>	00001		INV	08/11/2021	<a href="#">JV101090712</a> 4.63 CHBldgMtc FuelOil Invoice Net 4.63	
				CHECK TOTAL			4.63
<a href="#">989</a>	<a href="#">CRYSTAL VALLEY COOP</a> <a href="#">1 01521000 6567</a>	00001		INV	08/11/2021	<a href="#">LC101297444</a> 820.90 CoParks DslFuel Invoice Net 820.90	
				CHECK TOTAL			820.90
<a href="#">498</a>	<a href="#">DEANNE MALTERER</a> <a href="#">1 01002000 6334</a>	00000		EFT	08/11/2021	<a href="#">7/21 STMNT</a> 262.86 Commssnrs Mileage Invoice Net 262.86	

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CASH ACCOUNT: 99000000 1001

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DUE DATE: 08/11/2021

VENDOR	G/L ACCOUNTS	R	PO	TYPE	DUE DATE	INVOICE/AMOUNT	CHECK
						CHECK TOTAL	262.86
<a href="#">254 DELANE NELSON ELECTRIC</a>	<a href="#">1 13340000 6310</a>	00000		INV	08/11/2021	<a href="#">643784</a>	
				HwyEqMt/Sh	EqRepMtc	170.00	
				Invoice Net		170.00	
						CHECK TOTAL	170.00
<a href="#">420 DEML FORD INC</a>	<a href="#">1 01201223 6310</a>	00000		INV	08/11/2021	<a href="#">351505 7/31/21</a>	
				ShrfEqRepM	SqRepMtc	419.66	
				Invoice Net		419.66	
<a href="#">420 DEML FORD INC</a>	<a href="#">1 01121000 6310</a>	00000		INV	08/11/2021	<a href="#">146764</a>	
				Vets Svcs	EqRepMtc	65.17	
				Invoice Net		65.17	
<a href="#">420 DEML FORD INC</a>	<a href="#">1 13340000 6310</a>	00000		INV	08/11/2021	<a href="#">350660 7/21</a>	
				HwyEqMt/Sh	EqRepMtc	645.00	
				HwyEqMt/Sh	MchVehPrts	1,630.97	
				Invoice Net		2,275.97	
						CHECK TOTAL	2,760.80
<a href="#">1007 EMERGENCY AUTOMOTIVE T</a>	<a href="#">1 01201201 6670</a>	00000		INV	08/11/2021	<a href="#">MP042921-52</a>	
				GenSheriff	Vehicles	1,411.48	
				Invoice Net		1,411.48	
						CHECK TOTAL	1,411.48
<a href="#">31 EXPRESS CARE INC</a>	<a href="#">1 01119000 6561</a>	00000		INV	08/11/2021	<a href="#">016250</a>	
				Fleet	Oil&Grease	37.79	
				Invoice Net		37.79	
<a href="#">31 EXPRESS CARE INC</a>	<a href="#">1 01119000 6561</a>	00000		INV	08/11/2021	<a href="#">016239</a>	
				Fleet	Oil&Grease	43.19	
				Invoice Net		43.19	
						CHECK TOTAL	80.98
<a href="#">1573 EXPRESS SERVICES INC</a>	<a href="#">1 19393000 6261</a>	00000		INV	08/11/2021	<a href="#">25780132</a>	
				Recycling	ContLabor	1,117.36	
				Invoice Net		1,117.36	
<a href="#">1573 EXPRESS SERVICES INC</a>	<a href="#">1 19393000 6261</a>	00000		INV	08/11/2021	<a href="#">25814560</a>	
				Recycling	ContLabor	1,162.91	
				Invoice Net		1,162.91	
						CHECK TOTAL	2,280.27
<a href="#">2487 FAME AWARDS INC</a>	<a href="#">1 01201205 6235</a>	00000		INV	08/11/2021	<a href="#">20210778</a>	
				ShrfCont	Contngncy	37.00	
				Invoice Net		37.00	
<a href="#">2487 FAME AWARDS INC</a>	<a href="#">1 01201205 6235</a>	00000		INV	08/11/2021	<a href="#">20210632</a>	
				ShrfCont	Contngncy	37.00	
				Invoice Net		37.00	
						CHECK TOTAL	74.00

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CASH ACCOUNT: 99000000 1001

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CHECK RUN: C081721 08/17/2021

DUE DATE: 08/11/2021

VENDOR	G/L ACCOUNTS	R	PO	TYPE	DUE DATE	INVOICE/AMOUNT	CHECK
<a href="#">4603</a>	<a href="#">FLEET PRIDE</a>					<a href="#">511830 7/31/21</a>	
	1 <a href="#">13340000 6564</a>	00000		INV	08/11/2021	915.16	
	2 <a href="#">13340000 6590</a>			HwyEqMt/Sh MchVehPrts		425.82	
				HwyEqMt/Sh TlsShpMat		1,340.98	
				Invoice Net			
				CHECK TOTAL			1,340.98
<a href="#">271</a>	<a href="#">FSSOLUTIONS</a>					<a href="#">FL00465929</a>	
	1 <a href="#">13330000 6260</a>	00000		INV	08/11/2021	56.38	
				HwyMntnc ProTechSvc		56.38	
				Invoice Net			
				CHECK TOTAL			56.38
<a href="#">4885</a>	<a href="#">GIS WORKSHOP, LLC</a>					<a href="#">2019-12493</a>	
	1 <a href="#">13330000 6503</a>	00000		INV	08/11/2021	1,710.00	
				HwyMntnc TrffcSgns		1,710.00	
				Invoice Net			
				CHECK TOTAL			1,710.00
<a href="#">1673</a>	<a href="#">HOUSTON ENGINEERING IN</a>					<a href="#">0054978</a>	
	1 <a href="#">25102000 6260</a>	00000		INV	08/11/2021	8,251.00	
				BootCreek ProTechSvc		8,251.00	
				Invoice Net			
				CHECK TOTAL			8,251.00
<a href="#">3057</a>	<a href="#">HY-VEE OWATONNA</a>					<a href="#">4830402071</a>	
	1 <a href="#">01065000 6803</a>	00000		INV	08/11/2021	266.13	
				HumnRsrcls MiscExp68		266.13	
				Invoice Net			
				CHECK TOTAL			266.13
<a href="#">235</a>	<a href="#">INNOVATIVE OFFICE SOLU</a>					<a href="#">IN3433121</a>	
	1 <a href="#">01041000 6401</a>	00000		INV	08/11/2021	14.38	
				Aud-Treas OffcSuppls		14.38	
				Invoice Net			
<a href="#">235</a>	<a href="#">INNOVATIVE OFFICE SOLU</a>					<a href="#">IN3433094</a>	
	1 <a href="#">25259000 6401</a>	00000		INV	08/11/2021	20.24	
				PermtCrry OffcSuppls		20.24	
				Invoice Net			
<a href="#">235</a>	<a href="#">INNOVATIVE OFFICE SOLU</a>					<a href="#">IN3437515</a>	
	1 <a href="#">01602000 6401</a>	00000		INV	08/11/2021	85.64	
				Extsn OffcSuppls		85.64	
				Invoice Net			
<a href="#">235</a>	<a href="#">INNOVATIVE OFFICE SOLU</a>					<a href="#">IN3435266</a>	
	1 <a href="#">01061061 6401</a>	00000		INV	08/11/2021	76.13	
				ITTechnlgy OffcSuppls		76.13	
				Invoice Net			
<a href="#">235</a>	<a href="#">INNOVATIVE OFFICE SOLU</a>					<a href="#">SCN-107525</a>	
	1 <a href="#">13310000 6401</a>	00000		CRM	08/11/2021	-47.80	
				HwyAdmin OffcSuppls		-47.80	
				Invoice Net			
<a href="#">235</a>	<a href="#">INNOVATIVE OFFICE SOLU</a>					<a href="#">IN3409098</a>	
	1 <a href="#">13310000 6401</a>	00000		INV	08/11/2021	47.84	
				HwyAdmin OffcSuppls		47.84	
				Invoice Net			
<a href="#">235</a>	<a href="#">INNOVATIVE OFFICE SOLU</a>					<a href="#">IN3411612</a>	
	1 <a href="#">13310000 6401</a>	00000		INV	08/11/2021	281.27	
				HwyAdmin OffcSuppls		281.27	
				Invoice Net			

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CASH ACCOUNT: 99000000 1001

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VENDOR	G/L ACCOUNTS	R	PO	TYPE	DUE DATE	INVOICE/AMOUNT	CHECK
<a href="#">235</a>	<a href="#">INNOVATIVE OFFICE SOLU</a>	00000		INV	08/11/2021	<a href="#">IN3416895</a>	
	1 <a href="#">13310000 6401</a>			HwyAdmin	OffcSuppls	146.23	
				Invoice Net		146.23	
<a href="#">235</a>	<a href="#">INNOVATIVE OFFICE SOLU</a>	00000		INV	08/11/2021	<a href="#">IN3426086</a>	
	1 <a href="#">13310000 6401</a>			HwyAdmin	OffcSuppls	744.59	
				Invoice Net		744.59	
				CHECK TOTAL			1,368.52
<a href="#">971</a>	<a href="#">J SCOTT BRADEN LAW OFF</a>	00000		INV	08/11/2021	<a href="#">26738 6/10/21</a>	
	1 <a href="#">01014000 6260</a>			CrtAdmnCo	ProTechSvc	65.50	
				Invoice Net		65.50	
<a href="#">971</a>	<a href="#">J SCOTT BRADEN LAW OFF</a>	00000		INV	08/11/2021	<a href="#">26922 7/13/21</a>	
	1 <a href="#">01014000 6260</a>			CrtAdmnCo	ProTechSvc	800.00	
				Invoice Net		800.00	
				CHECK TOTAL			865.50
<a href="#">301</a>	<a href="#">JANESVILLE HARDWARE LL</a>	00000		INV	08/11/2021	<a href="#">13472</a>	
	1 <a href="#">13340000 6590</a>			HwyEqMt/Sh	TlsShpMat	14.36	
				Invoice Net		14.36	
				CHECK TOTAL			14.36
<a href="#">2670</a>	<a href="#">JOBS PLUS INC</a>	00000		EFT	08/11/2021	<a href="#">7/30/21 STMNT</a>	
	1 <a href="#">01111000 6260</a>			CHBldgMtc	ProTechSvc	185.31	
				Invoice Net		185.31	
				CHECK TOTAL			185.31
<a href="#">1148</a>	<a href="#">JOSH LANGR</a>	00000		INV	08/11/2021	<a href="#">7/14 REIM</a>	
	1 <a href="#">01201226 6331</a>			TrvExpShrf	TransMeals	6.70	
	2 <a href="#">01201226 6263</a>			TrvExpShrf	Transports	78.16	
				Invoice Net		84.86	
				CHECK TOTAL			84.86
<a href="#">829</a>	<a href="#">KENDALL LANGSETH</a>	00000		INV	08/11/2021	<a href="#">8/2 STMNT</a>	
	1 <a href="#">41610000 6260</a>			Ditch	ProTechSvc	1,100.00	
	2 <a href="#">41610000 6334</a>			Ditch	Mileage	70.56	
				Invoice Net		1,170.56	
				CHECK TOTAL			1,170.56
<a href="#">8647</a>	<a href="#">BLOOMING PRAIRIE FARM</a>	00000		INV	08/11/2021	<a href="#">3866-3</a>	
	1 <a href="#">25108000 6240</a>			AquaInSpcs	AdLgNt/Sub	450.00	
				Invoice Net		450.00	
				CHECK TOTAL			450.00
<a href="#">520</a>	<a href="#">LENZ LAWN CARE INC</a>	00000		INV	08/11/2021	<a href="#">43750</a>	
	1 <a href="#">13340000 6340</a>			HwyEqMt/Sh	RntSvcAgrt	580.00	
				Invoice Net		580.00	
				CHECK TOTAL			580.00

