



WASECA COUNTY BOARD OF COMMISSIONERS

February 2, 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. CD #45

4. Approval of County Board Minutes

- a. Waseca County Board of Commissioner Work Session January 19, 2021
- b. Waseca County Board of Commissioner Meeting Minutes January 19, 2021
- c. Waseca County Board of Commissioner Emergency Meeting January 22, 2021
- d. Waseca County Board of Commissioner Work Session January 27, 2021

5. Consent Agenda

- a. Approval of Bills
- b. Transferring Money From 911 Fund
- c. Eaton Goat Ranch LLC Feedlot Site Inspection Team Report

6. MnCCC Tax CAMA - Tammy Spooner, Auditor/Treasurer

- a. Amendment No. 7

7. Property Tax and CAMA Systems – Tammy Spooner, Auditor/Treasurer

- a. Quote

8. County Engineer Services Contract - Michael Johnson, County Administrator

- a. Resolution 2021-5 Appointment of Interim Department Head to Fulfill County Engineer Services

9. Administration

- a. Administration Update
- b. Human Resources Announcements

10. Commissioner Reports

11. Other Business

Lunch – Mis Tres Flores

Upcoming Board Events

February 2 - February 16, 2021

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

County Board Meeting

Board Room, East Annex

February 2, 2021, 1:30 p.m.

LeSueur Waseca Community Health Board

February 4, 2021, 6-7 p.m.

Board of Adjustment Meeting

Board Room, East Annex

February 4, 2021, 7:30-9 p.m.

Planning Commission Meeting

Board Room, East Annex

February 11- 16th, All Day

NACO Legislative Conference

February 15, All Day

Waseca County Offices Closed in Observation of
President's Day

February 16, 2 p.m.

MN Prairie Finance Committee Meeting

Virtual Meeting

February 16, 3 p.m.

MN Prairie Joint Powers Board Meeting

Virtual Meeting

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

County Board Meeting

Board Room, East Annex

WASECA COUNTY BOARD OF COMMISSIONERS

WORK SESSION – JANUARY 19, 2021

The Waseca County Board of Commissioners met in a work session on Tuesday, January 19, 2021, in the public meeting room, 300 North State Street, Waseca, Minnesota. Members present were Chair DeAnne Malterer, Doug Christopherson; Brian Harguth; Blair Nelson and Brad Krause.

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

Chair Malterer called the Work Session to order at 8:09 a.m. Roll call was taken and the Pledge of Allegiance was recited.

Mark Leiferman, Planning & Zoning Administrator, provided information on Transfer of Development Rights. The current program was established in 2009.

Michael Johnson, Administrator, presented organizational structure information outlining roles and responsibilities.

The work session ended at 9:30 a.m.

DeAnne Malterer, Chairperson
Waseca County Board of Commissioners

ATTEST:

Tamara J. Spooner, Clerk
Waseca County Auditor/Treasurer

WASECA COUNTY BOARD OF COMMISSIONERS — JANUARY 19, 2021

The Waseca County Board of Commissioners met in regular session on Tuesday, January 19, 2021, in the boardroom, 300 North State Street, Waseca, Minnesota. Members present were Chair DeAnne Malterer, Doug Christopherson, Brian Harguth, Blair Nelson, and Brad Krause.

Others present were Michael Johnson, Administrator; Tammy Spooner, Auditor-Treasurer; Melissa Sexton, Human Resources Manager; Rachel Cornelius, County Attorney; and Brad Milbrath, Sheriff.

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

Harguth moved and Nelson seconded to approve the Agenda with the addition of an Request for Board Action for Non-Renewal of County Engineer Appointment and to pursue options for interim engineering services. Motion carried unanimously.

There was no public comment.

Russ Guse, Ditch Inspector, presented three bids for cleaning and re-sloping County Ditch #48. Guse recommends awarding the project to H & H Excavating, Inc., who was the low bidder. Christopherson moved and Krause seconded to approve the project with H & H Excavating in the amount of \$53,150.00. Motion carried unanimously.

Tammy Spooner, Auditor-Treasurer, presented the recommended 2021 Crop Damage Rates as calculated by our Ditch Viewers. Krause moved and Christopherson seconded to set the 2021 Crop Damage Rates as follows. Motion carried unanimously.

- Corn damage rate 197.7 bushels @ \$3.83 = \$761 per acre
- Bean damage rate 56.1 bushels @ \$10.57 = \$593 per acre

Russ Guse requested to reimburse Duane Swenson, for repairs he made to the county tile on his own in 2013. Mr. Swenson believed it was his responsibility, when it was in-fact a county tile on County Ditch #48. Christopherson moved to reimburse Duane Swenson in an amount not to exceed \$1,300.00. The motion died for lack of a second. Further discussion was held. Christopherson moved and Nelson seconded to approve payment to Mr. Swenson up to \$1,300.00 for reimbursement, upon receipt of the paid invoice. Motion carried 3-2 by the following roll call: Christopherson-aye; Harguth-nay; Nelson-aye; Krause-aye and Malterer-nay.

Harguth moved and Christopherson seconded to approve the Minutes from December 15, 2020 Commissioner Meeting; December 31, 2020 Check Run; and Minutes from January 5, 2021 Commissioner Meeting. Motion carried unanimously.

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

a. Approval of Bills

- b. Recorder's Compliance Report
- c. Veterans Services Transfer of \$2,790.00 from Fund 01.121.6905 to 01.2824 Assigned Fund
- d. Approval of Coles Paper Invoices in the amount of \$1,223.38 to be paid from 2020 Cares Fund

Michael Johnson, Administrator, presented correspondence from Deloris Boerigter, Touch of Country Class. Ms. Boerigter is requesting an extension to April 1, 2021 to comply with requirements of her Conditional Use Permit. Harguth moved and Nelson seconded to approve the extension with a request for a detailed report of progress. Motion carried unanimously.

Michael Johnson, Administrator, requested to approve final payment of \$239,132.15 to Blue Scope for the Solid Waste & Recycling Facility reconstruction project. Harguth moved and Krause seconded to approve the payment to Blue Scope in the amount of \$239,132.15. Motion carried unanimously.

Michael Johnson, Administrator, requested to set a bid opening for February 23, 2021 for Contract #81211 for bituminous materials for annual seal coating work. Nelson moved and Christopherson seconded to set the bid opening for February 23, 2021 at 1:00 p.m. Motion carried unanimously.

Michael Johnson, Administrator, requested to set a bid opening for February 23, 2021 Contract #81212 bituminous pavement work for the Snake Trail project (CSAH 22). Krause moved and Christopherson seconded to set the bid opening for February 23, 2021 at 1:00 p.m. Motion carried unanimously.

Michael Johnson, Administrator, requested adoption of Resolution 2021-4 for Non-Renewal of Appointment of County Engineer. Harguth moved and Nelson seconded to adopt Resolution 2021-4. Motion carried unanimously.

RESOLUTION # 2021-4

WHEREAS, Nathan Richman is the County Highway Engineer of Waseca County serving an appointed term of office expiring May 30, 2021; and

BE IT RESOLVED, by the Waseca County Board of Commissioners that Nathan Richman's current appointment as County Highway Engineer for Waseca County will not be renewed after it expires on May 30, 2021.

Christopherson moved and Krause seconded to provide notice by publication of non-renewal of County Engineer. Motion carried unanimously.

Michael Johnson provided an administrative update regarding solar gardens, facilities, vaccine status and various management activities.

Human Resources announcements were shared.

Commissioner Reports were shared.

Having no further county board business, Krause moved and Krause seconded the motion to adjourn the meeting. Motion carried unanimously and meeting adjourned at 11:06 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:

ADVANCED CORRECTIONAL HEALTHCARE INC	3,470.77
AMAZON CAPITAL SERVICES	1,840.89
ANCOM COMMUNICATIONS INC	116.00
APH STORES, INC.	405.42
AUTOMATED LOGIC CONTRACTING SERVICES INC	860.00
BAKER TILLY VIRCHOW KRAUSE LLP	375.00
BLAIR NELSON	34.50
BLUE EARTH CO	1,622.02
BOCKS SERVICE INC	352.00
BRITTON PLUMBING & HEATING LLC	552.71
BUDACH IMPLEMENT INC	15.81
C&D OIL SERVICES OF WASECA LLC	100.00
CDW GOVERNMENT INC	166.47
CHRISTENSEN TIRE & AUTO REPAIR	2,152.41
CIT INC	1,788.00
COLE PAPERS INC	30.00
COMMUNITY COMPLIANCE MONITORING	186.00
CONNORS PLUMBING & HTG INC	485.00
CONSOLIDATED COMMUNICATIONS OF MN CO	1,850.44
DEML FORD INC	1,684.89
DENNISON TECHNOLOGY GROUP	50.00
DRIESSEN WATER INC	55.00
DWIGHT E THOMPSON	535.00
EXPRESS CARE INC	185.97
FASTENAL CO	74.05
FIRST NATIONAL BANK OMAHA 7265	548.26

FIRST NATIONAL BANK 5529	82.64
FIRST NATIONAL BANK OMAHA 9296	1,334.15
FIRST NATIONAL BANK OMAHA 2173	490.00
FIRST NATIONAL BANK OMAHA 2905	252.00
FIRST NATIONAL BANK OMAHA 3150	845.66
FIRST NATIONAL BANK OMAHA 3979	225.00
FIRST NATIONAL BANK OMAHA 4404	395.00
FIRST NATIONAL BANK OMAHA 4986	374.74
FIRST NATIONAL BANK OMAHA 5348	145.72
FIRST NATIONAL BANK OMAHA 5640	309.45
FIRST NATIONAL BANK OMAHA 6742	17.55
FIRST NATIONAL BANK OMAHA 6755	27.93
FIRST NATIONAL BANK OMAHA 8006	53.11
FIRST NATIONAL BANK OMAHA 8263	1,204.13
FIRST NATIONAL BANK OMAHA 8264	908.47
FIRST STATE TIRE RECYCLING	6,325.81
FLEET PRIDE	444.32
GBERBA (GREATER BLUE EARTH BASIN ALLIA)	4,973.00
H&L MESABI INC	3,367.17
HAMMER & STAIN OF SO MN	888.00
HEARTSMART.COM	4,020.00
INNOVATIVE OFFICE SOLUTIONS LLC	408.87
INTERSTATE POWER SYSTEMS, INC	440.00
JANESVILLE HARDWARE LLC	94.48
JANESVILLE TILE SUPPLY	293.20
JOEL D EATON	380.00
LAMPERT YARDS INC	29.72
LESUEUR CO TREASURER	167.75
LINDA LARES	100.00
LITTLE FALLS MACHINE INC	2,084.22
LOFFLER	189.43
MACPZA (MN ASSOC OF CO P&Z ADMIN)	250.00
MATTHEW JIRELE	17.48
MAVERICK DRONE SYSTEMS LLC	15.00
MEI TOTAL ELEVATOR SOLUTIONS	391.40
MESSICK LAW PLLC	720.00
MID STATES ORGANIZED CRIME INFO CENTER	150.00
MIDWEST MONITORING & SURVEILLANCE	200.75
MIDWEST MOTOR SUPPLY CO INC	1,045.54
MN BUREAU OF CRIMINAL APPREHENSION	390.00
MN DEPUTY REGISTRARS ASSOC	330.00
MN SHERIFFS ASSOC	7,447.48
NAPA AUTO PARTS MPEC	153.92

NCH CORPORATION	134.28
NO WAIT INSIDE LLC	29.00
NORTH CENTRAL INTERNATIONAL INC	62.50
NUSS TRUCK GROUP INC	984.42
ONSOLVE INTERMEDIATE HOLDING COMPANY	14,050.00
OWATONNA METAL RECYCLING INC.	84.00
PATTON HOVERSTEN & BERG PA	1,630.00
PLUNKETT'S PEST CONTROL INC	96.75
POWERPLAN INC	1,263.81
REGENTS OF UNIVERSITY OF MN	150.00
RINKE-NOONAN ATTORNEYS AT LAW	705.00
RINKE-NOONAN ATTORNEYS AT LAW	200.00
RIVER BEND BUSINESS PRODUCTS	266.99
RONCO ENGINEERING SALES INC	1,984.80
RTVISION INC	2,407.00
RUSSELL GUSE	1,033.27
SAND CREEK EAP LLC	837.50
SEACHANGE PRINTING & MARKETING SERVICES	90.76
SEMREX	1,533.00
SMITHS MILL IMPLEMENT INC	57.97
SOUTH CENTRAL DRUG INVESTIGATION UNIT	11,500.00
SPORTSMAN STOP	6.59
STATE OF MN BUREAU OF CRIM APPREHEN CJIS	1,335.00
STEELE CO DETENTION CENTER	115.00
STREAMLINE COMMUNICATIONS LLC	480.00
THOMPSON SANITATION	20,029.52
TRIMIN SYSTEMS INC	25,385.00
ULINE	1,445.22
VOIANCE LANGUAGE SERVICES LLC	9.20
WASECA CO AUDITOR-TREASURER	504.85
WASECA HARDWARE LLC	420.39
WASECA HARDWARE LLC	155.36
WEST GROUP PAYMENT CTR	412.25
WEST GROUP PAYMENT CTR	84.71
WRIGHT & ASSOCIATES LLC	1,971.84

WASECA COUNTY BOARD OF COMMISSIONERS — JANUARY 22, 2021

The Waseca County Board of Commissioners met in an emergency session on Friday, January 22, 2021, via Zoom. Members present were Chair DeAnne Malterer, Doug Christopherson Brian Harguth, Blair Nelson, and Brad Krause.

