



# WASECA COUNTY BOARD OF COMMISSIONERS

**April 20, 2021 · 9:30 a.m.**

East Annex Public Meeting Room

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

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

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Access Code: 550-149-597

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**9:30 a.m.**

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

### **Public Comment**

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

## **2. Approval of Agenda**

## **3. Approval of County Board Minutes**

- a. Waseca County Board of Commissioners Work Session April 1, 2021

## **4. Consent Agenda**

- a. Approval of Bills
- b. March 2021 Electronic Funds Report
- c. Road Closure
- d. Planning Commission Meeting Update 4-01-2021
- e. Jason & Catherine Eldeen and Jon and Cassie Eldeen Transfer of Development Rights
- f. Partial Release of Exclusive Agricultural Use Zone Restrictive Covenant; Altair Community Solar Garden LLC
- g. Adopt Resolution 2021-20 approving the collective bargaining agreements with Minnesota Public Employee Association, representing the Highway & Solid Waste & Recycling Unit, for the period of January 1 through December 31, 2021

## **5. Public Hearing to Consider Amendment to §2.04, §6.08(C) and §8.03 of the Waseca County Unified Development Code (UDC)**

## **6. Set Public Hearing for Licensed Establishment Fees – Sarah Berry, Public Health Director**

- 7. Approve Contract to Provide Limited SSTS Services to Blue Earth County – Sarah Berry, Public Health Director**
- 8. Request Approval and Signature of the FY22 and FY23 Sentencing to Service Contract – Jonathan Schiro, Court Services Director**
- 9. Blowers Park Road Maintenance – Brian Tomford, Building and Grounds Director**
- 10. Public Works - Alan Forsberg, Interim County Engineer**
  - a. 2020 Financial Report
  - b. Bridge Replacement Priority Resolution 2021-19
  - c. Cooperative Agreement City of Janesville and Waseca County for Salt Shed
  - d. Advertisement of Construction Contracts (CSAH 41, Seal Coat of bituminous roads, CSAH 15 Culvert Replacement in Advance of 2022 Pavement Rehabilitation)
  - e. Janesville Township Bridge Project
  - f. Draft Township Sign Letter
- 11. Administration**
  - a. Administration Update
  - b. Human Resources Announcements

**12. Commissioner Reports**

Lunch – Tasty House

## **Upcoming Board Events**

*April 20 – May 4, 2021*

**April 20, 2021, 9:30 a.m.**

**County Board Meeting**

Board Room, East Annex

**April 20, 2 p.m.**

**MN Prairie Finance Committee Meeting**

Virtual Meeting

**April 20, 3 p.m.**

**MN Prairie Joint Powers Board Meeting**

Virtual Meeting

**May 4, 2021, 9:30 a.m.**

**County Board Meeting**

Board Room, East Annex

WASECA COUNTY BOARD OF COMMISSIONERS

WORK SESSION – APRIL 1, 2021

The Waseca County Board of Commissioners met in a work session on Thursday, April 1, 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, provided information regarding a request for a valuation abatement from Guardian Energy. Lengthy discussion was held regarding the valuation.

Commissioner Nelson left the meeting at 9:33 a.m.

The work session ended at 10:41 a.m.

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DeAnne R. Malterer, Chairperson  
Waseca County Board of Commissioners

ATTEST:

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Tamara J. Spooner, Clerk  
Waseca County Auditor/Treasurer

04/14/2021 14:45  
5264aschauer

Waseca, MN  
Vendor Warrant List Report

P 1  
apwarrnt

DATE: 04/20/2021 CHECK RUN: C042021 AMOUNT: \$ 138,195.12

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

04/14/2021 14:45  
5264aschauer

Waseca, MN  
PREPAID INVOICE LIST

P 2  
apwarrnt

CHECK RUN: C042021 04/20/2021

VENDOR	VENDOR NAME	R	INVOICE	PO	TYPE	DUE DATE	AMOUNT	CHECK COMMENT
CASH ACCOUNT: 99000000 1001			Cash					
<a href="#">302</a>	<a href="#">FIRST NATIONAL</a>	00000	<a href="#">3/21 STMNT</a>		DD	04/23/2021	774.00	1060 NACO CONFERENCE
<a href="#">354</a>	<a href="#">FIRST NATIONAL</a>	00000	<a href="#">3/21 STMNT</a>		DD	04/23/2021	61.23	1061 POSTAGE/COTTON ROU
<a href="#">424</a>	<a href="#">FIRST NATIONAL</a>	00000	<a href="#">3/21 STMNT</a>		DD	04/23/2021	677.53	1062 HEAD SET/TAC PACKS
<a href="#">428</a>	<a href="#">FIRST NATIONAL</a>	00000	<a href="#">3/21 STMNT</a>		DD	04/23/2021	224.60	1063 THERMOMETER/MENTAL
<a href="#">457</a>	<a href="#">FIRST NATIONAL</a>	00000	<a href="#">3/21 STMNT</a>		DD	04/23/2021	370.00	1064 MSA CONF/BCA TRAIN
<a href="#">570</a>	<a href="#">FIRST NATIONAL</a>	00000	<a href="#">3/21 STMNT</a>		DD	04/23/2021	1,265.94	1065 ONLINE INVESTIGAVI
<a href="#">606</a>	<a href="#">FIRST NATIONAL</a>	00000	<a href="#">3/21 STMNT</a>		DD	04/23/2021	65.00	1066 2021 WORLD ABUSER
<a href="#">705</a>	<a href="#">FIRST NATIONAL</a>	00000	<a href="#">3/21 STMNT</a>		DD	04/23/2021	1,014.40	1067 INDEED ADVERTISING
<a href="#">1995</a>	<a href="#">FIRST NATIONAL</a>	00000	<a href="#">3/21 STMNT</a>		DD	04/23/2021	400.00	1068 MAWP CONF/CIT TRAI
<a href="#">2065</a>	<a href="#">FIRST NATIONAL</a>	00000	<a href="#">3/21 STMNT</a>		DD	04/23/2021	75.00	1069 BCA TRAINING
<a href="#">2417</a>	<a href="#">FIRST NATIONAL</a>	00000	<a href="#">3/21 STMNT</a>		DD	04/23/2021	44.45	1070 TRANSPORT FUEL
<a href="#">3151</a>	<a href="#">FIRST NATIONAL</a>	00000	<a href="#">3/21 STMNT</a>		DD	04/23/2021	1,129.86	1071 PARK LUMBER/BOLTS/
<a href="#">3455</a>	<a href="#">FIRST NATIONAL</a>	00000	<a href="#">3/21 STMNT</a>		DD	04/23/2021	1,019.02	1072 TURBIDITY SENSOR
<a href="#">3914</a>	<a href="#">FIRST NATIONAL</a>	00000	<a href="#">3/21 STMNT</a>		DD	04/23/2021	50.00	1073 2021 MEMBERSHIP MN
<a href="#">3919</a>	<a href="#">FIRST NATIONAL</a>	00000	<a href="#">3/21 STMNT</a>		DD	04/23/2021	116.00	1074 PASSPORT FILM/PAPE
<a href="#">3915</a>	<a href="#">FIRST NATIONAL</a>	00000	<a href="#">3/21 STMNT</a>		DD	04/23/2021	30.06	1075 TRANSPORT FUEL
<a href="#">4874</a>	<a href="#">FIRST NATIONAL</a>	00000	<a href="#">3/21 STMNT</a>		DD	04/23/2021	1,101.58	1076 TUBERCULIN SYRINGE
<a href="#">634</a>	<a href="#">FIRST NATIONAL</a>	00000	<a href="#">3/21 STMNT</a>		DD	04/23/2021	891.97	1082 GLARE SCREEN/MEMOR
<a href="#">364</a>	<a href="#">FIRST NATIONAL</a>	00000	<a href="#">3/21 STMNT</a>		DD	04/23/2021	1,139.80	1083 BOLTS/TRAINING/GLO
CASH ACCOUNT 99000000 1001							10,450.44	TOTAL

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Waseca, MN  
| DETAIL INVOICE LIST

P 3  
| apwarrnt

CASH ACCOUNT: 99000000 1001

Cash

CHECK RUN: C042021 04/20/2021 DUE DATE: 04/20/2021

VENDOR	G/L ACCOUNTS	R	PO	TYPE	DUE DATE	INVOICE/AMOUNT	CHECK
<a href="#">8622 ALAN FORSBERG</a>	<a href="#">1 13310000 6334</a>	00000		INV	04/14/2021	<a href="#">1/29/21-4/9/21 STMT</a>	
				HwyAdmin	Mileage	1,008.00	
				Invoice Net		1,008.00	
				CHECK TOTAL		1,008.00	_____
<a href="#">4561 ALVIN GRAMS</a>	<a href="#">1 01062000 6111</a>	00000		INV	04/14/2021	<a href="#">3/31/21 STMT</a>	
				CenSvcs	PerDiems	80.00	
				Invoice Net		80.00	
				CHECK TOTAL		80.00	_____
<a href="#">4915 AMAZON CAPITAL SERVICE</a>	<a href="#">1 01451457 6430</a>	00000		INV	04/14/2021	<a href="#">1703-RMFP-3QLY</a>	
				PHP	MdclSppls	18.44	
				Invoice Net		18.44	
				CHECK TOTAL		18.44	_____
<a href="#">4088 ANCOM COMMUNICATIONS I</a>	<a href="#">1 01201220 6344</a>	00000		INV	04/14/2021	<a href="#">100973</a>	
				ShrfProTch	RadioMntc	3,019.00	
				Invoice Net		3,019.00	
<a href="#">4088 ANCOM COMMUNICATIONS I</a>	<a href="#">1 01201220 6345</a>	00000		INV	04/14/2021	<a href="#">101133</a>	
				ShrfProTch	JailMntc	380.00	
				Invoice Net		380.00	
				CHECK TOTAL		3,399.00	_____
<a href="#">2401 APH STORES, INC.</a>	<a href="#">1 13340000 6564</a>	00000		INV	04/14/2021	<a href="#">5064050 3/25/21</a>	
	<a href="#">2 13340000 6590</a>			HwyEqMt/Sh	MchVehPrts	928.03	
				HwyEqMt/Sh	TlsShpMat	55.98	
				Invoice Net		984.01	
				CHECK TOTAL		984.01	_____
<a href="#">2809 BAKER TILLY LLP</a>	<a href="#">1 01062000 6267</a>	00000		EFT	04/14/2021	<a href="#">BT1790252</a>	
				CenSvcs	StAudtng	930.00	
				Invoice Net		930.00	
				CHECK TOTAL		930.00	_____
<a href="#">1713 BOCKS SERVICE INC</a>	<a href="#">1 01201226 6566</a>	00000		INV	04/23/2021	<a href="#">191344</a>	
				TrvExpShrf	Gas	30.99	
				Invoice Net		30.99	
<a href="#">1713 BOCKS SERVICE INC</a>	<a href="#">1 01201201 6260</a>	00000		INV	04/23/2021	<a href="#">23623</a>	
				GenSheriff	ProTechSvc	404.00	
				Invoice Net		404.00	
				CHECK TOTAL		434.99	_____
<a href="#">4186 NCH CORPORATION</a>	<a href="#">1 13340000 6260</a>	00000		INV	04/14/2021	<a href="#">7316786</a>	
				HwyEqMt/Sh	ProTechSvc	145.19	
				Invoice Net		145.19	
				CHECK TOTAL		145.19	_____