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CASH ACCOUNT: 99000000 1001

FNB Checking

CHECK RUN: C081721 08/17/2021

DUE DATE: 08/11/2021

VENDOR	G/L ACCOUNTS	R	PO	TYPE	DUE DATE	INVOICE/AMOUNT	CHECK
<u>8617</u>	<u>LOUISE LUND</u>						
	1 <u>01062000 6111</u>	00000		INV	08/11/2021	<u>7/13/21 STMNT</u>	
	2 <u>01062000 6334</u>			CenSvcs		320.00	
				CenSvcs		31.36	
				Invoice Net		351.36	
						CHECK TOTAL	351.36
<u>2655</u>	<u>MARK BEHREND</u>						
	1 <u>41610000 6260</u>	00000		INV	08/11/2021	<u>8/1 STMNT</u>	
	2 <u>41610000 6334</u>			Ditch		4,207.50	
				Ditch		108.08	
				Invoice Net		4,315.58	
						CHECK TOTAL	4,315.58
<u>3672</u>	<u>MARK SOMMERS</u>						
	1 <u>01107000 6111</u>	00000		INV	08/11/2021	<u>8/5/21 STMNT</u>	
	2 <u>01107000 6334</u>			P&Z		80.00	
				P&Z		10.42	
				Invoice Net		90.42	
						CHECK TOTAL	90.42
<u>3890</u>	<u>MARVIN PEARSON</u>						
	1 <u>01107000 6111</u>	00000		INV	08/11/2021	<u>8/5/21 STMNT</u>	
	2 <u>01107000 6334</u>			P&Z		80.00	
				P&Z		14.34	
				Invoice Net		94.34	
						CHECK TOTAL	94.34
<u>4591</u>	<u>MATHESON</u>						
	1 <u>13340000 6590</u>	00001		INV	08/11/2021	<u>F0392 7/31/21</u>	
	2 <u>13340000 6412</u>			HwyEqMt/Sh		191.95	
				HwyEqMt/Sh		58.80	
				Invoice Net		250.75	
						CHECK TOTAL	250.75
<u>8646</u>	<u>MAYO CLINIC</u>						
	1 <u>01091000 6260</u>	00000		INV	08/11/2021	<u>75864</u>	
				Attrny		3,200.00	
				Invoice Net		3,200.00	
						CHECK TOTAL	3,200.00
<u>4442</u>	<u>MAYO CLINIC ST LOUIS M</u>						
	1 <u>13330000 6260</u>	00000		INV	08/11/2021	<u>700004818 8/1/21</u>	
				HwyMntnc		32.00	
				Invoice Net		32.00	
						CHECK TOTAL	32.00
<u>2</u>	<u>MEI TOTAL ELEVATOR SOL</u>						
	1 <u>01111000 6340</u>	00000		EFT	08/11/2021	<u>920913</u>	
	2 <u>01112000 6340</u>			CHBldgMtc		143.52	
	3 <u>01117000 6340</u>			LEBldgMtc		143.51	
				HSPHBldgMt		143.52	
				Invoice Net		430.55	
						CHECK TOTAL	430.55

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CASH ACCOUNT: 99000000 1001

FNB Checking

CHECK RUN: C081721 08/17/2021

DUE DATE: 08/11/2021

VENDOR	G/L ACCOUNTS	R	PO	TYPE	DUE DATE	INVOICE/AMOUNT	CHECK
<a href="#">2326</a> <a href="#">MENARDS-MANKATO</a>		00000		INV	08/11/2021	<a href="#">01742</a>	
	1 <a href="#">01521000</a> <a href="#">6611</a>			CoParks	BldgImp	151.66	
				Invoice Net		151.66	
						CHECK TOTAL	151.66
<a href="#">8593</a> <a href="#">MESSICK LAW PLLC</a>		00000		INV	08/11/2021	<a href="#">1099</a>	
	1 <a href="#">01014000</a> <a href="#">6261</a>			CrtAdmnCo	CrtAptAtty	280.00	
				Invoice Net		280.00	
<a href="#">8593</a> <a href="#">MESSICK LAW PLLC</a>		00000		INV	08/11/2021	<a href="#">1130</a>	
	1 <a href="#">01014000</a> <a href="#">6261</a>			CrtAdmnCo	CrtAptAtty	40.00	
				Invoice Net		40.00	
<a href="#">8593</a> <a href="#">MESSICK LAW PLLC</a>		00000		INV	08/11/2021	<a href="#">1144</a>	
	1 <a href="#">01014000</a> <a href="#">6261</a>			CrtAdmnCo	CrtAptAtty	580.00	
				Invoice Net		580.00	
<a href="#">8593</a> <a href="#">MESSICK LAW PLLC</a>		00000		INV	08/11/2021	<a href="#">1113</a>	
	1 <a href="#">01014000</a> <a href="#">6261</a>			CrtAdmnCo	CrtAptAtty	80.00	
				Invoice Net		80.00	
<a href="#">8593</a> <a href="#">MESSICK LAW PLLC</a>		00000		INV	08/11/2021	<a href="#">1081</a>	
	1 <a href="#">01014000</a> <a href="#">6261</a>			CrtAdmnCo	CrtAptAtty	620.00	
				Invoice Net		620.00	
						CHECK TOTAL	1,600.00
<a href="#">1287</a> <a href="#">MIDWEST MONITORING &amp; S</a>		00001		INV	08/11/2021	<a href="#">DT0721108</a>	
	1 <a href="#">25252000</a> <a href="#">6213</a>			CrtSvcs	DrqTstgSvc	191.18	
				Invoice Net		191.18	
						CHECK TOTAL	191.18
<a href="#">8525</a> <a href="#">MINNCOR INDUSTRIES</a>		00000		INV	08/11/2021	<a href="#">SOI-098266</a>	
	1 <a href="#">01042000</a> <a href="#">6401</a>			LicBureau	OffcSuppls	105.00	
				Invoice Net		105.00	
						CHECK TOTAL	105.00
<a href="#">3311</a> <a href="#">MN COMM OF TRANSPORTAT</a>		00000		INV	08/11/2021	<a href="#">P00013506</a>	
	1 <a href="#">13320000</a> <a href="#">6260</a>			HwyEng/Con	ProTechSvc	886.52	
				Invoice Net		886.52	
						CHECK TOTAL	886.52
<a href="#">633</a> <a href="#">MN DEPT OF CORRECTIONS</a>		00000		EFT	08/11/2021	<a href="#">666833</a>	
	1 <a href="#">01252000</a> <a href="#">6277</a>			CrtSvcs	STS	18,768.74	
				Invoice Net		18,768.74	
						CHECK TOTAL	18,768.74
<a href="#">169</a> <a href="#">MN SHERIFFS ASSOC</a>		00000		INV	08/11/2021	<a href="#">240060</a>	
	1 <a href="#">01201214</a> <a href="#">6339</a>			ShrfTrng	RegCsts	1,815.00	
				Invoice Net		1,815.00	
						CHECK TOTAL	1,815.00

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CASH ACCOUNT: 99000000 1001

FNB Checking

CHECK RUN: C081721 08/17/2021

DUE DATE: 08/11/2021

VENDOR	G/L ACCOUNTS	R	PO	TYPE	DUE DATE	INVOICE/AMOUNT	CHECK
<a href="#">2990</a> <a href="#">STATE OF MINNESOTA</a>		00000		INV	08/11/2021	<a href="#">8/10/21 STMNT</a>	
1	<a href="#">13340000 6562</a>			HwyEqMt/Sh OthAutoSup Invoice Net		30.00 30.00	
						CHECK TOTAL	30.00
<a href="#">8661</a> <a href="#">MN SUPPLY CO</a>		00000		INV	08/11/2021	<a href="#">75003742</a>	
1	<a href="#">13340000 6310</a>			HwyEqMt/Sh EqRepMtc		504.00	
2	<a href="#">13340000 6563</a>			HwyEqMt/Sh TrTbsBatt Invoice Net		1,352.66 1,856.66	
						CHECK TOTAL	1,856.66
<a href="#">2707</a> <a href="#">MN VALLEY TESTING LAB</a>		00000		INV	08/11/2021	<a href="#">1099562</a>	
1	<a href="#">01107000 6260</a>			P&Z ProTechSvc Invoice Net		114.60 114.60	
						CHECK TOTAL	114.60
<a href="#">2797</a> <a href="#">NAPA AUTO PARTS MPEC</a>		00000		INV	08/11/2021	<a href="#">311007</a>	
1	<a href="#">01521000 6561</a>			CoParks Oil&Grease Invoice Net		21.49 21.49	
<a href="#">2797</a> <a href="#">NAPA AUTO PARTS MPEC</a>		00000		INV	08/11/2021	<a href="#">33090 7/31/21</a>	
1	<a href="#">13340000 6564</a>			HwyEqMt/Sh MchVehPrts		336.63	
2	<a href="#">13340000 6590</a>			HwyEqMt/Sh TlsShpMat Invoice Net		234.99 571.62	
						CHECK TOTAL	593.11
<a href="#">3350</a> <a href="#">NORTH CENTRAL INTERNAT</a>		00000		INV	08/11/2021	<a href="#">85437 7/31/21</a>	
1	<a href="#">13340000 6564</a>			HwyEqMt/Sh MchVehPrts Invoice Net		1,647.99 1,647.99	
						CHECK TOTAL	1,647.99
<a href="#">7314</a> <a href="#">NORTH MEMORIAL HEALTH</a>		00000		INV	08/11/2021	<a href="#">2063822 7/28/21</a>	
1	<a href="#">01201217 6268</a>			ShrfBrdPrs Medical Invoice Net		1,819.50 1,819.50	
						CHECK TOTAL	1,819.50
<a href="#">4740</a> <a href="#">OLMSTED COUNTY</a>		00000		INV	08/11/2021	<a href="#">SHER-138279</a>	
1	<a href="#">01201217 6258</a>			ShrfBrdPrs OtCoInmts Invoice Net		1,620.00 1,620.00	
						CHECK TOTAL	1,620.00
<a href="#">99999</a> <a href="#">TIM ALAN BECKER</a>		00000		INV	08/11/2021	<a href="#">8/3/21 STMNT</a>	
1	<a href="#">01107000 6801</a>			P&Z RefReim Invoice Net		17.00 17.00	
						CHECK TOTAL	17.00
<a href="#">2970</a> <a href="#">PADDED SURFACES BY B&amp;E</a>		00000		INV	08/11/2021	<a href="#">1035-21</a>	
1	<a href="#">01201220 6345</a>			ShrfProTch JailMntc Invoice Net		19,875.00 19,875.00	

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CASH ACCOUNT: 99000000 1001

FNB Checking

CHECK RUN: C081721 08/17/2021

DUE DATE: 08/11/2021

VENDOR	G/L ACCOUNTS	R	PO	TYPE	DUE DATE	INVOICE/AMOUNT	CHECK
						CHECK TOTAL	19,875.00
<a href="#">2813</a>	<a href="#">PEMBERTON LAW PLLP</a>	00000		INV	08/11/2021	<a href="#">20176309-000M 32</a>	
	1 <a href="#">01065000 6260</a>			HumnRsrcls ProTechSvc		1,222.50	
				Invoice Net		1,222.50	
						CHECK TOTAL	1,222.50
<a href="#">3313</a>	<a href="#">PERRY MORTENSEN</a>	00000		INV	08/11/2021	<a href="#">7/26/21 STMNT</a>	
	1 <a href="#">25451453 6260</a>			SSTSupGrnt ProTechSvc		16,000.00	
				Invoice Net		16,000.00	
						CHECK TOTAL	16,000.00
<a href="#">8630</a>	<a href="#">TITAN ENERGY SYSTEMS I</a>	00001		INV	08/11/2021	<a href="#">210719-015</a>	
	1 <a href="#">13340000 6310</a>			HwyEqMt/Sh EqRepMtc		757.00	
				Invoice Net		757.00	
						CHECK TOTAL	757.00
<a href="#">3415</a>	<a href="#">POWERPLAN INC</a>	00000		INV	08/11/2021	<a href="#">8850247600 7/26/21</a>	
	1 <a href="#">13340000 6564</a>			HwyEqMt/Sh MchVehPrts		127.06	
				Invoice Net		127.06	
						CHECK TOTAL	127.06
<a href="#">1293</a>	<a href="#">PTS OF AMERICA, LLC</a>	00000		INV	08/11/2021	<a href="#">209214</a>	
	1 <a href="#">01201217 6571</a>			ShrfBrdPrs ExtrdnCsts		3,648.00	
				Invoice Net		3,648.00	
						CHECK TOTAL	3,648.00
<a href="#">871</a>	<a href="#">RAMSEY COUNTY</a>	00000		INV	08/11/2021	<a href="#">MEDEX-030282</a>	
	1 <a href="#">01211000 6260</a>			Coroner ProTechSvc		1,425.00	
				Invoice Net		1,425.00	
						CHECK TOTAL	1,425.00
<a href="#">1953</a>	<a href="#">REGENTS OF UNIVERSITY</a>	00000		INV	08/11/2021	<a href="#">0300027521</a>	
	1 <a href="#">01602000 6105</a>			Extsn S&WRgPT		1,112.00	
				Invoice Net		1,112.00	
						CHECK TOTAL	1,112.00
<a href="#">1934</a>	<a href="#">RIVER BEND BUSINESS PR</a>	00000		INV	08/11/2021	<a href="#">526717</a>	
	1 <a href="#">01062000 6341</a>			CenSvcs CopierMain		37.00	
				Invoice Net		37.00	
<a href="#">1934</a>	<a href="#">RIVER BEND BUSINESS PR</a>	00000		INV	08/11/2021	<a href="#">526639</a>	
	1 <a href="#">01062000 6341</a>			CenSvcs CopierMain		56.29	
				Invoice Net		56.29	
<a href="#">1934</a>	<a href="#">RIVER BEND BUSINESS PR</a>	00000		INV	08/11/2021	<a href="#">526926</a>	
	1 <a href="#">01062000 6341</a>			CenSvcs CopierMain		26.12	
				Invoice Net		26.12	
<a href="#">1934</a>	<a href="#">RIVER BEND BUSINESS PR</a>	00000		INV	08/11/2021	<a href="#">526823</a>	

