



WASECA COUNTY BOARD OF COMMISSIONERS

January 19, 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. Ditch Authority

- a. Crop Damage Rate
- b. CD #48

4. Approval of County Board Minutes

- a. End of the Year Check Run
- b. Waseca County Board of Commissioner Meeting Minutes December 15, 2020
- c. Waseca County Board of Commissioner Work Session December 15, 2020
- d. Waseca County Board of Commissioner Meeting Minutes January 5, 2021

5. Consent Agenda

- a. Approval of Bills
- b. Recorder's Compliance Report
- c. Veterans Services Transfer of Funds
- d. Approval of Coles Paper Invoices

6. Request for an Extension of Deadline to Complete Required Code Improvements – Boerigter Touch of Country Class Mark Leiferman, Planning and Zoning Administrator

7. Approval of Final Payment to BlueScope - Michael Johnson, County Administrator

8. Highway Department – Michael Johnson, County Administrator

- a. Set bid opening and closing dates for 2021 seal coat oil
- b. Set bid opening and closing dates for Bituminous reconstruction of 6.776 miles of CSAH 4 (Snake Trail) from Clear Lake Drive on the East edge of City of Waseca to the East County Line

9. Administration

- a. Administration Update
- b. Human Resources Announcements

10. Commissioner Reports

11. Other Business

Lunch – Pizza Ranch

Upcoming Board Events

January 19 – February 2, 2021

January 19, 2021, 8:00 a.m.

County Board Work Session

Board Room, East Annex

January 19, 2021, 9:30 a.m.

County Board Meeting

Board Room, East Annex

January 19, 2 p.m.

MN Prairie Finance Committee Meeting

Virtual Meeting

January 19, 3 p.m.

MN Prairie Joint Powers Board Meeting

Virtual Meeting

February 2, 2021, 9:30 a.m.

County Board Meeting

Board Room, East Annex



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

Set Crop Damage Rate

Meeting Date: January 19, 2021
Item Type: ☐ Consent ☒ Action
Department: Auditor/Treasurer
Contact: Tammy Spooner
Contact Phone: 507-835-0616
Prepared by: Tammy Spooner

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

PURPOSE/ACTION REQUESTED

Request to adopt a Crop Damage Rate Schedule for 2021.

SUMMARY

Upon our request, the Ditchviewers have established a Crop Damage Rate Schedule for 2021. This is a fair and impartial assessment and final determination by uninterested parties.

RECOMMENDATION

Waseca County staff recommends that the Waseca County Board of Commissioners, acting as the Drainage Authority, adopt the schedule for the calendar year of 2021.

EXPLANATION OF FISCAL/FTE IMPACTS

Supporting Documents:

Attachment A: 2021 Rate Schedule
Attachment B:

Previous Board Action(s):

Resolution #

RESOLUTION #

Waseca County Board of Commissioners

By: _____, Board Chair

ATTEST:

Tamara J. Spooner
Waseca County Auditor-Treasurer

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 Crop Damage Rate for 2021

It is the policy of Waseca County to set a rate of pay for crop damages that may occur due to repair, improvement, or construction projects. This is done at the beginning of the year for the entire year.

The yield is determined by using a three year average yield for Waseca County from data received from the USDA. (National Agricultural Statistics Services)

The sale price is determined by using an average sale price for “new crop” corn and beans from three local elevators on January 3, 2021.

Corn damage rate 198.7 bushels @ \$3.83 = \$761 per acre

Bean damage rate 56.1 bushels @ \$10.57 = \$593 per acre

Drainage Ditch Viewers:

Mark Behrends

Robert M. Hansen

Kendall Langseth

Tammy Spooner

Date

Waseca County Auditor / Treasurer

DITCH INSPECTION EMERGENCY REPAIRS

DATE 1/12/2021 COMMISSIONER'S DISTRICT Doug Christopherson

DITCH # CD #48

LOCATION (SECTION NUMBER AND LAND OWNER)

New Richland township sections 15,22,and 27
All landowners

INSPECTION:

Ditch has lot of trees and brush.
The channel of the Ditch is very erratic and unstable. Lots of sediment and erosion.

CORRECTION AND NATURE OF REPAIRS:

Remove trees and brush also clean sediment from the channel

COST ESTIMATE: See attached

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

See attached

SUBMITTED BY: 
COUNTY COMMISSIONER OR DITCH INSPECTOR

REMARKS:

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



Chris Howard
Cell: 507-838-7799

12-7-20

12487 290th Avenue • Waseca, MN 56093
handexcavatinginc@gmail.com
www.handexcavatinginc.com

Estimate For:

Waseca County Ditch System

C/O Russ Guse

3215 403rd Ave

Janesville, MN 56048

CD# 48 Tree And Brush Removal- Clean Ditch and re slope both banks – grass seed slopes and buffer strips.

Tree and brush removal	\$ 10,500.00
12,750 ditch cleaning and re slope both sides @ \$ 2.60/ ft	\$ 33,150.00
Seed ditch banks, prep buffer strips and seed	\$ 9,500.00
TOTAL ESTIMATE AMOUNT	\$ 53,150.00

Thank you,

Chris Howard

H&H Excavating Inc

DIGGER ENTERPRISES

29448 20TH STREET
PEMBERTON, MN
56078

Estimate

Date	Estimate #
1/12/2021	86

Name / Address
Waseca County Auditor Tresurer 307 N State Street Waseca, MN 56093

Project

Description	Qty	Rate	Total
RE SLOPE BOTH SIDES OF DITCH AND CLEAN BOTTOM	12,750	3.10	39,525.00
REMOVE BRUSH AND TREES		12,250.00	12,250.00
SEEDING BANKS AND BUFFER		4,500.00	4,500.00
		Total	\$56,275.00

Borneke Construction, Inc.

Phone: 507-234-2221 Fax: 507-234-6235

Project: **Waseca County Ditch # 48**

Location: Waseca County , MN

Submitted By: Chuck DeGroot

Borneke Construction, Inc.

P 507-234-2221

Date: 12/7/2020

chuck.69@outlook.com

To: **Ruse Guse / Ditch Inspector**

Cell [507-291-0675](tel:507-291-0675)

507-381-1896

russguse@gmail.com

County Ditch # 48 Clearing , Cleaning and Seeding

<u>BASE BID:</u>	<u>Quantity</u>	<u>UM</u>	<u>Unit Price</u>	<u>Total</u>
1 Mobilization of Equipment	1	Ls	\$ 1,100.00	\$1,100.00
2 Tree and Brush Removal from Ditch	1	Ls	\$ 11,450.00	\$11,450.00
3 Clean Ditch and Slope both Sides	12,800	Lf	\$ 2.85	\$36,480.00
4 Seed Ditch Banks and Buffer Strip	12,800	Lf	\$ 0.85	\$10,880.00
5				\$0.00
6				\$0.00
7				\$0.00
8				\$0.00
9				\$0.00
10				\$0.00
11				\$0.00
12				\$0.00
Total				\$59,910.00

CLARIFICATIONS:

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ACCEPTED

_____ Date

_____ Borneke Construction, Inc.

_____ Date

The following bills were approved for a December 30, 2020 check run with approval by the Board Chair in the December 15, 2020 Waseca County Board of Commissioners Meeting.

Doug Christopherson, Chairperson
Waseca County Board of Commissioners

ATTEST:

Tamara J. Spooner, Clerk
Waseca County Auditor/Treasurer

The following bills were audited and allowed:

A.H. HERMEL COMPANY	\$ 179.59
ACCESS TONNA LOCK SERVICE	11.00
ADV CORRECTIONAL HEALTHCARE INC	125.27
AMAZON CAPITAL SERVICES	421.19
ASSOC OF MN COUNTIES	200.00
BENTLEY SYSTEMS INC	787.50
BOCKS SERVICE INC	117.50
BOMGAARS SUPPLY	29.97
BOMGAARS SUPPLY	64.89
BORNEKE CONSTRUCTION INC	1,600.00
BRITTON PLUMBING & HEATING LLC	736.88
CDW GOVERNMENT INC	2,380.97
CJ MASONRY	2,300.00
CLARIS INTERNATIONAL INC	2,225.00
COLE PAPERS INC	781.90
COMMUNITY COMPLIANCE MONITORING	108.00
CONSOLIDATED COMMUNICATIONS MN CO	121.00
CONTINENTAL RESEARCH CORPORATION	722.45
CONTROL SOLUTIONS INC	58.00
CPS TECHNOLOGY SOLUTIONS INC	98.00
DEANNE MALTERER	19.15
DEML FORD INC	1,083.86
DONAHUE ELECTRIC LLC	7,540.58

DONNELLY LAW FIRM PLLC	250.00
DS SOLUTIONS INC.	99.00
EMERGENCY AUTOMOTIVE TECH, INC	3,026.74
FIRST STATE TIRE RECYCLING	2,997.10
FLEET PRIDE	1,146.20
FORCE AMERICA DISTRIBUTING LLC	918.18
GIDGETS LLC	366.50
GUARDIAN SUPPLY	2,337.87
H&H EXCAVATING INC	32,850.00
HOMETOWN HAULERS LLC	175.00
HOUSTON ENGINEERING INC	290.00
IDENTISYS, INC	3,033.10
INNOVATIVE OFFICE SOLUTIONS LLC	506.23
IPMA-HR	417.00
JANE T HOFMEISTER	171.50
JOBS PLUS INC	89.20
JOHN DEERE FINANCIAL	230.17
L & L STREET ROD & SPORTS TRUCK	2,958.00
LEAGUE OF MN CITIES FINANCE DEPT	1,035.00
LES TLOUGAN	300.00
LITTLE FALLS MACHINE INC	1,668.48
LOFFLER	175.49
LOWER 48 TRANSPORT SERVICE INC	711.04
MANKATO MOTORSPORTS LLC	512.94
MARY SACK	633.68
MATHESON	66.80
MEI TOTAL ELEVATOR SOLUTIONS	68.89
MENARDS-MANKATO	718.00
MIDWEST MONITORING & SURVEILLANCE	297.30
MIDWEST MOTOR SUPPLY CO INC	594.90
MJB HANSEN FAMILY LP	1,219.78
MN COMM OF TRANSPORTATION	1,925.77
MN SHERIFFS ASSOC	600.00
MN.IT SERVICES	1,300.00
MOTOROLA SOLUTIONS, INC	22,743.00
MUSTANG SIGNS & GRAPHICS	10,029.20
NAPA AUTO PARTS MPEC	1.98
NCH CORPORATION	134.22
NO WAIT INSIDE LLC	29.00
NORTHLAND BUSINESS SYSTEMS	1,932.08
NORTHLAND FARM SYSTEMS	204.67

NOW MICRO	8,464.36
NUTRIEN AG SOLUTIONS INC.	203.96
OMG MIDWEST INC	3,361.84
PERRY MORTENSEN	5,757.00
RAMSEY COUNTY	1,542.00
RIVER BEND BUSINESS PRODUCTS	407.26
RIVER VALLEY FORENSIC SERVICES PA	1,250.00
RS EDEN	117.15
RUPP ANDERSON SQUIRES & WALDSPURGER PA	2,617.00
RUSSELL GUSE	1,289.35
RWV SIGNS INC	25.00
SNAP ON INCORPORATED	105.72
SOUTH COUNTRY HEALTH ALLIANCE	4.50
SPORTSMAN STOP	19.27
STATE BANK OF NEW RICHLAND	15,323.45
STEVE HARGUTH	6,185.25
STONEBROOKE ENGINEERING INC	11,732.91
STREAMLINE COMMUNICATIONS LLC	4,256.50
TAFT STETTINIUS & HOLLISTER LLP	900.00
TERMINAL SUPPLY CO	265.83
TEXAS REFINERY CORP	225.94
THOMAS L LITTLE	5,625.58
TYLER TECHNOLOGIES, INC	1,920.00
ULINE	369.46
WALMART PYMT PROCESSING ATLANTA	58.63
WASECA GLASS INC	58.50

WASECA COUNTY BOARD OF COMMISSIONERS — January 5, 2021

The Waseca County Board of Commissioners met in regular session on Tuesday, January 5, 2021, in the boardroom, 300 North State Street, Waseca, Minnesota. Members present were Doug Christopherson, Brian Harguth, Blair Nelson, DeAnne Malterer and Brad Krause.