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Waseca, MN  
DETAIL INVOICE LIST

P 4  
apwarrnt

CASH ACCOUNT: 99000000 1001

Cash

CHECK RUN: C042021 04/20/2021

DUE DATE: 04/20/2021

VENDOR	G/L ACCOUNTS	R	PO	TYPE	DUE DATE	INVOICE/AMOUNT	CHECK
<a href="#">308</a>	<a href="#">CHRISTENSEN TIRE &amp; AUT</a>	00000		INV	04/14/2021	<a href="#">0528 3/21</a>	
	1 <a href="#">13340000 6563</a>			HwyEqMt/Sh	TrTbsBatt	2,333.85	
				Invoice Net		2,333.85	
				CHECK TOTAL		2,333.85	_____
<a href="#">3477</a>	<a href="#">COLE PAPERS INC</a>	00000		INV	04/14/2021	<a href="#">9963315</a>	
	1 <a href="#">01111000 6410</a>			CHBldgMtc	CstBldgSpp	75.00	
	2 <a href="#">01112000 6410</a>			LEBldgMtc	CstBldgSpp	75.00	
	3 <a href="#">01115000 6410</a>			EABldMtc	CstBldgSpp	75.00	
	4 <a href="#">01116000 6410</a>			ExtBldMtc	CstBldgSpp	11.34	
	5 <a href="#">01117000 6410</a>			HSPHBldgMt	CstBldgSpp	75.00	
				Invoice Net		311.34	
				CHECK TOTAL		1,684.54	_____
<a href="#">3477</a>	<a href="#">COLE PAPERS INC</a>	00000		INV	04/23/2021	<a href="#">9968667</a>	
	1 <a href="#">01062000 6403</a>			CenSvcs	OffcSuppls	1,373.20	
				Invoice Net		1,373.20	
				CHECK TOTAL		1,684.54	_____
<a href="#">2445</a>	<a href="#">COMMUNITY COMPLIANCE M</a>	00000		INV	04/23/2021	<a href="#">MAR21A-WSC</a>	
	1 <a href="#">01254000 6264</a>			ElecMonit	ElecMntrg	806.00	
				Invoice Net		806.00	
				CHECK TOTAL		806.00	_____
<a href="#">2165</a>	<a href="#">CONTINENTAL RESEARCH C</a>	00000		INV	04/14/2021	<a href="#">0025062</a>	
	1 <a href="#">13340000 6590</a>			HwyEqMt/Sh	TlsShpMat	979.26	
				Invoice Net		979.26	
				CHECK TOTAL		979.26	_____
<a href="#">4518</a>	<a href="#">CRESCENT ELECTRIC SUPP</a>	00000		INV	04/14/2021	<a href="#">S508881569.003</a>	
	1 <a href="#">01111000 6409</a>			CHBldgMtc	LtngSplExp	10.57	
				Invoice Net		10.57	
<a href="#">4518</a>	<a href="#">CRESCENT ELECTRIC SUPP</a>	00000		INV	04/14/2021	<a href="#">S508881569.002</a>	
	1 <a href="#">01111000 6409</a>			CHBldgMtc	LtngSplExp	80.52	
				Invoice Net		80.52	
				CHECK TOTAL		91.09	_____
<a href="#">498</a>	<a href="#">DEANNE MALTERER</a>	00000		EFT	04/14/2021	<a href="#">3/21 STMNT</a>	
	1 <a href="#">01002000 6334</a>			Commssnrs	Mileage	21.39	
				Invoice Net		21.39	
				CHECK TOTAL		21.39	_____
<a href="#">4145</a>	<a href="#">DEB WESTPHAL</a>	00000		INV	04/14/2021	<a href="#">4/20/21 STMNT</a>	
	1 <a href="#">13310000 6334</a>			HwyAdmin	Mileage	129.92	
				Invoice Net		129.92	
				CHECK TOTAL		129.92	_____
<a href="#">420</a>	<a href="#">DEML FORD INC</a>	00000		INV	04/14/2021	<a href="#">351505 3/21</a>	
	1 <a href="#">01201223 6310</a>			ShrfEqRepM	SqRepMtc	1,582.24	
				Invoice Net		1,582.24	

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Waseca, MN  
| DETAIL INVOICE LIST

P 5  
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CASH ACCOUNT: 99000000 1001

Cash

CHECK RUN: C042021 04/20/2021 DUE DATE: 04/20/2021

VENDOR	G/L ACCOUNTS	R	PO	TYPE	DUE DATE	INVOICE/AMOUNT	CHECK
<a href="#">420</a>	<a href="#">DEML FORD INC</a>	00000		INV	04/14/2021	<a href="#">350660 3/21</a>	
	1 <a href="#">13340000 6310</a>			HwyEqMt/Sh	EqRepMtc	412.80	
	2 <a href="#">13340000 6564</a>			HwyEqMt/Sh	MchVehPrts	111.43	
				Invoice Net		524.23	
				CHECK TOTAL			2,106.47
<a href="#">8382</a>	<a href="#">DONNELLY LAW FIRM PLLC</a>	00000		INV	04/14/2021	<a href="#">CA200038</a>	
	1 <a href="#">01014000 6261</a>			CrtAdmnCo	CrtAptAtty	75.00	
				Invoice Net		75.00	
<a href="#">8382</a>	<a href="#">DONNELLY LAW FIRM PLLC</a>	00000		INV	04/14/2021	<a href="#">CA21015</a>	
	1 <a href="#">01014000 6261</a>			CrtAdmnCo	CrtAptAtty	402.31	
				Invoice Net		402.31	
<a href="#">8382</a>	<a href="#">DONNELLY LAW FIRM PLLC</a>	00000		INV	04/14/2021	<a href="#">CA200034</a>	
	1 <a href="#">01014000 6261</a>			CrtAdmnCo	CrtAptAtty	800.00	
				Invoice Net		800.00	
<a href="#">8382</a>	<a href="#">DONNELLY LAW FIRM PLLC</a>	00000		INV	04/14/2021	<a href="#">CA200093</a>	
	1 <a href="#">01014000 6261</a>			CrtAdmnCo	CrtAptAtty	375.00	
				Invoice Net		375.00	
				CHECK TOTAL			1,652.31
<a href="#">8621</a>	<a href="#">DRIVERS LICENSE GUIDE</a>	00000		INV	04/14/2021	<a href="#">784733</a>	
	1 <a href="#">01101000 6401</a>			Rcrdr	OffcSuppls	31.95	
				Invoice Net		31.95	
				CHECK TOTAL			31.95
<a href="#">2375</a>	<a href="#">JOEL D EATON</a>	00000		INV	04/14/2021	<a href="#">52</a>	
	1 <a href="#">25252101 6260</a>			DrgCrtFed	ProTechSvc	600.00	
				Invoice Net		600.00	
				CHECK TOTAL			600.00
<a href="#">1007</a>	<a href="#">EMERGENCY AUTOMOTIVE T</a>	00000		INV	04/14/2021	<a href="#">BW040621-1</a>	
	1 <a href="#">01201201 6670</a>			GenSheriff	Vehicles	973.75	
				Invoice Net		973.75	
				CHECK TOTAL			973.75
<a href="#">31</a>	<a href="#">EXPRESS CARE INC</a>	00000		INV	04/14/2021	<a href="#">016110</a>	
	1 <a href="#">01119000 6563</a>			Fleet	TrTbsBatt	35.99	
				Invoice Net		35.99	
				CHECK TOTAL			35.99
<a href="#">613</a>	<a href="#">FASTENAL CO</a>	00001		INV	04/14/2021	<a href="#">MNMAN570859</a>	
	1 <a href="#">13340000 6590</a>			HwyEqMt/Sh	TlsShpMat	11.66	
				Invoice Net		11.66	
				CHECK TOTAL			11.66
<a href="#">271</a>	<a href="#">FSSOLUTIONS</a>	00000		INV	04/14/2021	<a href="#">FL00423403</a>	
	1 <a href="#">13330000 6260</a>			HwyMntnc	ProTechSvc	500.00	
				Invoice Net		500.00	

04/14/2021 14:45  
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Waseca, MN  
| DETAIL INVOICE LIST

P 6  
| apwarrnt

CASH ACCOUNT: 99000000 1001

Cash

CHECK RUN: C042021 04/20/2021

DUE DATE: 04/20/2021

VENDOR	G/L ACCOUNTS	R	PO	TYPE	DUE DATE	INVOICE/AMOUNT	CHECK
						CHECK TOTAL	500.00
<a href="#">3384</a>	<a href="#">HANCOCK CONCRETE PRODU</a>	00000		INV	04/14/2021	<a href="#">1722359</a>	
	1 <a href="#">13330000 6511</a>			HwyMntnc CncMtrl		1,365.00	
				Invoice Net		1,365.00	
						CHECK TOTAL	1,365.00
<a href="#">1536</a>	<a href="#">HOWARD E NYHART CO INC</a>	00000		INV	04/14/2021	<a href="#">0166926</a>	
	1 <a href="#">01062000 6260</a>			CenSvcs ProTechSvc		2,550.00	
				Invoice Net		2,550.00	
						CHECK TOTAL	2,550.00
<a href="#">8615</a>	<a href="#">HUMBOLDT MFG CO</a>	00001		INV	04/14/2021	<a href="#">337546</a>	
	1 <a href="#">13320000 6501</a>			HwyEng/Con EngSurSppl		25.83	
				Invoice Net		25.83	
						CHECK TOTAL	25.83
<a href="#">235</a>	<a href="#">INNOVATIVE OFFICE SOLU</a>	00000		INV	04/14/2021	<a href="#">IN3297364</a>	
	1 <a href="#">01041000 6401</a>			Aud-Treas OffcSuppls		40.70	
				Invoice Net		40.70	
<a href="#">235</a>	<a href="#">INNOVATIVE OFFICE SOLU</a>	00000		INV	04/14/2021	<a href="#">IN3301565</a>	
	1 <a href="#">01065000 6401</a>			HumnRsrcls OffcSuppls		27.05	
				Invoice Net		27.05	
<a href="#">235</a>	<a href="#">INNOVATIVE OFFICE SOLU</a>	00000		INV	04/14/2021	<a href="#">IN3310202</a>	
	1 <a href="#">01041000 6401</a>			Aud-Treas OffcSuppls		5.36	
				Invoice Net		5.36	
<a href="#">235</a>	<a href="#">INNOVATIVE OFFICE SOLU</a>	00000		INV	04/14/2021	<a href="#">IN3304970</a>	
	1 <a href="#">13310000 6401</a>			HwyAdmin OffcSuppls		35.89	
				Invoice Net		35.89	
<a href="#">235</a>	<a href="#">INNOVATIVE OFFICE SOLU</a>	00000		INV	04/14/2021	<a href="#">IN3307504</a>	
	1 <a href="#">13310000 6401</a>			HwyAdmin OffcSuppls		2.79	
				Invoice Net		2.79	
<a href="#">235</a>	<a href="#">INNOVATIVE OFFICE SOLU</a>	00000		INV	04/14/2021	<a href="#">IN3307785</a>	
	1 <a href="#">13310000 6401</a>			HwyAdmin OffcSuppls		55.30	
				Invoice Net		55.30	
<a href="#">235</a>	<a href="#">INNOVATIVE OFFICE SOLU</a>	00000		INV	04/14/2021	<a href="#">IN3307852</a>	
	1 <a href="#">13310000 6401</a>			HwyAdmin OffcSuppls		212.88	
				Invoice Net		212.88	
<a href="#">235</a>	<a href="#">INNOVATIVE OFFICE SOLU</a>	00000		INV	04/14/2021	<a href="#">IN3308717</a>	
	1 <a href="#">13310000 6401</a>			HwyAdmin OffcSuppls		119.24	
				Invoice Net		119.24	
						CHECK TOTAL	499.21
<a href="#">1725</a>	<a href="#">JAGUAR COMMUNICATIONS</a>	00000		INV	04/23/2021	<a href="#">144088 4/21</a>	
	1 <a href="#">01061061 6260</a>			ITTechnlgy ProTechSvc		250.00	
				Invoice Net		250.00	
						CHECK TOTAL	250.00