Others present were Michael Johnson, Administrator, and Tammy Spooner, Auditor-Treasurer.

Chair Malterer called the meeting to order at 9:00 a.m. Roll call was taken and the Pledge of Allegiance was recited.

Michael Johnson, Administrator, presented an Amended Resolution 2020-46 to correct a clerical error on the budget. Nelson moved and Christopherson seconded to adopt Amended Resolution 2020-46. Motion carried 5-0 by roll call.

Amended Resolution # 2020-46
Correction of Clerical Error on Total Budget Number
2021 Waseca County Budget

WHEREAS, Minnesota Statutes 375A.06 provides that the County Administrator shall prepare and submit to the County Board a proposed annual budget including detailed estimates of revenues and expenditures and enforce the provisions of the budget when adopted by the County Board; and

WHEREAS, budget documents have been prepared and the County Board has met in regular sessions for the purpose of adopting a proposed budget for fiscal year 2021; and

WHEREAS, the County Board has come to the conclusion that the budget so prepared is adequate and meets Minnesota Statute provisions;

NOW, THEREFORE, BE IT RESOLVED by the Waseca County Board of Commissioners in and for the County of Waseca, Minnesota, does hereby adopt a budget of \$29,626,090.00 to be certified to the County Auditor/Treasurer. A copy of the budget summary statement is attached to this resolution.

BE IT FURTHER RESOLVED by the Waseca County Board of Commissioners in and for the County of Waseca, Minnesota, does hereby adopt a final tax levy of \$17,068,927.00 reflecting a 1.95% increase to be certified to the Waseca County Auditor/Treasurer as shown in the below table summary.

FUND	EXPENDITURES	NON-LEVY REVENUE	2021 NET TAX LEVY
General Fund	\$ 12,955,910	\$ (3,568,898)	\$ 9,387,012
Building	\$ 789,769	\$ -	\$ 789,769
Public Works	\$ 9,408,637	\$ (6,312,804)	\$ 3,095,833
Human Services	\$ 3,226,752	\$ -	\$ 3,226,752
Waste Management	\$ 1,032,455	\$ (1,032,455)	\$ -
Debt Service	\$ 1,035,989	\$ (466,428)	\$ 569,561
Special Revenue Fund	\$ 576,578	\$ (576,578)	\$ -
Ditch Authority	\$ 600,000	\$ (600,000)	\$ -
TOTAL	\$ 29,626,090	\$ (12,557,163)	\$ 17,068,927

Having no further county board business, Harguth moved and Krause seconded the motion to adjourn the meeting. Motion carried unanimously and meeting adjourned at 9:07 a.m.

DeAnne Malterer, Chairperson
Waseca County Board of Commissioners

ATTEST:

Tamara J. Spooner, Clerk
Waseca County Auditor/Treasurer

WASECA COUNTY BOARD OF COMMISSIONERS

WORK SESSION – JANUARY 27, 2021

The Waseca County Board of Commissioners met in a work session on Wednesday, January 27, 2021, in the public meeting room, 300 North State Street, Waseca, Minnesota. Members present were Chair DeAnne Malterer, Doug Christopherson; Brian Harguth; Blair Nelson and Brad Krause.

Others present were Michael Johnson, County Administrator and Tammy Spooner, Auditor-Treasurer.

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

Michael Johnson, Administrator, facilitated discussions regarding methodology for valuation practices for Guardian Energy.

The work session ended at 10:42 a.m.

DeAnne R. Malterer, Chairperson
Waseca County Board of Commissioners

ATTEST:

Tamara J. Spooner, Clerk
Waseca County Auditor/Treasurer

01/27/2021 16:00
5264aschauer

Waseca, MN
Vendor Warrant List Report

P
apwarnt 1

DATE: 02/02/2021 CHECK RUN: C020221 AMOUNT: \$ 128,275.67

APPROVED BY: _____

01/27/2021 16:00 | Waseca, MN
 5264aschauer | DETAIL INVOICE LIST

P 2
 apwarrnt

CASH ACCOUNT: 99000000 1001

Cash

CHECK RUN: C020221 02/02/2021 DUE DATE: 01/27/2021

VENDOR	G/L ACCOUNTS	R	PO	TYPE	DUE DATE	INVOICE/AMOUNT	CHECK
3653 A.H. HERMEL COMPANY		00000		EFT	01/27/2021	859798	
1 25257000 6807		JailCntn		JailCanMis		274.19	
		Invoice Net				274.19	
				CHECK TOTAL		274.19	
1904 AMERICAN LEGAL PUBLISH		00001		INV	01/27/2021	6067	
1 01107000 6260		P&Z		ProTechSvc		450.00	
		Invoice Net				450.00	
				CHECK TOTAL		450.00	
4088 ANCOM COMMUNICATIONS I		00000		INV	01/27/2021	99613	
1 13340000 6260		HwyEqMt/Sh		ProTechSvc		616.50	
		Invoice Net				616.50	
				CHECK TOTAL		616.50	
1548 ARNOLD'S SUPPLY AND KL		00000		INV	01/27/2021	638265	
1 01111000 6410		CHBldgMtc		CstBldgSpp		50.00	
2 01112000 6410		LEBldgMtc		CstBldgSpp		50.00	
3 01115000 6410		EABldMtc		CstBldgSpp		50.00	
4 01116000 6410		ExtBldMtc		CstBldgSpp		30.04	
5 01117000 6410		HSPHBldgMt		CstBldgSpp		50.00	
		Invoice Net				230.04	
				CHECK TOTAL		230.04	
70 ASSOC OF MN COUNTIES S		00000		INV	01/27/2021	56668	
1 01065000 6260		HumnRsrcs		ProTechSvc		4,900.00	
		Invoice Net				4,900.00	
70 ASSOC OF MN COUNTIES S		00000		INV	01/27/2021	56626	
1 01062000 6243		CenSvcs		NACO		11,854.00	
		Invoice Net				11,854.00	
70 ASSOC OF MN COUNTIES S		00000		INV	01/27/2021	57531	
1 01451451 6241		PHNrsg		CnfTrngRgD		1,166.00	
		Invoice Net				1,166.00	
				CHECK TOTAL		17,920.00	
2455 ASSOC OF MN COUNTIES		00000		INV	01/27/2021	12100	
1 01031000 6241		CoAdmn		CnfTrngRgD		771.00	
		Invoice Net				771.00	
2455 ASSOC OF MN COUNTIES		00000		INV	01/27/2021	2021 MNCITLA	
1 01061061 6241		ITTechnlgy		CnfTrngRgD		1,770.00	
		Invoice Net				1,770.00	
				CHECK TOTAL		2,541.00	
2779 BLUE EARTH CO		00000		INV	01/27/2021	17535	
1 01061061 6262		ITTechnlgy		SftwrSpprt		16,684.00	
		Invoice Net				16,684.00	
2779 BLUE EARTH CO		00000		INV	01/27/2021	17525	

01/27/2021 16:00 | Waseca, MN
5264aschauer | DETAIL INVOICE LIST

P 3
apwarrnt

CASH ACCOUNT: 99000000 1001

Cash

CHECK RUN: C020221 02/02/2021

DUE DATE: 01/27/2021

VENDOR	G/L ACCOUNTS	R	PO	TYPE	DUE DATE	INVOICE/AMOUNT	CHECK
	1 01061061 6262			ITTechnlgy SftwrSpprt		7,644.00	
				Invoice Net		7,644.00	
				CHECK TOTAL		24,328.00	
6729 BLUE EARTH CO COURT AD	00000 INV 01/27/2021					2021-005	
1 41610000 6270	Ditch Repairs					10,897.92	
	Invoice Net					10,897.92	
				CHECK TOTAL		10,897.92	
807 BOB BARKER COMPANY INC	00000 INV 01/27/2021					WEB000701716	
1 01201217 6803	ShrfBrdPrs MiscExp					216.80	
	Invoice Net					216.80	
				CHECK TOTAL		216.80	
2366 BOMGAARS SUPPLY	00000 INV 01/27/2021					81-009-5 1/16/21	
1 01111000 6310	CHBldgMtc EqRepMtc					219.98	
2 01119000 6590	Fleet TlsEquip					413.95	
	Invoice Net					633.93	
				CHECK TOTAL		633.93	
2366 BOMGAARS SUPPLY	00000 INV 01/27/2021					81-007-9 1/16/21	
1 13330000 6503	HwyMntnc TrffcSgns					13.98	
2 13340000 6590	HwyEqMt/Sh TlsShpMat					65.96	
3 13340000 6564	HwyEqMt/Sh MchVehPrts					304.07	
	Invoice Net					384.01	
				CHECK TOTAL		384.01	
3477 COLE PAPERS INC	00000 INV 01/27/2021					9930881	
1 01111000 6410	CHBldgMtc CstBldgSpp					250.00	
2 01112000 6410	LEBldgMtc CstBldgSpp					250.00	
3 01115000 6410	EABldMtc CstBldgSpp					250.00	
4 01116000 6410	ExtBldMtc CstBldgSpp					58.62	
5 01117000 6410	HSPHBldgMt CstBldgSpp					250.00	
	Invoice Net					1,058.62	
3477 COLE PAPERS INC	00000 INV 01/27/2021					9930881-2	
1 01062000 6403	CenSvcs OffcSuppls					1,280.00	
	Invoice Net					1,280.00	
				CHECK TOTAL		2,338.62	
7775 CONSOLIDATED COMMUNICA	00000 EFT 01/27/2021					507-052-7447 1/15/21	
1 13340000 6201	HwyEqMt/Sh CelTelPhn					78.04	
	Invoice Net					78.04	
				CHECK TOTAL		78.04	
5818 CPS TECHNOLOGY SOLUTIO	00000 EFT 01/27/2021					379758	
1 01061061 6310	ITTechnlgy EqRepMtc					98.00	
	Invoice Net					98.00	