Others present were Michael Johnson, Administrator; Tammy Spooner, Auditor-Treasurer; Brad Milbrath, Sheriff; and Joe Udermann, Assessor; Judge Carol Hanks. A representative of Waseca County News was present via online platform.

Judge Carol Hanks administered the Oath of Office to Doug Christopherson, Commissioner District 1; Brian Harguth, Commissioner District 2; and Joseph Udermann, Assessor.

Tammy Spooner, Auditor-Treasurer called the meeting to order at 9:35 a.m. Roll call was taken and the Pledge of Allegiance was recited.

Spooner called for nominations for the 2021 Board Chair. Christopherson nominated and Harguth seconded to nominate DeAnne Malterer. There were no other nominations and the nomination carried unanimously.

Chair Malterer called for nominations for the 2021 Vice Chair. Nelson nominated and Christopherson seconded to nominate Brad Krause. There were no other nomination and the nomination carried unanimously.

Chair Malterer called for nominations for the 2021 Clerk to the Board. Nelson nominated and Harguth seconded to nominate Tammy Spooner, Auditor-Treasurer. There were no other nominations and the nomination carried unanimously.

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

Krause moved and Christopherson seconded to approve the Minutes from December 1, 2020 Commissioner Meeting; December 8, 2020 Budget and Levy Hearing; and December 15, 2020 Work Session. Motion carried unanimously.

Motion by Christopherson moved and Krause seconded to approve the Consent Agenda. Motion carried unanimously.

- a. Approval of Bills
- b. Transfer \$65.00 from Fund 25 to Fund 01- Sheriff's Office
- c. Investment Portfolio
- d. Electronic Funds Report
- e. Delegation –Wire Transfer Policy
 - i. *Appendix A*
- f. 2020 Transfer of Development Rights Report

Tammy Spooner, Auditor-Treasurer, requested to set a Public Hearing for February 16, 2021 at 9:45 a.m. for a Final Hearing on County Ditch #19 Improvement.

Nelson moved and Krause seconded to set the Public Hearing as requested. Motion carried unanimously.

A 2021 calendar and meeting schedule was distributed. Harguth moved and Christopherson seconded to approve the calendar with regular meetings held the first and third Tuesday of each month at 9:30 a.m. Motion carried unanimously.

Board Committee Assignments were distributed. Krause moved and Christopherson seconded to approve the Committee Assignments for 2021. Motion carried unanimously.

Type / Committee Delegate

Chair:

Purchasing Agent	Malterer/Krause
Extension	Malterer/Christopherson
Union Contract Grievances	Malterer (Alt. Harguth)

Internal:

Budget (including Economic Development)	All Commissioners
Labor Relations/Group Insurance	Harguth/Nelson
Law Enforcement (including Emergency Comm., Security & Domestic Abuse)	Harguth/Malterer
Roads and Bridges (Hwy Subcommittee)	Christopherson/Krause
Planning/Zoning/EDA	Krause/Christopherson
Solid Waste Committee	Harguth/Krause
Building and Grounds Committee	Nelson/Christopherson
Ditch Committee	Krause/Malterer

County-Wide:

Road Inspections	All Commissioners
Ditch Inspections	All Commissioners
Township Board Meetings	All Commissioners
City Council Meetings	All Commissioners
School Board Meetings	All Commissioners
Waseca Arts Council	Nelson
FCI-Community Relations Board	Administrator (Malterer)
Planning Commission	Malterer
Neighborhood Service Center	Nelson
Family Collaborative	Malterer
Waseca County Historical Society	Harguth
Waseca Lakes Assoc./Clear Lake Trail	Nelson/Harguth
Ag Society	Krause (Harguth alt.)
Soil & Water Conservation District	Christopherson/Krause
LeSueur County Public Library	Malterer

Area-Wide:

AMC District VII General Sessions	All Commissioners
Amberfield Place Post-Litigation	All Commissioners

AMC District Policy Committees	Appointed by AMC District VII
South Country MN EMS	Malterer
MN Valley Council of Governments	Administrator/Sexton/Krause
Regional Radio Board	Malterer (Krause alt.)
So. Central Multi-County HRA	Malterer(Christopherson alt.)
Minnesota Valley Action Council	Malterer
Greater Blue Earth River Basin Alliance	Christopherson
Region Nine Development Commission	Nelson (Krause alt.)
IMMTRAC	Sarah Berry (Harguth alt.)
So. Central Human Relations Center	Christopherson/Krause
Southern Minnesota Tourism Association	Nelson
South Country Health Alliance	Nelson(Christopherson alt.)
MNPrairie County Alliance	Christopherson/Malterer(Krause alt.)
South Central Workforce Council	Malterer
SEMREX Joint Powers Board	Harguth (Krause)
One Watershed/One Plan Cannon River	Christopherson
One Watershed/One Plan LeSueur River	Malterer/Krause
SHIP (CLT) Community Leadership Team	Krause

State/National:

Association of Minnesota Counties (AMC)	All Commissioners
Great Lakes Co. Council Association	All Commissioners
MN Social Services Association	All Commissioners
Department of Human Services	All Commissioners
National Association of Counties (NACo)	All Commissioners
NACO - Western Region	All Commissioners
MN Transportation Alliance	All Commissioners
Minnesota Co. Intergovernmental Trust	Nelson (Malterer alt.)

Ditch Committees:

Joint County Ditch (BE)	Krause/Christopherson/Malterer
Joint County Ditch 3 (BE)	Krause/Malterer
Joint County Ditch 6	Christopherson/Krause
Joint County Ditch 11	Christopherson/Malterer/Krause
Joint County Ditch 24	Harguth/Christopherson
Joint County Ditch 83	Krause/Malterer
Joint County Ditch 1 (Steele)	Harguth/Christopherson/Krause
Joint County Ditch 5 (Steele)	Harguth/Christopherson
Joint County Ditch 8 (Freeborn)	Christopherson/Krause
Joint County Ditch 10 (Steele)	Harguth/Christopherson/Krause
Joint County Ditch 50 (BE)	Krause/Malterer
Joint County Ditch 51 (BE)	Krause/Malterer/Christopherson

Nelson moved and Krause seconded to approve the AMC 2021 Policy Committee Members and Voting Delegate Appointments as follows:

Environment & Natural Resources Policy Committee	Commissioner Malterer
General Government Policy Committee	Commissioner Nelson
Health & Human Services Policy Committee	Commissioner Christopherson
Public Safety Policy Committee	Commissioner Harguth
Transportation & Infrastructure Policy Committee	Commissioner Krause

Voting Delegates

1. Commissioner Malterer
2. Commissioner Christopherson
3. Commissioner Harguth
4. Commissioner Nelson
5. Commissioner Krause
6. Michael Johnson, County Administrator
7. Tammy Spooner, County Auditor-Treasurer
8. Nathan Richman, County Engineer

Motion carried unanimously.

Discussion was held regarding 2021 Citizen Appointment to Boards and Commissions. Nelson moved and Krause seconded to approve the following appointments:

Louise Lund	Library		
Russ Frederick	Planning Commission	2021-2023	District 2
Mark Sommers	Planning Commission	2021-2023	District 5
Robert Vogelsang	Board of Adjustment	2021-2023	District 1

Motion carried unanimously.

Tammy Spooner, Auditor-Treasurer, requested adoption of Resolution #2021-1 to award the bid for the official county newspaper to Waseca County News, the lowest bidder. Christopherson moved and Harguth seconded to adopt Resolution #2021-1 Designating the Legal Paper of Waseca County for 2021. Motion carried unanimously.

RESOLUTION # 2021-1
Resolution Designating the Legal Paper of Waseca County for 2021

BE IT RESOLVED, that the Waseca County News of Waseca, Minnesota, a legal paper of the County of Waseca, be and hereby is designated the official newspaper to publish the proceedings of the County Board, ordinances, official notices, real estate delinquent tax lists, County Board of Equalization, and all other legal notices required by law to be published in the official newspaper of Waseca County for the year 2021.

BE IT FURTHER RESOLVED, that the Waseca County Website www.co.waseca.mn.us will be the official website for the posting of the 2020 financial statement.

This resolution shall become effective upon its passage and without further publication.

Tammy Spooner, Auditor-Treasurer, requested authorization for the County Auditor-Treasurer to process payments by Auditor's Warrants, for which the precise amount is fixed by law or authorized by some other person, officer, or tribunal, which incidental fees, utility bills, salaries, highway department fuel bills, freight, postage, and sheriff's paper service to other counties. Incidental fees include prepayment of expenses for seminars and other county business trips. Further to authorize payments to contractors for work and material in place on the job as certified by the Engineer or

Architect except that the final payment on any project be approved by Board action; to authorize payments for bonds and interest payments for the bonded debt fund and for investments; to authorize payments for purchases made by the County Board wherein an amount has been set and entered in the Board minutes; to authorize payment of emergency welfare funds and Social Service funds as an emergency issuance procedure, as prescribed by state and federal law. Also, to refund an application fee or overpayment and to purchase miscellaneous supplies for the jail as authorized by the jail administrator. Nelson moved and Christopherson seconded to approve Auditor's Warrants for 2021. Motion carried unanimously.

Harguth moved and Nelson seconded to set the 2021 mileage rate at 56 cents per mile, following the IRS guideline. Motion carried unanimously.

Harguth moved Christopherson seconded to reappoint Tammy Spooner, Auditor-Treasurer, to the MnPrairie Finance Committee for 2021. Motion carried unanimously.

Discussion was held regarding annual salaries for Elected Officials. Nelson moved and Harguth seconded to adopt Resolution #2021-2 to set salaries of Elected Officials for 2021. Motion carried unanimously.