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Waseca, MN  
| DETAIL INVOICE LIST

P 7  
apwarrnt

CASH ACCOUNT: 99000000 1001

Cash

CHECK RUN: C042021 04/20/2021

DUE DATE: 04/20/2021

VENDOR	G/L ACCOUNTS	R	PO	TYPE	DUE DATE	INVOICE/AMOUNT	CHECK
<a href="#">301 JANESVILLE HARDWARE LL</a>	<a href="#">1 13340000 6590</a>	00000		INV	04/14/2021	<a href="#">13140</a>	
				HwyEqMt/Sh	TlsShpMat	26.62	
				Invoice Net		26.62	
				CHECK TOTAL			26.62
<a href="#">1972 JANESVILLE TIRE SERVIC</a>	<a href="#">1 13340000 6563</a>	00000		INV	04/14/2021	<a href="#">3/31/21 STMNT</a>	
				HwyEqMt/Sh	TrTbsBatt	182.00	
				Invoice Net		182.00	
				CHECK TOTAL			182.00
<a href="#">4328 JEAN STEFFENS</a>	<a href="#">1 01042000 6401</a>	00000		INV	04/14/2021	<a href="#">4/6/21 REIM</a>	
				LicBureau	OffcSuppls	40.78	
				Invoice Net		40.78	
				CHECK TOTAL			40.78
<a href="#">2670 JOBS PLUS INC</a>	<a href="#">1 01111000 6260</a>	00000		EFT	04/14/2021	<a href="#">3/21 STMNT</a>	
				CHBldgMtc	ProTechSvc	213.38	
				Invoice Net		213.38	
				CHECK TOTAL			213.38
<a href="#">2356 JONES AND MAGNUS LLC</a>	<a href="#">1 01014000 6261</a>	00000		INV	04/14/2021	<a href="#">1963979</a>	
				CrtAdmnCo	CrtAptAtty	125.00	
				Invoice Net		125.00	
				CHECK TOTAL			125.00
<a href="#">1517 KIMBERLY SHERMO</a>	<a href="#">1 01451453 6202</a>	00000		INV	04/14/2021	<a href="#">3/25/21 REIM</a>	
				CmEnvrHlth	Postage	10.84	
				Invoice Net		10.84	
				CHECK TOTAL			10.84
<a href="#">3891 LEON SCHOENROCK</a>	<a href="#">1 01107000 6111</a> <a href="#">2 01107000 6334</a>	00000		INV	04/14/2021	<a href="#">4/1/21 STMNT</a>	
				P&Z	PerDiems	80.00	
				P&Z	Mileage	15.68	
				Invoice Net		95.68	
				CHECK TOTAL			95.68
<a href="#">1940 LINDA LARES</a>	<a href="#">1 01252000 6260</a>	00000		INV	04/14/2021	<a href="#">205</a>	
				CrtSvcs	ProTechSvc	100.00	
				Invoice Net		100.00	
				CHECK TOTAL			100.00
<a href="#">3987 LOCATORS &amp; SUPPLIES IN</a>	<a href="#">1 13340000 6590</a>	00000		INV	04/14/2021	<a href="#">0291141-IN</a>	
				HwyEqMt/Sh	TlsShpMat	1,037.04	
				Invoice Net		1,037.04	
				CHECK TOTAL			1,037.04
<a href="#">2336 LOFFLER</a>		00001		INV	04/23/2021	<a href="#">3690717</a>	

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CASH ACCOUNT: 99000000 1001

Cash

CHECK RUN: C042021 04/20/2021 DUE DATE: 04/20/2021

VENDOR	G/L ACCOUNTS	R	PO	TYPE	DUE DATE	INVOICE/AMOUNT	CHECK
	1 <a href="#">01062000</a> <a href="#">6341</a>			CenSvcs Invoice Net	CopierMain	283.41 283.41	
						CHECK TOTAL	283.41
<a href="#">8617</a>	<a href="#">LOUISE LUND</a>			00000	INV 04/14/2021	<a href="#">4/2/21</a> <a href="#">STMNT</a>	
	1 <a href="#">01062000</a> <a href="#">6111</a>			CenSvcs	PerDiems	320.00	
	2 <a href="#">01062000</a> <a href="#">6334</a>			CenSvcs Invoice Net	Mileage	62.72 382.72	
						CHECK TOTAL	382.72
<a href="#">8618</a>	<a href="#">LOWMARKUP INC</a>			00000	INV 04/14/2021	<a href="#">W73270</a>	
	1 <a href="#">01451457</a> <a href="#">6430</a>			PHP Invoice Net	MdclSppls	499.80 499.80	
						CHECK TOTAL	499.80
<a href="#">4315</a>	<a href="#">M-R SIGN COMPANY INC</a>			00000	INV 04/14/2021	<a href="#">211566</a>	
	1 <a href="#">13330000</a> <a href="#">6503</a>			HwyMntnc Invoice Net	TrffcSgns	1,679.91 1,679.91	
						CHECK TOTAL	1,679.91
<a href="#">4791</a>	<a href="#">MANKATO MOTORSPORTS LL</a>			00000	INV 04/14/2021	<a href="#">207339</a>	
	1 <a href="#">01521000</a> <a href="#">6310</a>			CoParks Invoice Net	EqRepMtc	195.10 195.10	
						CHECK TOTAL	195.10
<a href="#">3672</a>	<a href="#">MARK SOMMERS</a>			00000	INV 04/14/2021	<a href="#">4/1/21</a> <a href="#">STMNT</a>	
	1 <a href="#">01107000</a> <a href="#">6111</a>			P&Z	PerDiems	80.00	
	2 <a href="#">01107000</a> <a href="#">6334</a>			P&Z Invoice Net	Mileage	10.42 90.42	
						CHECK TOTAL	90.42
<a href="#">3890</a>	<a href="#">MARVIN PEARSON</a>			00000	INV 04/14/2021	<a href="#">4/1/21</a> <a href="#">STMNT</a>	
	1 <a href="#">01107000</a> <a href="#">6111</a>			P&Z	PerDiems	80.00	
	2 <a href="#">01107000</a> <a href="#">6334</a>			P&Z Invoice Net	Mileage	14.34 94.34	
						CHECK TOTAL	94.34
<a href="#">4591</a>	<a href="#">MATHESON</a>			00001	INV 04/14/2021	<a href="#">23269850</a>	
	1 <a href="#">13340000</a> <a href="#">6590</a>			HwyEqMt/Sh Invoice Net	TlsShpMat	124.68 124.68	
						CHECK TOTAL	124.68
<a href="#">4442</a>	<a href="#">MAYO CLINIC ST LOUIS M</a>			00000	INV 04/14/2021	<a href="#">700002730</a>	
	1 <a href="#">01201217</a> <a href="#">6268</a>			ShrfBrdPrs Invoice Net	Medical	32.00 32.00	
<a href="#">4442</a>	<a href="#">MAYO CLINIC ST LOUIS M</a>			00000	INV 04/14/2021	<a href="#">70004818</a> <a href="#">4/1/21</a>	
	1 <a href="#">13330000</a> <a href="#">6260</a>			HwyMntnc Invoice Net	ProTechSvc	221.00 221.00	

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CASH ACCOUNT: 99000000 1001

Cash

CHECK RUN: C042021 04/20/2021

DUE DATE: 04/20/2021

VENDOR	G/L ACCOUNTS	R	PO	TYPE	DUE DATE	INVOICE/AMOUNT	CHECK
						CHECK TOTAL	253.00
<u>1952</u>	<u>MEGAN KIRBY</u>						
	1 <u>01451457 6334</u>	00000		INV	04/14/2021	<u>3/21 STMNT</u>	
				PHP	Mileage	49.84	
				Invoice Net		49.84	
						CHECK TOTAL	49.84
<u>2</u>	<u>MEI TOTAL ELEVATOR SOL</u>						
	1 <u>01111000 6340</u>	00000		EFT	04/14/2021	<u>901826</u>	
	2 <u>01112000 6340</u>			CHBldgMtc	RntSvcAgrt	143.52	
	3 <u>01117000 6340</u>			LEBldgMtc	RntSvcAgrt	143.51	
				HSPHBldgMt	RntSvcAgrt	143.52	
				Invoice Net		430.55	
						CHECK TOTAL	430.55
<u>8396</u>	<u>MICHAEL MOUNTAIN</u>						
	1 <u>01014000 6261</u>	00000		INV	04/14/2021	<u>1/21 INVOICE</u>	
				CrtAdmnCo	CrtAptAtty	100.00	
				Invoice Net		100.00	
<u>8396</u>	<u>MICHAEL MOUNTAIN</u>						
	1 <u>01014000 6261</u>	00000		INV	04/14/2021	<u>2/21 INVOICE</u>	
				CrtAdmnCo	CrtAptAtty	300.00	
				Invoice Net		300.00	
						CHECK TOTAL	400.00
<u>1287</u>	<u>MIDWEST MONITORING &amp; S</u>						
	1 <u>25252000 6213</u>	00001		INV	04/14/2021	<u>DT0321119</u>	
				CrtSvcs	DrgTstgSvc	638.43	
				Invoice Net		638.43	
						CHECK TOTAL	638.43
<u>4896</u>	<u>MINNESOTA TRUCK &amp; EQUI</u>						
	1 <u>13340000 6310</u>	00000		INV	04/14/2021	<u>2861</u>	
	2 <u>13340000 6564</u>			HwyEqMt/Sh	EqRepMtc	414.95	
				HwyEqMt/Sh	MchVehPrts	52.40	
				Invoice Net		467.35	
						CHECK TOTAL	467.35
<u>2400</u>	<u>MN BUREAU OF CRIMINAL</u>						
	1 <u>25259000 6401</u>	00000		INV	04/14/2021	<u>649668</u>	
				PermtCrry	OffcSuppls	390.00	
				Invoice Net		390.00	
<u>2400</u>	<u>MN BUREAU OF CRIMINAL</u>						
	1 <u>01252000 6260</u>	00000		INV	04/14/2021	<u>649667</u>	
				CrtSvcs	ProTechSvc	120.00	
				Invoice Net		120.00	
						CHECK TOTAL	510.00
<u>2017</u>	<u>MN COUNTIES COMPUTER C</u>						
	1 <u>01061061 6262</u>	00000		EFT	04/23/2021	<u>2104071</u>	
				ITTechnlgy	SftwrSpprt	12,920.50	
				Invoice Net		12,920.50	
<u>2017</u>	<u>MN COUNTIES COMPUTER C</u>						
	1 <u>01061061 6262</u>	00000		EFT	04/23/2021	<u>2104072</u>	
				ITTechnlgy	SftwrSpprt	4,736.14	
				Invoice Net		4,736.14	