01/27/2021 16:00
 5264aschauer

 | Waseca, MN
 | DETAIL INVOICE LIST

 | P 4
 | apwarnt

CASH ACCOUNT: 99000000 1001

Cash

CHECK RUN: C020221 02/02/2021

DUE DATE: 01/27/2021

VENDOR	G/L ACCOUNTS	R	PO	TYPE	DUE DATE	INVOICE/AMOUNT	CHECK
						CHECK TOTAL	98.00
8599	GINGER P DESIGNS	00000		INV	01/27/2021	1/14/21 STMT	
	1 01031000 6401			CoAdmn		90.00	
				Invoice Net		90.00	
						CHECK TOTAL	90.00
4250	GS DIRECT INC	00000		INV	01/27/2021	360373	
	1 13320000 6501			HwyEng/Con		219.57	
				EngSurSppl		219.57	
				Invoice Net			
						CHECK TOTAL	219.57
4964	H&H EXCAVATING INC	00000		INV	01/27/2021	10/12/20 STMT 1	
	1 41610000 6270			Ditch		1,200.00	
				Repairs		1,200.00	
				Invoice Net			
4964	H&H EXCAVATING INC	00000		INV	01/27/2021	10/12/20 STMT 2	
	1 41610000 6270			Ditch		2,245.00	
				Repairs		2,245.00	
				Invoice Net			
						CHECK TOTAL	3,445.00
880	H&L MESABI INC	00000		INV	01/27/2021	07639	
	1 13340000 6589			HwyEqMt/Sh		15,067.14	
				CtEdSnwEqp		15,067.14	
				Invoice Net			
880	H&L MESABI INC	00000		INV	01/27/2021	07644	
	1 13340000 6589			HwyEqMt/Sh		5,119.78	
				CtEdSnwEqp		5,119.78	
				Invoice Net			
						CHECK TOTAL	20,186.92
1673	HOUSTON ENGINEERING IN	00000		INV	01/27/2021	0051813	
	1 25102000 6260			BootCreek		5,344.25	
				ProTechSvc		5,344.25	
				Invoice Net			
						CHECK TOTAL	5,344.25
235	INNOVATIVE OFFICE SOLU	00000		INV	01/27/2021	IN3220707	
	1 01201229 6475			OffSupShrf		20.18	
				AdmnOffSpl		20.18	
				Invoice Net			
235	INNOVATIVE OFFICE SOLU	00000		INV	01/27/2021	IN3220459	
	1 01042000 6401			LicBureau		15.30	
				OffcSuppls		15.30	
				Invoice Net			
235	INNOVATIVE OFFICE SOLU	00000		INV	01/27/2021	IN3222459	
	1 01201229 6475			OffSupShrf		4.49	
				AdmnOffSpl		4.49	
				Invoice Net			
235	INNOVATIVE OFFICE SOLU	00000		INV	01/27/2021	IN3232550	
	1 01091000 6401			Attrny		132.88	
				OffcSuppls		132.88	
				Invoice Net			
235	INNOVATIVE OFFICE SOLU	00000		INV	01/27/2021	IN3224981	
	1 01041000 6401			Aud-Treas		46.54	
				OffcSuppls		46.54	
				Invoice Net			

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CASH ACCOUNT: 99000000 1001

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CHECK RUN: C020221 02/02/2021 DUE DATE: 01/27/2021

VENDOR	G/L ACCOUNTS	R	PO	TYPE	DUE DATE	INVOICE/AMOUNT	CHECK
235	INNOVATIVE OFFICE SOLU	00000		CRM	01/27/2021	SCN-104664	
	1 01041000 6401			Aud-Treas	OffcSuppls	-18.04	
				Invoice Net		-18.04	
235	INNOVATIVE OFFICE SOLU	00000		INV	01/27/2021	IN3238242	
	1 01031000 6401			CoAdmn	OffcSuppls	14.49	
	2 01065000 6401			HumnRsrcs	OffcSuppls	30.59	
				Invoice Net		45.08	
235	INNOVATIVE OFFICE SOLU	00000		INV	01/27/2021	IN3224111	
	1 01061061 6401			ITTechnlgy	OffcSuppls	164.31	
				Invoice Net		164.31	
				CHECK TOTAL		410.74	
3028	INTERNET CONNECTIONS	00000		INV	01/27/2021	177945	
	1 01281000 6260			EmrgyMgmt	ProTechSvc	100.00	
				Invoice Net		100.00	
				CHECK TOTAL		100.00	
1725	JAGUAR COMMUNICATIONS	00000		INV	01/27/2021	144088 1/1/21	
	1 01061061 6260			ITTechnlgy	ProTechSvc	250.00	
				Invoice Net		250.00	
				CHECK TOTAL		250.00	
4687	JONES HAUGH & SMITH	00000		INV	01/27/2021	41528	
	1 41610000 6260			Ditch	ProTechSvc	10,242.80	
				Invoice Net		10,242.80	
4687	JONES HAUGH & SMITH	00000		INV	01/27/2021	41523	
	1 41610000 6260			Ditch	ProTechSvc	1,800.00	
				Invoice Net		1,800.00	
				CHECK TOTAL		12,042.80	
719	LITTLE FALLS MACHINE I	00000		INV	01/27/2021	360304	
	1 13340000 6564			HwyEqMt/Sh	MchVehPrts	103.71	
				Invoice Net		103.71	
				CHECK TOTAL		103.71	
4315	M-R SIGN COMPANY INC	00000		INV	01/27/2021	211121	
	1 13330000 6503			HwyMntnc	TrffcSgns	322.10	
				Invoice Net		322.10	
				CHECK TOTAL		322.10	
5228	MACAI ATTN: GREG HENSE	00000		INV	01/27/2021	2021 STMNT	
	1 01107000 6241			P&Z	CnfTrngRgD	85.00	
				Invoice Net		85.00	
				CHECK TOTAL		85.00	
4213	MARCO BUSINESS PRODUCT	00000		INV	01/27/2021	INV8342562	
	1 01061061 6262			ITTechnlgy	SftwrSpprt	2,332.00	
				Invoice Net		2,332.00	

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CASH ACCOUNT: 99000000 1001

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CHECK RUN: C020221 02/02/2021 DUE DATE: 01/27/2021

VENDOR	G/L ACCOUNTS	R	PO	TYPE	DUE DATE	INVOICE/AMOUNT	CHECK
						CHECK TOTAL	2,332.00
3203	MARK MUELLERLIELE	00000		INV	01/27/2021	1/27/21 REIM	
	1 13330000 6260			HwyMntnc	ProTechSvc	110.00	
				Invoice Net		110.00	
						CHECK TOTAL	110.00
3873	MEHA-ST CLOUD	00000		INV	01/27/2021	06411	
	1 01451453 6241			CmEnvrHlth	CnfTrngRgD	40.00	
				Invoice Net		40.00	
						CHECK TOTAL	40.00
1884	MN COUNTIES HUMAN RES	00000		INV	01/27/2021	10043	
	1 01065000 6260			HumnRsrcs	ProTechSvc	125.00	
				Invoice Net		125.00	
						CHECK TOTAL	125.00
1415	MN COUNTY ATTORNEY ASS	00000		INV	01/27/2021	M104	
	1 01091000 6241			Attrny	CnfTrngRgD	200.00	
				Invoice Net		200.00	
						CHECK TOTAL	200.00
633	MN DEPT OF CORRECTIONS	00000		EFT	01/27/2021	640762	
	1 01252000 6277			CrtSvcs	STS	18,134.32	
				Invoice Net		18,134.32	
						CHECK TOTAL	18,134.32
2797	NAPA AUTO PARTS MPEC	00000		INV	01/27/2021	297679	
	1 01521000 6310			CoParks	EqRepMtc	7.49	
				Invoice Net		7.49	
2797	NAPA AUTO PARTS MPEC	00000		INV	01/27/2021	298134	
	1 01521000 6563			CoParks	TrTbsBatt	58.99	
				Invoice Net		58.99	
						CHECK TOTAL	66.48
8303	NATIONAL WIC ASSOCIATI	00000		INV	01/27/2021	RIUMZM4D7W	
	1 01451452 6241			WIC	CnfTrngRgD	50.00	
				Invoice Net		50.00	
						CHECK TOTAL	50.00
4859	RECOVERY TREK LLC	00000		INV	01/27/2021	3867001121	
	1 25252103 6213			DrgCrtDWI	DrgTstgSvc	325.00	
				Invoice Net		325.00	
						CHECK TOTAL	325.00
1934	RIVER BEND BUSINESS PR	00000		INV	01/27/2021	519377	
	1 01062000 6341			CenSvcs	CopierMain	39.01	
				Invoice Net		39.01	

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CASH ACCOUNT: 99000000 1001

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CHECK RUN: C020221 02/02/2021 DUE DATE: 01/27/2021

VENDOR	G/L ACCOUNTS	R	PO	TYPE	DUE DATE	INVOICE/AMOUNT	CHECK
1934	RIVER BEND BUSINESS PR	00000		INV	01/27/2021	519379	
	1 01062000 6341	CenSvcs		CopierMain		52.27	
		Invoice Net				52.27	
1934	RIVER BEND BUSINESS PR	00000		INV	01/27/2021	519378	
	1 01062000 6341	CenSvcs		CopierMain		45.79	
		Invoice Net				45.79	
1934	RIVER BEND BUSINESS PR	00000		INV	01/27/2021	517117	
	1 01062000 6341	CenSvcs		CopierMain		55.90	
		Invoice Net				55.90	
1934	RIVER BEND BUSINESS PR	00000		INV	01/27/2021	514606	
	1 01062000 6341	CenSvcs		CopierMain		42.14	
		Invoice Net				42.14	
1934	RIVER BEND BUSINESS PR	00000		INV	01/27/2021	519376	
	1 01062000 6341	CenSvcs		CopierMain		9.50	
		Invoice Net				9.50	
				CHECK TOTAL		244.61	
2380	MJB HANSEN FAMILY LP	00000		INV	01/27/2021	102249	
	1 01062000 6341	CenSvcs		CopierMain		1,219.78	
		Invoice Net				1,219.78	
				CHECK TOTAL		1,219.78	
8305	SAM'S CENTURY FARM LLC	00000		INV	01/27/2021	2021 RENT	
	1 13330000 6340	HwyMntnc		RntSvcAgrt		1,000.00	
		Invoice Net				1,000.00	
				CHECK TOTAL		1,000.00	
1167	SOCIETY FOR HUMAN RES	00000		INV	01/27/2021	2021 STMNT	
	1 01065000 6241	HumnRsrcs		CnfTrngRgD		219.00	
		Invoice Net				219.00	
				CHECK TOTAL		219.00	
4631	SPORTSMAN STOP	00000		INV	01/27/2021	1/6/21 15	
	1 01451452 6480	WIC		NonCapInv		26.39	
		Invoice Net				26.39	
				CHECK TOTAL		26.39	
4916	THOMAS A COWDIN	00000		INV	01/27/2021	444406	
	1 41610000 6270	Ditch		Repairs		400.00	
		Invoice Net				400.00	
				CHECK TOTAL		400.00	
2254	MONROE TOWMASTER LLC	00000		INV	01/27/2021	434796	
	1 13340000 6564	HwyEqMt/Sh		MchVehPrts		144.70	
		Invoice Net				144.70	
				CHECK TOTAL		144.70	

$$\begin{array}{r} 120,275.07 \\ 9,810,704.47 \\ \hline \end{array}$$

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| Waseca, MN
| CHECK RUN SUMMARY

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CHECK RUN: C020221 02/02/2021