RESOLUTION #2021-2

WHEREAS, the County Board of Commissioner has the duty and responsibility, by law, to establish by resolution the minimum and annual salaries to be paid to its elected officials; and

WHEREAS, the County Board of Commissioner has considered the position responsibilities and duties, as well as, the elected officials individual's experience, qualifications and performance;

NOW, THEREFORE, BE IT RESOLVED that effective January 1, 2021, the annual salaries of elected officials shall be as follows:

Title	Minimum Salary 2020	Annual Salary 2020	Minimum Salary 2021	Annual Salary 2021
Attorney (MN Stat. §388.18)	\$66,633.42	\$105,019.20	\$66,633.42	\$108,169.78
Auditor-Treasurer (MN Stat. §385.373)	\$60,942.29	\$95,992.00	\$60,942.29	\$98,871.76
Recorder (MN Stat. §386.16)	\$49,792.37	\$83,408.00	\$49,792.37	\$85,076.16
Sheriff (MN Stat. §387.20)	\$66,633.42	\$99,999.00	\$66,633.42	\$107,000.00

Discussion was held regarding the 2021 Per diems for citizens serving on boards and commissions. Christopherson moved and Harguth seconded to set the 2021 per diem rate at \$80.00. Motion carried unanimously.

Michael Johnson, Administrator, provided an update regarding the COVID-19 Business Relief Program. The state has now finalized the program and the funds should be received by Waseca County in the near future. Ann Fitch at the Waseca Area Chamber will administer the program. A review panel made up of two commissioners

will be implemented. Commissioners Malterer and Christopherson volunteered to serve with Nelson volunteering to serve as an alternate. Johnson requested that payments be made on Auditor Warrants in order for the funds to be distributed in a timely manner. Nelson moved and Krause seconded to move forward with the administration of the Business Relief Program as requested. Motion carried unanimously.

Melissa Sexton, Human Resources Manager, brought forward policies regarding Probationary and Trial Periods; Severance Compensation; Holidays; Paid Time Off; and Leave of Absence for review and requested adoption for non-represented employees. Harguth moved and Nelson seconded to adopt Resolution #2021-3 to approve and implement the new personnel policies. Motion carried unanimously.

RESOLUTION # 2021-3

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

WHEREAS, these policy recommendations have been reviewed in consultation with the Labor Committee, Labor Attorney; and

WHEREAS, the County Human Resources Department recommends the adoption of new and updated policies to promote positive, productive, safe, and effective workplace culture and practices, and to support continued compliance with applicable law and regulations, and effective delivery of public services; and

Therefore, be it resolved, Waseca County shall adopt the following personnel policies effective January 1, 2021:

SECTION: STAFFING & EMPLOYMENT PRACTICES

1. #2010 Probationary and Trial Periods

SECTION: CLASSIFICATION AND COMPENSATION

1. #3004 Severance Compensation

SECTION: BENEFITS AND LEAVE OF ABSENCES

1. #4000 Holidays
2. #4001 Paid Time Off (PTO)
3. #4002 Leave of Absence

Melissa Sexton, Human Resources Manager, presented the Human Resources Agenda and requested approval. Nelson moved and Christopherson seconded to approve the Human Resources Agenda as presented. Motion carried unanimously.

- a. Resignation of Darin Milbrett, Highway Shop Foreman, effective January 8, 2021.
- b. Recruitment initiated for Highway Shop Foreman (grade 6: \$22.22 – 27.77)

Commissioner Reports were shared.

Having no further county board business, Harguth moved and Krause seconded the motion to adjourn the meeting. Motion carried unanimously and meeting adjourned at 11:13 a.m.

DeAnne Malterer, Chairperson
Waseca County Board of Commissioners

ATTEST:

Tamara J. Spooner, Clerk
Waseca County Auditor/Treasurer

The following bills were audited and allowed:

JONES HAUGH & SMITH	4,106.00
MACO-AITKIN (MN ASSOC OF CO OFF)/MOMS	1,080.00
MN COUNTIES COMPUTER COOP	46,926.97
SAGE SOFTWARE INC	1,064.00
TECH TRONIX INC	3,600.00

01/14/2021 09:21
5264aschauer

Waseca, MN
Vendor Warrant List Report

P
apwarnt 1

DATE: 01/19/2021 CHECK RUN: C200119 AMOUNT: \$ 76,209.74

APPROVED BY: _____

01/14/2021 09:21 | Waseca, MN
5264aschauer | PREPAID INVOICE LIST

2
apwarnt

CHECK RUN: C200119 01/19/2021

VENDOR	VENDOR NAME	R	INVOICE	PO	TYPE	DUE DATE	AMOUNT	CHECK	COMMENT
CASH ACCOUNT: 99000000		1001	Cash						
570	FIRST NATIONAL	00000	12/20 STMNT		DD	12/31/2020	1,204.13	866	BOXES/SCALE/INK CA
287	FIRST NATIONAL	00000	12/20 STMNT		DD	12/31/2020	27.93	867	FUEL FOR SQUAD
354	FIRST NATIONAL	00000	12/20 STMNT		DD	12/31/2020	53.11	868	PRIORITY MAIL/PENS
3151	FIRST NATIONAL	00000	12/20 STMNT		DD	12/31/2020	548.26	869	TOOLS FOR CSB/WATE
428	FIRST NATIONAL	00000	12/20 STMNT		DD	12/31/2020	374.74	870	JAIL CLEANING EQUI
511	FIRST NATIONAL	00000	12/20 STMNT		DD	12/31/2020	17.55	871	SQUAD FUEL
1213	FIRST NATIONAL	00000	12/20 STMNT		DD	12/31/2020	395.00	872	VARIDESK
465	FIRST NATIONAL	00000	12/20 STMNT		DD	12/31/2020	252.00	873	MN LAWYER REGISTRA
2065	FIRST NATIONAL	00000	12/20 STMNT		DD	12/31/2020	1,334.15	874	FIREARM TRAINING/E
598	FIRST NATIONAL	00000	12/20 STMNT		DD	12/31/2020	490.00	875	AMEM DUES/TWO WAY
634	FIRST NATIONAL	00000	12/20 STMNT		DD	12/31/2020	908.47	876	EH MGR/CASE & SCRE
2091	FIRST NATIONAL	00000	12/20 STMNT		DD	12/31/2020	225.00	883	MACPO REGISTRATION
2089	FIRST NATIONAL	00000	12/20 STMNT		DD	12/31/2020	82.64	884	NEEDLES
632	FIRST NATIONAL	00000	12/20 STMNT		DD	12/31/2020	845.66	888	TOOLS & SHOP MATER
364	FIRST NATIONAL	00000	12/20 STMNT		DD	12/31/2020	309.45	889	OFFICE SUPPLIES &
424	FIRST NATIONAL	00000	12/20 STMNT		DD	12/31/2020	145.72	890	TACTICAL BIPOD/HEL
CASH ACCOUNT		99000000	1001				7,213.81	TOTAL	

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CASH ACCOUNT: 99000000 1001

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VENDOR	G/L ACCOUNTS	R	PO	TYPE	DUE DATE	INVOICE/AMOUNT	CHECK
4915 AMAZON CAPITAL SERVICE	1 01451451 6401	00000		INV	12/31/2020	111-0276127-0411414	
		PHNrsng		OffcSuppls		28.13	
		Invoice Net				28.13	
				CHECK TOTAL		28.13	
4915 AMAZON CAPITAL SERVICE	1 01451451 6401	00000		INV	12/31/2020	1KVX-F19V-MV3V	
		PHNrsng		OffcSuppls		49.71	
		Invoice Net				49.71	
4915 AMAZON CAPITAL SERVICE	1 01451451 6803	00000		INV	12/31/2020	111-5499816-1791465	
		PHNrsng		MiscExp		1,463.10	
		Invoice Net				1,463.10	
4915 AMAZON CAPITAL SERVICE	1 01451451 6803	00000		INV	12/31/2020	111-7265467-4240228	
		PHNrsng		MiscExp		299.95	
		Invoice Net				299.95	
				CHECK TOTAL		1,812.76	
4088 ANCOM COMMUNICATIONS I	1 25207000 6481	00000		INV	12/31/2020	99212	
		E911		E911Equip		116.00	
		Invoice Net				116.00	
				CHECK TOTAL		116.00	
2401 APH STORES, INC.	1 13340000 6590	00000		INV	12/31/2020	5064050 12/25/20	
	2 13340000 6564			HwyEqMt/Sh	TlsShpMat	35.53	
				HwyEqMt/Sh	MchVehPrts	369.89	
		Invoice Net				405.42	
				CHECK TOTAL		405.42	
3839 AUTOMATED LOGIC CONTRA	1 13340000 6260	00001		INV	12/31/2020	313499	
		HwyEqMt/Sh		ProTechSvc		860.00	
		Invoice Net				860.00	
				CHECK TOTAL		860.00	
2809 BAKER TILLY VIRCHOW KR	1 25067000 6260	00000		EFT	12/31/2020	BT1731972	
		CARES		ProTechSvc		375.00	
		Invoice Net				375.00	
				CHECK TOTAL		375.00	
7771 BLAIR NELSON	1 01002000 6334	00000		INV	12/31/2020	11/27/20 STMNT	
		Commssnrs		Mileage		13.80	
		Invoice Net				13.80	
7771 BLAIR NELSON	1 01002000 6334	00000		INV	12/31/2020	11/7/20 STMNT	
		Commssnrs		Mileage		20.70	
		Invoice Net				20.70	
				CHECK TOTAL		34.50	
2779 BLUE EARTH CO	1 01201217 6268	00000		INV	12/31/2020	11836	
		ShrfBrdPrs		Medical		452.02	
		Invoice Net				452.02	

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CASH ACCOUNT: 99000000 1001

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VENDOR	G/L ACCOUNTS	R	PO	TYPE	DUE DATE	INVOICE/AMOUNT	CHECK
2779 BLUE EARTH CO		00000		INV	12/31/2020	17503	
1 01061061 6262		ITTechnlgy		SftwrSpprt		1,170.00	
		Invoice Net				1,170.00	
				CHECK TOTAL		1,622.02	
1713 BOCKS SERVICE INC		00000		INV	12/31/2020	23220	
1 01201201 6260		GenSheriff		ProTechSvc		219.00	
		Invoice Net				219.00	
1713 BOCKS SERVICE INC		00000		INV	12/31/2020	23136	
1 01201201 6260		GenSheriff		ProTechSvc		85.00	
		Invoice Net				85.00	
1713 BOCKS SERVICE INC		00000		INV	12/31/2020	189692	
1 01201223 6471		ShrfEqRepM		Tires		24.00	
		Invoice Net				24.00	
1713 BOCKS SERVICE INC		00000		INV	12/31/2020	189933	
1 01201223 6471		ShrfEqRepM		Tires		24.00	
		Invoice Net				24.00	
				CHECK TOTAL		352.00	
4469 BRITTON PLUMBING & HEA		00000		INV	12/31/2020	999770	
1 01113000 6310		StorBldMtc		EqRepMtc		275.84	
		Invoice Net				275.84	
4469 BRITTON PLUMBING & HEA		00000		INV	12/31/2020	999764	
1 01117000 6310		HSPHBldgMt		EqRepMtc		276.87	
		Invoice Net				276.87	
				CHECK TOTAL		552.71	
400 BUDACH IMPLEMENT INC		00000		INV	12/31/2020	ARWA20 12/28/20	
1 13340000 6564		HwyEqMt/Sh		MchVehPrts		15.81	
		Invoice Net				15.81	
				CHECK TOTAL		15.81	
4624 CDW GOVERNMENT INC		00000		INV	12/31/2020	5876699	
1 01061061 6480		ITTechnlgy		NonCapInv		166.47	
		Invoice Net				166.47	
				CHECK TOTAL		166.47	
4186 NCH CORPORATION		00000		INV	12/31/2020	7215966	
1 13340000 6260		HwyEqMt/Sh		ProTechSvc		134.28	
		Invoice Net				134.28	
				CHECK TOTAL		134.28	
308 CHRISTENSEN TIRE & AUT		00000		INV	12/31/2020	70078	
1 13340000 6564		HwyEqMt/Sh		MchVehPrts		760.00	
		Invoice Net				760.00	
308 CHRISTENSEN TIRE & AUT		00000		INV	12/31/2020	70093	
1 13340000 6564		HwyEqMt/Sh		MchVehPrts		166.20	
		Invoice Net				166.20	