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CASH ACCOUNT: 99000000 1001

Cash

CHECK RUN: C042021 04/20/2021

DUE DATE: 04/20/2021

VENDOR	G/L ACCOUNTS	R	PO	TYPE	DUE DATE	INVOICE/AMOUNT	CHECK
						CHECK TOTAL	17,656.64
<a href="#">169</a>	<a href="#">MN SHERIFFS ASSOC</a>			INV	04/14/2021	<a href="#">232540</a>	
	1 <a href="#">25259000 6401</a>	00000		PermtCrry	OffcSuppls	120.00	
				Invoice Net		120.00	
						CHECK TOTAL	120.00
<a href="#">2797</a>	<a href="#">NAPA AUTO PARTS MPEC</a>			INV	04/14/2021	<a href="#">303409</a>	
	1 <a href="#">01521000 6310</a>	00000		CoParks	EqRepMtc	78.00	
				Invoice Net		78.00	
<a href="#">2797</a>	<a href="#">NAPA AUTO PARTS MPEC</a>			INV	04/14/2021	<a href="#">302385</a>	
	1 <a href="#">01521000 6310</a>	00000		CoParks	EqRepMtc	9.65	
				Invoice Net		9.65	
<a href="#">2797</a>	<a href="#">NAPA AUTO PARTS MPEC</a>			INV	04/14/2021	<a href="#">303490</a>	
	1 <a href="#">01521000 6310</a>	00000		CoParks	EqRepMtc	23.56	
				Invoice Net		23.56	
<a href="#">2797</a>	<a href="#">NAPA AUTO PARTS MPEC</a>			INV	04/14/2021	<a href="#">303752</a>	
	1 <a href="#">01521000 6310</a>	00000		CoParks	EqRepMtc	13.76	
				Invoice Net		13.76	
<a href="#">2797</a>	<a href="#">NAPA AUTO PARTS MPEC</a>			INV	04/14/2021	<a href="#">33090 3/31/21</a>	
	1 <a href="#">13340000 6564</a>	00000		HwyEqMt/Sh	MchVehPrts	488.35	
	2 <a href="#">13340000 6590</a>			HwyEqMt/Sh	TlsShpMat	63.99	
				Invoice Net		552.34	
						CHECK TOTAL	677.31
<a href="#">1962</a>	<a href="#">NEW RICHLAND FARM &amp; HO</a>			INV	04/14/2021	<a href="#">958234</a>	
	1 <a href="#">13340000 6410</a>	00000		HwyEqMt/Sh	CstBldgSpp	39.95	
				Invoice Net		39.95	
						CHECK TOTAL	39.95
<a href="#">1869</a>	<a href="#">NORTHSTAR COMPUTER FOR</a>			INV	04/14/2021	<a href="#">49798630</a>	
	1 <a href="#">01042000 6401</a>	00000		LicBureau	OffcSuppls	520.65	
				Invoice Net		520.65	
						CHECK TOTAL	520.65
<a href="#">4282</a>	<a href="#">NUSS TRUCK GROUP INC</a>			INV	04/14/2021	<a href="#">37617B 3/31/21</a>	
	1 <a href="#">13340000 6310</a>	00000		HwyEqMt/Sh	EqRepMtc	166.80	
	2 <a href="#">13340000 6564</a>			HwyEqMt/Sh	MchVehPrts	1,198.75	
				Invoice Net		1,365.55	
						CHECK TOTAL	1,365.55
<a href="#">4376</a>	<a href="#">ONSOLVE INTERMEDIATE H</a>			INV	04/14/2021	<a href="#">15163937</a>	
	1 <a href="#">01451452 6260</a>	00001		WIC	ProTechSvc	700.00	
				Invoice Net		700.00	
						CHECK TOTAL	700.00
<a href="#">269</a>	<a href="#">PATTON HOVERSTEN &amp; BER</a>			INV	04/14/2021	<a href="#">31922-00N 41-2</a>	

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CASH ACCOUNT: 99000000 1001

Cash

CHECK RUN: C042021 04/20/2021

DUE DATE: 04/20/2021

VENDOR	G/L ACCOUNTS	R	PO	TYPE	DUE DATE	INVOICE/AMOUNT	CHECK
	1 <a href="#">25252101</a> <a href="#">6260</a>			DrgCrtFed Invoice Net	ProTechSvc	670.00 670.00	
						CHECK TOTAL	670.00
<a href="#">333</a>	<a href="#">BARBARA J. BUKER</a>					<a href="#">17308</a>	
	1 <a href="#">01101000</a> <a href="#">6401</a>	00000		Rcrdr Invoice Net	INV 04/14/2021 OffcSuppls	182.90 182.90	
						CHECK TOTAL	182.90
<a href="#">6099</a>	<a href="#">PLUNKETT'S PEST CONTRO</a>					<a href="#">7007045</a>	
	1 <a href="#">13340000</a> <a href="#">6260</a>	00000		HwyEqMt/Sh Invoice Net	INV 04/14/2021 ProTechSvc	96.75 96.75	
						CHECK TOTAL	96.75
<a href="#">8623</a>	<a href="#">POMP'S TIRE SERVICE</a>					<a href="#">1670026620</a>	
	1 <a href="#">13340000</a> <a href="#">6310</a>	00001		HwyEqMt/Sh Invoice Net	INV 04/14/2021 EqRepMtc	300.00 300.00	
						CHECK TOTAL	300.00
<a href="#">3415</a>	<a href="#">POWERPLAN INC</a>					<a href="#">8850247600</a> <a href="#">3/26/21</a>	
	1 <a href="#">13340000</a> <a href="#">6310</a>	00000		HwyEqMt/Sh	INV 04/14/2021 EqRepMtc	6,822.60	
	2 <a href="#">13340000</a> <a href="#">6564</a>			HwyEqMt/Sh Invoice Net	MchVehPrts	6,379.16 13,201.76	
						CHECK TOTAL	13,201.76
<a href="#">1567</a>	<a href="#">MAIRS CHIROPRACTIC INC</a>					<a href="#">10272</a> <a href="#">4/7/21</a>	
	1 <a href="#">13330000</a> <a href="#">6260</a>	00000		HwyMntnc Invoice Net	INV 04/14/2021 ProTechSvc	168.00 168.00	
						CHECK TOTAL	168.00
<a href="#">871</a>	<a href="#">RAMSEY COUNTY</a>					<a href="#">MEDEX-029337</a>	
	1 <a href="#">01211000</a> <a href="#">6260</a>	00000		Coroner Invoice Net	INV 04/14/2021 ProTechSvc	1,601.69 1,601.69	
						CHECK TOTAL	1,601.69
<a href="#">1953</a>	<a href="#">REGENTS OF UNIVERSITY</a>					<a href="#">0300026797</a>	
	1 <a href="#">01602000</a> <a href="#">6260</a>	00000		Extsn Invoice Net	INV 04/14/2021 ProTechSvc	18,814.00 18,814.00	
						CHECK TOTAL	18,814.00
<a href="#">1934</a>	<a href="#">RIVER BEND BUSINESS PR</a>					<a href="#">522371</a>	
	1 <a href="#">01062000</a> <a href="#">6341</a>	00000		CenSvcs Invoice Net	INV 04/23/2021 CopierMain	51.47 51.47	
<a href="#">1934</a>	<a href="#">RIVER BEND BUSINESS PR</a>					<a href="#">522372</a>	
	1 <a href="#">01062000</a> <a href="#">6341</a>	00000		CenSvcs Invoice Net	INV 04/23/2021 CopierMain	5.53 5.53	
<a href="#">1934</a>	<a href="#">RIVER BEND BUSINESS PR</a>					<a href="#">522156</a>	