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CASH ACCOUNT: 99000000 1001

FNB Checking

CHECK RUN: C081721 08/17/2021

DUE DATE: 08/11/2021

VENDOR	G/L ACCOUNTS	R	PO	TYPE	DUE DATE	INVOICE/AMOUNT	CHECK
	1 01062000 6341			CenSvcs CopierMain		159.41	
				Invoice Net		159.41	
1934	RIVER BEND BUSINESS PR	00000		INV	08/11/2021	526631	
	1 01062000 6341			CenSvcs CopierMain		132.53	
				Invoice Net		132.53	
				CHECK TOTAL			411.35
1629	RS EDEN	00000		INV	08/11/2021	64855	
	1 01252000 6412			CrtSvcs UATstng		166.05	
				Invoice Net		166.05	
				CHECK TOTAL			166.05
681	RUPP ANDERSON SQUIRES	00000		INV	08/11/2021	13355	
	1 01107000 6260			P&Z ProTechSvc		1,365.50	
				Invoice Net		1,365.50	
				CHECK TOTAL			1,365.50
848	RUSSELL J FREDERICK	00000		INV	08/11/2021	8/5/21 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
2587	RWV SIGNS INC	00000		INV	08/11/2021	21570	
	1 01201201 6670			GenSheriff Vehicles		100.00	
				Invoice Net		100.00	
				CHECK TOTAL			100.00
4631	SPORTSMAN STOP	00000		INV	08/11/2021	87 7/13/21	
	1 01521000 6566			CoParks Gas		18.40	
				Invoice Net		18.40	
				CHECK TOTAL			18.40
2241	STEELE CO DETENTION CE	00000		INV	08/11/2021	7/21 STMNT	
	1 01201217 6258			ShrfBrdPrs OtCoInmts		4,887.00	
				Invoice Net		4,887.00	
				CHECK TOTAL			4,887.00
4786	STEPHANIE ROEMHILDT	00000		INV	08/11/2021	8/5/21 STMNT	
	1 01107000 6111			P&Z PerDiems		80.00	
	2 01107000 6334			P&Z Mileage		7.50	
				Invoice Net		87.50	
				CHECK TOTAL			87.50
1324	STREAMLINE COMMUNICATI	00000		INV	08/11/2021	1246	
	1 01061061 6260			ITTechnlgy ProTechSvc		790.00	
				Invoice Net		790.00	

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CASH ACCOUNT: 99000000 1001

FNB Checking

CHECK RUN: C081721 08/17/2021

DUE DATE: 08/11/2021

VENDOR	G/L ACCOUNTS	R	PO	TYPE	DUE DATE	INVOICE/AMOUNT	CHECK
						CHECK TOTAL	790.00
<a href="#">72</a>	<a href="#">STREICHERS</a>						
	1 <a href="#">01201201 6461</a>	00000		INV	08/11/2021	<a href="#">I1515892</a>	
				GenSheriff	Uniforms	1,317.00	
				Invoice Net		1,317.00	
<a href="#">72</a>	<a href="#">STREICHERS</a>						
	1 <a href="#">01201201 6461</a>	00000		INV	08/11/2021	<a href="#">I1515893</a>	
				GenSheriff	Uniforms	1,317.00	
				Invoice Net		1,317.00	
<a href="#">72</a>	<a href="#">STREICHERS</a>						
	1 <a href="#">01201201 6461</a>	00000		INV	08/11/2021	<a href="#">I1515894</a>	
				GenSheriff	Uniforms	1,317.00	
				Invoice Net		1,317.00	
<a href="#">72</a>	<a href="#">STREICHERS</a>						
	1 <a href="#">01201201 6461</a>	00000		INV	08/02/2021	<a href="#">I1515891</a>	
				GenSheriff	Uniforms	1,317.00	
				Invoice Net		1,317.00	
						CHECK TOTAL	5,268.00
<a href="#">7161</a>	<a href="#">TESCH SERVICE CENTER I</a>						
	1 <a href="#">01119000 6560</a>	00000		INV	08/11/2021	<a href="#">76175</a>	
				Fleet	AutoRep	25.00	
				Invoice Net		25.00	
						CHECK TOTAL	25.00
<a href="#">2644</a>	<a href="#">TEXAS REFINERY CORP</a>						
	1 <a href="#">13340000 6561</a>	00000		INV	08/11/2021	<a href="#">224989</a>	
				HwyEqMt/Sh	Oil&Grease	1,050.50	
				Invoice Net		1,050.50	
						CHECK TOTAL	1,050.50
<a href="#">4767</a>	<a href="#">THOMPSON SANITATION</a>						
	1 <a href="#">19393000 6229</a>	00000		INV	08/11/2021	<a href="#">21464 7/30/21</a>	
				Recycling	Trucking	539.00	
	2 <a href="#">19391000 6254</a>			TransStatn	RefRmvl	13,824.00	
	3 <a href="#">19391000 6254</a>			TransStatn	RefRmvl	11,537.86	
				Invoice Net		25,900.86	
						CHECK TOTAL	25,900.86
<a href="#">2312</a>	<a href="#">THOMSON REUTERS</a>						
	1 <a href="#">01091000 6453</a>	00000		INV	08/11/2021	<a href="#">844766767</a>	
				Attrny	InfoLibChg	412.25	
				Invoice Net		412.25	
<a href="#">2312</a>	<a href="#">THOMSON REUTERS</a>						
	1 <a href="#">01091000 6453</a>	00000		INV	08/11/2021	<a href="#">844850598</a>	
				Attrny	InfoLibChg	84.71	
				Invoice Net		84.71	
						CHECK TOTAL	496.96
<a href="#">8631</a>	<a href="#">TRUCK CENTER COMPANIES</a>						
	1 <a href="#">13340000 6564</a>	00001		INV	08/11/2021	<a href="#">76381 7/31/21</a>	
				HwyEqMt/Sh	MchVehPrts	386.06	
				Invoice Net		386.06	
						CHECK TOTAL	386.06
<a href="#">4728</a>	<a href="#">TYLER TECHNOLOGIES, IN</a>						
		00000		INV	08/11/2021	<a href="#">045-348533</a>	

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CASH ACCOUNT: 99000000 1001

FNB Checking

CHECK RUN: C081721 08/17/2021

DUE DATE: 08/11/2021

VENDOR	G/L ACCOUNTS	R	PO	TYPE	DUE DATE	INVOICE/AMOUNT	CHECK
	1 <a href="#">25067000</a> <a href="#">6260</a>			CARES ProTechSvc Invoice Net		11,025.00 11,025.00 CHECK TOTAL	11,025.00
<a href="#">2934</a>	<a href="#">ULINE</a> 1 <a href="#">19391000</a> <a href="#">6465</a>			00000 TransStatn ReplSupSvc Invoice Net	INV 08/11/2021	<a href="#">136449226</a> 655.57 655.57 CHECK TOTAL	655.57
<a href="#">4746</a>	<a href="#">VOIANCE LANGUAGE SERVI</a> 1 <a href="#">01201217</a> <a href="#">6803</a>			00000 ShrfBrdPrs MiscExp Invoice Net	INV 08/11/2021	<a href="#">1361737</a> 25.00 25.00 CHECK TOTAL	25.00
<a href="#">1495</a>	<a href="#">NEWRICH FOODS</a> 1 <a href="#">13340000</a> <a href="#">6590</a>			00000 HwyEqMt/Sh TlsShpMat Invoice Net	INV 08/11/2021	<a href="#">7/21_STMNT</a> 23.77 23.77 CHECK TOTAL	23.77
<a href="#">2812</a>	<a href="#">WASECA MOTOR CO</a> 1 <a href="#">13340000</a> <a href="#">6564</a>			00000 HwyEqMt/Sh MchVehPrts Invoice Net	INV 08/11/2021	<a href="#">WAS307 8/3/21</a> 184.62 184.62 CHECK TOTAL	184.62
<a href="#">2316</a>	<a href="#">WASECA GLASS INC</a> 1 <a href="#">01112000</a> <a href="#">6310</a>			00000 LEBldgMtc EqRepMtc Invoice Net	INV 08/11/2021	<a href="#">3446</a> 89.00 89.00 CHECK TOTAL	89.00
<a href="#">4541</a>	<a href="#">WASECA HARDWARE LLC</a> 1 <a href="#">01119000</a> <a href="#">6560</a> 2 <a href="#">01117000</a> <a href="#">6590</a> 3 <a href="#">01521000</a> <a href="#">6410</a> 4 <a href="#">01521000</a> <a href="#">6590</a> 5 <a href="#">01521000</a> <a href="#">6310</a>			00000 Fleet HSPHBldgMt CoParks CoParks CoParks CoParks EqRepMtc Invoice Net	INV 08/11/2021	<a href="#">900551 7/31/21</a> 23.98 24.99 162.80 259.96 15.99 487.72 CHECK TOTAL	487.72
<a href="#">4541</a>	<a href="#">WASECA HARDWARE LLC</a> 1 <a href="#">13340000</a> <a href="#">6564</a> 2 <a href="#">13340000</a> <a href="#">6590</a>			00000 HwyEqMt/Sh HwyEqMt/Sh TlsShpMat Invoice Net	INV 08/11/2021	<a href="#">900562 7/31/21</a> 5.82 19.95 25.77 CHECK TOTAL	25.77
=====							
135 INVOICES						CHECK RUN TOTAL	227,722.66
						CASH ACCOUNT BALANCE	227,722.66
							7,379,277.72
=====							

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Waseca, MN  
CHECK RUN SUMMARY

P 16  
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CHECK RUN: C081721 08/17/2021