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VENDOR	G/L ACCOUNTS	R	PO	TYPE	DUE DATE	INVOICE/AMOUNT	CHECK
308 CHRISTENSEN TIRE & AUT	1 13340000 6564	00000		INV	12/31/2020	70112	
		HwyEqMt/Sh		MchVehPrts		1,182.36	
		Invoice Net				1,182.36	
308 CHRISTENSEN TIRE & AUT	1 13340000 6564	00000		INV	12/31/2020	70161	
		HwyEqMt/Sh		MchVehPrts		43.85	
		Invoice Net				43.85	
				CHECK TOTAL		2,152.41	
2252 CIT INC	1 01061061 6310	00000		INV	12/31/2020	119874	
		ITTechnlgy		EqRepMtc		1,788.00	
		Invoice Net				1,788.00	
				CHECK TOTAL		1,788.00	
3477 COLE PAPERS INC	1 01111000 6410	00000		INV	12/31/2020	9909431	
		CHBldgMtc		CstBldgSpp		30.00	
		Invoice Net				30.00	
				CHECK TOTAL		30.00	
2445 COMMUNITY COMPLIANCE M	1 01254000 6264	00000		INV	12/31/2020	DEC20A-WSC	
		ElecMonit		ElecMntrg		186.00	
		Invoice Net				186.00	
				CHECK TOTAL		186.00	
7099 CONNORS PLUMBING & HTG	1 13340000 6260	00000		INV	12/31/2020	161655	
		HwyEqMt/Sh		ProTechSvc		485.00	
		Invoice Net				485.00	
				CHECK TOTAL		485.00	
7775 CONSOLIDATED COMMUNICA	1 25207000 6340	00000		EFT	12/31/2020	507-052-2813 12/22	
		E911		RntSvcAgrt		64.21	
		Invoice Net				64.21	
7775 CONSOLIDATED COMMUNICA	1 13340000 6201	00000		EFT	12/31/2020	507-052-7447/0 12/15	
		HwyEqMt/Sh		CelTelPhn		69.82	
		Invoice Net				69.82	
7775 CONSOLIDATED COMMUNICA	1 13340000 6201	00000		EFT	12/31/2020	507-231-6708/0 12/22	
		HwyEqMt/Sh		CelTelPhn		56.79	
		Invoice Net				56.79	
7775 CONSOLIDATED COMMUNICA	1 13340000 6201	00000		EFT	12/31/2020	507-463-8212/0	
		HwyEqMt/Sh		CelTelPhn		53.28	
		Invoice Net				53.28	
				CHECK TOTAL		244.10	
420 DEML FORD INC	1 01201223 6310	00000		INV	12/31/2020	351505 12/31/20	
		ShrfEqRepM		SqRepMtc		1,684.89	
		Invoice Net				1,684.89	
				CHECK TOTAL		1,684.89	

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VENDOR	G/L ACCOUNTS	R	PO	TYPE	DUE DATE	INVOICE/AMOUNT	CHECK
8580 DENNISON TECHNOLOGY GR	1 01061061 6201	00000		INV	12/31/2020	2-6618	
		ITTechnlgy		CelTelPhn		50.00	
		Invoice Net				50.00	
				CHECK TOTAL		50.00	
412 DRIESSEN WATER INC	1 13340000 6252	00001		INV	12/31/2020	16891614-12312020	
		HwyEqMt/Sh		Wtr&Swr		55.00	
		Invoice Net				55.00	
				CHECK TOTAL		55.00	
2375 JOEL D EATON	1 25252101 6260	00000		INV	12/31/2020	49	
		DrgCrtFed		ProTechSvc		380.00	
		Invoice Net				380.00	
				CHECK TOTAL		380.00	
31 EXPRESS CARE INC	1 01119000 6561	00000		INV	12/31/2020	16032	
		Fleet		Oil&Grease		35.01	
		Invoice Net				35.01	
31 EXPRESS CARE INC	1 01119000 6561	00000		INV	12/31/2020	16048	
		Fleet		Oil&Grease		35.01	
		Invoice Net				35.01	
31 EXPRESS CARE INC	1 01119000 6563	00000		INV	12/31/2020	16047	
		Fleet		TrTbsBatt		115.95	
		Invoice Net				115.95	
				CHECK TOTAL		185.97	
613 FASTENAL CO	1 13340000 6590	00001		INV	12/31/2020	MNOWA228442	
		HwyEqMt/Sh		TlsShpMat		74.05	
		Invoice Net				74.05	
				CHECK TOTAL		74.05	
4587 FIRST STATE TIRE RECYC	1 19393000 6260	00000		INV	12/31/2020	116041	
		Recycling		ProTechSvc		3,186.72	
		Invoice Net				3,186.72	
4587 FIRST STATE TIRE RECYC	1 19393000 6260	00000		INV	12/31/2020	116021	
		Recycling		ProTechSvc		3,139.09	
		Invoice Net				3,139.09	
				CHECK TOTAL		6,325.81	
880 H&L MESABI INC	1 13340000 6589	00000		INV	12/31/2020	1079 12/31/20	
		HwyEqMt/Sh		CtEdSnwEqp		3,367.17	
		Invoice Net				3,367.17	
				CHECK TOTAL		3,367.17	
8532 HAMMER & STAIN OF SO M	1 01451451 6803	00000		INV	12/31/2020	201	
		PHNrsg		MiscExp		888.00	
		Invoice Net				888.00	

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VENDOR	G/L ACCOUNTS	R	PO	TYPE	DUE DATE	INVOICE/AMOUNT	CHECK
						CHECK TOTAL	888.00
8340	HEARTSMART.COM	00001		INV	12/31/2020	219408	
	1 01201229 6475	OffSupShrf	DepSppl			4,020.00	
		Invoice Net				4,020.00	
						CHECK TOTAL	4,020.00
235	INNOVATIVE OFFICE SOLU	00000		INV	12/31/2020	IN3212156	
	1 01201229 6475	OffSupShrf	AdmnOffSpl			12.86	
		Invoice Net				12.86	
235	INNOVATIVE OFFICE SOLU	00000		INV	12/31/2020	IN3213926	
	1 01201229 6475	OffSupShrf	AdmnOffSpl			49.95	
		Invoice Net				49.95	
235	INNOVATIVE OFFICE SOLU	00000		INV	12/31/2020	IN3211861	
	1 01107000 6401	P&Z	OffcSuppls			19.85	
		Invoice Net				19.85	
235	INNOVATIVE OFFICE SOLU	00000		INV	12/31/2020	IN3211896	
	1 01041000 6401	Aud-Treas	OffcSuppls			13.08	
		Invoice Net				13.08	
235	INNOVATIVE OFFICE SOLU	00000		INV	12/31/2020	IN3206724	
	1 01041000 6401	Aud-Treas	OffcSuppls			33.26	
		Invoice Net				33.26	
235	INNOVATIVE OFFICE SOLU	00000		INV	12/31/2020	IN3212557	
	1 01061061 6401	ITTechnlgy	OffcSuppls			158.08	
		Invoice Net				158.08	
235	INNOVATIVE OFFICE SOLU	00000		INV	12/31/2020	IN3205384	
	1 01252000 6401	CrtSvcs	OffcSuppls			22.76	
		Invoice Net				22.76	
235	INNOVATIVE OFFICE SOLU	00000		INV	12/31/2020	IN3212116	
	1 13310000 6401	HwyAdmin	OffcSuppls			58.03	
	2 13340000 6410	HwyEqMt/Sh	CstBldgSpp			41.00	
		Invoice Net				99.03	
						CHECK TOTAL	408.87
4122	INTERSTATE POWER SYSTE	00000		INV	12/31/2020	R001171162:01	
	1 01111000 6340	CHBldgMtc	RntSvcAgrt			220.00	
	2 01112000 6340	LEBldgMtc	RntSvcAgrt			220.00	
		Invoice Net				440.00	
						CHECK TOTAL	440.00
301	JANESVILLE HARDWARE LL	00000		INV	12/31/2020	12873	
	1 13340000 6590	HwyEqMt/Sh	TlsShpMat			94.48	
		Invoice Net				94.48	
						CHECK TOTAL	94.48
1237	MIDWEST MOTOR SUPPLY C	00000		INV	12/31/2020	1237	
	1 13340000 6562	HwyEqMt/Sh	OthAutoSup			1,045.54	
		Invoice Net				1,045.54	

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VENDOR	G/L ACCOUNTS	R	PO	TYPE	DUE DATE	INVOICE/AMOUNT	CHECK
						CHECK TOTAL	1,045.54
107	LESUEUR CO TREASURER	00000		INV	12/31/2020	12/28/20 STMT	
	1 01451454 6882	LSCoHlthSv		LeCoPHN0th		167.75	
		Invoice Net				167.75	
						CHECK TOTAL	167.75
1940	LINDA LARES	00000		INV	12/31/2020	115	
	1 01252000 6260	CrtSvcs		ProTechSvc		100.00	
		Invoice Net				100.00	
						CHECK TOTAL	100.00
719	LITTLE FALLS MACHINE I	00000		INV	12/31/2020	360080	
	1 13340000 6564	HwyEqMt/Sh		MchVehPrts		305.00	
		Invoice Net				305.00	
719	LITTLE FALLS MACHINE I	00000		INV	12/31/2020	360085	
	1 13340000 6564	HwyEqMt/Sh		MchVehPrts		896.76	
		Invoice Net				896.76	
719	LITTLE FALLS MACHINE I	00000		INV	12/31/2020	360093	
	1 13340000 6564	HwyEqMt/Sh		MchVehPrts		882.46	
		Invoice Net				882.46	
						CHECK TOTAL	2,084.22
2336	LOFFLER	00000		INV	12/31/2020	3616086	
	1 01062000 6341	CenSvcs		CopierMain		189.43	
		Invoice Net				189.43	
						CHECK TOTAL	189.43
8594	MATTHEW JIRELE	00000		INV	12/31/2020	12/30 MILEAGE	
	1 25252103 6334	DrgCrtDWI		Mileage		17.48	
		Invoice Net				17.48	
						CHECK TOTAL	17.48
8593	MESSICK LAW PLLC	00000		INV	12/31/2020	425	
	1 01014000 6261	CrtAdmnCo		CrtAptAtty		720.00	
		Invoice Net				720.00	
						CHECK TOTAL	720.00
5168	MID STATES ORGANIZED C	00000		INV	12/31/2020	42033-1539	
	1 01201201 6260	GenSheriff		ProTechSvc		150.00	
		Invoice Net				150.00	
						CHECK TOTAL	150.00
1287	MIDWEST MONITORING & S	00001		INV	12/31/2020	DT 1220147	
	1 25252000 6213	CrtSvcs		DrgTstgSvc		75.75	
		Invoice Net				75.75	
1287	MIDWEST MONITORING & S	00001		INV	12/31/2020	DT 1220200	