DUE DATE: 01/27/2021

FUND	ORG	ACCOUNT	AMOUNT	AVLB	BUDGET	
01	01031000	County Administrat	01-031-010-000-0000-0000-6241-	Conference/Trainig/Reg	771.00	2,364.00
01	01031000	County Administrat	01-031-010-000-0000-0000-6401-	Office Supplies	104.49	54.63
01	01041000	Auditor-Treasurer	01-041-010-000-0000-0000-6401-	Office Supplies	28.50	2,181.14
01	01042000	License Bureau	01-042-010-000-0000-0000-6401-	Office Supplies	15.30	-457.18
01	01061061	IT Technology	01-061-010-061-0000-0000-6241-	Conference/Trainig/Reg	1,770.00	511.00
01	01061061	IT Technology	01-061-010-061-0000-0000-6260-	Prof & Tech Services	250.00	-6,659.97
01	01061061	IT Technology	01-061-010-061-0000-0000-6262-	Software Support	26,660.00	42,162.43
01	01061061	IT Technology	01-061-010-061-0000-0000-6310-	Equipment Repairs/Main	98.00	-1,266.00
01	01061061	IT Technology	01-061-010-061-0000-0000-6401-	Office Supplies	164.31	-3,742.69
01	01062000	Central Services	01-062-010-000-0000-0000-6243-	NACO	11,854.00	.00
01	01062000	Central Services	01-062-010-000-0000-0000-6341-	Copier Maintenance	1,464.39	-10,230.54
01	01062000	Central Services	01-062-010-000-0000-0000-6403-	Copier Supplies	1,280.00	681.00
01	01065000	Human Resources	01-065-010-000-0000-0000-6241-	Conference/Trainig/Reg	219.00	1,692.00
01	01065000	Human Resources	01-065-010-000-0000-0000-6260-	Prof & Tech Services	5,025.00	17,999.42
01	01065000	Human Resources	01-065-010-000-0000-0000-6401-	Office Supplies	30.59	-1,191.44
01	01091000	Attorney	01-091-010-000-0000-0000-6241-	Conference/Trainig/Reg	200.00	2,351.00
01	01091000	Attorney	01-091-010-000-0000-0000-6401-	Office Supplies	132.88	530.41
01	01107000	Planning and Zonin	01-107-010-000-0000-0000-6241-	Conference/Trainig/Reg	85.00	3,562.76
01	01107000	Planning and Zonin	01-107-010-000-0000-0000-6260-	Prof & Tech Services	450.00	12,718.89
01	01111000	Courthouse Buildin	01-111-010-000-0000-0000-6310-	Equipment Repairs/Main	219.98	6,285.14
01	01111000	Courthouse Buildin	01-111-010-000-0000-0000-6410-	Custodial & Building S	300.00	-163.75
01	01112000	Law Enforcement Bu	01-112-020-000-0000-0000-6410-	Custodial/Building Sup	300.00	-811.04
01	01115000	East Annex Buildin	01-115-010-000-0000-0000-6410-	Custodial/Building Sup	300.00	-1,132.65
01	01116000	Extension Building	01-116-090-000-0000-0000-6410-	Custodial/Building Sup	88.66	-101.28
01	01117000	Hman Svcs/Pub Hlth	01-117-050-000-0000-0000-6410-	Custodial/Building Sup	300.00	-3,381.51
01	01119000	Fleet	01-119-010-000-0000-0000-6590-	Tools & Shop Equipment	413.95	2,810.92
01	01201217	Sheriff Board of P	01-201-020-217-0000-0000-6803-	Miscellaneous Expense	216.80	7,542.00
01	01201229	Office Supplies, S	01-201-020-229-0000-0000-6475-	Administrative Office	24.67	7,324.69
01	01252000	Court Services	01-252-020-000-0000-0000-6277-	Sentence To Serve	18,134.32	44.60
01	01281000	Emergency Manageme	01-281-020-000-0000-0000-6260-	Prof & Tech Services	100.00	400.00
01	01451451	Public Health Nurs	01-451-050-451-0000-0000-6241-	Conference/Trainig/Reg	1,166.00	-1,323.00
01	01451452	WIC	01-451-050-452-0000-0000-6241-	Conference/Trainig/Reg	50.00	225.00
01	01451452	WIC	01-451-050-452-0000-0000-6480-	Non-Capitalized Invent	26.39	.00
01	01451453	Comm Envirnmntal H	01-451-050-453-0000-0000-6241-	Conference/Trainig/Reg	40.00	246.02
01	01521000	County Parks	01-521-070-000-0000-0000-6310-	Equipment Repairs/Main	7.49	-1,129.15
01	01521000	County Parks	01-521-070-000-0000-0000-6563-	Tires Tubes & Batterie	58.99	993.00
				FUND TOTAL	72,349.71	
CASH	ACCOUNT 99000000	1001	BALANCE	9,810,704.47		

13	13310000	Highway Administra	13-310-030-000-0000-0000-6401-	Office Supplies	31.25	542.41
13	13320000	Hwy Engineering/Co	13-320-030-000-0000-0000-6501-	Engineering/Surveying	219.57	2,137.65
13	13330000	Highway Maintenanc	13-330-030-000-0000-0000-6260-	Prof & Tech Services	110.00	-19,991.91
13	13330000	Highway Maintenanc	13-330-030-000-0000-0000-6340-	Rentals & Service Agre	1,000.00	15,257.04
13	13330000	Highway Maintenanc	13-330-030-000-0000-0000-6503-	Traffic Signs	336.08	-3,492.51
13	13340000	Hwy Equipment Main	13-340-030-000-0000-0000-6201-	Cell/Telephone	78.04	-1,124.98
13	13340000	Hwy Equipment Main	13-340-030-000-0000-0000-6260-	Prof & Tech Services	616.50	-5,544.96
13	13340000	Hwy Equipment Main	13-340-030-000-0000-0000-6564-	Machinery/Vehicle Part	552.48	-3,045.95

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| Waseca, MN
| CHECK RUN SUMMARY

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CHECK RUN: C020221 02/02/2021

DUE DATE: 01/27/2021

FUND	ORG				ACCOUNT			AMOUNT	AVLB	BUDGET
13	13340000	Hwy	Equipment	Main	13-340-030-000-0000-6589-		Cutting Edges - Snow E	20,186.92		-9,526.84
13	13340000	Hwy	Equipment	Main	13-340-030-000-0000-6590-		Tools & Shop Materials	65.96		-4,571.42
FUND TOTAL								23,196.80		
CASH	ACCOUNT	99000000	1001		BALANCE	9,810,704.47				
25	25102000	Boot Creek			25-102-090-000-0000-0000-6260-		Professional & Technic	5,344.25		.00
25	25252103	Drug Court	DWI Tra		25-252-020-103-0000-0000-6213-		Drug Testing Services	325.00		6,029.31
25	25257000	Jail Canteen			25-257-020-000-0000-0000-6807-		Jail Canteen Miscellan	274.19		1,775.06
FUND TOTAL								5,943.44		
CASH	ACCOUNT	99000000	1001		BALANCE	9,810,704.47				
41	41610000	Ditch			41-610-090-000-0000-0000-6260-		Prof & Tech Services	12,042.80		-61,387.50
41	41610000	Ditch			41-610-090-000-0000-0000-6270-		Repairs	14,742.92		99,326.81
FUND TOTAL								26,785.72		
CASH	ACCOUNT	99000000	1001		BALANCE	9,810,704.47				
=====										
CHECK RUN SUMMARY TOTAL								128,275.67		
=====										
GRAND TOTAL								128,275.67		
=====										

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

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Waseca, MN
Vendor Warrant List Report

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DATE: 02/02/2021 CHECK RUN: C200202 AMOUNT: \$ 202,813.76

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 | Waseca, MN
 | DETAIL INVOICE LIST

 | P 2
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CASH ACCOUNT: 99000000 1001

Cash

CHECK RUN: C200202 02/02/2021

DUE DATE: 01/27/2021

VENDOR	G/L ACCOUNTS	R	PO	TYPE	DUE DATE	INVOICE/AMOUNT	CHECK
1143 APG MEDIA OF SOUTHERN	1 01041000 6240	00000		INV	12/31/2020	10710-1220	
		Aud-Treas		AdLgNtSub		91.43	
		Invoice Net				91.43	
				CHECK TOTAL		91.43	
1143 APG MEDIA OF SOUTHERN	1 01041000 6240	00000		INV	12/31/2020	10710-1120	
		Aud-Treas		AdLgNtSub		531.20	
		Invoice Net				531.20	
1143 APG MEDIA OF SOUTHERN	1 01031000 6240	00000		INV	12/31/2020	10710-1220-2	
		CoAdmn		AdLgNt/Sub		7.40	
		Invoice Net				7.40	
				CHECK TOTAL		538.60	
1009 CURT KEYES	1 01062000 6111	00000		INV	12/31/2020	11/24/20 STMNT	
		CenSvcs		PerDiems		75.00	
		Invoice Net				75.00	
				CHECK TOTAL		75.00	
971 J SCOTT BRADEN LAW OFF	1 01014000 6260	00000		INV	12/31/2020	25065	
		CrtAdmnCo		ProTechSvc		1,784.00	
		Invoice Net				1,784.00	
971 J SCOTT BRADEN LAW OFF	1 01014000 6260	00000		INV	12/31/2020	25040	
		CrtAdmnCo		ProTechSvc		156.00	
		Invoice Net				156.00	
				CHECK TOTAL		1,940.00	
8334 JOHN DEERE FINANCIAL	1 13340000 6564	00001		INV	12/31/2020	111113-63314 12/20	
		HwyEqMt/Sh		MchVehPrts		2,957.82	
		Invoice Net				2,957.82	
				CHECK TOTAL		2,957.82	
3854 MADDEN, GALANTER, HANS	1 01065000 6260	00000		INV	12/31/2020	11/20 STMNT	
		HumnRsrcs		ProTechSvc		90.00	
		Invoice Net				90.00	
3854 MADDEN, GALANTER, HANS	1 01065000 6260	00000		INV	12/31/2020	12/20 STMNT	
		HumnRsrcs		ProTechSvc		1,557.30	
		Invoice Net				1,557.30	
				CHECK TOTAL		1,647.30	
4382 MANTHE GARAGE DOORS LL	1 01113000 6310	00000		INV	12/31/2020	628	
		StorBldMtc		EqRepMtc		281.50	
		Invoice Net				281.50	
				CHECK TOTAL		281.50	
2017 MN COUNTIES COMPUTER C	1 25067000 6260	00000		EFT	12/31/2020	2011021	
		CARES		ProTechSvc		74,484.00	
		Invoice Net				74,484.00	

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 | DETAIL INVOICE LIST

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CASH ACCOUNT: 99000000 1001

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CHECK RUN: C200202 02/02/2021

DUE DATE: 01/27/2021

VENDOR	G/L ACCOUNTS	R	PO	TYPE	DUE DATE	INVOICE/AMOUNT	CHECK
						CHECK TOTAL	74,484.00
559 MN COUNTIES INTERGOVER	1 01062000 6350	00000		EFT 12/31/2020		1620	
		CenSvcs		PrpLbilIns		2,500.00	
		Invoice Net				2,500.00	
						CHECK TOTAL	2,500.00
268 MN.IT SERVICES	1 01061061 6260	00000		INV 12/31/2020		DV20120417	
		ITTechnlgy		ProTechSvc		1,300.00	
		Invoice Net				1,300.00	
						CHECK TOTAL	1,300.00
3422 NORTHLAND FARM SYSTEMS	1 13340000 6564	00000		INV 12/31/2020		12/31 STMNT	
		HwyEqMt/Sh		MchVehPrts		19.45	
		Invoice Net				19.45	
						CHECK TOTAL	19.45
1953 REGENTS OF UNIVERSITY	1 01602000 6260	00000		INV 12/31/2020		0300026232	
		Extns		ProTechSvc		18,813.99	
		Invoice Net				18,813.99	
						CHECK TOTAL	18,813.99
8316 RIVER VALLEY FORENSIC	1 01211000 6260	00000		INV 12/31/2020		1364	
		Coroner		ProTechSvc		250.00	
		Invoice Net				250.00	
						CHECK TOTAL	250.00
1862 ROBERT DASCHNER DR	1 13330000 6260	00000		INV 12/31/2020		2063 1/11/21	
		HwyMntnc		ProTechSvc		85.00	
		Invoice Net				85.00	
						CHECK TOTAL	85.00
1629 RS EDEN	1 01252000 6412	00000		INV 12/31/2020		64306	
		CrtSvcs		UATstng		82.15	
		Invoice Net				82.15	
						CHECK TOTAL	82.15
681 RUPP ANDERSON SQUIRES	1 01107000 6260	00000		INV 12/31/2020		12171 11/30/20	
		P&Z		ProTechSvc		2,320.00	
		Invoice Net				2,320.00	
						CHECK TOTAL	2,320.00
2589 SMITH TOLLEFSON RAHRIC	1 01014000 6261	00000		INV 12/31/2020		1/10/21 STMNT	
		CrtAdmnCo		CrtAptAtty		60.00	
		Invoice Net				60.00	
2589 SMITH TOLLEFSON RAHRIC	1 01014000 6261	00000		INV 12/31/2020		19-14134 1/10/21	
		CrtAdmnCo		CrtAptAtty		70.00	
		Invoice Net				70.00	