DUE DATE: 08/11/2021

FUND ORG	ACCOUNT	AMOUNT	AVLB BUDGET
01	01002000 County Commissione	01-002-010-000-0000-0000-6334-	Mileage 316.06 4,167.17
01	01014000 Court Admin Waseca	01-014-010-000-0000-0000-6260-	Prof & Tech Services 3,569.70 13,246.30
01	01014000 Court Admin Waseca	01-014-010-000-0000-0000-6261-	Court Appointed Attorn 1,600.00 63,774.18
01	01031000 County Administrat	01-031-010-000-0000-0000-6240-	Advertising/Legal Noti 59.20 211.00
01	01041000 Auditor-Treasurer	01-041-010-000-0000-0000-6240-	Advertising/Legal Noti 91.59 3,970.94
01	01041000 Auditor-Treasurer	01-041-010-000-0000-0000-6401-	Office Supplies 14.38 5,289.00
01	01042000 License Bureau	01-042-010-000-0000-0000-6401-	Office Supplies 105.00 498.13
01	01061061 IT Technology	01-061-010-061-0000-0000-6260-	Prof & Tech Services 790.00 12,963.22
01	01061061 IT Technology	01-061-010-061-0000-0000-6401-	Office Supplies 725.48 2,922.03
01	01062000 Central Services	01-062-010-000-0000-0000-6111-	Per Diems 320.00 580.00
01	01062000 Central Services	01-062-010-000-0000-0000-6267-	State Auditing 5,215.00 -40,608.00
01	01062000 Central Services	01-062-010-000-0000-0000-6334-	Mileage 31.36 282.40
01	01062000 Central Services	01-062-010-000-0000-0000-6341-	Copier Maintenance 411.35 -2,355.83
01	01065000 Human Resources	01-065-010-000-0000-0000-6260-	Prof & Tech Services 1,222.50 -214.43
01	01065000 Human Resources	01-065-010-000-0000-0000-6803-	Miscellaneous Expense 266.13 -2,435.19
01	01091000 Attorney	01-091-010-000-0000-0000-6260-	Prof & Tech Services 3,200.00 71,722.25
01	01091000 Attorney	01-091-010-000-0000-0000-6453-	Information/Library Ch 496.96 10,788.31
01	01107000 Planning and Zonin	01-107-010-000-0000-0000-6111-	Per Diems 320.00 -3,280.00
01	01107000 Planning and Zonin	01-107-010-000-0000-0000-6240-	Advertising/Legal Noti 34.04 1,134.09
01	01107000 Planning and Zonin	01-107-010-000-0000-0000-6260-	Prof & Tech Services 1,480.10 24,793.42
01	01107000 Planning and Zonin	01-107-010-000-0000-0000-6334-	Mileage 35.73 1,340.12
01	01107000 Planning and Zonin	01-107-010-000-0000-0000-6801-	Refunds & Reimbursemen 17.00 -663.00
01	01111000 Courthouse Buildin	01-111-010-000-0000-0000-6260-	Prof & Tech Services 185.31 -2,456.29
01	01111000 Courthouse Buildin	01-111-010-000-0000-0000-6340-	Rentals & Service Agre 143.52 2,382.71
01	01111000 Courthouse Buildin	01-111-010-000-0000-0000-6411-	Fuel Oil 4.63 504.96
01	01112000 Law Enforcement Bu	01-112-020-000-0000-0000-6310-	Equipment Repairs/Main 89.00 2,919.53
01	01112000 Law Enforcement Bu	01-112-020-000-0000-0000-6340-	Rentals & Service Agre 143.51 1,809.97
01	01117000 Hman Svcs/Pub Hlth	01-117-050-000-0000-0000-6340-	Rentals & Service Agre 143.52 4,004.88
01	01117000 Hman Svcs/Pub Hlth	01-117-050-000-0000-0000-6590-	Tools, Equip & Shop Ma 24.99 443.40
01	01119000 Fleet	01-119-010-000-0000-0000-6560-	Automotive Repairs 48.98 1,932.30
01	01119000 Fleet	01-119-010-000-0000-0000-6561-	Oil & Grease 80.98 295.83
01	01121000 Veterans Services	01-121-010-000-0000-0000-6310-	Equipment Repairs/Main 65.17 -544.69
01	01201201 General Sheriff	01-201-020-201-0000-0000-6340-	Rentals & Service Agre 75.00 15,608.00
01	01201201 General Sheriff	01-201-020-201-0000-0000-6461-	Uniform Expense 5,268.00 9,683.64
01	01201201 General Sheriff	01-201-020-201-0000-0000-6670-	Vehicles 1,511.48 -259,890.41
01	01201205 Sheriff Contingenc	01-201-020-205-0000-0000-6235-	Sheriff's Contingent/S 74.00 4,669.82
01	01201214 Sheriff Training	01-201-020-214-0000-0000-6339-	Registration Costs 1,815.00 9,948.46
01	01201217 Sheriff Board of P	01-201-020-217-0000-0000-6258-	Out Of County Inmates 6,507.00 41,106.00
01	01201217 Sheriff Board of P	01-201-020-217-0000-0000-6268-	Medical Costs 5,600.68 17,174.29
01	01201217 Sheriff Board of P	01-201-020-217-0000-0000-6571-	Extradition Costs 3,648.00 -4,297.00
01	01201217 Sheriff Board of P	01-201-020-217-0000-0000-6803-	Miscellaneous Expense 25.00 7,684.56
01	01201220 Sheriff Profssnl/T	01-201-020-220-0000-0000-6345-	Jail Maintenance 19,875.00 19,716.51
01	01201223 Sheriff Eqpmnt Rep	01-201-020-223-0000-0000-6310-	Squad Repairs/Maintena 419.66 10,696.94
01	01201223 Sheriff Eqpmnt Rep	01-201-020-223-0000-0000-6471-	Tires 28.50 1,265.62
01	01201226 Travel Expenditure	01-201-020-226-0000-0000-6263-	Transportos 78.16 -397.98
01	01201226 Travel Expenditure	01-201-020-226-0000-0000-6331-	Transport Meals 6.70 193.30
01	01211000 Coroner	01-211-020-000-0000-0000-6260-	Prof & Tech Services 1,425.00 5,966.31
01	01252000 Court Services	01-252-020-000-0000-0000-6277-	Sentence To Serve 18,768.74 96.94
01	01252000 Court Services	01-252-020-000-0000-0000-6412-	UA Testing 166.05 502.55

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Waseca, MN  
CHECK RUN SUMMARY

P 17  
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CHECK RUN: C081721 08/17/2021

DUE DATE: 08/11/2021

FUND ORG	ACCOUNT	AMOUNT	AVLB BUDGET
01 01254000	Electronic Monitor	01-254-020-000-0000-0000-6264-	Electronic Monitoring 876.00 6,128.00
01 01451451	Public Health Nurs	01-451-050-451-0000-0000-6401-	Office Supplies 127.31 1,583.22
01 01521000	County Parks	01-521-070-000-0000-0000-6310-	Equipment Repairs/Main 15.99 1,160.25
01 01521000	County Parks	01-521-070-000-0000-0000-6410-	Custodial/Building Sup 162.80 624.84
01 01521000	County Parks	01-521-070-000-0000-0000-6561-	Oil & Grease 21.49 223.38
01 01521000	County Parks	01-521-070-000-0000-0000-6566-	Gas 18.40 599.95
01 01521000	County Parks	01-521-070-000-0000-0000-6567-	Diesel Fuel 820.90 2,179.10
01 01521000	County Parks	01-521-070-000-0000-0000-6590-	Tools & Shop Materials 259.96 1,620.19
01 01521000	County Parks	01-521-070-000-0000-0000-6611-	Building Improvements 151.66 4,638.66
01 01602000	Extension	01-602-090-000-0000-0000-6105-	Salaries & Wages Reg P 1,112.00 31,977.20
01 01602000	Extension	01-602-090-000-0000-0000-6401-	Office Supplies 85.64 745.11
		FUND TOTAL	90,195.31
CASH ACCOUNT 99000000 1001	BALANCE	7,379,277.72	
13 13310000	Highway Administra	13-310-030-000-0000-0000-6401-	Office Supplies 1,172.13 -5,011.41
13 13320000	Hwy Engineering/Co	13-320-030-000-0000-0000-6240-	Advertising/Legal Noti 48.84 3,292.93
13 13320000	Hwy Engineering/Co	13-320-030-000-0000-0000-6260-	Prof & Tech Services 886.52 180,680.55
13 13330000	Highway Maintenanc	13-330-030-000-0000-0000-6260-	Prof & Tech Services 88.38 321,823.85
13 13330000	Highway Maintenanc	13-330-030-000-0000-0000-6503-	Traffic Signs 1,710.00 25,435.65
13 13340000	Hwy Equipment Main	13-340-030-000-0000-0000-6260-	Prof & Tech Services 149.26 13,169.97
13 13340000	Hwy Equipment Main	13-340-030-000-0000-0000-6310-	Equipment Repairs/Main 2,076.00 -36,731.58
13 13340000	Hwy Equipment Main	13-340-030-000-0000-0000-6340-	Rentals & Service Agre 580.00 -3,636.14
13 13340000	Hwy Equipment Main	13-340-030-000-0000-0000-6410-	Custodial/Building Sup 47.96 -2,083.26
13 13340000	Hwy Equipment Main	13-340-030-000-0000-0000-6412-	Natural Gas/Propane 58.80 8,865.57
13 13340000	Hwy Equipment Main	13-340-030-000-0000-0000-6561-	Oil & Grease 1,050.50 417.17
13 13340000	Hwy Equipment Main	13-340-030-000-0000-0000-6562-	Other Auto Supplies 30.00 29,537.16
13 13340000	Hwy Equipment Main	13-340-030-000-0000-0000-6563-	Tires Tubes & Batterie 7,084.81 18,739.39
13 13340000	Hwy Equipment Main	13-340-030-000-0000-0000-6564-	Machinery/Vehicle Part 6,537.02 -16,514.88
13 13340000	Hwy Equipment Main	13-340-030-000-0000-0000-6590-	Tools & Shop Materials 1,144.88 4,428.25
		FUND TOTAL	22,665.10
CASH ACCOUNT 99000000 1001	BALANCE	7,379,277.72	
19 19391000	Transfer Station	19-391-040-000-0000-0000-6254-	Refuse Removal 25,361.86 166,664.24
19 19391000	Transfer Station	19-391-040-000-0000-0000-6465-	Replacement of Supplie 655.57 -2,689.22
19 19393000	Recycling	19-393-040-000-0000-0000-6229-	Trucking 539.00 -695.00
19 19393000	Recycling	19-393-040-000-0000-0000-6261-	Contracted Labor 2,280.27 4,495.18
19 19398000	Solid Waste Admini	19-398-040-000-0000-0000-6401-	Office Supplies 113.23 306.04
		FUND TOTAL	28,949.93
CASH ACCOUNT 99000000 1001	BALANCE	7,379,277.72	
25 25052000	American Rescue Pl	25-052-000-000-0000-0000-6240-	Ad/Leg Notices/Subscri 11.84 .00
25 25052000	American Rescue Pl	25-052-000-000-0000-0000-6450-	Software & Upgrades 28,946.30 .00
25 25052000	American Rescue Pl	25-052-000-000-0000-0000-6480-	Non-Capitalized Invent 10,768.50 .00

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| P 18  
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CHECK RUN: C081721 08/17/2021

DUE DATE: 08/11/2021

FUND ORG	ACCOUNT		AMOUNT	AVLB BUDGET
25	25067000 CARES	25-067-000-000-0000-0000-6260-	Professional & Technic	14,095.00 .00
25	25102000 Boot Creek	25-102-090-000-0000-0000-6260-	Bt Crk Professl & Tech	8,251.00 .00
25	25104000 Recorder's Technol	25-104-010-000-0000-0000-6480-	Non-Capitalized Invent	882.56 -2,647.68
25	25108000 Aquatic Invasive S	25-108-090-000-0000-0000-6240-	AIS Advertising/Leg No	450.00 -1,350.00
25	25252000 Court Services	25-252-020-000-0000-0000-6213-	Drug Testing Services	191.18 -36,214.83
25	25257000 Jail Canteen	25-257-020-000-0000-0000-6807-	Jail Canteen Miscellan	809.56 -6,298.01
25	25259000 Permit To Carry	25-259-020-000-0000-0000-6401-	Office Supplies	20.24 -2,812.40
25	25451453 Pub Hlth SSTS Upgr	25-451-050-453-0000-0000-6260-	Prof & Tech Services	16,000.00 -39,500.00
			FUND TOTAL	80,426.18
CASH ACCOUNT 99000000 1001	BALANCE	7,379,277.72		
41	41610000 Ditch	41-610-090-000-0000-0000-6260-	Prof & Tech Services	5,307.50 -66,364.11
41	41610000 Ditch	41-610-090-000-0000-0000-6334-	Mileage	178.64 -707.46
			FUND TOTAL	5,486.14
CASH ACCOUNT 99000000 1001	BALANCE	7,379,277.72		
			CHECK RUN SUMMARY TOTAL	227,722.66
			GRAND TOTAL	239,072.05

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

# Waseca County Board of Commissioners

## Monthly Electronic Funds Transfer Report

July 2021

<b>Date</b>	<b>From Account</b>	<b>To Account</b>	<b>Amount</b>	<b>Description</b>
07/08/21	First National Bank	Ehler's & Associates	\$7,681.25	GO Capital Notes 2013A
07/22/21	First National Bank	Roundbank	\$300,000.00	CD Investment

Approved



Waseca County Board of Commissioners  
Request for Board Action

**Riparian Protection Application;  
Dale Schweer Application-County PID 10.007.0200 & 300**

<b>Meeting Date:</b>	August 17, 2021	<b>Fiscal/FTE Impact:</b>
<b>Item Type:</b>	<input checked="" type="checkbox"/> Consent <input type="checkbox"/> Action	<input type="checkbox"/> None
<b>Department:</b>	Planning and Zoning / SWCD	<input checked="" type="checkbox"/> Current budget
<b>Contact:</b>	Mark Leiferman / Mark Schaetzke	<input type="checkbox"/> New FTE(s) Requested
<b>Contact Phone:</b>	(507) 835-0615 / 507-835-0623	<input type="checkbox"/> Other
<b>Prepared by:</b>	Mark Leiferman	<input type="checkbox"/> Amendment Requested

**PURPOSE/ACTION REQUESTED**

Approve the Dale Schweer Riparian Protection Application to implement cover crop use on PIDs 10.007.0200 & 300 utilizing the Riparian Protection Aid funds.

**SUMMARY**

In 2017 the MN Dept. of Revenue began providing counties and watershed districts with funds to implement and enforce Minnesota Statutes, section 103F.48, that requires buffers or alternative riparian water quality practices along all public water and public drainage systems in the state. These funds can also be used to implement projects that protect water resources from erosions, runoff pollution and riparian corridors, and stabilize soils, shores and banks. In June, the Waseca County Board approved the program and authorized the use of the funds for various projects, including cover crops.

Appended are the documents for a Riparian Protection application for cover crops for Dale Schweer. This will be the first application to the Riparian Protection program. The attached are the normal documents that we would have for a contract through Soil and Water Conservation District (SWCD) cost share. One thing that is not included but would be completed if approved would be pollutant reduction estimates. The applicant would like to install the cover crop and seed around the end of august if possible. This item will be reviewed at the SWCD meeting on August 16 and they will be providing a recommendation regarding this request.

**RECOMMENDATION**

Waseca County staff recommends that the Waseca County Board of Commissioner approve the cover crop request to be paid from the Waseca County Riparian Protection Cost Share Program funds if recommended by the SWCD.