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CASH ACCOUNT: 99000000 1001

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VENDOR	G/L ACCOUNTS	R	PO	TYPE	DUE DATE	INVOICE/AMOUNT	CHECK
	1 01254000 6264			ElecMonit Invoice Net	ElecMntrg	125.00 125.00	
						CHECK TOTAL	200.75
2400	MN BUREAU OF CRIMINAL	00000		INV	12/31/2020	638947	
	1 01201201 6260			GenSheriff Invoice Net	ProTechSvc	390.00 390.00	
						CHECK TOTAL	390.00
2797	NAPA AUTO PARTS MPEC	00000		INV	12/31/2020	295951	
	1 01201223 6310			ShrfEqRepM Invoice Net	SqRepMtc	54.49 54.49	
2797	NAPA AUTO PARTS MPEC	00000		INV	12/31/2020	295470	
	1 01119000 6564			Fleet Invoice Net	VehPrts	8.09 8.09	
2797	NAPA AUTO PARTS MPEC	00000		INV	12/31/2020	295271	
	1 13340000 6564			HwyEqMt/Sh Invoice Net	MchVehPrts	91.34 91.34	
						CHECK TOTAL	153.92
8386	NO WAIT INSIDE LLC	00001		INV	12/31/2020	1344	
	1 01061061 6262			ITTechnlgy Invoice Net	SftwrSpprt	29.00 29.00	
						CHECK TOTAL	29.00
3350	NORTH CENTRAL INTERNAT	00000		INV	12/31/2020	189228	
	1 13340000 6564			HwyEqMt/Sh Invoice Net	MchVehPrts	62.50 62.50	
						CHECK TOTAL	62.50
4282	NUSS TRUCK GROUP INC	00000		INV	12/31/2020	2209875P	
	1 13340000 6564			HwyEqMt/Sh Invoice Net	MchVehPrts	455.84 455.84	
4282	NUSS TRUCK GROUP INC	00000		CRM	12/31/2020	CM2208718P	
	1 13340000 6564			HwyEqMt/Sh Invoice Net	MchVehPrts	-281.70 -281.70	
4282	NUSS TRUCK GROUP INC	00000		INV	12/31/2020	2210119P	
	1 13340000 6564			HwyEqMt/Sh Invoice Net	MchVehPrts	75.55 75.55	
4282	NUSS TRUCK GROUP INC	00000		INV	12/31/2020	2210596P	
	1 13340000 6564			HwyEqMt/Sh Invoice Net	MchVehPrts	337.71 337.71	
4282	NUSS TRUCK GROUP INC	00000		INV	12/31/2020	2210597P	
	1 13340000 6564			HwyEqMt/Sh Invoice Net	MchVehPrts	47.70 47.70	
4282	NUSS TRUCK GROUP INC	00000		INV	12/31/2020	2210648P	
	1 13340000 6564			HwyEqMt/Sh Invoice Net	MchVehPrts	349.32 349.32	

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VENDOR	G/L ACCOUNTS	R	PO	TYPE	DUE DATE	INVOICE/AMOUNT	CHECK
						CHECK TOTAL	984.42
4009	OWATONNA METAL RECYCLI	00000		INV	12/31/2020	42695	
	1 13340000 6564			HwyEqMt/Sh	MchVehPrts	84.00	
				Invoice Net		84.00	
						CHECK TOTAL	84.00
269	PATTON HOVERSTEN & BER	00000		INV	12/31/2020	39	
	1 25252101 6260			DrgCrtFed	ProTechSvc	1,630.00	
				Invoice Net		1,630.00	
						CHECK TOTAL	1,630.00
6099	PLUNKETT'S PEST CONTRO	00000		INV	12/31/2020	6917366	
	1 13340000 6260			HwyEqMt/Sh	ProTechSvc	96.75	
				Invoice Net		96.75	
						CHECK TOTAL	96.75
3415	POWERPLAN INC	00000		INV	12/31/2020	8850247600 12/26/20	
	1 13340000 6564			HwyEqMt/Sh	MchVehPrts	1,077.67	
	2 13340000 6590			HwyEqMt/Sh	TlsShpMat	186.14	
				Invoice Net		1,263.81	
						CHECK TOTAL	1,263.81
1953	REGENTS OF UNIVERSITY	00000		INV	12/31/2020	0300026318	
	1 01107000 6241			P&Z	CnfTrngRgD	150.00	
				Invoice Net		150.00	
						CHECK TOTAL	150.00
4574	RINKE-NOONAN ATTORNEYS	00000		INV	12/31/2020	322042	
	1 41610000 6260			Ditch	ProTechSvc	200.00	
				Invoice Net		200.00	
						CHECK TOTAL	200.00
1934	RIVER BEND BUSINESS PR	00000		INV	12/31/2020	518787	
	1 01062000 6341			CenSvcs	CopierMain	109.93	
				Invoice Net		109.93	
1934	RIVER BEND BUSINESS PR	00000		INV	12/31/2020	518527	
	1 01062000 6341			CenSvcs	CopierMain	6.71	
				Invoice Net		6.71	
1934	RIVER BEND BUSINESS PR	00000		INV	12/31/2020	518788	
	1 01062000 6341			CenSvcs	CopierMain	150.35	
				Invoice Net		150.35	
						CHECK TOTAL	266.99
3966	RONCO ENGINEERING SALE	00000		INV	12/31/2020	3230959	
	1 13340000 6564			HwyEqMt/Sh	MchVehPrts	1,984.80	
				Invoice Net		1,984.80	

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CASH ACCOUNT: 99000000 1001

Cash

CHECK RUN: C200119 01/19/2021

DUE DATE: 01/13/2021

VENDOR	G/L ACCOUNTS	R	PO	TYPE	DUE DATE	INVOICE/AMOUNT	CHECK
						CHECK TOTAL	1,984.80
138	RUSSELL GUSE	00000		INV	12/31/2020	1/10/21 STMNT 1	
	1 41610000 6334			Ditch	Mileage	146.07	
	2 41610000 6105			Ditch	S&WRgPT	720.00	
				Invoice Net		866.07	
138	RUSSELL GUSE	00000		INV	12/31/2020	1/10/21 STMNT 2	
	1 41610000 6334			Ditch	Mileage	32.20	
	2 41610000 6105			Ditch	S&WRgPT	135.00	
				Invoice Net		167.20	
				CHECK TOTAL		1,033.27	
1905	SAND CREEK EAP LLC	00000		INV	12/31/2020	SDC17332-IN	
	1 01451451 6803			PHNrsg	MiscExp	837.50	
				Invoice Net		837.50	
				CHECK TOTAL		837.50	
242	SEACHANGE PRINTING & M	00000		INV	12/31/2020	519140	
	1 01063000 6401			Electns	OffcSuppls	90.76	
				Invoice Net		90.76	
				CHECK TOTAL		90.76	
466	SMITHS MILL IMPLEMENT	00000		INV	12/31/2020	72320	
	1 13340000 6564			HwyEqMt/Sh	MchVehPrts	57.97	
				Invoice Net		57.97	
				CHECK TOTAL		57.97	
4631	SPORTSMAN STOP	00000		INV	12/31/2020	12/29/20 79	
	1 01521000 6566			CoParks	Gas	6.59	
				Invoice Net		6.59	
				CHECK TOTAL		6.59	
972	STATE OF MN BUREAU OF	00000		INV	12/31/2020	638946	
	1 01252000 6260			CrtSvcs	ProTechSvc	120.00	
				Invoice Net		120.00	
				CHECK TOTAL		120.00	
2241	STEELE CO DETENTION CE	00000		INV	12/31/2020	12/20 STMNT	
	1 01201217 6258			ShrfBrdPrs	OtCoInmts	115.00	
				Invoice Net		115.00	
				CHECK TOTAL		115.00	
1324	STREAMLINE COMMUNICATI	00000		INV	12/31/2020	1155	
	1 01061061 6260			ITTechnlgy	ProTechSvc	480.00	
				Invoice Net		480.00	
				CHECK TOTAL		480.00	

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| DETAIL INVOICE LIST

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CASH ACCOUNT: 99000000 1001

Cash

CHECK RUN: C200119 01/19/2021

DUE DATE: 01/13/2021

VENDOR	G/L ACCOUNTS	R	PO	TYPE	DUE DATE	INVOICE/AMOUNT	CHECK
4767 THOMPSON SANITATION		00000		INV	12/31/2020	21464 12/31/20	
1	19391000 6254			TransStatn	RefRmvl	9,290.52	
2	19391000 6254			TransStatn	RefRmvl	10,200.00	
3	19393000 6229			Recycling	Trucking	539.00	
				Invoice Net		20,029.52	
				CHECK TOTAL		20,029.52	
2934 ULINE		00000		INV	12/31/2020	128304180	
1	19391000 6410			TransStatn	CstBldgSpp	659.05	
2	19393000 6410			Recycling	CstBldgSpp	303.06	
				Invoice Net		962.11	
2934 ULINE		00000		INV	12/31/2020	128280911	
1	13340000 6590			HwyEqMt/Sh	TlsShpMat	483.11	
				Invoice Net		483.11	
				CHECK TOTAL		1,445.22	
4746 VOIANCE LANGUAGE SERVI		00000		INV	12/31/2020	1229725	
1	01201217 6803			ShrfBrdPrs	MiscExp	9.20	
				Invoice Net		9.20	
				CHECK TOTAL		9.20	
2703 WASECA CO AUDITOR-TREA		00000		INV	12/31/2020	12/31/20 STMT	
1	25252103 6334			DrgCrtDWI	Mileage	338.10	
2	25252000 6334			CrtSvcs	Mileage	166.75	
				Invoice Net		504.85	
				CHECK TOTAL		504.85	
4541 WASECA HARDWARE LLC		00000		INV	12/31/2020	900551 12/20	
1	01111000 6410			CHBldgMtc	CstBldgSpp	37.24	
2	01112000 6410			LEBldgMtc	CstBldgSpp	11.58	
3	01115000 6410			EABldMtc	CstBldgSpp	51.97	
4	01521000 6310			CoParks	EqRepMtc	24.60	
5	01201229 6478			OffSupShrf	DepSppl	29.97	
				Invoice Net		155.36	
				CHECK TOTAL		155.36	
4541 WASECA HARDWARE LLC		00000		INV	12/31/2020	900562 12/31/20	
1	13330000 6503			HwyMntnc	TrffcSgns	6.59	
2	13340000 6564			HwyEqMt/Sh	MchVehPrts	413.80	
				Invoice Net		420.39	
				CHECK TOTAL		420.39	
2312 WEST GROUP PAYMENT CTR		00000		INV	12/31/2020	843589426	
1	01091000 6453			Attrny	InfoLibChg	412.25	
				Invoice Net		412.25	
				CHECK TOTAL		412.25	