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 | DETAIL INVOICE LIST

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CASH ACCOUNT: 99000000 1001

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CHECK RUN: C200202 02/02/2021

DUE DATE: 01/27/2021

VENDOR	G/L ACCOUNTS	R	PO	TYPE	DUE DATE	INVOICE/AMOUNT	CHECK
2589 SMITH TOLLEFSON RAHRIC	1 01014000 6261	00000		INV	12/31/2020	20-14447-01 1/10/21	
		CrtAdmnCo		CrtAptAtty		110.00	
		Invoice Net				110.00	
2589 SMITH TOLLEFSON RAHRIC	1 01014000 6261	00000		INV	12/31/2020	19-14154 1/10/21	
		CrtAdmnCo		CrtAptAtty		50.00	
		Invoice Net				50.00	
2589 SMITH TOLLEFSON RAHRIC	1 01014000 6261	00000		INV	12/31/2020	19-14286 1/10/21	
		CrtAdmnCo		CrtAptAtty		30.00	
		Invoice Net				30.00	
2589 SMITH TOLLEFSON RAHRIC	1 01014000 6261	00000		INV	12/31/2020	17-13597 1/10/21	
		CrtAdmnCo		CrtAptAtty		120.00	
		Invoice Net				120.00	
2589 SMITH TOLLEFSON RAHRIC	1 01014000 6261	00000		INV	12/31/2020	20-14458 1/10/21	
		CrtAdmnCo		CrtAptAtty		110.00	
		Invoice Net				110.00	
2589 SMITH TOLLEFSON RAHRIC	1 01014000 6261	00000		INV	12/31/2020	20-14520 1/10/21	
		CrtAdmnCo		CrtAptAtty		2,130.00	
		Invoice Net				2,130.00	
2589 SMITH TOLLEFSON RAHRIC	1 01014000 6261	00000		INV	12/31/2020	19-14277 1/10/21	
		CrtAdmnCo		CrtAptAtty		50.00	
		Invoice Net				50.00	
				CHECK TOTAL		2,730.00	
2594 STONEBROOKE ENGINEERIN	1 13320000 6260	00000		INV	12/31/2020	00663.35	
		HwyEng/Con		ProTechSvc		2,660.03	
		Invoice Net				2,660.03	
				CHECK TOTAL		2,660.03	
6711 TRIMIN SYSTEMS INC	1 25067000 6205	00000		INV	12/31/2020	050634	
		CARES		TelewrkSup		15,856.73	
		Invoice Net				15,856.73	
6711 TRIMIN SYSTEMS INC	1 25067000 6205	00000		INV	12/31/2020	050633	
		CARES		TelewrkSup		27,044.62	
		Invoice Net				27,044.62	
				CHECK TOTAL		42,901.35	
4728 TYLER TECHNOLOGIES, IN	1 01061061 6450	00000		INV	12/31/2020	045-326660	
		ITTechnlgy		SftwrUpgrd		640.00	
		Invoice Net				640.00	
				CHECK TOTAL		640.00	
3102 WASECA, CITY OF	1 01201201 6260	00000		INV	12/31/2020	2427	
		GenSheriff		ProTechSvc		8,756.34	
		Invoice Net				8,756.34	
				CHECK TOTAL		8,756.34	
2703 WASECA CO AUDITOR-TREA		00000		INV	12/31/2020	SPEC ASSMNT	

VENDOR	G/L ACCOUNTS	R	PO	TYPE	DUE DATE	INVOICE/AMOUNT	CHECK
1	01116000 6379	ExtBldMtc	Misc			37,324.80	
		Invoice Net				37,324.80	
						CHECK TOTAL	37,324.80
2316 WASECA GLASS INC	00000	INV	12/31/2020			2037	
1	13340000 6310	HwyEqMt/Sh	EqRepMtc			415.00	
		Invoice Net				415.00	
						CHECK TOTAL	415.00
=====							
35 INVOICES		CHECK RUN TOTAL				202,813.76	202,813.76
		CASH ACCOUNT BALANCE					9,810,704.47

01/27/2021 15:58
5264aschauer

| Waseca, MN
| CHECK RUN SUMMARY

| P 6
| apwarrnt

CHECK RUN: C200202 02/02/2021

DUE DATE: 01/27/2021

FUND	ORG	ACCOUNT	AMOUNT	AVLB	BUDGET	
01	01014000	Court Admin Waseca	01-014-010-000-0000-0000-6260-	Prof & Tech Services	1,940.00	-4,978.26
01	01014000	Court Admin Waseca	01-014-010-000-0000-0000-6261-	Court Appointed Attorn	2,730.00	3,269.60
01	01031000	County Administrat	01-031-010-000-0000-0000-6240-	Advertising/Legal Noti	7.40	343.86
01	01041000	Auditor-Treasurer	01-041-010-000-0000-0000-6240-	Advertising/Legal Noti	622.63	2,742.92
01	01061061	IT Technology	01-061-010-061-0000-0000-6260-	Prof & Tech Services	1,300.00	-6,659.97
01	01061061	IT Technology	01-061-010-061-0000-0000-6450-	Software & Upgrades	640.00	96,702.48
01	01062000	Central Services	01-062-010-000-0000-0000-6111-	Per Diems	75.00	-725.00
01	01062000	Central Services	01-062-010-000-0000-0000-6350-	Property Liability Ins	2,500.00	-5,681.98
01	01065000	Human Resources	01-065-010-000-0000-0000-6260-	Prof & Tech Services	1,647.30	17,999.42
01	01107000	Planning and Zonin	01-107-010-000-0000-0000-6260-	Prof & Tech Services	2,320.00	12,718.89
01	01113000	Storage Building M	01-113-020-000-0000-0000-6310-	Equipment Repairs/Main	281.50	1,442.66
01	01116000	Extension Building	01-116-090-000-0000-0000-6379-	Miscellaneous	37,324.80	-37,324.80
01	01201201	General Sheriff	01-201-020-201-0000-0000-6260-	Prof & Tech Services	8,756.34	28,419.24
01	01211000	Coroner	01-211-020-000-0000-0000-6260-	Prof & Tech Services	250.00	-2,947.75
01	01252000	Court Services	01-252-020-000-0000-0000-6412-	UA Testing	82.15	574.05
01	01602000	Extension	01-602-090-000-0000-0000-6260-	Prof & Tech Services	18,813.99	.04
				FUND TOTAL	79,291.11	
CASH	ACCOUNT	99000000 1001	BALANCE	9,810,704.47		
13	13320000	Hwy Engineering/Co	13-320-030-000-0000-0000-6260-	Prof & Tech Services	2,660.03	297,333.84
13	13330000	Highway Maintenanc	13-330-030-000-0000-0000-6260-	Prof & Tech Services	85.00	-19,991.91
13	13340000	Hwy Equipment Main	13-340-030-000-0000-0000-6310-	Equipment Repairs/Main	415.00	4,818.00
13	13340000	Hwy Equipment Main	13-340-030-000-0000-0000-6564-	Machinery/Vehicle Part	2,977.27	-3,045.95
				FUND TOTAL	6,137.30	
CASH	ACCOUNT	99000000 1001	BALANCE	9,810,704.47		
25	25067000	CARES	25-067-000-000-0000-0000-6205-	Telework Support	42,901.35	.00
25	25067000	CARES	25-067-000-000-0000-0000-6260-	Professional & Technic	74,484.00	.00
				FUND TOTAL	117,385.35	
CASH	ACCOUNT	99000000 1001	BALANCE	9,810,704.47		
CHECK RUN SUMMARY TOTAL					202,813.76	
GRAND TOTAL					202,813.76	

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



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

Tranferring monies from 911 fund

Meeting Date:	02/02/2021	Fiscal/FTE Impact:
Item Type:	☒ Consent ☐ Action	☐ None
Department:	Waseca County Sheriff's Office	☒ Current budget
Contact:	Sheriff Milbrath	☐ New FTE(s) Requested
Contact Phone:	507-835-0510	☐ Other
Prepared by:	Sheriff Milbrath	☐ Amendment Requested

PURPOSE/ACTION REQUESTED

Transferring 911 monies to the 2021 Waseca County Sheriff's Office budget for the dispatcher being trained in.

SUMMARY

Under State Statute, when a new dispatcher is in training, their salary and benefits, along with the field training officer's salary and benefits, are an allowable expense under the 911 expenditures.

RECOMMENDATION

Waseca County staff recommends that the Waseca County Board of Commissioners tranfers funds from the 911 account into the 2021 Waseca County Sheriff's Office budget.

EXPLANATION OF FISCAL/FTE IMPACTS

The amount of reimbursement to the Waseca County Sheriff's Office budget was figured from November 14, 2020 through January 9, 2021. This is the period that newly hired part time dispatcher Brett Miller was in training with Field Training Officer Brandee Nelson. Waseca County Auditor's Office (Payroll Katie) figured in all the expendtures during this training period. The amount requested to transfer in to the 2021 Waseca County Sheriff's Office budget is \$6,602.09. See printout.

The funding would be taken from 20-207-6241 (7c) see statute allowing expenditure attached and transfered into 01-201-201-5860.

Supporting Documents:

Attachment A: Print out of salary and benefits
Attachment B: copy of 911 expenditures allowable
for this transfer

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

Dates: 11/14/2020 - 01/9/2021

Org. Unit: Dept # 201 - Sheriff

				Total Wages	PERA - Coord 7.5%	Soc Sec - 6.2 % (0% P/F)	Medicare - 1.45%	Total Wages w/Benefits
Employee Name	Employee Number	Rate of Pay	105 Regular Pay					
12/11/2020	Nelson, Brandee L	1131	\$ 24.79 71.25	\$ 1,766.29	\$ 132.47	\$ 109.51	\$ 25.61	\$ 2,033.88
	Nelson, Brandee L	1131	\$ 25.41 46	\$ 1,168.86	\$ 87.66	\$ 72.47	\$ 16.95	\$ 1,345.94
				\$ -	\$ -	\$ -	\$ -	\$ -
	Brett Miller	1075	\$ 23.61 117.25	\$ 2,768.27		\$ 171.63	\$ 40.14	\$ 3,222.27
	Totals		234.50	\$ 5,703.42	\$ 220.14	\$ 353.61	\$ 82.70	\$ 6,602.09
				Total Wages	PERA - Coord 7.5%	Soc Sec - 6.2 % (0% P/F)	Medicare - 1.45%	Total Wages w/Benefits

	Sub-total 6	44.00	
7	Dispatcher public safety answering point equipment proficiency and operational skills	AX-007	20-207-6241
7a	Cost of vendor training on ANI/ALI, CAD/RMS, MAP, GIS applications	\$	
7b	Dispatcher training excluding CJDN and BCA training.	\$	Dispatcher salaries and benefits during training are not allowable expenses.
7c	FTO Training of new employee only	\$	This includes the salary and benefits of the in-house FTO for documented length of training.
7d	NENA, APCO Conference Training	\$	This does not include salary and benefits of the dispatcher during the conference but does include the expenses of attending the conference training.
	Sub-total 7	\$0.00	



Waseca County Board of Commissioners
Request for Board Action

Eaton Goat Ranch LLC Feedlot Site Inspection Team Report

Meeting Date:	February 2nd, 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:	Brian Zabel	☐ Amendment Requested

PURPOSE/ACTION REQUESTED

Similar to other Consent Agenda Items, Feedlot Site Inspection Team (FSIT) meeting reports are provided to the Commissioners for information and acknowledgement.