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| DETAIL INVOICE LIST

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CASH ACCOUNT: 99000000 1001

Cash

CHECK RUN: C042021 04/20/2021 DUE DATE: 04/20/2021

VENDOR	G/L ACCOUNTS	R	PO	TYPE	DUE DATE	INVOICE/AMOUNT	CHECK
	1 <a href="#">01062000 6341</a>			CenSvcs Invoice Net	CopierMain	2.62 2.62	
						CHECK TOTAL	59.62
<a href="#">1629 RS EDEN</a>	1 <a href="#">01252000 6412</a>			00000 CrtSvcs Invoice Net	INV 04/23/2021 UATstng	<a href="#">64533</a> 316.70 316.70	
						CHECK TOTAL	316.70
<a href="#">848 RUSSELL J FREDERICK</a>	1 <a href="#">01107000 6111</a> 2 <a href="#">01107000 6334</a>			00000 P&Z P&Z Invoice Net	INV 04/14/2021 PerDiems Mileage	<a href="#">4/1/21 STMNT</a> 80.00 3.47 83.47	
						CHECK TOTAL	83.47
<a href="#">8620 SALAMANDER TECHNOLOGIE</a>	1 <a href="#">01281000 6260</a>			00001 EmrgyMgmt Invoice Net	INV 04/14/2021 ProTechSvc	<a href="#">16740</a> 85.00 85.00	
						CHECK TOTAL	85.00
<a href="#">4172 SANCO EQUIPMENT LLC</a>	1 <a href="#">19393000 6660</a>			00000 Recycling Invoice Net	INV 04/14/2021 CaptAssts	<a href="#">SW2002664-1</a> 1,422.38 1,422.38	
<a href="#">4172 SANCO EQUIPMENT LLC</a>	1 <a href="#">19393000 6660</a>			00000 Recycling Invoice Net	INV 04/14/2021 CaptAssts	<a href="#">SW2002665-1</a> 858.43 858.43	
						CHECK TOTAL	2,280.81
<a href="#">4771 WINFRIED G LUTZ</a>	1 <a href="#">13320000 6260</a>			00000 HwyEng/Con Invoice Net	INV 04/14/2021 ProTechSvc	<a href="#">10675</a> 275.00 275.00	
						CHECK TOTAL	275.00
<a href="#">2589 SMITH TOLLEFSON RAHRIC</a>	1 <a href="#">01014000 6261</a>			00000 CrtAdmnCo Invoice Net	INV 04/14/2021 CrtAptAtty	<a href="#">18-13735-01 2</a> 170.00 170.00	
<a href="#">2589 SMITH TOLLEFSON RAHRIC</a>	1 <a href="#">01014000 6261</a>			00000 CrtAdmnCo Invoice Net	INV 04/14/2021 CrtAptAtty	<a href="#">19-14134 2</a> 30.00 30.00	
<a href="#">2589 SMITH TOLLEFSON RAHRIC</a>	1 <a href="#">01014000 6261</a>			00000 CrtAdmnCo Invoice Net	INV 04/14/2021 CrtAptAtty	<a href="#">21-14576</a> 1,218.60 1,218.60	
<a href="#">2589 SMITH TOLLEFSON RAHRIC</a>	1 <a href="#">01014000 6261</a>			00000 CrtAdmnCo Invoice Net	INV 04/14/2021 CrtAptAtty	<a href="#">21-14605</a> 480.00 480.00	
<a href="#">2589 SMITH TOLLEFSON RAHRIC</a>	1 <a href="#">01014000 6261</a>			00000 CrtAdmnCo Invoice Net	INV 04/14/2021 CrtAptAtty	<a href="#">20-14447-01</a> 130.00 130.00	

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| DETAIL INVOICE LIST

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CASH ACCOUNT: 99000000 1001

Cash

CHECK RUN: C042021 04/20/2021

DUE DATE: 04/20/2021

VENDOR	G/L ACCOUNTS	R	PO	TYPE	DUE DATE	INVOICE/AMOUNT	CHECK
<a href="#">2589 SMITH TOLLEFSON RAHRIC</a>	<a href="#">1 01014000 6261</a>	00000		INV	04/14/2021	<a href="#">17-13597</a>	
				CrtAdmnCo	CrtAptAtty	90.00	
				Invoice Net		90.00	
<a href="#">2589 SMITH TOLLEFSON RAHRIC</a>	<a href="#">1 01014000 6261</a>	00000		INV	04/14/2021	<a href="#">20-14458</a>	
				CrtAdmnCo	CrtAptAtty	190.00	
				Invoice Net		190.00	
<a href="#">2589 SMITH TOLLEFSON RAHRIC</a>	<a href="#">1 01014000 6261</a>	00000		INV	04/14/2021	<a href="#">20-14485</a>	
				CrtAdmnCo	CrtAptAtty	3,635.20	
				Invoice Net		3,635.20	
				CHECK TOTAL			5,943.80
<a href="#">4631 SPORTSMAN STOP</a>	<a href="#">1 01521000 6566</a>	00000		INV	04/14/2021	<a href="#">176366</a>	
				CoParks	Gas	17.00	
				Invoice Net		17.00	
				CHECK TOTAL			17.00
<a href="#">972 STATE OF MN BUREAU OF</a>	<a href="#">1 25259000 6803</a>	00000		INV	04/14/2021	<a href="#">81-000068</a>	
				PermtCrry	PermtCarry	1,270.00	
				Invoice Net		1,270.00	
				CHECK TOTAL			1,270.00
<a href="#">2241 STEELE CO DETENTION CE</a>	<a href="#">1 01201217 6258</a>	00000		INV	04/14/2021	<a href="#">4/5/21 STMNT</a>	
				ShrfBrdPrs	OtCoInmts	2,817.50	
				Invoice Net		2,817.50	
				CHECK TOTAL			2,817.50
<a href="#">4786 STEPHANIE ROEMHILDT</a>	<a href="#">1 01107000 6111</a> <a href="#">2 01107000 6334</a>	00000		INV	04/14/2021	<a href="#">4/1/21 STMNT</a>	
				P&Z	PerDiems	80.00	
				P&Z	Mileage	7.50	
				Invoice Net		87.50	
				CHECK TOTAL			87.50
<a href="#">2036 SWANSTON EQUIPMENT COR</a>	<a href="#">1 13340000 6564</a>	00000		INV	04/14/2021	<a href="#">WASEC001 3/31/21</a>	
				HwyEqMt/Sh	MchVehPrts	1,697.10	
				Invoice Net		1,697.10	
				CHECK TOTAL			1,697.10
<a href="#">519 THE SHOP LLC</a>	<a href="#">1 13340000 6310</a>	00000		INV	04/14/2021	<a href="#">22170</a>	
				HwyEqMt/Sh	EqRepMtc	95.00	
				Invoice Net		95.00	
				CHECK TOTAL			95.00
<a href="#">4767 THOMPSON SANITATION</a>	<a href="#">1 19393000 6229</a> <a href="#">2 19391000 6254</a> <a href="#">3 19391000 6254</a>	00000		INV	04/14/2021	<a href="#">21464 3/31/21</a>	
				Recycling	Trucking	539.00	
				TransStatn	RefRmvl	9,216.00	
				TransStatn	RefRmvl	9,374.62	
				Invoice Net		19,129.62	

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Waseca, MN  
| DETAIL INVOICE LIST

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| apwarrnt

CASH ACCOUNT: 99000000 1001

Cash

CHECK RUN: C042021 04/20/2021

DUE DATE: 04/20/2021

VENDOR	G/L ACCOUNTS	R	PO	TYPE	DUE DATE	INVOICE/AMOUNT	CHECK
						CHECK TOTAL	19,129.62
<a href="#">3123</a>	<a href="#">THOMSON WEST</a>			00000	INV 04/14/2021	<a href="#">844173410</a>	
	1 <a href="#">01091000 6453</a>			Attrny	InfoLibChg	84.71	
				Invoice Net		84.71	
<a href="#">3123</a>	<a href="#">THOMSON WEST</a>			00000	INV 04/14/2021	<a href="#">844084697</a>	
	1 <a href="#">01091000 6453</a>			Attrny	InfoLibChg	412.25	
				Invoice Net		412.25	
						CHECK TOTAL	496.96
<a href="#">3729</a>	<a href="#">UNIVERSAL RECYCLING TE</a>			00000	INV 04/14/2021	<a href="#">ARINV168406</a>	
	1 <a href="#">19393000 6260</a>			Recycling	ProTechSvc	1,831.40	
				Invoice Net		1,831.40	
						CHECK TOTAL	1,831.40
<a href="#">1495</a>	<a href="#">NEWRICH FOODS</a>			00000	INV 04/14/2021	<a href="#">759885-64</a>	
	1 <a href="#">13340000 6590</a>			HwyEqMt/Sh	TlsShpMat	11.98	
				Invoice Net		11.98	
						CHECK TOTAL	11.98
<a href="#">3633</a>	<a href="#">WALDORF WELDING &amp; MACH</a>			00000	INV 04/14/2021	<a href="#">1033 3/23/21</a>	
	1 <a href="#">13340000 6260</a>			HwyEqMt/Sh	ProTechSvc	165.25	
				Invoice Net		165.25	
						CHECK TOTAL	165.25
<a href="#">2703</a>	<a href="#">WASECA CO AUDITOR-TREA</a>			00000	INV 04/14/2021	<a href="#">1/21-3/21 STMNT</a>	
	1 <a href="#">25252000 6334</a>			CrtSvcs	Mileage	88.48	
				Invoice Net		88.48	
<a href="#">2703</a>	<a href="#">WASECA CO AUDITOR-TREA</a>			00000	INV 04/14/2021	<a href="#">4/6/21 STMNT</a>	
	1 <a href="#">25252000 6334</a>			CrtSvcs	Mileage	151.76	
				Invoice Net		151.76	
						CHECK TOTAL	240.24
<a href="#">4541</a>	<a href="#">WASECA HARDWARE LLC</a>			00000	INV 04/14/2021	<a href="#">900551 3/21</a>	
	1 <a href="#">01111000 6410</a>			CHBldgMtc	CstBldgSpp	27.42	
	2 <a href="#">01112000 6310</a>			LEBldgMtc	EqRepMtc	19.97	
	3 <a href="#">01119000 6410</a>			Fleet	CstBldgSpp	9.99	
	4 <a href="#">01521000 6410</a>			CoParks	CstBldgSpp	51.16	
	5 <a href="#">01521000 6563</a>			CoParks	TrTbsBatt	54.99	
	6 <a href="#">01521000 6509</a>			CoParks	MntcSppl	130.94	
	7 <a href="#">01521000 6310</a>			CoParks	EqRepMtc	22.48	
	8 <a href="#">01201229 6478</a>			OffSupShrf	DepSppl	8.99	
				Invoice Net		325.94	
						CHECK TOTAL	325.94
<a href="#">4541</a>	<a href="#">WASECA HARDWARE LLC</a>			00000	INV 04/14/2021	<a href="#">900562 3/31/21</a>	
	1 <a href="#">13340000 6590</a>			HwyEqMt/Sh	TlsShpMat	603.05	
				Invoice Net		603.05	

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CASH ACCOUNT: 99000000 1001

Cash

CHECK RUN: C042021 04/20/2021

DUE DATE: 04/20/2021

VENDOR	G/L ACCOUNTS	R	PO	TYPE	DUE DATE	INVOICE/AMOUNT	CHECK
						CHECK TOTAL	603.05
<a href="#">4933 WRIGHT &amp; ASSOCIATES LL</a>		00000		INV	04/23/2021	<a href="#">3/21 STMNT</a>	
1 <a href="#">25252101 6260</a>				DrgCrtFed	ProTechSvc	2,217.80	
				Invoice Net		2,217.80	
						CHECK TOTAL	2,217.80
=====							
124 INVOICES				CHECK RUN TOTAL		127,744.68	127,744.68
				CASH ACCOUNT BALANCE			9,810,704.47
=====							

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CHECK RUN SUMMARY

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CHECK RUN: C042021 04/20/2021