**EXPLANATION OF FISCAL/FTE IMPACTS**

Funding Source: MN Dept. of Revenue, Riparian Protection Aid Funds

Current Account Balance: \$319,755. Yearly funding allotments to date:

- 2021: \$76,942
- 2020: \$77,062
- 2019: \$77,195
- 2018: \$96,164
- 2017: \$76,931

**ATTACHMENTS:**

- Attachment A: Dale Schweer Conservation Practice Assistance Contract
- Attachment B: Cover Crop Design Tool Calculation Sheet
- Attachment C: Cover Crop Map
- Attachment D: NRCS Cover Crop Information Sheet

**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

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County Administrator

# FLAT RATE BASED CONSERVATION PRACTICE ASSISTANCE CONTRACT

## General Information

Organization: <b>Waseca County</b>	Contract Number: <b>2021-1</b>	Other state or non-state funds? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO	Amendment <input type="checkbox"/> Board Meeting Date(s):	Canceled <input type="checkbox"/> Board Meeting Date(s):
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\*If contract amended, attach amendment form(s) to this contract.

## Applicant

Land Occupier Name <b>Dale Schweer</b>	Address <b>2835 250th Ave</b>	City/State <b>Waldorf, MN</b>	Zip code <b>56091</b>
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\* If a group contract, this must be filed and signed by the group spokesperson as designated in the group agreement and the group agreement attached to this form.

## Conservation Practice Location

Township Name: <b>Vivian</b>	Township No.: <b>105</b>	Range No.: <b>24</b>	Section No.: <b>7</b>	<b>1/4,1/4</b> <b>N1/2</b>
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## Contract Information

I (we), the undersigned, do hereby request cost share assistance to help defray the cost of installing the following practice(s) listed on the second page of this contract. It is understood that:

1. The land occupier is responsible for full establishment, operation, and maintenance of all practice(s) applied under this program to ensure that the conservation objectives are met and the effective life, a minimum of 1 years, is achieved. The specific operation and maintenance requirements for the conservation practice(s) listed are described in the Operation and Maintenance plan prepared for this contract by the technical assistance provider.
2. Should the land occupier fail to maintain the practice(s) during its effective life, the land occupier is liable to the organization for the amount up to 150% of the amount of financial assistance received to complete the practice(s) unless the failure was caused by reasons beyond the land occupier's control, or if conservation practices are applied at the land occupier's expense that provide equivalent protection of the soil and water resources.
3. If title to this land is transferred to another party before expiration of the aforementioned effective life, it shall be the responsibility of the landowner who signed this contract to advise the new owner that this contract is in force and to notify other parties to the contract of the transfer.
4. Practice(s) must be planned and installed in accordance with technical standards and specifications of the:  

NRCS 340 cover crop standard
------------------------------
5. Increases in the practice(s) units or cost must be approved by the organization board through amendment of this contract as a condition to increase the payments.
6. This contract, when approved by the organization board, will remain in effect unless canceled or amended by mutual agreement. If practice(s) covered by this contract have not been completed by 11-1-2021, this contract will be automatically terminated on that date.
7. Reimbursement requests must be supported by a completed voucher.

## Applicant Signatures

The land occupier's signature indicates agreement to:

1. Grant the organization's representative(s) access to the parcel(s) where the conservation practice(s) will be located.
2. Obtain any permits required in conjunction with the completion of the practice(s) prior to starting work on the practice(s).
3. Be responsible for the operation and maintenance of conservation practice(s) applied under this program in accordance with an Operation and Maintenance Plan prepared by the technical assistance provider.
4. Not accept any other state or federal funds for the practice(s) named in this agreement.

Date	Land Occupier
------	---------------

Date	Landowner, if different from applicant
	Address, if different from applicant information:

### Conservation Practice

The primary practice for which cost-share is requested is **Cover Crop**

Practice standard(s) or eligible component  340 - cover crop	Engineered Practice: <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO	Units  <b>30 acres</b>
	Ecological Practice: <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	

### Technical Assessment and Cost Estimate

I have the appropriate technical expertise and have reviewed the site where the above-listed practice is to be installed and find it is needed and that the estimated quantities and costs are practical and reasonable.

Date	Technical Assistance Provider
------	-------------------------------

### Amount Authorized for Financial Assistance

The organization board or council has authorized the following for financial assistance, total not to exceed a rate of: \$40

Date	Authorized Signature	Total Amount Authorized
		<b>\$1,200.00</b>





# Riparian Protection Planning Map

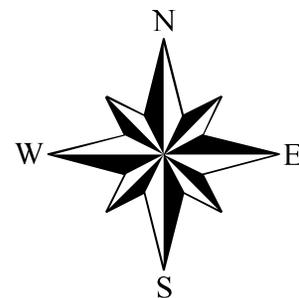
Assisted by: Mark Schaezke  
Waseca SWCD



-  dot\_roads\_l\_mn161
-  Cover Crop Area
-  Civil Townships
-  Sections
-  Public Water
-  County Ditch
- Parcels

Reference Scale: 1:6600

1 inch = 550 feet





Multiple Species Cover Crop growing in standing wheat stubble

## What are Cover Crops

Cover crops are grasses, legumes, forbs or other herbaceous plants that are established for seasonal cover and conservation purposes.

Cover crops are typically planted in the late summer or fall around harvest and before spring planting of the following year's crops. Common cover crops used in Minnesota include winter hardy plants such as rye and wheat. Other less common, but also effective cover crops include oats, barley, spring wheat, hairy vetch, red clover, turnips, canola, radishes, and triticale.

## Purpose

This practice may be used to reduce wind or water erosion by establishing cover after a low residue crop, to use up excess nutrients in the soil profile, to increase carbon sequestration and improve soil structure, to provide nutrients for the next crop, and for weed suppression.

## Where the practice applies

Cover crops may be used on all lands needing vegetative cover for natural resource protection and improvement. They are an excellent tool for helping to improve soil health.

## General Cover Crop Benefits

**Erosion Control:** Cover crops reduce soil erosion in several ways. They protect the soil surface from raindrop impact, increase water infiltration, trap and secure crop residues, improve soil aggregate stability and provide a

network of roots which protect soil from flowing water.

Cover crops can be established to protect the cash crop from wind erosion when the cash crop is at the most vulnerable stage of growth.

### Reduce Nitrogen and Phosphorus Loss:

Nitrate lost from Minnesota cropland can find its way to surface waters through surface runoff and tile. Many cover crops are good scavengers of nitrogen and will take up excess nitrogen and store it in plant tissues through the winter and early spring. Most of this nitrogen will be stored in the soil organic matter.

Phosphorus loss from Minnesota fields occurs in both soluble and particulate forms. Cover crops reduce runoff of soluble phosphorus through increased infiltration and plant uptake. Particulate phosphorus loss is reduced by trapping organic residues and reducing soil erosion.

**Improving Soil Health:** Cover crops have the potential to increase soil organic matter and increase the biodiversity of organisms in the soil. This increase is greater where less tillage is used to establish the cover crop and more growth is allowed prior to spring termination. Increased biodiversity from cover crops can increase populations of beneficial organisms such as earthworms and other soil organisms such as mycorrhizae which greatly increase nutrient cycling, aeration and improved soil structure. Select cover crop species to achieve one or more of the following: a species mix with different maturity dates and or physiology, attract beneficial insects, attract pollinators, increase biological diversity to a crop rotation, serve as a trap crop for damaging insects, and/or provide food and cover for wildlife.



Multiple Species Cover Crop growing in standing wheat stubble

## Seeding

**Seedbed Preparation:** Prepare a suitable seedbed adequate for the species to be planted and method of planting. This may vary from conventional planting to no till. If seeding the cover crop prior to harvest of the primary crop, broadcast the seed by a method that allows for good coverage of the area and does the least acceptable crop damage to the standing crop. No seedbed preparation is necessary. If seeding after the harvest of the primary crop, the cover crop may be drilled or broadcast into existing residue cover. No-till seeding into standing residue should be considered.

**Selection of Seed:** Use certified (tested) seed that has been cleaned and is free from noxious weeds. Select a species that is adapted to the desired planting date with ample time to germinate and develop adequate root growth to survive the winter prior to a killing freeze. Select a species or mix which will meet the intended purpose and maximize the desired benefits. Inoculate legume seed with species-specific Rhizobia bacteria before seeding.

**Drilled Seeding:** Ensure the drill or planter is designed to handle the crop residues and seed being planted (especially important for small seeds or mixtures with varying size and/or density). Set and operate the drill/planter to provide an ideal planting depth--0.25 to 0.5 inches deep for legumes and grasses, and up to 1.5 inches deep for cereal grains.

**Broadcast Seeding:** Seed may be broadcast using a broadcast seeder if capable of spreading seed in a uniform manner. Pre-mixing the seed with needed fertilizer or pelletized lime and utilizing an airflow applicator can also be effective.

**Aerial Seeding:** Aerial seeding into the existing crop in August and September can be an effective seeding method to acquire more fall growth. Seed spread on the surface is more rain dependent and generally requires a higher seeding rate. Seeding cover crops just ahead of soybean leaf drop will aid in mulching the seed and conserving moisture. Results of aerial seeding can be quite variable, and are dependent on adequate rainfall.

**Fertilizer and Lime:** Fertilizer is not recommended (this includes nitrogen) for the establishment of the cover crop, but may be used to increase biomass production on poor or damaged sites. If using cover crop for forage a starter fertilizer may be needed for the cover crop. The cover crop may be used to sequester or trap nutrients from manure or fertilizer applied for the subsequent crop. Lime application in conjunction with a cover crop is advantageous to improve soil quality benefits where pH is less than 6.4. Apply all soil amendments prior to seedbed preparation when possible, or before planting if a no-till drill is used.

## Termination

For most cropping systems, it is not desirable to allow the cover crop to produce seed. Harvest for grain is not a purpose of this practice standard. When applicable, ensure cover crops are managed and are compatible with crop insurance and/or USDA program criteria. Do not burn cover crop residue. For additional information see NRCS Cover Crop Termination Guidelines—Non-Irrigated Cropland.

**Use of Herbicides:** If the cover crop is to be terminated with herbicides, assure that timing and selection of herbicides achieve a complete kill. Make sure herbicides are compatible with the following crop. Translocated herbicides will normally perform better under conditions that are ideal for active growth. Follow all federal, state, and local guidelines as well as the manufacturer's label rates and guidelines when applying herbicides. Always apply herbicides according to labeled directions. For additional information on herbicide controls, contact your local agronomist, or Minnesota Extension Specialist.

**Mechanical:** Cereal grains can be terminated by mowing, crimping, and tillage, but this does not always result in complete removal.

## Additional SWCD requirements

### Operation and Maintenance

Cover crops should be terminated as late as feasible to maximize plant growth and soil protection, but there is some risk in waiting too long, because a vigorously growing cover crop can deplete soil moisture, negatively affecting the following crop. A period of 7-14 days between termination and planting is usually sufficient if there is rainfall to replenish the seed zone and hasten decomposition of the cover crop residue.

The cover crop should be integrated as part of a conservation cropping system with practices such as: Residue Management No-till/Strip-till (329), Nutrient Management (590), Pest Management (595), and Conservation Crop Rotation (328).

When utilizing either grazing or mechanical harvest on cover crops a residual stubble height may be needed. Contact your area grazing specialist and refer to Table A for minimum stubble heights.

**Table A**

Recommended Harvest Management Strategies for Cover Crops*				
Primary Objective**	Common Cover Crop Type	Fall Grazing Recommendations	Spring Grazing Recommendations	Mechanical Harvest Recommendations
Mulch for Subsequent Crop	Small grain	2" residual	6" residual***	6" residual***
Break up Compaction Layer	Brassica	No residual	No residual	N/A
Weed Suppression	Small grain	2" residual	8" residual***	N/A
Feed Soil	Cocktail mix	2" residual	No residual	N/A
Reduce Erosion	Small grain	2" residual	2" residual	2" residual
Nitrogen Fixation	Legume	No grazing	No residual	2" residual
*This table is meant to provide harvest recommendations for cover crops. Typically cover crops are used to accomplish multiple objectives. Benefits may still be achieved if these strategies are not followed. Specific requirements should be laid out in the Individual Cover Crop Plan.				
**Other objectives exist that are not shown above, and may require alternative harvest management strategies. Refer to MN Practice Standard 340 for additional considerations.				
***Stubble heights higher than 3" may restrict no-till planting equipment and may reduce effectiveness of herbicides.				

1. No fall tillage after cover crop has germinated.  
*exceptions include strip tillage operations, manure application, or anhydrous application that minimizes soil disturbance to 25% or less of the surface.*
2. Producer is responsible to consult with agronomist or herbicide supplier to ensure that the planned cover crop will be successful with the herbicides applied prior to planting of the cover crop.
3. Producer is responsible to contact SWCD office when cover crop has been planted.
4. Any changes to planting plan will be prior approved by SWCD.
5. Cover crop will not be terminated by tillage or herbicide in the fall.
6. Producer shall provide SWCD with seed tags and invoice showing quantity of seed applied to contract area
7. Grazing is allowed after Nov 1.
8. It is the producer's responsibility to check compatibility with any crop insurance.
9. Take care when seeding potentially invasive species such as sweet-clover and hairy vetch so that seeds are not dispersed over non-target areas.
10. If herbicide residues are a concern, the producer is encourage to take a chunk of soil out of the field and do a test seeding about a month before the planned seeding.