108 INVOICES	CHECK RUN TOTAL	68,995.93	68,995.93
	CASH ACCOUNT BALANCE		9,806,085.18

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| Waseca, MN
| CHECK RUN SUMMARY

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CHECK RUN: C200119 01/19/2021

DUE DATE: 01/13/2021

FUND	ORG	ACCOUNT	AMOUNT	AVLB	BUDGET	
01	01002000	County Commissione	01-002-010-000-0000-0000-6334-	Mileage	34.50	2,913.30
01	01014000	Court Admin Waseca	01-014-010-000-0000-0000-6261-	Court Appointed Attorn	720.00	5,999.60
01	01041000	Auditor-Treasurer	01-041-010-000-0000-0000-6401-	Office Supplies	46.34	3,573.14
01	01061061	IT Technology	01-061-010-061-0000-0000-6201-	Cell/Telephone	50.00	91.58
01	01061061	IT Technology	01-061-010-061-0000-0000-6260-	Prof & Tech Services	480.00	-5,359.97
01	01061061	IT Technology	01-061-010-061-0000-0000-6262-	Software Support	1,199.00	42,162.43
01	01061061	IT Technology	01-061-010-061-0000-0000-6310-	Equipment Repairs/Main	1,788.00	-1,266.00
01	01061061	IT Technology	01-061-010-061-0000-0000-6401-	Office Supplies	158.08	-3,589.29
01	01061061	IT Technology	01-061-010-061-0000-0000-6480-	Non-Capitalized Invent	166.47	-10,207.87
01	01062000	Central Services	01-062-010-000-0000-0000-6341-	Copier Maintenance	456.42	-10,230.54
01	01063000	Elections	01-063-010-000-0000-0000-6401-	Office Supplies	90.76	-12,020.69
01	01091000	Attorney	01-091-010-000-0000-0000-6453-	Information/Library Ch	412.25	2,062.47
01	01107000	Planning and Zonin	01-107-010-000-0000-0000-6241-	Conference/Trainig/Reg	150.00	3,562.76
01	01107000	Planning and Zonin	01-107-010-000-0000-0000-6401-	Office Supplies	19.85	439.19
01	01111000	Courthouse Buildin	01-111-010-000-0000-0000-6340-	Rentals & Service Agre	220.00	138.20
01	01111000	Courthouse Buildin	01-111-010-000-0000-0000-6410-	Custodial & Building S	67.24	-163.75
01	01112000	Law Enforcement Bu	01-112-020-000-0000-0000-6340-	Rentals & Service Agre	220.00	99.55
01	01112000	Law Enforcement Bu	01-112-020-000-0000-0000-6410-	Custodial/Building Sup	11.58	-811.04
01	01113000	Storage Building M	01-113-020-000-0000-0000-6310-	Equipment Repairs/Main	275.84	1,724.16
01	01115000	East Annex Buildin	01-115-010-000-0000-0000-6410-	Custodial/Building Sup	51.97	-1,132.65
01	01117000	Hman Svcs/Pub Hlth	01-117-050-000-0000-0000-6310-	Equipment Repairs/Main	276.87	119.15
01	01119000	Fleet	01-119-010-000-0000-0000-6561-	Oil & Grease	70.02	132.68
01	01119000	Fleet	01-119-010-000-0000-0000-6563-	Tires Tubes & Batterie	115.95	798.10
01	01119000	Fleet	01-119-010-000-0000-0000-6564-	Vehicle Parts	8.09	885.84
01	01201201	General Sheriff	01-201-020-201-0000-0000-6260-	Prof & Tech Services	844.00	37,175.58
01	01201217	Sheriff Board of P	01-201-020-217-0000-0000-6258-	Out Of County Inmates	115.00	41,679.38
01	01201217	Sheriff Board of P	01-201-020-217-0000-0000-6268-	Medical Costs	452.02	7,531.19
01	01201217	Sheriff Board of P	01-201-020-217-0000-0000-6803-	Miscellaneous Expense	9.20	7,542.00
01	01201223	Sheriff Eqpmnt Rep	01-201-020-223-0000-0000-6310-	Squad Repairs/Maintena	1,739.38	3,652.63
01	01201223	Sheriff Eqpmnt Rep	01-201-020-223-0000-0000-6471-	Tires	48.00	-4,284.04
01	01201229	Office Supplies, S	01-201-020-229-0000-0000-6475-	Administrative Office	62.81	7,324.69
01	01201229	Office Supplies, S	01-201-020-229-0000-0000-6478-	Deputies Supplies	4,049.97	2,178.26
01	01252000	Court Services	01-252-020-000-0000-0000-6260-	Prof & Tech Services	220.00	3,785.40
01	01252000	Court Services	01-252-020-000-0000-0000-6401-	Office Supplies	22.76	1,273.77
01	01254000	Electronic Monitor	01-254-020-000-0000-0000-6264-	Electronic Monitoring	311.00	6,439.00
01	01451451	Public Health Nurs	01-451-050-451-0000-0000-6401-	Office Supplies	77.84	-5,234.68
01	01451451	Public Health Nurs	01-451-050-451-0000-0000-6803-	Miscellaneous Expense	3,488.55	387.79
01	01451454	LeSueur Co Comm Hl	01-451-050-454-0000-0000-6882-	Lesueur Co Phn - Other	167.75	-34,673.64
01	01521000	County Parks	01-521-070-000-0000-0000-6310-	Equipment Repairs/Main	24.60	-1,129.15
01	01521000	County Parks	01-521-070-000-0000-0000-6566-	Gas	6.59	574.58
				FUND TOTAL	18,728.70	
CASH	ACCOUNT 99000000 1001	BALANCE	9,806,085.18			
13	13310000	Highway Administra	13-310-030-000-0000-0000-6401-	Office Supplies	58.03	542.41
13	13330000	Highway Maintenanc	13-330-030-000-0000-0000-6503-	Traffic Signs	6.59	-3,492.51
13	13340000	Hwy Equipment Main	13-340-030-000-0000-0000-6201-	Cell/Telephone	179.89	-1,124.98
13	13340000	Hwy Equipment Main	13-340-030-000-0000-0000-6252-	Water & Sewer	55.00	-1,251.04

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| Waseca, MN
| CHECK RUN SUMMARY

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CHECK RUN: C200119 01/19/2021

DUE DATE: 01/13/2021

FUND ORG	ACCOUNT				AMOUNT	AVLB BUDGET		
13	13340000	Hwy	Equipment	Main	13-340-030-000-0000-0000-6260-	Prof & Tech Services	1,576.03	-5,544.96
13	13340000	Hwy	Equipment	Main	13-340-030-000-0000-0000-6410-	Custodial/Building Sup	41.00	-966.47
13	13340000	Hwy	Equipment	Main	13-340-030-000-0000-0000-6562-	Other Auto Supplies	1,045.54	19,342.21
13	13340000	Hwy	Equipment	Main	13-340-030-000-0000-0000-6564-	Machinery/Vehicle Part	9,378.83	-68.68
13	13340000	Hwy	Equipment	Main	13-340-030-000-0000-0000-6589-	Cutting Edges - Snow E	3,367.17	-9,526.84
13	13340000	Hwy	Equipment	Main	13-340-030-000-0000-0000-6590-	Tools & Shop Materials	873.31	-4,571.42
FUND TOTAL							16,581.39	
CASH	ACCOUNT	99000000	1001	BALANCE	9,806,085.18			
19	19391000	Transfer	Station		19-391-040-000-0000-0000-6254-	Refuse Removal	19,490.52	-165,415.36
19	19391000	Transfer	Station		19-391-040-000-0000-0000-6410-	Custodial/Building Sup	659.05	-1,837.94
19	19393000	Recycling			19-393-040-000-0000-0000-6229-	Trucking	539.00	-4,785.05
19	19393000	Recycling			19-393-040-000-0000-0000-6260-	Prof & Tech Services	6,325.81	9,158.96
19	19393000	Recycling			19-393-040-000-0000-0000-6410-	Custodial/Building Sup	303.06	-729.97
FUND TOTAL							27,317.44	
CASH	ACCOUNT	99000000	1001	BALANCE	9,806,085.18			
25	25067000	CARES			25-067-000-000-0000-0000-6260-	Professional & Technic	375.00	.00
25	25207000	E911			25-207-020-000-0000-0000-6340-	Rentals & Service Agre	64.21	-10,406.05
25	25207000	E911			25-207-020-000-0000-0000-6481-	Notify Emgncy Svcs Equ	116.00	-42,619.64
25	25252000	Court Services			25-252-020-000-0000-0000-6213-	Drug Testing Services	75.75	7,936.36
25	25252000	Court Services			25-252-020-000-0000-0000-6334-	Mileage	166.75	915.55
25	25252101	Drug Court	Federal		25-252-020-101-0000-0000-6260-	Prof & Tech Services	3,981.84	-24,052.04
25	25252103	Drug Court	DWI Tra		25-252-020-103-0000-0000-6334-	Mileage	355.58	959.60
FUND TOTAL							5,135.13	
CASH	ACCOUNT	99000000	1001	BALANCE	9,806,085.18			
41	41610000	Ditch			41-610-090-000-0000-0000-6105-	Salaries & Wages Reg P	855.00	-8,665.00
41	41610000	Ditch			41-610-090-000-0000-0000-6260-	Prof & Tech Services	200.00	-61,387.50
41	41610000	Ditch			41-610-090-000-0000-0000-6334-	Mileage	178.27	-2,368.60
FUND TOTAL							1,233.27	
CASH	ACCOUNT	99000000	1001	BALANCE	9,806,085.18			
CHECK RUN SUMMARY TOTAL							68,995.93	
GRAND TOTAL							76,209.74	

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

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Waseca, MN
Vendor Warrant List Report

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DATE: 01/19/2021 CHECK RUN: C011921 AMOUNT: \$ 76,765.94

APPROVED BY: _____

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 5264aschauer | DETAIL INVOICE LIST