SUMMARY

The Waseca County Feedlot Site Inspection Team conducted an online public hearing on January 14th, 2021, at 2:25 pm for a new feedlot proposed by Isaac and Melissa Eaton. A public notice was mailed out to all landowners on record within one mile of the building site on December 30th, 2020. The site is located in the NE¼ of the NW ¼, Section 21, Otisco Township, Waseca County. A Site Team meeting was required for this proposal according to the Waseca County UDC, Article 6, Section 6.1 (e) (iv) as stated here:

The Feedlot Site Inspection Team shall be required to conduct a site inspection of any proposed new feedlot of over ten (10) animal units. Site inspection shall be conducted for any change in operation or when the animal units will increase by two hundred (200) animal units or greater within a two (2) year period. The Feedlot Officer shall establish a meeting date and time for an onsite inspection with the feedlot owner/operator within thirty (30) days of notification of the feedlot owner/operator's intent for any new construction or expansion when a site inspection is required. The County Feedlot Officer shall execute notification to the Feedlot Site Inspection Team. The Feedlot Officer shall, not later than ten days (10) days before the site inspection, provide notice by mail of the time and date of the site inspection to each property owner within one (1) mile of the proposed feedlot. A minimum of four (4) Feedlot Inspection Team members shall conduct the feedlot inspection.

RECOMMENDATION

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

EXPLANATION OF FISCAL/FTE IMPACTS

None.

Supporting Documents:

Attachment A: Eaton Goat Ranch LLC FSIT Recommendations

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

Do not write above this line - Recorder, Auditor/Treasurer use only

Feedlot Site Inspection Team (FSIT) Recommendations

Proposed New Feedlot Waseca County, Minnesota

Date of FSIT Meeting:	January 14 th , 2021
Property Owner:	Isaac A. and Melissa Eaton
Property Owners' Address:	15790 320 th Ave. Waseca, MN 56093
Applicants:	Isaac and Melissa Eaton, Operation Managers of Eaton Goat Ranch LLC
Applicants Address:	15790 320 th Ave. Waseca, MN 56093
Feedlot Site Name:	Eaton Goat Ranch LLC
Feedlot Facility Address:	14390 290 th Ave. Waseca, MN 56093
Township Name:	Otisco Township
Site Plan:	See Attached Exhibit "A"
Parcel ID No.:	08.021.1050

Legal Description: Parcel ID No. 08.021.1050

All that part of the NW1/4 of Section 21, Township 106 North, Range 22 West, Waseca County, Minnesota, described as follows: Commencing at the northeast corner of the NW1/4 of said section 21; thence West on the north line of said NW1/4 a distance of 379.0 feet, to the point of beginning; thence West, on the north line of said NW1/4 a distance of 521.0 feet; thence South, on a line parallel with the east line of said NW1/4 a distance of 627.0 feet; thence East, on a line parallel with the north line of said NW1/4 a distance of 521.0 feet; thence North, on a line parallel with the east line of said NW1/4 a distance of 627.0 feet, to the north line of said NW1/4; subject to a highway easement on the north side thereof.

Feedlot Site Inspection Team (FSIT) Meeting Background

The Waseca County Feedlot Site Inspection Team (Site Team) held an online public meeting for the proposed Eaton Goat Ranch LLC new feedlot site construction on January 14th, 2021 at 2:25pm in the Waseca County East Annex Building large conference room. Site Team members were physically on site at approximately 1:15pm before the public meeting for an inspection and review of the site. Public notices were mailed out to all landowners on record within one mile of the building site, in Waseca County, and a notice was also sent to the Otisco Township Board members on December 30th, 2020. The site is located in the NW¼ of Section 21 in Otisco Township of Waseca County. A site team meeting was held for this feedlot proposal according to the Waseca County Unified Development Code, Article 6, Section 6.06 (e) because it is a proposed new feedlot site that is over ten animal units. The applicants were the only ones that attended the online public hearing.

Feedlot Site Inspection Team Members present or represented were:

Planning and Zoning Feedlot Officer, Brian Zabel
Public and Environmental Health Specialist, Kimberly Shermo
District 1 County Commissioner, Doug Christopherson
Waseca Soil and Water Conservation District (SWCD) District Manager, Mark Schaetzke
Highway Engineer: Absent
Otisco Township Officer: Absent

For this new feedlot construction, Waseca County will be responsible for the issuance of this report as well as a Waseca County Construction Short Form and Waseca County Zoning Permit. The new feedlot site will also have to register with the Minnesota Pollution Control Agency (MPCA) because the site is a new feedlot greater than 50 animal units and submit a notice of construction or expansion of an animal feedlot with less than 300 animal units form.

- One comment was received before the FSIT meeting via phone on 1/5/21 from Harlan Gekeler who lives at 29675 145th St. Waseca, MN just north of the proposed feedlot site. Harlan commented that he had “no problems with the project and glad that they are able to build and do their thing.”

Site Description

The site is approximately 5.5 miles south of the City of Waseca and 5.5 miles north of the City of New Richland. The site is located in an area that is surrounded primarily by agricultural farmland with rural farmsteads and small tracts containing single-family homes. The parcel containing the site has a PID of 08.021.1050 and is approximately 7.5 acres in size and located at the intersection of 290th Ave and 285th Ave

The approximate distances to the three closest residences are:

1. Helen R Bagne—2,640 feet (southeast on parcel 08.021.0400)
2. Janet Rudolph Trustee and Arlene M. Nelson Trustee—3,360 feet (northwest on parcel 08.017.0700)

3. Eric A. and Patti M Kalis—3,530 feet (south on parcel 08.021.0300)

Property Owner/Applicant Proposal

The applicants are proposing a new feedlot that will consist of converting a 40ft x 80ft section of the existing machine shed onsite into a total confinement barn to house 400 goats, as well as constructing three 40ft x 40ft total confinement barns, to each house 200 goats. All barns will be dirt floor with manure pack storage that will be cleaned out in approximately 6 week intervals.

The goats will be raised for meat production and will be grown onsite from approximately 30lbs up to 120lbs. Goats of this size have an animal unit (AU) equivalent of 0.15AU. After all construction, the site will have the capacity to house a total of 1,000 head of meat goats, for a total of 150AU. The site plan for the property and proposed barns is shown in Exhibit "A".

Findings of Fact

1. Zone: This site is located in the Agricultural Protection District. According to the Waseca County Unified Development Code Article 6, Section 8, the creation of a feedlot is a permitted use pursuant to the Feedlot Site Inspection Team process.
2. Setbacks/Standards: The immediate site setbacks that met and apply to this proposed feedlot include: a) road centerline: 300 feet; b) property line: 80 feet; c) well: 50 feet for feedlot and 100 feet for stockpile. Other setbacks that were also met for the site, but are not limited to, include: a) residence: 1,000 feet; b) water course: 300 feet c) wetland 300 feet.
3. Feedlot Permit: A construction short form and zoning permit will be issued by Waseca County for the construction of the feedlot facilities.
4. Access: An existing driveway serves the site from 290th Ave.
5. Topography: The topography of the barn placement location is relatively flat. The overall site gradually slopes southward.
6. Well: The current well in use will continue to serve the property and constructed feedlot facilities. The property also contains an additional well that was closed in 1948 according to the Waseca County Public Health Department records. The well is classified as unused/unsealed because proper documentation of the decommission process was not filed and recorded.
7. Septic: The applicants are not planning on installing bathroom/shower facilities in the barns.
8. Manure Management: Manure generated at the feedlot will be hauled and surface applied to agricultural crop fields as weather and field conditions allow. Onsite stockpiling of manure will take place when applications are not feasible. 285 acres are available for manure application on parcels 08.016.0400,

08.022.0900, and 08.021.1000. Approximately 62 acres are needed annually for application of manure generated onsite.

9. Aesthetics: Parcel 08.021.1050 contains a mature grove of trees that will act as a vegetative screening of the barns.
10. Mortality Management: Onsite rendering and offsite composting will be used for animal mortality management.

Concerns/Comments of the public and FSIT:

- Increased impervious surface from the addition of the proposed barns was discussed by the FSIT. Stormwater runoff from the barn's roofs and maintaining site cover vegetation were addressed with the applicant during the FSIT's onsite inspection.
- No comments or concerns were received during the public comment portion of the online public hearing.

Recommendations of the FIST

By consensus, the Feedlot Site Inspection Team agreed with the following recommendations for this site:

1. **Unused/Unsealed Well:** Feedlot and property owners shall voluntarily investigate the status of the unused/unsealed well onsite with a licensed well contractor to certify that the well was properly sealed or complete necessary steps for closure/sealing of the well.

General Conditions:

2. All standards and requirements of the Waseca County Unified Development Code including Specific Standards for Animal Agriculture ("Feedlot Ordinance") must be met.
3. In addition to the requirements of this development ordinance, all uses and development shall comply with all other applicable city, county, state, and federal regulations. This includes but is not limited to (i) Minnesota Pollution Control Agency Rules, Chapter 7020.0100 - 7020.1900, Rules for the Control of Pollution from Animal Feedlots, as amended from time to time, and (ii) Minnesota Statute 169.88 (Financial liability of owner and/or operator of a vehicle that damages public roads).
4. If a provision of this ordinance conflicts with any other provision of this ordinance, the Waseca County Unified Development Code, or with any other provision of law, the more restrictive provision shall apply, except as otherwise provided.
5. This document shall be recorded with the Waseca County Recorder at the property owner's expense.

Feedlot Property Owners and Operations Manager Acknowledgement:

We, the undersigned Owners and Operations Manager of the property described above, do agree to follow the recommendations established by the Waseca County Feedlot Site Inspection Team. We understand that by executing this document the recommendations will become conditions of the permit. We further understand that we have the opportunity to apply for a Conditional Use Permit if we disagree with these recommendations.

Isaac A. Eaton, Property Owner and Operations Manager

Date

STATE OF MINNESOTA)
) ss.
COUNTY OF WASECA)

This Feedlot Site Inspection Team Recommendations and Report was acknowledged before me this _____ day of _____, 2021 by Isaac A. Eaton, Property Owner and Operations Manager of the feedlot site.

Notary Public

Melissa Eaton, Property Owner and Operations Manager

Date

STATE OF MINNESOTA)
) ss.
COUNTY OF WASECA)

This Feedlot Site Inspection Team Recommendations and Report was acknowledged before me this _____ day of _____, 2021 by Melissa Eaton, Property Owner and Operations Manager of the feedlot site.

Notary Public

Feedlot Officer Acknowledgement:

The Waseca County Feedlot Site Inspection Team recommends that this new feedlot, on the property owned by Isaac A. and Melissa Eaton, be allowed under the Waseca County Feedlot Site Inspection Team process based upon the conditions contained herein.