\_\_\_\_\_  
Cooperator signature

\_\_\_\_\_  
Date

Landowner \_\_\_\_\_

Tract/Field number(s) \_\_\_\_\_

<b>Purpose (check all that apply)</b>	
<input type="checkbox"/> Reduce wind or water erosion	<input type="checkbox"/> Increase biodiversity
<input type="checkbox"/> Increase soil organic matter	<input type="checkbox"/> Weed suppression
<input type="checkbox"/> Capture/recycle nutrients in the soil profile	<input type="checkbox"/> Soil moisture management
<input type="checkbox"/> Promote biological nitrogen fixation	<input type="checkbox"/> Minimize and reduce soil compaction
<input type="checkbox"/> Protect growing crops from damage by wind-borne soil particles	<input type="checkbox"/> Improve soil structure
<input type="checkbox"/> Provide Supplemental forage	<input type="checkbox"/> Other _____

**Cover Crop**

Field	Species or Seed Mixture	Seedbed Preparation	Seeding Rate	Acres	Total Seed Needed (Rate x Acres)	Seeding Date

## Cover Crop – Job Sheet

Other relevant information, complementary practices and measures, and additional specifications may be included.

Additional Specifications and Notes:

### References

-Managing Cover Crops Profitably – USDA Sustainable Agriculture Research and Education Program  
<http://www.sare.org/Learning-Center/Books/Managing-Cover-Crops-Profitably-3rd-Edition>

-Midwest Cover Crops Council- <http://www.mccc.msu.edu/states/minnesota.html>

-Midwest Cover Crops Council Decision Tool <http://mcccdev.anr.msu.edu/VertIndex.php>

-Indiana NRCS <http://www.in.nrcs.usda.gov/>

-Iowa NRCS <http://www.ia.nrcs.usda.gov/>

Helping People Help the Land

The USDA is an Equal Opportunity Provider and Employer





Waseca County Board of Commissioners  
Request for Board Action

Planning Commission Meeting Update 8-5-2021

<b>Meeting Date:</b>	August 17, 2021	<b>Fiscal/FTE Impact:</b>
<b>Item Type:</b>	<input checked="" type="checkbox"/> Consent <input type="checkbox"/> Action	<input checked="" type="checkbox"/> None
<b>Department:</b>	Planning and Zoning Department	<input type="checkbox"/> Current budget
<b>Contact:</b>	Mark Leiferman, Planning and Zoning Administrator	<input type="checkbox"/> New FTE(s) Requested
<b>Contact Phone:</b>	(507) 835-0651	<input type="checkbox"/> Other
<b>Prepared by:</b>	Maame Yorke	<input type="checkbox"/> Amendment Requested

**PURPOSE/ACTION REQUESTED**

Report on Waseca County Planning Commission Meeting (8-5-2021)

**SUMMARY**

The Waseca County Planning Commission held its regularly scheduled meeting to discuss five (5) agenda items of business on Thursday August 5, 2021 in the Commissioner's Room of the East Annex at 7:00 p.m. with one (1) of the request involving a public hearing. As per the Waseca County Unified Development Code, this request for Board action serves as a preliminary update on August 5, 2021 Planning Commission meeting discussion.

Public Hearing Item:

New Business:

**A. Request for a Conditional Use Permit to expand a pumpkin farm operation to include Agri-tourism and agricultural direct market business activities in Section 18 of Alton Township.**

Chad E. & Cheryl L. Bless and Shirley M. Winter request for a Conditional Use Permit to allow for agri-tourism related business and agricultural direct market business activities on their parcels with identification numbers 01.018.1210 and 01.018.1200 and located at 35482 W County Line Road, Janesville in Section 18 of Alton Township T.107N. R.24W. The parcels are located in the A-1 Agricultural protection zoning district and not within any overlay districts. The request proposal will include agri-tourism activities permitted by §6.07 of the UDC to include, but not be limited to, hayrides, retail goods/food and concessions sales, live music and special events and other related activities as allowed in the zoning district. The request is related to §6.07(C), 6.07(G), 6.08(B) (1), 6.08(B) (5), 6.08 (C) (3) and 6.08(C) (35) of the UDC.

The Planning Commission members present by a unanimous vote recommended approval of the Bless Conditional Use Permit request.

Miscellaneous Item:

**A. Code Amendment - §2.04 and §8.03**

Staff provided an update to the Planning Commission on a recent code amendment to section 2.04 and 8.03 of the UDC heard by the County Board. The County Board referred the amendment back to the Planning Commission for further discussion on escrow agreement requirements suggested in the code amendment. The Planning Commission held discussion and resolved to remove the escrow requirements from the suggested code amendment language.

**B. TDR Discussion**

Staff presented the base density requirement in the county and the TDR requirements as stipulated in the Waseca County Unified Development Code. Staff then presented a possible amendment to the UDC which will permit second dwellings to be constructed on a parcel without TDR provided the original home is demolished pursuant to the Planning and Zoning Department requirement and all stipulated requirements in the UDC are met. The Planning Commission concurred with staff of this amendment.

**C. Abridged Minute Template**

Staff informed that Planning Commission that the staff was moving to an abbreviated minutes since the meeting is recorded. A draft template was provided to the Planning Commission for their perusal. He added that citizen could listen to the meeting recording upon request. The Planning Commission members did not have any objection to the new template.

**D. Shoreland Variance and CUPs**

Staff discussed with the Planning Commission possible shoreland violations. A suggestion was presented to the Planning Commission to amend the shoreland ordinance in order to be compliant with the Department of Natural Resources (DNR) requirements. The Planning Commission was agreed with staff to revamp the shoreland ordinance so as to be compliant with staff regulations and DNR requirements.

The full Planning Commission Report on this matter for August 5, 2021 can be found on the Waseca County website on the Agendas tab at: <https://www.co.waseca.mn.us/AgendaCenter/ViewFile/Agenda/08052021-543>

**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**

Waseca County Highway Shop Improvements-Modified Architect Scope & Fees

<b>Meeting Date:</b>	August 17, 2021	<b>Fiscal/FTE Impact:</b>
<b>Item Type:</b>	<input type="checkbox"/> Consent <input checked="" type="checkbox"/> Action	<input type="checkbox"/> None
<b>Department:</b>	Highway	<input type="checkbox"/> Current budget
<b>Contact:</b>	Jim Kollar	<input type="checkbox"/> New FTE(s) Requested
<b>Contact Phone:</b>	507.835.0661	<input checked="" type="checkbox"/> Other
<b>Prepared by:</b>	Jim Kollar	<input type="checkbox"/> Amendment Requested

**PURPOSE/ACTION REQUESTED**

Approve modified scope and fee for Waseca County Highway Shop Improvements

**SUMMARY**

Oertel Architects has been retained by the County for design and contract document preparation for: a new fuel island, civil/site plans for the fuel island, drive lanes and a future cold storage building, roof leak repairs, and mold remediation within the office area. Discussions have evolved such that the department is requesting that Oertel’s services include providing bid/contract documents for additional office renovations and advancing the construction of the cold storage building.

Office renovations requested are: deep cleaning of tile/grout, painting, carpet within the administration, engineering and conference room, addition of an office to the administration area, and redesign of the front desk for improved security and use of space. In addition, bid documents for the cold storage building are requested.

Additional architectural fees for the referenced services are proposed at \$21,200. If approved, the total design fee is proposed to be \$73,900. Total proposed design fee is approximately 6% of the estimatable construction cost.

Estimated Construction Costs:

Civil/Site Infrastructure: \$530,000

Fuel Island: \$300,000

Cold Storage Bldg: \$333,000

Office Renovation: \$50,000

Mold Remediation: Unknown

Total Estimated Construction Cost: \$1.2 million + mold remediation

**RECOMMENDATION**

Waseca County staff recommends that the Waseca County Board of Commissioners approve the additional scope of services and fees for architectural design services with Oertel Architects.

**EXPLANATION OF FISCAL/FTE IMPACTS**

Allocated funding for buildings includes:

G.O. 2020A Series Fund Balance: \$497,566.25

CARES De-federalized Fund Balance: \$450,000

General Building Fund 11 Balance (8/3/2021): \$510,670

Public Works 2021 Building Improvement Balance (8/9/21): \$284,125

Preliminary 2022 Budget - Public Works Building Improvement: \$300,000

**Supporting Documents:**

Attachment A: Waseca County\_Fee

Proposal\_7.26.21

Attachment B: 124382\_Site Layout

August 12, 2021

**Previous Board Action(s):**

Resolution #



<b>Minnesota Department of Public Safety (“State”)</b> Homeland Security and Emergency Management Division 445 Minnesota Street, Suite 223 St Paul, MN 55101-2190	<b>Grant Program:</b> 2022-2023 Radiological Emergency Preparedness  <b>Grant Contract Agreement No.:</b> A-REP-2022/23-WASECACO-048
<b>Grantee:</b> Waseca County 307 North State Street Waseca, MN 56093-2432	<b>Grant Contract Agreement Term:</b> <b>Effective Date:</b> 07/01/2021 <b>Expiration Date:</b> 06/30/2023
<b>Grantee’s Authorized Representative:</b> <b>Waseca County</b> Denise Wright 122 3rd Avenue NW Waseca, MN 56093 Phone: 507-835-0694 E-Mail: denise.wright@co.waseca.mn.us	<b>Grant Contract Agreement Amount:</b> Original Agreement \$6,000.00 Matching Requirement \$ 0.00
<b>State’s Authorized Representative:</b> Patrick McLaughlin Homeland Security and Emergency Management Division 445 Minnesota Street, Suite 223 St Paul, MN 55101-2190 Phone: 651-201-7434 E-Mail: Patrick.McLaughlin@state.mn.us	Federal Funding: None FAIN: None State Funding: Minnesota Statutes Chapter 12, Section 12.22, Subd.2 and Sections 12.13 and 12.14 Special Conditions: None

Under Minn. Stat. § 299A.01, Subd 2 (4) the State is empowered to enter into this grant contract agreement.

**Term:** The creation and validity of this grant contract agreement conforms with Minn. Stat. § 16B.98 Subd. 5. Effective date is the date shown above or the date the State obtains all required signatures under Minn. Stat. § 16B.98, subd. 7, whichever is later. Once this grant contract agreement is fully executed, the Grantee may claim reimbursement for expenditures incurred pursuant to the Payment clause of this grant contract agreement. Reimbursements will only be made for those expenditures made according to the terms of this grant contract agreement. Expiration date is the date shown above or until all obligations have been satisfactorily fulfilled, whichever occurs first.

The Grantee, who is not a state employee will:

Perform and accomplish such purposes and activities as specified herein and in the Grantee’s approved 2022-2023 Radiological Emergency Preparedness Application (“Application”) which is incorporated by reference into this grant contract agreement and on file with the State at Homeland Security and Emergency Management Division 445 Minnesota Street, Suite 223, St Paul, MN 55101-2190. The Grantee shall also comply with all requirements referenced in the 2022-2023 Radiological Emergency Preparedness Guidelines and Application which includes the Terms and Conditions and Grant Program Guidelines (<https://app.dps.mn.gov/EGrants>), which are incorporated by reference into this grant contract agreement.

**Budget Revisions:** The breakdown of costs of the Grantee’s Budget is contained in Exhibit A, which is attached and incorporated into this grant contract agreement. As stated in the Grantee’s Application and Grant Program Guidelines, the Grantee will submit a written change request for any substitution of budget items or any deviation and in accordance with the Grant Program Guidelines. Requests must be approved prior to any expenditure by the Grantee.

**Matching Requirements:** (If applicable.) As stated in the Grantee’s Application, the Grantee certifies that the matching requirement will be met by the Grantee.



**Payment:** As stated in the Grantee’s Application and Grant Program Guidance, the State will promptly pay the Grantee after the Grantee presents an invoice for the services actually performed and the State's Authorized Representative accepts the invoiced services and in accordance with the Grant Program Guidelines. Payment will not be made if the Grantee has not satisfied reporting requirements.

**Certification Regarding Lobbying:** (If applicable.) Grantees receiving federal funds over \$100,000.00 must complete and return the Certification Regarding Lobbying form provided by the State to the Grantee.