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CASH ACCOUNT: 99000000 1001

Cash

CHECK RUN: C011921 01/19/2021 DUE DATE: 01/13/2021

VENDOR	G/L ACCOUNTS	R	PO	TYPE	DUE DATE	INVOICE/AMOUNT	CHECK
4035 ADVANCED CORRECTIONAL		00000		EFT	01/13/2021	103119	
1 01201217 6268		ShrfBrdPrs		Medical		3,470.77	
		Invoice Net				3,470.77	
				CHECK TOTAL		3,470.77	
166 C&D OIL SERVICES OF WA		00000		INV	01/13/2021	10111/48909	
1 19392000 6340		SpecWM		RntSvcAgrt		100.00	
		Invoice Net				100.00	
				CHECK TOTAL		100.00	
7775 CONSOLIDATED COMMUNICA		00000		EFT	01/13/2021	507-150-0054/0 12/22	
1 01451451 6201		PHNrsng		CelTelPhn		214.75	
		Invoice Net				214.75	
7775 CONSOLIDATED COMMUNICA		00000		EFT	01/13/2021	507-833-2015/0 12/22	
1 01281000 6201		EmrgyMgmt		CelTelPhn		121.05	
		Invoice Net				121.05	
7775 CONSOLIDATED COMMUNICA		00000		EFT	01/13/2021	507-150-0764/0 12/22	
1 01002000 6201		Commssnrs		CelTelPhn		18.55	
3 01031000 6201		CoAdmn		CelTelPhn		18.55	
4 01041000 6201		Aud-Treas		CelTelPhn		65.56	
5 01042000 6201		LicBureau		CelTelPhn		42.06	
6 01061061 6201		ITTechnlgy		CelTelPhn		65.56	
7 01062000 6201		CenSvcs		CelTelPhn		383.45	
8 01091000 6201		Attrny		CelTelPhn		29.69	
9 01101000 6201		Rcdr		CelTelPhn		48.24	
10 01103000 6201		Assr		CelTelPhn		35.87	
11 01107000 6201		P&Z		CelTelPhn		29.69	
12 01111000 6201		CHBldgMtc		CelTelPhn		6.18	
13 01121000 6201		Vets Svcs		CelTelPhn		29.69	
14 01201211 6201		ShrfPhn		CelTelPhn		157.09	
15 01252000 6201		CrtSvcs		CelTelPhn		54.43	
16 01281000 6201		EmrgyMgmt		CelTelPhn		65.56	
17 01451451 6201		PHNrsng		CelTelPhn		60.61	
18 01451453 6201		CmEnvrHlth		CelTelPhn		18.55	
19 01602000 6201		Extsn		CelTelPhn		54.43	
20 13310000 6201		HwyAdmin		CelTelPhn		29.69	
21 19391000 6201		TransStatn		CelTelPhn		23.49	
22 01062000 6201		CenSvcs		CelTelPhn		33.60	
		Invoice Net				1,270.54	
				CHECK TOTAL		1,606.34	
2623 DWIGHT E THOMPSON		00000		INV	01/13/2021	1/5/21 STMNT	
1 13340000 6564		HwyEqMt/Sh		MchVehPrts		535.00	
		Invoice Net				535.00	
				CHECK TOTAL		535.00	
4603 FLEET PRIDE		00000		INV	01/13/2021	66223220	

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CASH ACCOUNT: 99000000 1001

Cash

CHECK RUN: C011921 01/19/2021

DUE DATE: 01/13/2021

VENDOR	G/L ACCOUNTS	R	PO	TYPE	DUE DATE	INVOICE/AMOUNT	CHECK
	1 13340000 6564			HwyEqMt/Sh Invoice Net	MchVehPrts	444.32 444.32	
						CHECK TOTAL	444.32
4330	GBERBA (GREATER BLUE E	00000		INV	01/13/2021	123120	
	1 01107000 6279			P&Z Invoice Net	GBERBA	4,973.00 4,973.00	
						CHECK TOTAL	4,973.00
3408	JANESVILLE TILE SUPPLY	00000		INV	01/13/2021	12817	
	1 41610000 6260			Ditch Invoice Net	ProTechSvc	293.20 293.20	
						CHECK TOTAL	293.20
727	LAMPERT YARDS INC	00000		INV	01/13/2021	3404925	
	1 01521000 6611			CoParks Invoice Net	BldgImp	29.72 29.72	
						CHECK TOTAL	29.72
474	MACPZA (MN ASSOC OF CO	00000		INV	01/13/2021	2021 DUES	
	1 01107000 6241			P&Z Invoice Net	CnfTrngRgD	250.00 250.00	
						CHECK TOTAL	250.00
8526	MAVERICK DRONE SYSTEMS	00000		EFT	01/13/2021	7913	
	1 01201229 6478			OffSupShrf Invoice Net	DepSppl	15.00 15.00	
						CHECK TOTAL	15.00
2	MEI TOTAL ELEVATOR SOL	00000		EFT	01/13/2021	887851	
	1 01111000 6340			CHBldgMtc Invoice Net	RntSvcAgrt	130.46 130.46	
	2 01112000 6340			LEBldgMtc Invoice Net	RntSvcAgrt	130.46 130.48	
	3 01117000 6340			HSPHBldgMt Invoice Net	RntSvcAgrt	130.48 391.40	
						CHECK TOTAL	391.40
689	MN DEPUTY REGISTRARS A	00000		INV	01/13/2021	2021 DUES	
	1 01042000 6241			LicBureau Invoice Net	CnfTrngRgD	330.00 330.00	
						CHECK TOTAL	330.00
169	MN SHERIFFS ASSOC	00000		INV	01/13/2021	21-0081	
	1 01201201 6260			GenSheriff Invoice Net	ProTechSvc	2,809.06 2,809.06	
169	MN SHERIFFS ASSOC	00000		INV	01/13/2021	21-0168	
	1 01201229 6475			OffSupShrf Invoice Net	AdmnOffSpl	2,989.42 2,989.42	

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Waseca, MN
| DETAIL INVOICE LIST

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CASH ACCOUNT: 99000000 1001

Cash

CHECK RUN: C011921 01/19/2021

DUE DATE: 01/13/2021

VENDOR	G/L ACCOUNTS	R	PO	TYPE	DUE DATE	INVOICE/AMOUNT	CHECK
169 MN SHERIFFS ASSOC	1 01201214 6339	00000		INV	01/13/2021	21-0255	
		ShrfTrng		RegCsts		1,029.00	
		Invoice Net				1,029.00	
169 MN SHERIFFS ASSOC	1 01201214 6339	00000		INV	01/13/2021	224750	
		ShrfTrng		RegCsts		620.00	
		Invoice Net				620.00	
				CHECK TOTAL		7,447.48	
4376 ONSOLVE INTERMEDIATE H	1 25207000 6480	00000		INV	01/13/2021	INV54661833902	
		E911		NonCapInv		14,050.00	
		Invoice Net				14,050.00	
				CHECK TOTAL		14,050.00	
4574 RINKE-NOONAN ATTORNEYS	1 41610000 6260	00000		INV	01/13/2021	322043	
		Ditch		ProTechSvc		630.00	
		Invoice Net				630.00	
4574 RINKE-NOONAN ATTORNEYS	1 41610000 6260	00000		INV	01/13/2021	322044	
		Ditch		ProTechSvc		75.00	
		Invoice Net				75.00	
				CHECK TOTAL		705.00	
4336 RTVISION INC	1 01061061 6262	00000		INV	01/13/2021	2021-101305	
		ITTechnlgy		SftwrSpprt		2,407.00	
		Invoice Net				2,407.00	
				CHECK TOTAL		2,407.00	
600 SEMREX	1 19393000 6241	00000		INV	01/13/2021	1/11/21 STMNT	
		Recycling		CnfTrngRgD		1,533.00	
		Invoice Net				1,533.00	
				CHECK TOTAL		1,533.00	
4589 SOUTH CENTRAL DRUG INV	1 01201201 6331	00000		INV	01/13/2021	1/12/21 STMNT	
		GenSheriff		TxMeals		11,500.00	
		Invoice Net				11,500.00	
				CHECK TOTAL		11,500.00	
972 STATE OF MN BUREAU OF	1 25259000 6803	00000		INV	01/13/2021	81-00067	
		PermtCrry		PermtCarry		1,215.00	
		Invoice Net				1,215.00	
				CHECK TOTAL		1,215.00	
6711 TRIMIN SYSTEMS INC	1 01101000 6340	00000		INV	01/13/2021	050686	
		Rcdr		RntSvcAgrt		25,385.00	
		Invoice Net				25,385.00	
				CHECK TOTAL		25,385.00	
2312 WEST GROUP PAYMENT CTR		00000		INV	01/13/2021	843676285	

$$\begin{array}{r} 70,705.94 \\ - 9,806,085.18 \\ \hline \end{array}$$

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| Waseca, MN
| CHECK RUN SUMMARY

| P 6
| apwarnt

CHECK RUN: C011921 01/19/2021

DUE DATE: 01/13/2021

FUND	ORG	ACCOUNT	AMOUNT	AVLB	BUDGET	
01	01002000	County Commissione	01-002-010-000-0000-0000-6201-	Cell/Telephone	18.55	-149.27
01	01031000	County Administrat	01-031-010-000-0000-0000-6201-	Cell/Telephone	18.55	-510.90
01	01041000	Auditor-Treasurer	01-041-010-000-0000-0000-6201-	Cell/Telephone	65.56	-18.16
01	01042000	License Bureau	01-042-010-000-0000-0000-6201-	Cell/Telephone	42.06	139.31
01	01042000	License Bureau	01-042-010-000-0000-0000-6241-	Conference/Trainig/Reg	330.00	716.75
01	01061061	IT Technology	01-061-010-061-0000-0000-6201-	Cell/Telephone	65.56	91.58
01	01061061	IT Technology	01-061-010-061-0000-0000-6262-	Software Support	2,407.00	42,162.43
01	01062000	Central Services	01-062-010-000-0000-0000-6201-	Cell/Telephone	417.05	-337.26
01	01091000	Attorney	01-091-010-000-0000-0000-6201-	Cell/Telephone	29.69	29.80
01	01091000	Attorney	01-091-010-000-0000-0000-6453-	Information/Library Ch	84.71	2,062.47
01	01101000	Recorder	01-101-010-000-0000-0000-6201-	Cell/Telephone	48.24	51.55
01	01101000	Recorder	01-101-010-000-0000-0000-6340-	Rentals & Service Agre	25,385.00	824.00
01	01103000	Assessor	01-103-010-000-0000-0000-6201-	Cell/Telephone	35.87	1,607.06
01	01107000	Planning and Zonin	01-107-010-000-0000-0000-6201-	Cell/Telephone	29.69	374.80
01	01107000	Planning and Zonin	01-107-010-000-0000-0000-6241-	Conference/Trainig/Reg	250.00	3,562.76
01	01107000	Planning and Zonin	01-107-010-000-0000-0000-6279-	Gberba	4,973.00	.00
01	01111000	Courthouse Buildin	01-111-010-000-0000-0000-6201-	Cell/Telephone	6.18	-112.51
01	01111000	Courthouse Buildin	01-111-010-000-0000-0000-6340-	Rentals & Service Agre	130.46	138.20
01	01112000	Law Enforcement Bu	01-112-020-000-0000-0000-6340-	Rentals & Service Agre	130.46	99.55
01	01117000	Hman Svcs/Pub Hlth	01-117-050-000-0000-0000-6340-	Rentals & Service Agre	130.48	1,229.88
01	01121000	Veterans Services	01-121-010-000-0000-0000-6201-	Cell/Telephone	29.69	268.24
01	01201201	General Sheriff	01-201-020-201-0000-0000-6260-	Prof & Tech Services	2,809.06	37,175.58
01	01201201	General Sheriff	01-201-020-201-0000-0000-6331-	Taxable Meals	11,500.00	.00
01	01201211	Sheriff Telephone	01-201-020-211-0000-0000-6201-	Cell/Telephone	157.09	79.16
01	01201214	Sheriff Training	01-201-020-214-0000-0000-6339-	Registration Costs	1,649.00	14,016.45
01	01201217	Sheriff Board of P	01-201-020-217-0000-0000-6268-	Medical Costs	3,470.77	7,531.19
01	01201229	Office Supplies, S	01-201-020-229-0000-0000-6475-	Administrative Office	2,989.42	7,324.69
01	01201229	Office Supplies, S	01-201-020-229-0000-0000-6478-	Deputies Supplies	15.00	2,178.26
01	01252000	Court Services	01-252-020-000-0000-0000-6201-	Cell/Telephone	54.43	833.32
01	01281000	Emergency Manageme	01-281-020-000-0000-0000-6201-	Cell/Telephone	186.61	529.30
01	01451451	Public Health Nurs	01-451-050-451-0000-0000-6201-	Cell/Telephone	275.36	-3,622.69
01	01451453	Comm Envirnmntal H	01-451-050-453-0000-0000-6201-	Cell/Telephone	18.55	139.09
01	01521000	County Parks	01-521-070-000-0000-0000-6611-	Building Improvements	29.72	7,702.85
01	01602000	Extension	01-602-090-000-0000-0000-6201-	Cell/Telephone	54.43	103.82
				FUND TOTAL	57,837.24	
CASH	ACCOUNT 99000000 1001	BALANCE	9,806,085.18			
13	13310000	Highway Administra	13-310-030-000-0000-0000-6201-	Cell/Telephone	29.69	572.47
13	13340000	Hwy Equipment Main	13-340-030-000-0000-0000-6564-	Machinery/Vehicle Part	979.32	-68.68
				FUND TOTAL	1,009.01	
CASH	ACCOUNT 99000000 1001	BALANCE	9,806,085.18			
19	19391000	Transfer Station	19-391-040-000-0000-0000-6201-	Cell/Telephone	23.49	-120.00
19	19392000	Special Waste Mana	19-392-040-000-0000-0000-6340-	Rentals & Service Agre	100.00	-50.00
19	19393000	Recycling	19-393-040-000-0000-0000-6241-	Conference/Trainig/Reg	1,533.00	-533.00