Brian R. Zabel, Waseca County Feedlot Officer

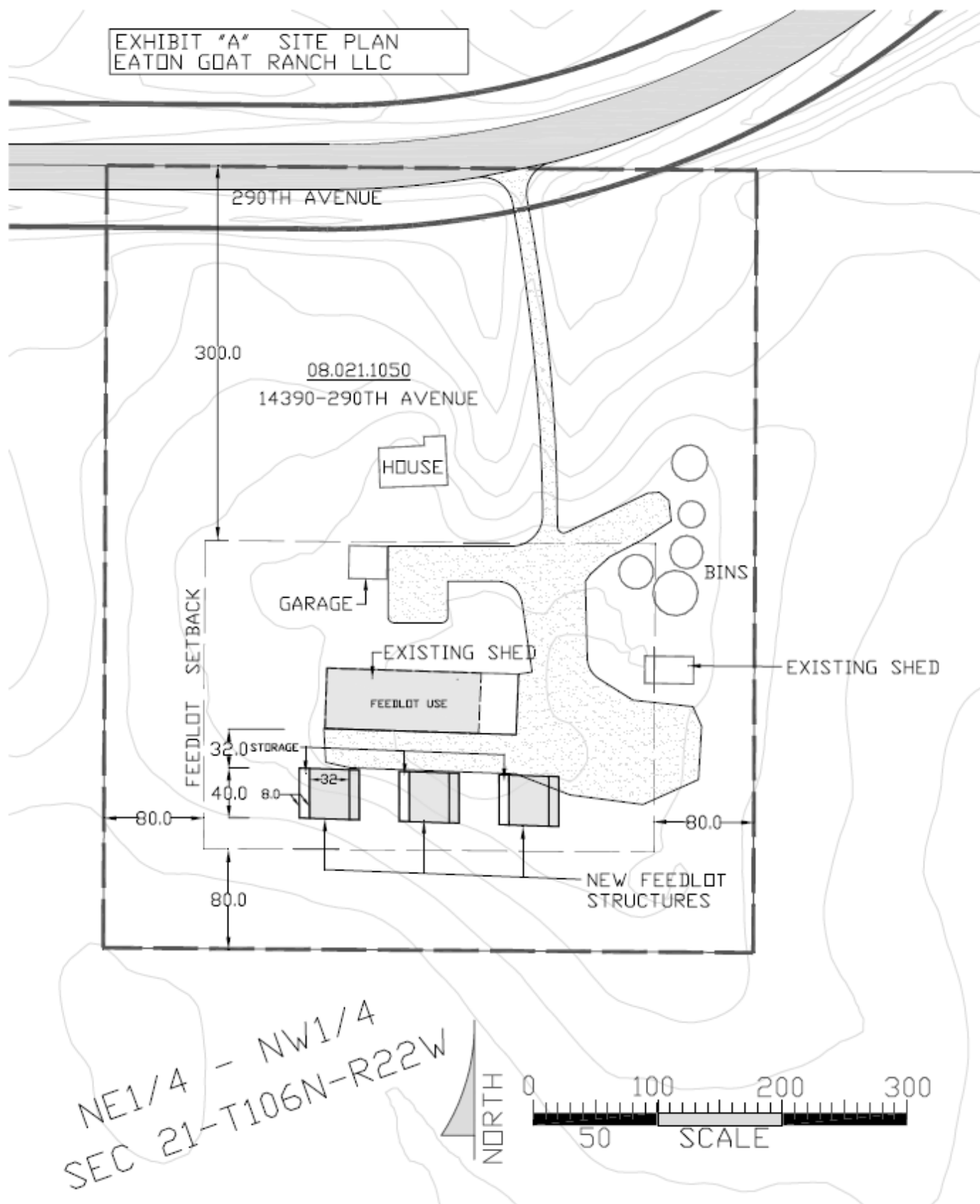
Date

STATE OF MINNESOTA)
) ss.
COUNTY OF WASECA)

These Waseca County Feedlot Site Inspection Team Recommendations were acknowledged before me this _____ day of _____, 2021 by Brian R. Zabel, the Waseca County Feedlot Officer.

Notary Public

EXHIBIT "A" SITE PLAN
EATON GOAT RANCH LLC



DRAFTED BY:
Waseca County Planning and Zoning
300 N State St,
Waseca, MN 56093



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

MnCCC Tax / CAMA Software Agreement

Meeting Date: February 2, 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

I am requesting ratification of Amendment No. 7 to Maintenance and Support Agreements for Property Tax and CAMA with MnCCC for services with Conduent / Avenu.

SUMMARY

In 2012, our vendor, Conduent / Avenu, began re-writing the Property Tax and CAMA programs. After 8+ years, our group with Minnesota Counties Computer Cooperative (MnCCC), has voted to discontinue extending the contract. We have been continuing support on the current system, which is a “green screen” program and we will need to continue the support while we search for another vendor and convert to new programs.

RECOMMENDATION

Waseca County staff recommends that the Waseca County Board of Commissioners ratify Amendment No. 7 for Maintenance and Support Agreement for Property Tax and Amendment No. 7 for Maintenance and Support Agreement for CAMA and authorize the Board Chair and County Auditor/Treasurer to sign the agreements.

EXPLANATION OF FISCAL/FTE IMPACTS

Ongoing support is in the 2021 IT Budget.

Supporting Documents:

Attachment A: Amendment #7 - Property Tax
Attachment B: Amendment #7 - CAMA

Previous Board Action(s):

Resolution #

Table 1

<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>2023</u>
quarterly price	quarterly price	quarterly price	quarterly price
per county	per county	per county	per county
\$8,360	\$8,694	\$8,955	\$9,224

5. Notification of cancellation should be provided 12 months in advance per the original contract and should be done prior to May 15 of each year.
6. Avenu will continue to maintain a support staff to support this product and customers.
7. All terms and conditions of the Agreement, except as expressly amended herein, shall remain in full force and effect.

Optional Services

Upon written request, Avenu will provide MnCCC pricing for upgrade path to our legacy Tax solutions as part of this support and maintenance agreement. Avenu may propose any one of several modules and features listed below to meet the desired objectives for a property tax solution. Each of these may be purchased separately or as a fully integrated bundle with our CAMA solutions. Our proposed pricing includes implementation and support services required for each of the solutions including project management, data conversion, and training.

Clearview Property Tax Manager (PTM): Property Tax Billing, Collection, and Assessment Administration modules are intended to conform to each jurisdiction's business rules. The objective is to provide workflows and calculations that adapt to a County's administrative requirements. The Property Tax Billing and Collections modules are designed to provide end to end management of the entire Tax cycle, and together the modules provide tools and administer assessments for each jurisdiction.

Size	PTM
Small	\$8,709
Medium	\$10,398
Large	\$12,765

IN WITNESS WHEREOF, the undersigned authorized representatives of MCCC and Conduent have executed this Amendment.

MINNESOTA COUNTIES COMPUTER
COOPERATIVE

CONDUENT STATE & LOCAL
SOLUTIONS, INC.



11/24/20



10/7/20
Lisa C. Meredith
Executive Director



10/6/2020
JASON MCCASLEN
MCCC BOARD CHAIR



10/6/2020
JASON MCCASLEN
CAMA CHAIR



10/5/2020
Micki O'Keefe
TAC Chair

RATIFICATION STATEMENT

The Board of Commissioners of _____ County has ratified the Property Tax System Maintenance and Support Agreement Amendment between Minnesota Counties Computer Cooperative (MnCCC) and Avenu providing an extension for support for Property Tax System (PTS) January 1, 2021 through December 31, 2023.

This Agreement will be effective January 1, 2021 through December 31, 2023. Ratification of this agreement commits this County to meet the agreed upon terms set by both the amendment and the user group regarding notification for early departure as well as early departure fees set and approved by the MnCCC Property Tax User Group.

Signed: _____
County Board Chair

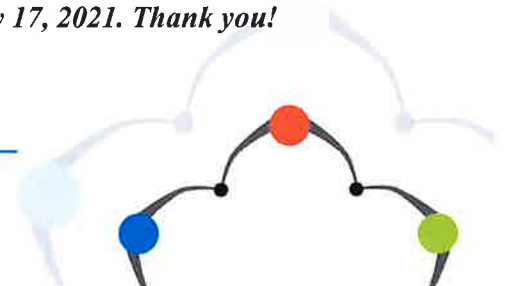
Date: _____

Attest: _____

Title: _____

Date: _____

Please return signed statement to MnCCC no later than February 17, 2021. Thank you!



**AMENDMENT NO. 7
TO
MAINTENANCE AND SUPPORT AGREEMENT - CAMA**

This Amendment No. 7 to Maintenance and Support Agreement (this "Amendment") is made and entered into by and between the Minnesota Counties Computer Cooperative ("MCCC") and Conduent State and Local Solutions, Inc. ("Conduent") successor in interest to Conduent State & Local Solutions, Inc., referred to individually as "Party" or collectively as "Parties." In consideration of the mutual obligations set forth herein, the Parties mutually agree to amend the Agreement as follows:

1. This Amendment shall be effective on June __, 2020 (the "Amendment Effective Date").
2. Article 2, Term of Agreement, is deleted in its entirety and replaced with the following:

The term of this Agreement shall commence on June __, 2020 (the "Effective Date"), and will continue through December 31, 2023. This Agreement can be extended for additional years based on mutually agreed to pricing terms negotiated by the Parties.

3. As of the Amendment Effective Date, Article 3, Maintenance and Support Services to be Provided by ACS is deleted in its entirety and replaced with the following:

Beginning on June __, 2020, and continuing through the term of this Agreement, Conduent will furnish MCCC and the members of the CamaUSA User Group with the services set forth in Exhibit A - Statement of Work, attached hereto and made part hereof.

Withdrawal of Counties shall be addressed as follows: It is the intent of the parties that all of the Initial Participating Counties ("IPC's") will continue to receive maintenance and support hereunder for the three year term at the per County rates set forth in Table 1. There are twenty-six (26) initial Participating Counties IPCs under this Agreement. The parties acknowledge and agree that ~~nineteen fourteen~~ (194) Counties is the "Minimum Participating Threshold" ("MPT") under this Agreement. To the extent the total number of participating Counties falls below the IPC but remains at or above the MPT, the quarterly rate will be adjusted on a per county basis for which the price will be subject to a pro rata reduction for each withdrawn county down to the MPT. If the total number of participating Counties falls below the MPT, the total price paid by MCCC shall remain equal to the MPT price. For the avoidance of doubt, the parties acknowledge and agree that under no circumstances will the per county rate comprising the total price paid by MCCC drop below the MPT. The price to MCCC upon the withdrawal, termination or removal, of any County or Counties between the IPC and MPT shall be adjusted per Table 1. The withdrawal, termination, or removal of an MCCC member County covered by this Agreement shall be confirmed in writing and shall not be a basis for reduction or modification of the total three-year price payable by MCCC.

MCCC acknowledges and agrees that each member of the Conduent CamaUSA User Group who ratifies this Agreement will be bound by the general terms and conditions specified herein, including but not limited to the service provision terms contained in Exhibit A.

4. As of the Amendment Effective Date, in Exhibit B of the Agreement, Applicable Charges, the section titled "CamaUSA Support" is deleted in its entirety and replaced with the following:

CamaUSA Support

For Scott and Chisago Counties MCCC shall pay Conduent the quarterly maintenance & support fees set forth below;

IN WITNESS WHEREOF, the undersigned authorized representatives of MCCC and Conduent have executed this Amendment.

MINNESOTA COUNTIES COMPUTER
COOPERATIVE

CONDUENT STATE & LOCAL
SOLUTIONS, INC.



JASON MCCASLEN
CAMA CHAIR



JASON MCCASLEN
MCCC BOARD CHAIR



Lisa C. Meredith
MCCC Executive Director
12/29/2020

RATIFICATION STATEMENT

The Board of Commissioners of _____ County has ratified the CamaUSA Maintenance and Support Agreement Amendment between Minnesota Counties Computer Cooperative (MnCCC) and Avenu providing an extension for support for CamaUSA January 1, 2021 through December 31, 2023.

This Agreement will be effective January 1, 2021 through December 31, 2023. Ratification of this agreement commits this County to meet the agreed upon terms set by both the amendment and the user group regarding notification for early departure as well as early departure fees set and approved by the MnCCC CAMA User Group.