**1. ENCUMBRANCE VERIFICATION**

*Individual certifies that funds have been encumbered as required by Minn. Stat. § 16A.15.*

Signed: \_\_\_\_\_

Date: \_\_\_\_\_

**3. STATE AGENCY**

Signed: \_\_\_\_\_  
(with delegated authority)

Title: \_\_\_\_\_

Date: \_\_\_\_\_

Grant Contract Agreement No./ P.O. No. A-REP-2022/23-WASECACO-048 / 3000073820

Project No.(indicate N/A if not applicable): N/A

**2. GRANTEE**

*The Grantee certifies that the appropriate person(s) have executed the grant contract agreement on behalf of the Grantee as required by applicable articles, bylaws, resolutions, or ordinances.*

Signed: \_\_\_\_\_

Print Name: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

Signed: \_\_\_\_\_

Print Name: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

Distribution: DPS/FAS  
Grantee  
State’s Authorized Representative

Organization: Waseca County

A-REP-2022/23-WASECACO-048

Budget Summary (Report)

FY22: REP				
Budget Category	Awarded			
Planning/Training/Drills/Exercise				
22 Ingestion Planning	\$3,000.00			
<b>Total</b>	\$3,000.00			
<b>Total</b>	\$3,000.00			
FY23: REP				
Budget Category	Awarded			
Planning/Training/Drills/Exercise				
23 Ingestion Planning	\$3,000.00			
<b>Total</b>	\$3,000.00			
<b>Total</b>	\$3,000.00			
<b>Total</b>	\$6,000.00			
<b>Allocation</b>	\$6,000.00			
<b>Balance</b>	\$0.00			



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

**Royer Restrictive Covenant**

<b>Meeting Date:</b>	August 17, 2021	<b>Fiscal/FTE Impact:</b>	<input checked="" type="checkbox"/> None
<b>Item Type:</b>	<input type="checkbox"/> Consent <input checked="" type="checkbox"/> Action	<input type="checkbox"/> Current budget	<input type="checkbox"/> New FTE(s) Requested
<b>Department:</b>	Planning and Zoning Department	<input type="checkbox"/> Other	<input type="checkbox"/> Amendment Requested
<b>Contact:</b>	Mark Leiferman, Planning and Zoning Administrator		
<b>Contact Phone:</b>	(507) 835-0651		
<b>Prepared by:</b>	Maame Yorke		

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**PURPOSE/ACTION REQUESTED**

To approve a Restrictive Covenant Agreement allowing the construction of a new residence prior to the demolition of an existing residence.

**SUMMARY**

Within the A-1 Agriculture Protection District, the Waseca County Planning Unified Development Code (UDC) allows a residential density of one unit per quarter-quarter section of land. Jessica L. Royer and Chad B. Grunwald are the owners of approximately 7.83 acre parcel of land which includes a residence in the northeast quarter of the northeast quarter Section 28-T107N-R22W in Woodville Township. The existing Royer-Grunwald home is the only residence in this quarter-quarter section.

The property owners are interested in constructing a new replacement home on their parcel. They understand that, in order to build a new home in the northeast quarter of the northeast quarter of Section 28, the existing home will need to be removed. The owners would like to keep the home during the construction of their new home to utilize the garage and other parts of the home for staging the construction of the replacements home and for storage.

The City of Waseca Fire Department frequently demolishes residential structures following the completion of training exercises conducted for their staff. The Fire Department has agreed to conduct a training and otherwise demolish the Royer-Grunwald home.

The owners must sign a Restrictive Covenant as provided as an attachment to this memorandum and remove the structure pursuant to the terms of the covenant. The covenant contains a provision allowing the County to step in and demolish the home should the owners fail to complete the removal during the timeframe outlined within the agreement. The Covenant also provides for an assessment mechanism as well as a license to enter onto the owner's property to complete the removal should they fail to do so.

**RECOMMENDATION**

Consider authorizing the Restrictive Covenant is substantially the form provided.

**EXPLANATION OF FISCAL/FTE IMPACTS**

The County may need to demolish the residence and assess the cost if the owners fail to do so.

**LEGAL ISSUES:**

The County Attorney has reviewed the appended Agreement.

**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

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County Administrator

**RESTRICTIVE COVENANT**

THIS RESTRICTIVE COVENANT, is made this \_\_\_\_ day of \_\_\_\_\_, 2021, by Jessica L. Royer and Chad B. Grunwald (Grantors).

WHEREAS, Grantors are the owner of approximately 7.83 acres of land in Section 28 of Woodville Township, T107N R22W, as described and shown in Exhibit “A” (Waseca County Parcel Identification Number or PID 12.028.0910) attached hereto, which includes a single-family residence (hereinafter the “existing residence”); and

WHEREAS, the Grantors would like to construct a new single-family residence (hereinafter the “replacement residence”) on the parcel described in Exhibit “A” as shown on the Site Drawing in Exhibit “B”;

WHEREAS, according to the Waseca County Unified Development Code (UDC) the parcel is located in the A-1 Agriculture Protection District and the density within this district is one residence per quarter-quarter section of land; and

WHEREAS, Grantors have provided a letter from the City of Waseca Fire Department (“Fire Department”) indicating they will utilize the home as a practice training location for fire fighters and that the Department has agreed to demolish the existing residence following completion of the training; and

WHEREAS, Waseca County agrees to allow the construction of the replacement and residence due to the assurance the house will be removed by the Fire Department following their training and with the understanding and the agreement by the Grantors that if the residence is not removed by Fire Department or the Grantors by the date specified below, Waseca County will be allowed to take steps to remove the replacement home from the site as described below.

NOW, THEREFORE, in consideration of the mutual covenants of the parties hereto, the parties agree as follows:

1. Waseca County accepts the letter by the Fire Department the Department's agreement to conduct the training and demolition as discussed above and described in the letter attached hereto as Exhibit "C" by the date described paragraph 5 below.
2. The Grantors will cause the construction of the new home and the demolition of the existing home in accordance with the terms of this Agreement, the residence plans, and all local, state, and federal laws and regulations (including, but not limited to, environmental, zoning, building code and public health laws and regulations, County and City of Waseca Codes).
3. The Grantors will obtain or cause to be obtained, in a timely manner, all required permits, licenses and approvals, and will meet, in a timely manner, all requirements of all applicable local, state, and federal laws and regulations which must be obtained or met before the existing home will be demolished and the new home is to be lawfully constructed.
4. Waseca County agrees issue a Zoning Permit to construct the replacement dwelling and a permit to remove the existing dwelling on the property described in Exhibit "A" attached hereto, following the completion and approval of the permits licenses and approvals referenced in paragraph 3 above.
5. Grantors agree that the demolition of the existing residence will be completed either by the Fire Department or the Grantors by \_\_\_\_\_, 2022 (the "completion date"), unless extended to a date mutually agreeable to the County and Grantors, in writing.
6. The parties agree that if the Grantors fail to remove the existing residence by the date referenced in paragraph 5 above, the County will be entitled to any legal remedy to assure the completion of the demolition, including, but not limited to, the completion of the demolition by the County or by a contractor authorized by the County and the assessment of the cost of such demolition and any cost to compel this action including legal expenses.
7. Grantors hereby agree this agreement will serve as a license to enter upon and demolish the existing home on the property described in Exhibit "A", should the grantors fail to demolish the existing home by the date specified in paragraph 5 above. If the County exercises the right to use this License, such right will terminate 10 days after the demolition is complete. The County will not establish any adverse interest or prescriptive use of the described property under the terms of this License.
8. Failure to remove the structure by Grantors by the date specified above in Paragraph 5 shall constitute a misdemeanor violation of the Waseca County Unified Code punishable and enforced to the full extent permissible by County code and state law.
9. The County will record this Covenant if the Grantors fail to remove the existing residence by the date specified in Paragraph 5 above or any agreed upon extension date.



APPROVAL BY WASECA COUNTY

This Restrictive Covenant is hereby accepted by Waseca County on this \_\_\_\_ day of \_\_\_\_\_ 2021.

WASECA COUNTY

By: \_\_\_\_\_  
De Anne Malterer  
County Board Chairperson

STATE OF MINNESOTA    )  
  ) ss.  
COUNTY OF WASECA    )

The acceptance of this Restrictive Covenant was acknowledged before me this \_\_\_\_ day of \_\_\_\_\_, 2021 by De Anne Malterer, Waseca County Board Chairperson.

\_\_\_\_\_  
Notary Public

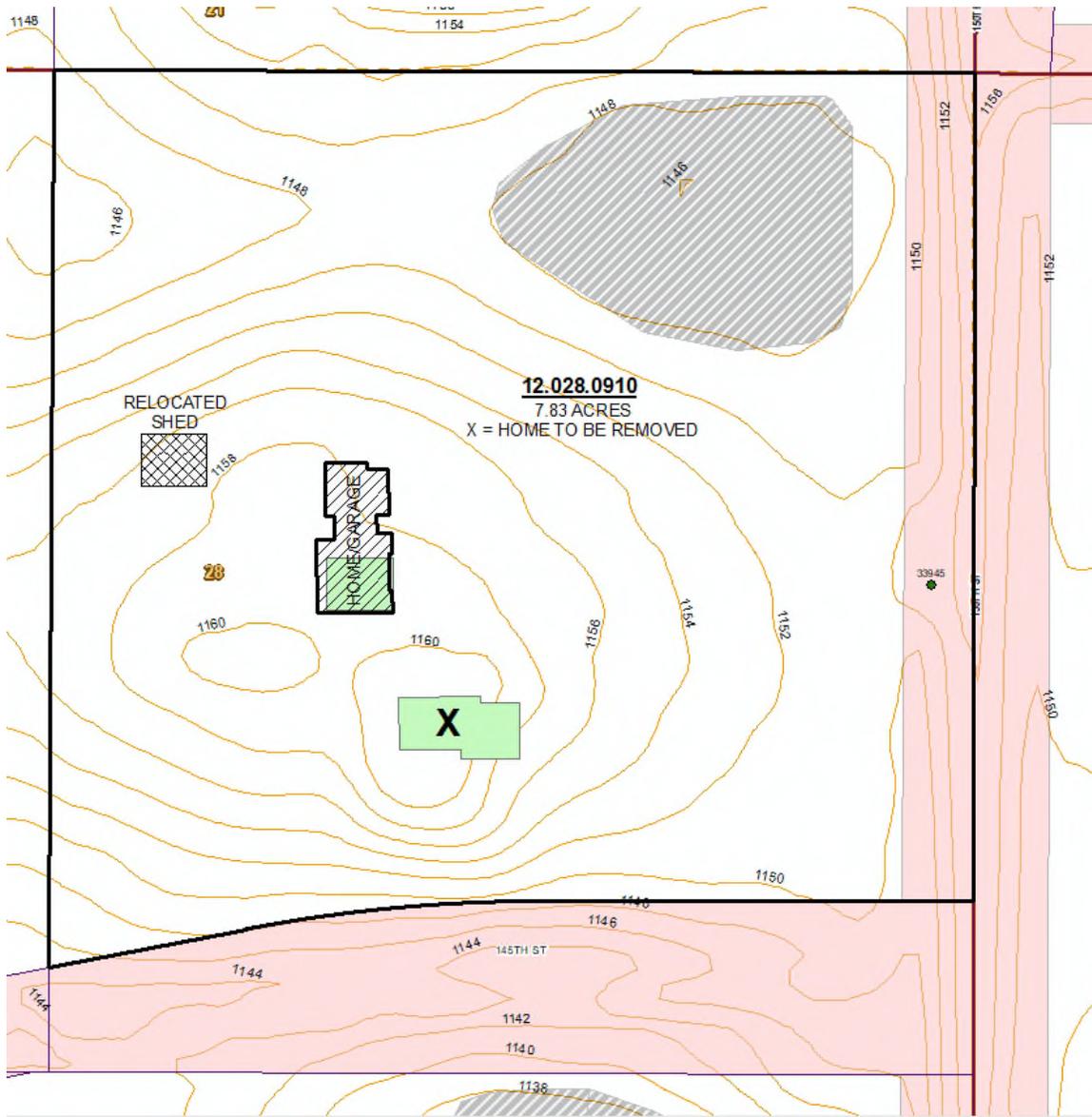
Drafted by:  
Waseca County Planning and Zoning  
300 North State Street  
Waseca, MN 56093  
Phone: 507-835-0651