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| Waseca, MN
 | CHECK RUN SUMMARY

| P 7
 | apwarnt

CHECK RUN: C011921 01/19/2021

DUE DATE: 01/13/2021

FUND ORG	ACCOUNT	AMOUNT	AVLB BUDGET
CASH ACCOUNT 99000000 1001	BALANCE 9,806,085.18	FUND TOTAL 1,656.49	
25 25207000 E911	25-207-020-000-0000-0000-6480-	Non-Capitalized Invent 14,050.00	37,674.00
25 25259000 Permit To Carry	25-259-020-000-0000-0000-6803-	Permit To Carry Fees 1,215.00	-4,000.00
		FUND TOTAL 15,265.00	
CASH ACCOUNT 99000000 1001	BALANCE 9,806,085.18		
41 41610000 Ditch	41-610-090-000-0000-0000-6260-	Prof & Tech Services 998.20	-61,387.50
		FUND TOTAL 998.20	
CASH ACCOUNT 99000000 1001	BALANCE 9,806,085.18		
		CHECK RUN SUMMARY TOTAL	76,765.94
		GRAND TOTAL	76,765.94

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



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

Insert Purpose/Action requested here.

Meeting Date: January 19, 2021
Item Type: ☒ Consent ☐ Action
Department: Recorder's Office
Contact: Linda Karst
Contact Phone: 835-0671
Prepared by: Linda Karst

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

PURPOSE/ACTION REQUESTED

This Compliance Report indicates the Recorder's Office is in compliance with recording/returning documents.

SUMMARY

RECOMMENDATION

EXPLANATION OF FISCAL/FTE IMPACTS

Supporting Documents:

Attachment A:

Attachment B:

Previous Board Action(s):

Resolution #

RESOLUTION

WHEREAS, Minn. Stats. 282.241 and 282.261 require a person repurchasing a tax-forfeited parcel pay at least one-tenth of the purchase price and shall pay the balance in nine equal installments; and

WHEREAS, Minn. Stat. 282.261, subd. 3, provides that a county board may annually resolve to require that for non-homesteaded property, the minimum down payment must be twenty percent of the purchase price with the balance paid in four equal annual installments.

NOW, THEREFORE, BE IT RESOLVED, that the Waseca County Board of Commissioners hereby resolves that the five year installment repurchase plan, authorized in Minn. Stat. 282.261, subd. 3, shall apply to all non-homestead, tax-forfeited property in Waseca County for one year beginning the first business day of 2020.

IF YOU DO NOT WANT A RESOLUTION, WRITE RESOLUTION NOT NEEDED. Administration will delete prior to posting.

Waseca County Board of Commissioners

By: _____, Board Chair

ATTEST:

Tamara J. Spooner
Waseca County Auditor-Treasurer

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
Compliance Report
From 1/1/20 to 12/31/20
Days Compliant 10**

Total Number of Documents	4,343
Total Number of Compliant documents	4,182
Percent Compliant	96.29 %

Waseca County Crop Damage Rate for 2021

It is the policy of Waseca County to set a rate of pay for crop damages that may occur due to repair, improvement, or construction projects. This is done at the beginning of the year for the entire year.

The yield is determined by using a three year average yield for Waseca County from data received from the USDA. (National Agricultural Statistics Services)

The sale price is determined by using an average sale price for “new crop” corn and beans from three local elevators on January 3, 2021.

Corn damage rate 198.7 bushels @ \$3.83 = \$761 per acre

Bean damage rate 56.1 bushels @ \$10.57 = \$593 per acre

Drainage Ditch Viewers:

Mark Behrends

Robert M. Hansen

Kendall Langseth

Tammy Spooner

Date

Waseca County Auditor / Treasurer



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

Transfer Travel Pay Money

Meeting Date: January 19, 2021
Item Type: ☒ Consent ☐ Action
Department: Veteran Services
Contact: Christopher Hinton
Contact Phone: 507-835-0680
Prepared by: Christopher Hinton

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

PURPOSE/ACTION REQUESTED

Transfer travel pay money to assigned account to purchase new mobility van.

SUMMARY

Transferring travel pay money.

RECOMMENDATION

Waseca County Veterans Director recommends that the Waseca County Board of Commissioner Transfers money received via travel pay, and deposited in acct 01.121.5860 from veterans to the assigned fund 01.2824 in order to save for purchase of a new van.

EXPLANATION OF FISCAL/FTE IMPACTS

None

Supporting Documents:

Attachment A:
Attachment B:

Previous Board Action(s):

Resolution #

RESOLUTION #

Waseca County Board of Commissioners

By: _____, Board Chair

ATTEST:

Tamara J. Spooner
Waseca County Auditor-Treasurer

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

ACCOUNT TRANSFER REQUEST

Transfer From Accounts:

01.121.000.6905

\$2,790.00

\$

\$

To Accounts:

01.2824

\$2,790.00

\$

\$

Attach copy of agenda request if transfer has been board approved.

****Keep in mind, if you are using a 6905 code, you must use a 5910 code and vice versa.**

Signature

Date



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

Approval of Cole Papers Invoices

Meeting Date: January 14, 2021
Item Type: ☒ Consent ☐ Action
Department: Administration
Contact: Michael Johnson
Contact Phone: 507-835-0631
Prepared by: Beth Weimert

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

PURPOSE/ACTION REQUESTED

Request approval of Cole Papers invoice #9907204 and invoice #9910208.

SUMMARY

RECOMMENDATION

Waseca County staff recommends that the Waseca County Board of Commissioners approve Cole's Paper invoice #9907204 and invoice #9910208.

EXPLANATION OF FISCAL/FTE IMPACTS

2020 Budget.

Supporting Documents:

Attachment A:

Attachment B:

Previous Board Action(s):

Resolution #

RESOLUTION #

Waseca County Board of Commissioners

By: _____, Board Chair

ATTEST:

Tamara J. Spooner
Waseca County Auditor-Treasurer

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**

**Boerigter Touch of Country Class;
Request for an Extension of Deadline to
Complete Required Code Improvements**

Meeting Date:	January 19, 2021	Fiscal/FTE Impact:
Item Type:	☐ Consent ☒ Action	☒ None
Department:	Planning and Zoning Department	☐ Current budget
Contact:	Mark Leiferman, Planning and Zoning Administrator	☐ New FTE(s) Requested
Contact Phone:	(507) 835-0651	☐ Other
Prepared by:	Mark Leiferman	☐ Amendment Requested

PURPOSE/ACTION REQUESTED

Consider Extension of deadline to complete required code improvements.

SUMMARY

Waseca County sent a letter to Deloris Boerigter and advised the Cease and Desist Order is still in effect on her property regarding her wedding barn/event center. Staff asked her to provide documentation that she is making progress on the project and that if she cannot the County would be forced to cancel her Conditional Use permit. The letter gave her until February 1, 2021 to provide the documentation.

Deloris Boerigter called staff on January 13, 2021 and indicated she has a contractor at her facility installing/reinstalling doors to meet exit requirements. Staff explained the critical factor in allowing wedding to continue was to complete the plans to show the building meets Minnesota State Building Code Requirements and then to complete the improvements outlined in the plans. Staff provided Deloris the name of the architect used by two other County Agri-tourism to meet state code requirements. She indicated she would contact the architect. Staff provided the plans in our files to the architect. Staff suggested Ms. Boerigter provide a formal request to extend the deadline to the Planning and Zoning Department. She said she would do so. Staff will provide the letter upon receipt by staff.

Since her facility does not operate during the winter months, staff does not feel the extension of the deadline will put the public at risk. Ms. Boerigter indicated she has never booked a wedding before May in the past.

RECOMMENDATION

Staff recommends extending the timeframe for compliance for 60 days (April 1, 2021) and consider further extensions if progress is made on compliance with the requirements and provided the factors prohibiting large gatherings stay in place.

EXPLANATION OF FISCAL/FTE IMPACTS

None

January 19, 2021

Administrator's Comments:

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

Reviewed By (if required):

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

County Administrator

ATTACHMENT A

Extension Request Letter

02.016.0310
RECEIVED

JAN 13 2021

WASECA COUNTY
PLANNING & ZONING

To Whom It May Concern:

I am contacting you to let me know that I am working on my barn to get it up to code.

Waseca Place will be putting the proper doors and spit signs will be up.

Contacting RDS Architects about the other codes to see what I have to do.

Hoping that you can extend my time to work on this project. Nothing is plan in my barn all summer!

James Boengle



Human Resource Announcements

January 19, 2021

1. Recruiting Activities

- a. Initiating recruitment for Assistant County Engineer (1.0 FTE) (grade 12: \$33.04 – \$41.29) (Highway)
- b. In progress – Initiated recruitment for HR Technician (1.0 FTE) (grade 5: \$20.57 - \$25.57) (Human Resources)
- c. In progress – Initiated recruitment for Highway Shop Foreman (1.0 FTE) (grade 6: \$22.22 – 27.77) (Highway)

2. Conditional Offer of Employment

- a. Conditional offer of Employment Peyton Harguth, Public Health Nurse (1.0 FTE) with a starting salary of \$27.47 (grade 9: \$27.47 - \$34.34). (Public Health)