DUE DATE: 04/20/2021

FUND	ORG	ACCOUNT	AMOUNT	AVLB	BUDGET	
01	01002000	County Commissione	01-002-010-000-0000-0000-6334-	Mileage	21.39	2,913.30
01	01014000	Court Admin Waseca	01-014-010-000-0000-0000-6261-	Court Appointed Attorn	8,121.11	3,139.60
01	01041000	Auditor-Treasurer	01-041-010-000-0000-0000-6401-	Office Supplies	46.06	2,181.14
01	01042000	License Bureau	01-042-010-000-0000-0000-6401-	Office Supplies	561.43	-457.18
01	01061061	IT Technology	01-061-010-061-0000-0000-6260-	Prof & Tech Services	250.00	-8,664.21
01	01061061	IT Technology	01-061-010-061-0000-0000-6262-	Software Support	17,656.64	38,984.67
01	01062000	Central Services	01-062-010-000-0000-0000-6111-	Per Diems	400.00	-800.00
01	01062000	Central Services	01-062-010-000-0000-0000-6260-	Prof & Tech Services	2,550.00	2,447.18
01	01062000	Central Services	01-062-010-000-0000-0000-6267-	State Auditing	930.00	3,702.00
01	01062000	Central Services	01-062-010-000-0000-0000-6334-	Mileage	62.72	103.87
01	01062000	Central Services	01-062-010-000-0000-0000-6341-	Copier Maintenance	343.03	-10,230.54
01	01062000	Central Services	01-062-010-000-0000-0000-6403-	Copier Supplies	1,373.20	681.00
01	01065000	Human Resources	01-065-010-000-0000-0000-6401-	Office Supplies	27.05	-1,191.44
01	01091000	Attorney	01-091-010-000-0000-0000-6453-	Information/Library Ch	496.96	2,062.47
01	01101000	Recorder	01-101-010-000-0000-0000-6401-	Office Supplies	214.85	635.63
01	01107000	Planning and Zonin	01-107-010-000-0000-0000-6111-	Per Diems	400.00	-2,225.00
01	01107000	Planning and Zonin	01-107-010-000-0000-0000-6334-	Mileage	51.41	1,036.20
01	01111000	Courthouse Buildin	01-111-010-000-0000-0000-6260-	Prof & Tech Services	213.38	469.97
01	01111000	Courthouse Buildin	01-111-010-000-0000-0000-6340-	Rentals & Service Agre	143.52	138.20
01	01111000	Courthouse Buildin	01-111-010-000-0000-0000-6409-	Lighting Supplies And	91.09	1,245.49
01	01111000	Courthouse Buildin	01-111-010-000-0000-0000-6410-	Custodial & Building S	102.42	-163.75
01	01112000	Law Enforcement Bu	01-112-020-000-0000-0000-6310-	Equipment Repairs/Main	19.97	2,661.50
01	01112000	Law Enforcement Bu	01-112-020-000-0000-0000-6340-	Rentals & Service Agre	143.51	99.55
01	01112000	Law Enforcement Bu	01-112-020-000-0000-0000-6410-	Custodial/Building Sup	75.00	-811.04
01	01115000	East Annex Buildin	01-115-010-000-0000-0000-6410-	Custodial/Building Sup	75.00	-1,132.65
01	01116000	Extension Building	01-116-090-000-0000-0000-6410-	Custodial/Building Sup	11.34	-101.28
01	01117000	Hman Svcs/Pub Hlth	01-117-050-000-0000-0000-6340-	Rentals & Service Agre	143.52	1,229.88
01	01117000	Hman Svcs/Pub Hlth	01-117-050-000-0000-0000-6410-	Custodial/Building Sup	75.00	-3,381.51
01	01119000	Fleet	01-119-010-000-0000-0000-6410-	Custodial/Building Sup	9.99	.00
01	01119000	Fleet	01-119-010-000-0000-0000-6563-	Tires Tubes & Batterie	35.99	798.10
01	01201201	General Sheriff	01-201-020-201-0000-0000-6260-	Prof & Tech Services	404.00	21,919.24
01	01201201	General Sheriff	01-201-020-201-0000-0000-6670-	Vehicles	973.75	-256,453.90
01	01201217	Sheriff Board of P	01-201-020-217-0000-0000-6258-	Out Of County Inmates	2,817.50	41,679.38
01	01201217	Sheriff Board of P	01-201-020-217-0000-0000-6268-	Medical Costs	32.00	4,128.47
01	01201220	Sheriff Profssnl/T	01-201-020-220-0000-0000-6344-	Radio Maintenance	3,019.00	38,069.92
01	01201220	Sheriff Profssnl/T	01-201-020-220-0000-0000-6345-	Jail Maintenance	380.00	3,354.53
01	01201223	Sheriff Eqpmnt Rep	01-201-020-223-0000-0000-6310-	Squad Repairs/Maintena	1,582.24	3,652.63
01	01201226	Travel Expenditure	01-201-020-226-0000-0000-6566-	Gas	30.99	13,161.24
01	01201229	Office Supplies, S	01-201-020-229-0000-0000-6478-	Deputies Supplies	8.99	2,178.26
01	01211000	Coroner	01-211-020-000-0000-0000-6260-	Prof & Tech Services	1,601.69	-2,947.75
01	01252000	Court Services	01-252-020-000-0000-0000-6260-	Prof & Tech Services	220.00	4.22
01	01252000	Court Services	01-252-020-000-0000-0000-6412-	UA Testing	316.70	574.05
01	01254000	Electronic Monitor	01-254-020-000-0000-0000-6264-	Electronic Monitoring	806.00	6,439.00
01	01281000	Emergency Manageme	01-281-020-000-0000-0000-6260-	Prof & Tech Services	85.00	300.00
01	01451452	WIC	01-451-050-452-0000-0000-6260-	Prof & Tech Services	700.00	-60.77
01	01451453	Comm Envirnmntal H	01-451-050-453-0000-0000-6202-	Postage	10.84	-63.58
01	01451457	PHP	01-451-050-457-0000-0000-6334-	Mileage	49.84	.00
01	01451457	PHP	01-451-050-457-0000-0000-6430-	Medical Supplies	518.24	.00
01	01521000	County Parks	01-521-070-000-0000-0000-6310-	Equipment Repairs/Main	342.55	-1,459.39

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CHECK RUN: C042021 04/20/2021

DUE DATE: 04/20/2021

FUND ORG	ACCOUNT	AMOUNT	AVLB BUDGET
01 01521000 County Parks	01-521-070-000-0000-0000-6410-	Custodial/Building Sup	51.16 820.16
01 01521000 County Parks	01-521-070-000-0000-0000-6509-	Grounds Maintenance Su	130.94 638.48
01 01521000 County Parks	01-521-070-000-0000-0000-6563-	Tires Tubes & Batterie	54.99 993.00
01 01521000 County Parks	01-521-070-000-0000-0000-6566-	Gas	17.00 574.58
01 01602000 Extension	01-602-090-000-0000-0000-6260-	Prof & Tech Services	18,814.00 .04
		<b>FUND TOTAL</b>	<b>67,613.00</b>
CASH ACCOUNT 99000000 1001	BALANCE 9,810,704.47		
13 13310000 Highway Administra	13-310-030-000-0000-0000-6334-	Mileage	1,137.92 253.25
13 13310000 Highway Administra	13-310-030-000-0000-0000-6401-	Office Supplies	426.10 542.41
13 13320000 Hwy Engineering/Co	13-320-030-000-0000-0000-6260-	Prof & Tech Services	275.00 297,333.84
13 13320000 Hwy Engineering/Co	13-320-030-000-0000-0000-6501-	Engineering/Surveying	25.83 2,137.65
13 13330000 Highway Maintenanc	13-330-030-000-0000-0000-6260-	Prof & Tech Services	889.00 -19,991.91
13 13330000 Highway Maintenanc	13-330-030-000-0000-0000-6503-	Traffic Signs	1,679.91 -3,494.51
13 13330000 Highway Maintenanc	13-330-030-000-0000-0000-6511-	Concrete Material	1,365.00 -21,697.49
13 13340000 Hwy Equipment Main	13-340-030-000-0000-0000-6260-	Prof & Tech Services	407.19 -5,544.96
13 13340000 Hwy Equipment Main	13-340-030-000-0000-0000-6310-	Equipment Repairs/Main	8,212.15 4,818.00
13 13340000 Hwy Equipment Main	13-340-030-000-0000-0000-6410-	Custodial/Building Sup	39.95 -966.47
13 13340000 Hwy Equipment Main	13-340-030-000-0000-0000-6563-	Tires Tubes & Batterie	2,515.85 -3,557.41
13 13340000 Hwy Equipment Main	13-340-030-000-0000-0000-6564-	Machinery/Vehicle Part	10,855.22 -3,045.95
13 13340000 Hwy Equipment Main	13-340-030-000-0000-0000-6590-	Tools & Shop Materials	2,914.26 -4,571.42
		<b>FUND TOTAL</b>	<b>30,743.38</b>
CASH ACCOUNT 99000000 1001	BALANCE 9,810,704.47		
19 19391000 Transfer Station	19-391-040-000-0000-0000-6254-	Refuse Removal	18,590.62 -165,415.36
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	1,831.40 2,833.15
19 19393000 Recycling	19-393-040-000-0000-0000-6660-	Capital Assets (5000+)	2,280.81 -794,387.62
		<b>FUND TOTAL</b>	<b>23,241.83</b>
CASH ACCOUNT 99000000 1001	BALANCE 9,810,704.47		
25 25252000 Court Services	25-252-020-000-0000-0000-6213-	Drug Testing Services	638.43 7,936.36
25 25252000 Court Services	25-252-020-000-0000-0000-6334-	Mileage	240.24 915.55
25 25252101 Drug Court Federal	25-252-020-101-0000-0000-6260-	Prof & Tech Services	3,487.80 -24,052.04
25 25259000 Permit To Carry	25-259-020-000-0000-0000-6401-	Office Supplies	510.00 -5,388.04
25 25259000 Permit To Carry	25-259-020-000-0000-0000-6803-	Permit To Carry Fees	1,270.00 -4,000.00
		<b>FUND TOTAL</b>	<b>6,146.47</b>
CASH ACCOUNT 99000000 1001	BALANCE 9,810,704.47		

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127,744.68

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CHECK RUN: C042021 04/20/2021

DUE DATE: 04/20/2021

FUND ORG	ACCOUNT	AMOUNT	AVLB BUDGET
		GRAND TOTAL	138,195.12

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

# Waseca County Board of Commissioners

## Monthly Electronic Funds Transfer Report

March 2021

<b>Date</b>	<b>From Account</b>	<b>To Account</b>	<b>Amount</b>	<b>Description</b>
03/04/21	First National Ban	Roundbank	\$1,500,000.00	Payroll
03/10/21	First National Ban	US Bank	\$109,515.00	2007A GO Bond Payment
03/10/21	First National Ban	US Bank	\$94,825.00	2015A GO Bond Payment Part of new investment
03/10/21	First National Ban	Wells Fargo Bank	\$50,000.00	Federal Home Loan Bank
03/19/21	First National Ban	The Bank of New York	\$200,000.00	New Investment with Multi-Bank Securities



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

**Road Closure**

<b>Meeting Date:</b>	04/20/2021	<b>Fiscal/FTE Impact:</b>
<b>Item Type:</b>	<input checked="" type="checkbox"/> Consent <input type="checkbox"/> Action	<input checked="" type="checkbox"/> None
<b>Department:</b>	Waseca County Sheriff's Office	<input type="checkbox"/> Current budget
<b>Contact:</b>	Sheriff Brad J. Milbrath	<input type="checkbox"/> New FTE(s) Requested
<b>Contact Phone:</b>	507-835-0510	<input type="checkbox"/> Other
<b>Prepared by:</b>	Sheriff Brad J. Milbrath	<input type="checkbox"/> Amendment Requested

**PURPOSE/ACTION REQUESTED**

To close Co Rd 13 or 8<sup>th</sup> Ave NE from 7<sup>th</sup> St NE to 3<sup>rd</sup> St NE on May 22, 2021 from 8:00 AM until 10:00 PM.