**EXHIBIT A**  
**Legal Description**

All that part of the North Half (N1/2) of the Northeast Quarter (NE1/4) of the Northeast Quarter (NE<sup>1</sup>/<sub>4</sub>), Section Twenty-eight (28), Township One Hundred Seven (107) North, Range Twenty-two (22) West, Waseca County, Minnesota; described as follows: Commencing at the Northeast (NE) corner of said North Half (N<sup>1</sup>/<sub>2</sub>) of the Northeast Quarter (NE<sup>1</sup>/<sub>4</sub>) of the Northeast Quarter (NE<sup>1</sup>/<sub>4</sub>); thence South Zero Degrees Zero Minutes Zero Seconds (00D00'00") East a distance of Six Hundred Sixty-two and Twenty-two Hundredths (662.22) feet, on an assumed bearing on the East line of the Northeast Quarter (NE<sup>1</sup>/<sub>4</sub>) of said Section Twenty-eight (28), to the Southeast (SE) corner of said North Half (N<sup>1</sup>/<sub>2</sub>) of the Northeast Quarter (NE<sup>1</sup>/<sub>4</sub>) of the Northeast Quarter (NE<sup>1</sup>/<sub>4</sub>); thence North Eighty-nine Degrees Fifty-nine Minutes Five Seconds (89°59'05") West a distance of Six Hundred Ten and Seventy Hundredths (610.70) feet, on the South line of said North Half (N<sup>1</sup>/<sub>2</sub>) of the Northeast Quarter (NE<sup>1</sup>/<sub>4</sub>) of the Northeast Quarter (NE<sup>1</sup>/<sub>4</sub>); thence North Zero Degrees Eight Minutes Eight Seconds (00°08'08") East a distance of Six Hundred Sixty-two and Ten Hundredths (662.10) feet, to a point on the North line of said North Half (N<sup>1</sup>/<sub>2</sub>) of the Northeast Quarter (NE<sup>1</sup>/<sub>4</sub>) of the Northeast Quarter (NE<sup>1</sup>/<sub>4</sub>); thence South Eighty-nine Degrees Fifty-nine Minutes Thirty-seven Seconds (89°59'37") East a distance of Six Hundred Nine and Twelve Hundredths (609.12) feet, on the North line of said North Half (N<sup>1</sup>/<sub>2</sub>) of the Northeast Quarter (NE<sup>1</sup>/<sub>4</sub>) of the Northeast Quarter (NE<sup>1</sup>/<sub>4</sub>), to the point of beginning; subject to highway easement on the East side thereof;

**EXCEPT** All of the following: That part of the Northeast Quarter (NE<sup>1</sup>/<sub>4</sub>) of the Northeast Quarter (NE<sup>1</sup>/<sub>4</sub>) of Section Twenty-eight (28), Township One Hundred Seven (107) North, Range Twenty-two (22) West, shown as Parcel 52A on Minnesota Department of Transportation Right of Way Plat Numbered 81-46 as the same is on file and of record in the office of the County Recorder in and for Waseca County, Minnesota; containing One and Forty-seven Hundredths (1.47) acres, more or less.

# EXHIBIT B Site Drawing



**EXHIBIT C**  
**Fire Department Letter**

**To be provided**



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

**Waseca County Highway Shop Improvements-Modified Architect Scope & Fees**

<b>Meeting Date:</b>	August 17, 2021	<b>Fiscal/FTE Impact:</b>
<b>Item Type:</b>	<input type="checkbox"/> Consent <input checked="" type="checkbox"/> Action	<input type="checkbox"/> None
<b>Department:</b>	Highway	<input type="checkbox"/> Current budget
<b>Contact:</b>	Jim Kollar	<input type="checkbox"/> New FTE(s) Requested
<b>Contact Phone:</b>	507.835.0661	<input checked="" type="checkbox"/> Other
<b>Prepared by:</b>	Jim Kollar	<input type="checkbox"/> Amendment Requested

**PURPOSE/ACTION REQUESTED**

Approve modified scope and fee for Waseca County Highway Shop Improvements

**SUMMARY**

Oertel Architects has been retained by the County for design and contract document preparation for: a new fuel island, civil/site plans for the fuel island, drive lanes and a future cold storage building, roof leak repairs, and mold remediation within the office area. Discussions have evolved such that the department is requesting that Oertel’s services include providing bid/contract documents for additional office renovations and advancing the construction of the cold storage building.

Office renovations requested are: deep cleaning of tile/grout, painting, carpet within the administration, engineering and conference room, addition of an office to the administration area, and redesign of the front desk for improved security and use of space. In addition, bid documents for the cold storage building are requested.

Additional architectural fees for the referenced services are proposed at \$21,200. If approved, the total design fee is proposed to be \$73,900. Total proposed design fee is approximately 6% of the estimatable construction cost.

**Estimated Construction Costs:**

Civil/Site Infrastructure: \$530,000

Fuel Island: \$300,000

Cold Storage Bldg: \$333,000

Office Renovation: \$50,000

Mold Remediation: Unknown

Total Estimated Construction Cost: \$1.2 million + mold remediation

**RECOMMENDATION**

Waseca County staff recommends that the Waseca County Board of Commissioners approve the additional scope of services and fees for architectural design services with Oertel Architects.

**EXPLANATION OF FISCAL/FTE IMPACTS**

Allocated funding for buildings includes:

G.O. 2020A Series Fund Balance: \$497,566.25

CARES De-federalized Fund Balance: \$450,000

General Building Fund 11 Balance (8/3/2021): \$510,670

Public Works 2021 Building Improvement Balance (8/9/21): \$284,125

Preliminary 2022 Budget - Public Works Building Improvement: \$300,000

**Supporting Documents:**

Attachment A: Waseca County\_Fee

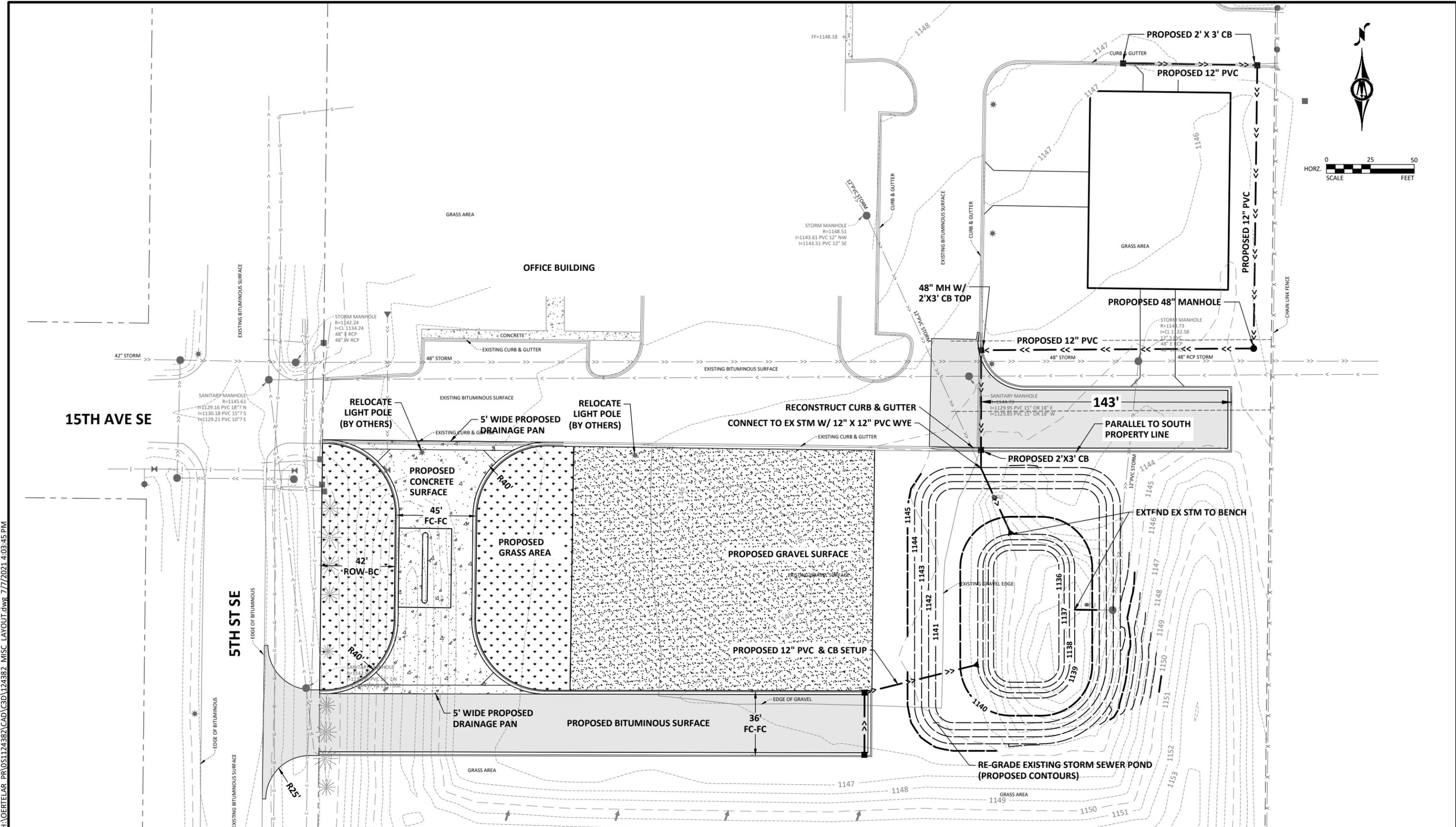
Proposal\_7.26.21

Attachment B: 124382\_Site Layout

August 12, 2021

**Previous Board Action(s):**

Resolution #



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## MEMORANDUM

**DATE:** 4-16-2021  
7.26.21 update

**TO:** Jim Kollar

Waseca County

**FROM:** Deb Brandwick

**RE:** Waseca County

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Jim,

Thank you for the opportunity to propose on this project.

We have modified our scope and fee based on our discussion from last week regarding the County's needs.  
Additional scope is in **bold**.

### PROJECT SCOPE ASSUMPTIONS:

The project includes:

- New fuel island
- Fuel island canopy as alternate
- Review existing office area roof to determine location of leaks
- Provide plans and specs for office area roof insulation and ceiling tile/grid replacement
- Include documents prepared by others for remediation of office area mold above the ceiling space
- Site plan for location of fuel island and future cold storage building
- Civil engineering for fuel island, drive lanes and future cold storage building
- Analyze roof area over equipment storage area for possible additional insulation
- **Add office, relocate cubicle at reception area. Redesign front desk.**
- **Provide finish plan and specs added carpet, cleaned tile, new paint**

- **Provide bid documents for cold storage building, no insulation, no HVAC, concrete slab, lights and power**

#### FEE SCOPE ASSUMPTIONS:

- During the process, we will include one kick-off meeting including electrical and civil engineers
  - Review of existing conditions
- Two additional design meetings, in person or virtual as necessary
- Progress set at 70% completion of design
- Existing cad files are not available. County to provide scans of existing hard copy documents. Design team to create digital background files
- Minimum of two site plan options
- Construction administration for the project will provided on hourly basis, utilized at the owner's discretion

For the project as described, we propose the following design process and work scope efforts:

#### Task 1.0 – On-Site Review

1. Create architectural base model from pdf's.
2. Confirm accuracy of model via on-site review
3. Confirm final requirements and scope with County Staff
4. Review existing conditions, particularly ceiling/roof conditions
5. Schedule survey work

#### Task 2.0 – Preliminary Design

1. Create site plan options for fuel island, future cold storage bldg. and additional entry drive.
2. One on-site meeting to review the schematic plan
3. Provide options for insulation issues at office and equipment storage areas
4. Provide fuel island scope spec and canopy concept
5. Meeting to present options

#### Task 3.0 - Construction Documents

1. Provide 70% set for owner review
2. Complete drawing package and specifications, including front end information, for bidding as one project or obtaining quotes as separate work scopes

#### Task 4.0 – Construction Administration

1. To be billed at an hourly rate as directed by the Owner.

#### Exclusions

- Fees for bidding service
- Document hard copies
- Special inspections, construction testing and evaluation
- Mechanical Engineering

	Oertel Architects	Meyer Borgman Johnson Structural	Paulson and Clark Mechanical/ Electrical	Bolton & Menk Civil	Total Fee
Site Design, Fuel Island Plans and Specs, Roof/Insulation Plans and Specs, project coordination	\$12,500				
Cold Storage Building Scope Documents (was in original proposal, but not accepted at time)	\$5,400				
Cold Storage Building, add for full bid documents (vs quotes)	\$3,400				
Fuel Island Canopy Footings Only		\$4,200			
Fuel Island Canopy Super Structure	\$3,400	\$4,600			
Finishes Plan, specs, selections – carpet, paint, cabinetry, added office/cubicle	\$3,800				
Office elec and hvac, electrical for cold storage, attic vent			\$8,600		
Survey and Existing Conditions Plan				\$5,500	
Stormwater Management Plan				\$4,500	
Civil Design demo, grading, utility, SWPPP				\$18,000	
<b>TOTAL DESIGN FEE</b>					<b>\$73,900</b>
Construction Administration	Hourly	Hourly	Hourly	Hourly	Hourly

Additional scope and fee is highlighted.

Reimbursable Expenses: Mileage to be billed at IRS rates. No other expenses expected.

The fee chart is broken out by task to allow the County to select all or portions of the work as needed. Please let me know if further explanation or detail is required.

Sincerely,

A handwritten signature in black ink that reads "Debra L. Brandwick". The signature is written in a cursive style with a clear, legible font.

Debra Brandwick, Principal

## Hourly Rates

### Oertel Architects

Jeff Oertel, Principal in Charge/Spec writer \$ 175

Deb Brandwick, Project Manager \$ 135

### Paulson and Clark

Andy Tripp, Electrical Engineer \$ 140

### Myer Borgman Johnson

Murphy Curran \$

### Bolton & Menk

\$