Signed:

County Board Chair

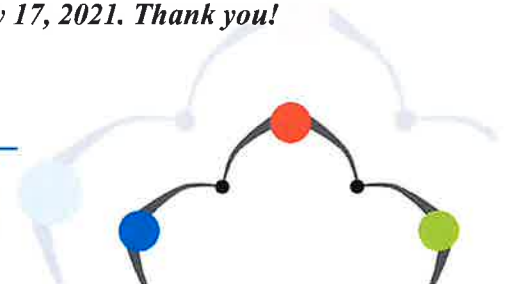
Date:

Attest:

Title:

Date:

Please return signed statement to MnCCC no later than February 17, 2021. Thank you!





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

Property Tax and CAMA Systems

Meeting Date:	February 2, 2021	Fiscal/FTE Impact:	☐ None
Item Type:	☐ Consent ☒ Action	☐ Current budget	
Department:	Auditor-Treasurer	☐ New FTE(s) Requested	
Contact:	Tammy Spooner	☒ Other	
Contact Phone:	(507) 835-0616	☐ Amendment Requested	
Prepared by:	Tammy Spooner		

PURPOSE/ACTION REQUESTED

Request for authorization to move forward with the purchase of new Property Tax and CAMA Systems.

SUMMARY

The current Property Tax and CAMA systems are obsolete and will no longer be supported as of December 2023. We are looking at a minimum implementation time of 18 months for a new program.

Michael Johnson, Administrator; Joe Udermann, Assessor; Judy Hiller, IT Director and I have looked at the options available and have concluded that iasWorld would best fit our needs.

RECOMMENDATION

Waseca County staff recommends that the Waseca County Board of Commissioners approve the purchase of Property Tax and CAMA in the amount of \$278,400.00.

EXPLANATION OF FISCAL/FTE IMPACTS

The Land Records Management System Special Revenue Fund (25-061-1001) has adequate funds to cover the purchase.

Supporting Documents:

Attachment A:

Attachment B:

Previous Board Action(s):

Resolution #

QUOTE

Client: Waseca County, MN
Date: 1/27/21
Summary: iasWorld Products & Services

Description

The following is a quote for Tyler iasWorld products and services. This quote is valid for 90 days from the date above.

iasWorld CAMA and Tax Billing & Collection

One-Time Costs

Implementation Services	\$257,600
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Annual-Costs

SaaS – Maintenance	\$ 66,482
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Travel Expense

Billed as incurred	\$ 20,800
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Software as a Service (SaaS)

Tyler is proposing to host iasWorld through Software as a Service (SaaS). There are no server acquisition, upgrade, or maintenance issues. No specialized skills are required such as UNIX, or NT Server administration. It establishes a flat fee, for which it is easy to budget and plan.

Features

- **System Administration:** Tyler's iasWorld performs daily administrative tasks. We address the installation, upgrade, support and file maintenance of the Tyler iasWorld application and database servers, operating system, database and application files.
- **Security Administration:** Tyler's iasWorld provides secure data transmission paths from each client workstation to the iasWorld servers. User IDs, passwords, and application access rights for the VPN (Virtual Private Network) and the iasWorld application are administered by iasWorld with the client's final approval.
- **Hardware Performance Maintenance:** iasWorld supplies and maintains all necessary hardware required to provide workstation access to the iasWorld application at standard industry performance levels. All repairs, upgrades, and replacements to server hardware are the responsibility of iasWorld.
- **Disaster Recovery & Fault Tolerance:** iasWorld backs up all systems & data files and stores them in a secure off-site location. We have fully redundant telecommunications access, electrical power, and required hardware to provide access to the Tyler iasWorld application in the event of a disaster or component failure.

Benefits

- **Easy Budgeting:** The lease is a set fee, flattening the peaks and valleys associated with the acquisition of software and services. Leasing dramatically lowers initial costs. It provides a consistent quarterly or annual fee that can be easily budgeted for the duration of the agreement.
- **No Secondary Operational Fees:** No additional fees, such as maintenance and support are required.
- **IT Management Reports:** Tyler's iasWorld monthly management reports containing detailed information regarding access, usage, performance and availability for all hosted applications.

Computer Assisted Mass Appraisal (CAMA)

The Computer Assisted Mass Appraisal solution provided in iasWorld is responsible for the maintenance of property characteristics from which appraised value estimates are developed. iasWorld supports three primary approaches to value – cost, sales comparison (regression and comparable sales) and income – using valuation tables and algorithms that offer the best flexibility and ease of use. The market valuation functionality within iasWorld includes constrained regression modeling and market valuation driven by comparable sales. Having this feature as an integral part of the CAMA module allows the Jurisdiction to

work on multiple models while cleaning up sales, without the need to re-extract the sales file to import into a third party modeling tool. The model building and valuation testing, using different comparable selection criteria, can occur easily over a longer period of time. This allows for better, more refined market models. iasWorld supports the classification of properties, land and improvements for the purpose of determining the assessed values used in the calculation of taxes.

Assessment Administration (AA)

The Assessment Administration solution provides transactions for a jurisdiction to maintain the data necessary to track the elements needed for efficient property administration for properties maintained in iasWorld. These elements include information regarding ownership, mailing address, legal description, property classification, exemptions, and appraised and/or assessed values. The transactions may include information on real estate or personal property in addition to other type of property, such as manufactured homes and livestock. Assessment Administration transactions also support various business functions associated with the administration of property including the production of the assessment roll, real estate transfer, and property sales. The data elements maintained in the Assessment Administration solution eventually form the core elements consumed in the extension and collection of tax information.

Tax Billing & Collection (TB&C)

The primary purpose of the Tax Billing & Collections function is to extend, collect and distribute property taxes and all related charges. In iasWorld extends property taxes and secondary charges based (i.e., calculated) on rates maintained in the application and property valuation maintained using the Assessment Administration function of the application. This calculation can occur by means of a batch processing or through online processing. After extension, the calculated tax amounts are available for collection.

Using TB&C, users can accept and post a number of different means payments, such as directly to parcels through online payment processing or payments accepted through third party cashier applications. Additionally, the application accepts payments from a number of mass payment processes such as lock box payments and mortgage company payments. Once iasWorld accepts payments, the application allows for the organization and distribution of the payment funds received, as well as allocation of the funds to taxing authorities. The application refers to this process as tax settlement and disbursement processing.

iasWorld Delinquent Tax

The iasWorld Delinquent Tax™ add-on feature provides complementary capabilities for jurisdictions using the Tax Billing & Collections function. This separately licensed feature allows clients to administer delinquent accounts, including the ability to perform the following.

- Initiate a qualifying parcel on a delinquent contract program.
- Monitor the payment process of the delinquent plan.
- Calculate and apply unapplied penalty and interest charges to selected parcels when a contract is in default.
- Query all delinquent information.
- Generate delinquent coupons and tax billings for delinquent plans.
- Record all delinquent parcels that qualify for bankruptcy.
- Record all delinquent parcels that are in foreclosure.

The following pages illustrate the added capabilities for managing payment processes, calculation of interest, bankruptcy and foreclosure within the iasWorld Delinquent Tax feature.

iasWorld Public Access

iasWorld Public Access™ is an online gateway to property and tax data. It provides you with the tools you need to extend the access of your iasWorld system data to a citizen-facing website. Because there are many degrees of standards and accessibility to public records, you have the flexibility to choose the level of data you want to expose. You can share data on an existing website or, alternatively, build a new or expanded online presence using the inherent, modern tools and content management system functions in Public Access. iasWorld Public Access provides the following features:

- Add the ability to search and display your iasWorld data on a newly built website or on an existing website using today's most current tools — all displayed with your jurisdiction's established look and brand.
- Create modern, data-rich access using modern HTML5 technology that supports today's most current browsers, including Internet Explorer®, Chrome, Firefox™ and Safari.
- Download data files and reports, such as mailing addresses, parcel summary reports, property record cards, assessment notices, tax bills and more.
- Create search forms that allow for single or multiple criteria on real and personal property searches.
- Configure how you want your search results to display for basic property details, building photos and sketches, map book pages, links to other sites using dynamic URLs and more.
- Apply virtually any design theme to your public access site with comprehensive customization capabilities — using existing and new web assets.
- Deploy in a way that best suits your needs today and over the long term — available as a traditional on-premise or cloud-based solution.
- Incorporate and share data from your key systems, such as aerial imagery and GIS information, for an easily accessible and interactive online experience.

- Keep content fresh and engaging using the most widely adopted content management system functions.
- Support pass-through payment of fees and taxes using dynamically generated URLs that can be configured to pass pertinent information on to the payment vendor's secure Web site.

Assumptions

- Included: CAMA, AA, TB&C, Delinquent Tax, Public Access
- 18-month implementation, 30% resourcing (PM, CAMA IC, AA IC, TAX IC)
- Minnesota standard configuration (no minimal changes)
- The County will work with Tyler to change their business processes to match what other Minnesota iasWorld counties are already doing
- Mini Fit/Gap will be in place to understand the county's current processes (20 days = 1 week of whole team)
- The County will be converted from software Tyler already written scripts for
- Travel billed separately
- No product modifications included
- No custom reports included
- No custom integrations included (the county can use up to 3 existing standard ones)
- No workflows included
- 2 months post-live support
- 30 days of training (2 weeks, partial team)
- 20 days of go-live support (1 week of whole team)

(Optional) iasWorld SmartFile

- The iasWorld® SmartFile solution extends the value of iasWorld by allowing for the direct capture of data and electronic attachments from your constituents. This electronic filing solution not only provides an easy and efficient way for taxpayers to communicate with your office, but also greatly reduces the re-entry of paper submissions. Some common examples of information or processes that can leverage this solution are homestead applications, ownership address changes, exemptions, personal property filings, and mailing address change submissions.
- 3 basic existing MN Smart-filings included
- Optional Services cost would be \$10,000 per filing or (\$30,000) for all 3 existing MN filings
- Annual SaaS for SmartFile would be \$4,875

(Optional) iasWorld Field Mobile

- iasWorld has an integrated solution that is a field specific, Windows app, called iasWorld Field Mobile. Field Mobile is a powerful tool for collecting, reviewing, and updating data. This Windows Store App can run a wide variety of Windows tablets, laptops, and hybrids. Field review tasks are initiated and assigned from the Property Review Workflow in iasWorld, then downloaded to Field Mobile by the assigned users for offline use. The data entry forms are highly configurable to provide the information needed while still being easy to use.
- Downloaded data includes current sketches and photos. Photos can be captured and associated to parcels right on the device and uploaded back to iasWorld with the rest of the updates, eliminating any correlation of photos to parcels back in the office. Sketches are available for visual reference, as well as adding or editing. Maps are integrated throughout Field Mobile using Esri's ArcGIS Runtime, providing real time location when GPS is available.
- Optional Services cost would be \$32,200.
- Annual SaaS for Field Mobile would be \$7,600.

(Optional) Tyler Cashiering

Tyler Cashiering streamlines cash management by creating a single point of entry for data from multiple applications. Cashiering features a versatile, easy-to-navigate interface developed in the Microsoft® .NET platform. This scalable application has a familiar Microsoft Windows® look and feel and was designed with user experience in mind. Tyler Cashiering allows for a wide range of customization based on payment type—and it integrates with local resources such as OCR and handheld bar code scanners, printers, validators and MICR devices, making it an essential addition to any agency's collection process. Other benefits include:

- On-screen running batch and transaction totals displays
- Unlimited, user-defined tender types.
- Various user permission and controls over POS actions – such as voids, cash drawer opening, and more.
- Robust reporting on batch totals, user activity, and overall collection totals/trends
- Compliant with PCI/PA-DSS security standards
- Full Check-21 compliance which allows for creation of an electronic cash letter containing images of checks to be submitted to a bank in lieu of a traditional deposit with paper checks.
- Standard interface to other Tyler products and may be configured to connect to third party modules as well.
- Support for EMV chip credit card processing
- Optional Services cost would be \$29,500.
- Annual SaaS for Tyler Cashiering would be \$10,500.