**SUMMARY**

On May 22, 2021, there will be a benefit for Arik Matson at the Waseca County Fairgrounds. The committee has requested to have Co. Rd 13 or 8<sup>th</sup> Ave closed from 7<sup>th</sup> St NE to 3<sup>rd</sup> St NE from 8:00 AM until 10:00 PM during this event. The City Of Waseca has been notified by other committee members (AKA Waseca Police Chief) and the City will be providing the barricades and stop signs.

**RECOMMENDATION**

Waseca County staff recommends that the Waseca County Board of Commissioners approve the request for closure.

**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



# Waseca County Sheriff's Office

**Sheriff Brad J. Milbrath**

122 Third Avenue N.W. • P.O. Box 226 • Waseca, MN 56093 • 507-835-0510 • FAX 507-835-0537

April 14, 2021

Dear County Commissioners:

The Matson Strong Committee is asking for your permission to close 8th Avenue NE from 3rd Street NE to 7th Street NE on the following dates and times for a benefit for the Arik Matson family:

**Saturday May 22, 2021 from 8:00 am until 10:00pm**

Most of the events will be held on the fairgrounds, but there will be some overflow to 8<sup>th</sup> Ave NE to utilize the hard surface road.

Those who live along 8th Avenue in the proposed closed sections of the road will be notified of the closure.

Thank you in advance for your assistance.

Respectfully,

Brad Milbrath  
Sheriff



Waseca County Board of Commissioners  
Request for Board Action

Planning Commission Meeting Update 4-01-2021

<b>Meeting Date:</b>	April 20, 2021	<b>Fiscal/FTE Impact:</b>
<b>Item Type:</b>	<input checked="" type="checkbox"/> Consent <input type="checkbox"/> Action	<input checked="" type="checkbox"/> None
<b>Department:</b>	Planning and Zoning Department	<input type="checkbox"/> Current budget
<b>Contact:</b>	Mark Leiferman, Planning and Zoning Administrator	<input type="checkbox"/> New FTE(s) Requested
<b>Contact Phone:</b>	(507) 835-0651	<input type="checkbox"/> Other
<b>Prepared by:</b>	Maame Yorke	<input type="checkbox"/> Amendment Requested

**PURPOSE/ACTION REQUESTED**

Report on Waseca County Planning Commission Meeting (4-01-2021)

**SUMMARY**

The Waseca County Planning Commission held its regularly scheduled meeting to discuss eight (8) agenda item of business on Thursday March 4, 2021 in the Commissioner's Room of the East Annex at 7:00 p.m. with two (2) request summary involving a public hearing. As per the Waseca County Unified Development Code, this request for Board action serves as a preliminary update on April 1, 2021 Planning Commission meeting discussion.

Public Hearing Item:

Old Business:

**A. Request for an amendment to §2.04 Nonconforming Structures and §8.03 Definition and Acronyms of the Waseca County UDC.**

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

(H) Construction of a second dwelling. The construction of a second residence on a site may be allowed in order to allow the owner or owners a place to reside while a new single-family dwelling is constructed. The original residence must be removed within sixty days of the completion or occupancy, as defined in §8.03, of the new dwelling. A Zoning Permit to construct a new residence on the site where there is an existing residence will not be issued until:

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

the new dwelling. Failure to complete the demolition of the original dwelling as specified herein shall allow the County to draw on the escrow funds to pay the cost of the demolition of original residence.

The Planning Commission members recommended by unanimous vote approval of this Code Amendment together with the following definition addition:

**§8.03 Definition and Acronyms**

OCCUPANCY. The placement into service or the authorization of the use of a property or structure allowed under the Unified Development Code or authorized by a County permit.

*Note: this matter will be brought before the County Board as an action item on April 20, 2021.*

**B. Request for an amendment to §6.08 A-1 Agricultural Protection District Standards of the Waseca County UDC.**

Waseca County requests an amendment to the § 6.08(C) Conditional Uses to include and remove the following:

Note: additions are underlined with subtractions ~~struck~~

- ~~(34)~~ ~~Outdoor display;~~
- ~~(345)~~ Other accessory uses and structures that are incidental to the principal use; and
- ~~(356)~~ Solar farms.
- (36) Trucking company or Contractor’s Yard, as defined in Section 8.03, when located at least 500 feet from a residence, other than the owner of the company or Contractor’s yard.

The Planning Commission members recommended by unanimous vote approval of this Code Amendment together with the following definition addition:

**§8.03 Definition and Acronyms**

CONTRACTOR. An individual or company employed in the building trade or related businesses. Contractors include, but are not limited to, a general contractor, excavation contractor, landscaping or lawn care contractor, building contractor, to include electric, plumbing and heating contractor, demolition contractor, subsurface sewer treatment system installer or similar.

CONTRACTOR’S YARD. An establishment used for the outdoor repair, maintenance or storage of a contractor’s vehicles, equipment or materials. A yard and/or building used by a general contractor, excavation contractor, landscaping or lawn care contractor, building contractor, to include electric, plumbing and heating contractor, demolition contractor, subsurface sewer treatment system installer or similar, where vehicles, equipment and materials are stored when not being used on a job site or where a contractor performs maintenance and repair on their own equipment. For the purposes of this definition, a Contractor’s yard does not include assembly or manufacturing of products, or wholesale or retail sales or a temporary job construction site.

*Note: this matter will be brought before the County Board as an action item on April 20, 2021.*

New Business:

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

Calonett Venues LLC requests a Conditional Use Permit (CUP) to Transfer a Development Right (TDR) pursuant to Section 6.09 of the Waseca Unified Development Code (UDC). The UDC requires TDR development rights transferred between two owners and into different Townships within Waseca County be completed by CUP. The residential Density in A-1 Agriculture Protection District in Waseca County is 1 unit per Quarter-Quarter. Increases are allowed by TDR. The proposal is to transfer development rights

from a sending site in the SE ¼ of the NW¼ of Section 7, T.106N R.23W (PID 11.007.0700) to a receiving site located on a 1.40 acre site in part of the NE¼ of Section 16, T107N R22W (PID 12.016.0300). Both the sending site and the receiving site are located in the A-1 Agriculture Protection District. The Planning Commission elected to TABLE the CUP request to their next hearing meeting pending the County Attorney’s review of the matter.

Miscellaneous Item:

**a) Johnson House Moving Findings of Fact**

Leiferman provided a brief presentation to the Planning Commission of Johnson house moving findings of fact as stipulated by the UDC by showing an image of the zoning permit, together with pictures of houses in the vicinity where the house was moved to as well as pictures of the house moved.

**b) Roemhildt Properties LLP Housing Moving Findings of Fact**

Leiferman provided a brief presentation to the Planning Commission of Roemhildt Properties LLP house moving findings of fact as stipulated by the UDC by showing an image of the zoning permit, together with pictures of houses in the vicinity where the house is to be moved to as well as pictures of the house to be moved

**c) ConAgra/Bird’s Eye Industrial Wastewater Treatment Facility – Screening**

Leiferman ended his presentation for the night by going through a request by ConAgra to add a building proposed to be used for screening on their property. This improvement is anticipated to help control the odor issues being experienced by the facility. Leiferman informed the Commission that the county will issue a zoning permit to ConAgra, prior to an amendment to their existing Conditional Use Permit and following approval by the County Board of Commissioners.

The full Planning Commission Report on this matter for December 3, 2020 can be found on the Waseca County website on the Agendas tab at: <https://www.co.waseca.mn.us/AgendaCenter/ViewFile/Agenda/12032020-497>

**RECOMMENDATION**

Acknowledge this initial report and be advised that the Planning Commission will revisit the tabled Transfer of Development Right Conditional Use Permit request at a future date. Please note that the Zoning Code amendment will be presented to the Board as an action item.

**EXPLANATION OF FISCAL/FTE IMPACTS**

None.

**Administrator’s Comments:**

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

**Reviewed By (if required):**

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

\_\_\_\_\_  
County Administrator



Waseca County Board of Commissioners  
Request for Board Action

Waseca County Zoning Code;  
Jason & Catherine Eldeen and Jon and Cassie Eldeen Transfer of Development Rights

<b>Meeting ate:</b>	April 20, 2021	<b>Fiscal/FTE Impact:</b>
<b>Item Type:</b>	<input checked="" type="checkbox"/> Consent <input type="checkbox"/> Action	<input checked="" type="checkbox"/> None
<b>Department:</b>	Planning and Zoning Department	<input type="checkbox"/> Current budget
<b>Contact:</b>	Mark Leiferman, Planning and Zoning Administrator	<input type="checkbox"/> New FTE(s) Requested
<b>Contact Phone:</b>	(507) 835-0651	<input type="checkbox"/> Other
<b>Prepared by:</b>	Mark Leiferman	<input type="checkbox"/> Amendment Requested

**PURPOSE/ACTION REQUESTED**

Waseca County Zoning Code; Jason & Catherine Eldeen and Jon & Cassie Eldeen  
Transfer of Development Rights

**SUMMARY**

Under the Waseca County Unified Development Code (UDC) the County allows for a base density of one residential building unit per quarter-quarter section of land. Under certain circumstances provided in the UDC, the County allows the base residential density to increase to up to eight units per quarter-quarter section of land with a corresponding transfer of development rights for each unit added over the base residential density threshold.

Waseca County received a request to transfer the residential development rights from sending site and a receiving site both located in Janesville Township as shown below. Both properties are zoned A-1 Agricultural Protection District.

<u>Site Data</u>	<u>Sending Site</u>	<u>Receiving Site</u>
Owner/Applicant	Jason/Catherine & Jon/Cassie Eldeen	Jason and Catherine Eldeen
PID No:	01.014.0300	05.022.0410
Legal Description	The SE ¼ NE ¼ of Section 14- T107N_R24W, Waseca County	See Exhibit A of Attachment "A"

**RECOMMENDATION**

Waseca County staff recommends that the Waseca County Board of Commissioner review the Transfer of Development Rights (TDR) Easement and advise if they have questions or concerns about the TDR.

**EXPLANATION OF FISCAL/FTE IMPACTS**

None.

**Supporting Documents:**

Attachment "A": Easement Agreement Transferring Development Rights

**Administrator's Comments:**

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

**Reviewed By (if required):**

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

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County Administrator

Reserved for Recording

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**EASEMENT AGREEMENT TRANSFERRING DEVELOPMENT RIGHTS**

**THIS EASEMENT AGREEMENT** is made this \_\_\_ day of \_\_\_\_\_, 2021, by and between Jason M. Eldeen and Catherine J. Eldeen, married to eachother; and Jon R. Eldeen and Cassie M. Eldeen, married to eachother, hereinafter referred to as “Grantors,” and Waseca County, a political subdivision of the State of Minnesota, as Grantee, hereinafter referred to as “Waseca County.”

**WHEREAS**, the Grantors are the present owners of the lands located in Waseca County, Minnesota, depicted in Exhibit “A” and described as follows:

The Southeast Quarter (SE ¼) of the Northeast Quarter (NE ¼) of Section 14,  
Township 107, North Range 24 West, Waseca County, Minnesota (01.014.0300)

The Grantors have made application and received approval from the Waseca County Planning and Zoning Office to transfer the Residential Development Rights as such rights are defined in Waseca County Unified Development Code, subject to the obligation of the Grantors to encumber the Land according to the terms of this easement. The Development Rights being transferred are the interest in and the right to use and subdivide Land for any residential purposes (including agricultural homestead use) and activities which are not incident to agricultural use and open space use, on the terms and conditions and for the purposes hereinafter set forth; and

**WHEREAS**, Waseca County has determined that the easement restricting residential uses by Waseca County of farmland and open space land will benefit the public through the preservation of property devoted to agricultural and open space uses.

**NOW, THEREFORE**, in and for the consideration of allowing the development right to be transferred to Buyer as specified, the Grantors do by these presents forever encumber the lands described above with this easement to confirm that all Residential Development Rights now existing with respect to the Land have been transferred and the Land is hereby perpetually subject to the restrictions limiting permitted activities to agricultural and open space uses. However, this easement and encumbrance shall not prohibit the Grantors from acquiring Residential Development Rights for the Land from some other parcel in accordance with the provisions of the Waseca County Unified Development Code at some future date.

## **RESTRICTIONS ON USE OF THE LAND**

**Uses Restricted to Agricultural and Open Space Uses; Agricultural and Open Space Uses Defined.** Use of the Land is permanently restricted to solely agricultural and open space uses.

- A. "Agricultural uses," as used herein, means:
- (1) The growing, raising, and production of horticultural and agricultural crops, including, but not limited to, grains, vegetables, berries, other fruits, cereal grains, herbs, hay, and silage, and the processing and the marketing for off-premises consumption of such crops grown, raised, or produced on the Land;
  - (2) All forms of animal husbandry, including the processing and marketing for off-premises consumption of the animals raised on the Land or the products of the same;
  - (3) The lying fallow or disuse of the Land.
  - (4) Non-residential uses permitted by the Uniform Development Code of Waseca County and listed as "conditional uses." Agricultural uses do not include the construction, habitation, or other use of a dwelling unit, except to the extent such use is specially reserved in this instrument.
- B. "Open space uses," as used herein, means:
- (1) Agricultural uses as defined above;
  - (2) Non-agricultural uses that conserve and enhance natural, scenic, or historic resources or otherwise impair the use of the soil on the Land for the raising of horticultural or agricultural crops.

The granting of this easement does not provide for any use by the public of the Land herein described.

The Grantor and Waseca County agree that this easement and the conditions and restrictions contained herein shall be binding upon the Grantors, their agents, personal representatives, heirs, assigns, and all other successors in interest to the Land, and this shall be a permanent easement running with and perpetually binding the Land.

The remainder of this page left blank intentionally.

**IN WITNESS WHEREOF**, the parties have hereunto set their hand and seals the day and year first above written.

**GRANTORS**

\_\_\_\_\_  
Jason M. Eldeen

\_\_\_\_\_  
Catherine J. Eldeen

**STATE OF MINNESOTA**    )  
  )**ss**  
**COUNTY OF WASECA**    )

The foregoing Easement was executed before me this \_\_\_\_ day of \_\_\_\_\_, 2021, by before me, personally appeared Jason M. Eldeen married to Catherine J. Eldeen.

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

**STATE OF MINNESOTA**    )  
  )**ss**  
**COUNTY OF WASECA**    )

The foregoing Easement was executed before me this \_\_\_\_ day of \_\_\_\_\_, 2021, by before me, personally appeared Catherine J. Eldeen married to Jason M. Eldeen.

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



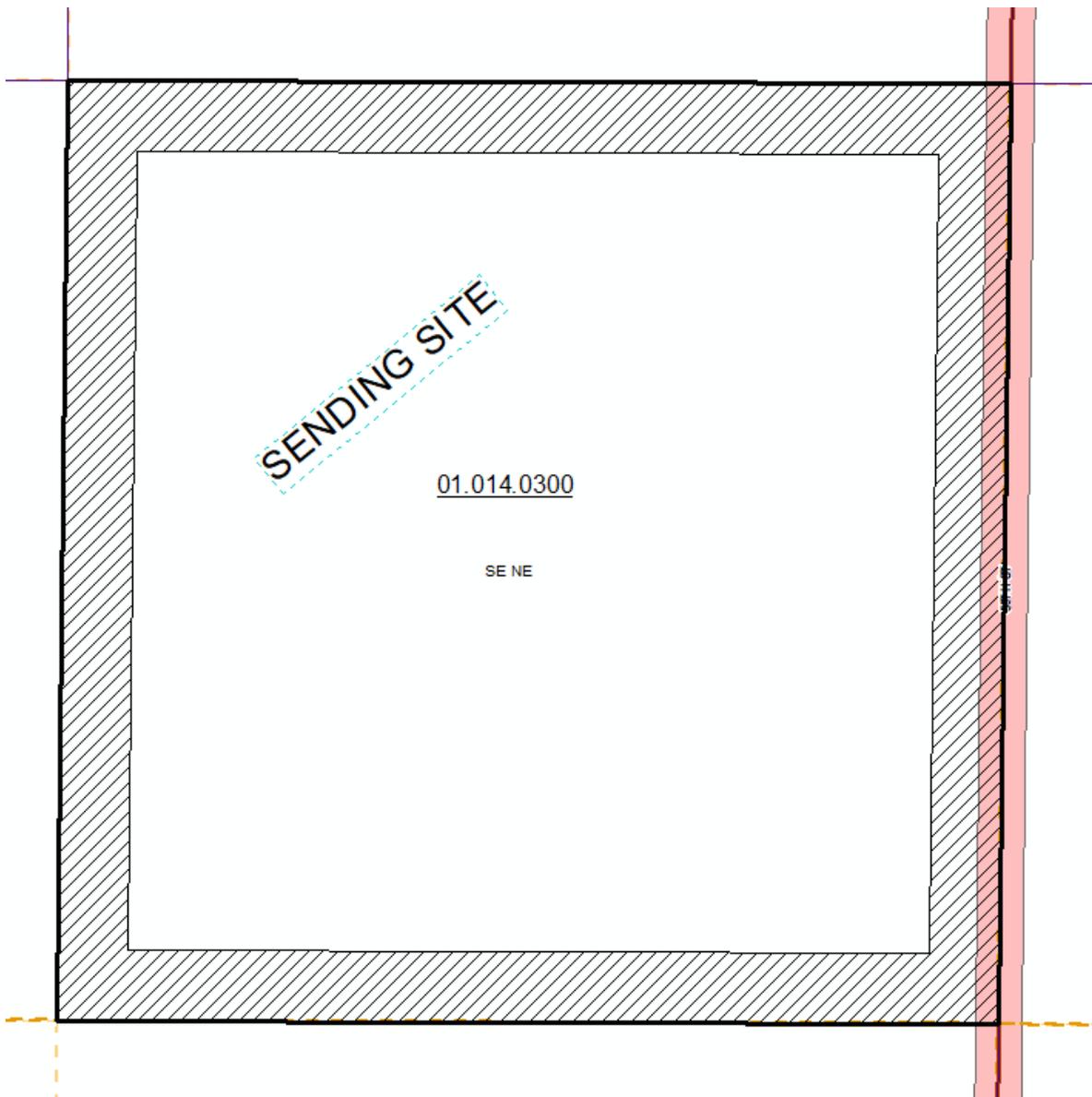


**EXHIBIT "A"**

PARCEL MAP AND DESCRIPTION TO EASEMENT AGREEMENT  
TRANSFERRING DEVELOPMENT RIGHTS

**Sending Site 01.014.0300:**

THE SOUTHEAST QUARTER (SE ¼) OF THE NORTHEAST QUARTER (NE ¼) OF SECTION 14, TOWNSHIP 107, NORTH RANGE 24 WEST, WASECA COUNTY, MINNESOTA







Waseca County Board of Commissioners  
Request for Board Action

**Partial Release of Exclusive Agricultural Use Zone Restrictive Covenant;  
Altair Community Solar Garden LLC**

<b>Meeting Date:</b>	April 20, 2021	<b>Fiscal/FTE Impact:</b>
<b>Item Type:</b>	<input checked="" type="checkbox"/> Consent <input type="checkbox"/> Action	<input type="checkbox"/> None
<b>Department:</b>	Planning and Zoning Department	<input type="checkbox"/> Current budget
<b>Contact:</b>	Mark Leiferman, Planning and Zoning Administrator	<input type="checkbox"/> New FTE(s) Requested
<b>Contact Phone:</b>	(507) 835-0651	<input type="checkbox"/> Other
<b>Prepared by:</b>	Maame Yorke	<input checked="" type="checkbox"/> Amendment Requested

**PURPOSE/ACTION REQUESTED**

Approval of the Waseca County Amendment to Exclusive Agricultural Use Zone Restrictive Covenant for Altair Community Solar Garden LLC.

**SUMMARY**

Staff has one amendment that have been requested from Exclusive Agricultural Use Zone Restrictive Covenant Agreements (hereinafter the “Ag Covenant”) that has been submitted for review by the County Board. The request is:

Owner	PID	Acres Removed (from Ag Covenant)	Acres Remaining (in Ag Covenant)
Altair Community Solar Garden LLC	07.004.0550	14.14	
Timothy J Nelson	07.004.0510		140.84

**RECOMMENDATION**

Waseca County staff recommends that the Waseca County Board of Commissioners review the Ag Covenant Amendments in substantially the form as appended to this memorandum and advise if there are any concerns regarding this requested amendment.

Agriculture Covenant Amendments are not permitted for solar facilities. The Altair project was one of the County’s early solar farm projects. The development was issued a conditional use permit for a solar farm and permitted despite the existence of an Agriculture Covenant. Waseca County contacted the State of Minnesota Department of Agriculture regarding the error and the County was authorized and advised by the State to remove the covenant from the tract using the amendment process.

**EXPLANATION OF FISCAL/FTE IMPACTS**

Properties enrolled in the program receive a reduction in the real estate taxes paid equal to \$1.50 per acre per year. The amount of the reduction is reimbursed by the State of Minnesota.

**Administrator's Comments:**

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

**Reviewed By (if required):**

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

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County Administrator

(Top reserved for recording data)

### AMENDMENT OF EXCLUSIVE AGRICULTURAL USE ZONE RESTRICTIVE COVENANT

DATE: March 22, 2021

FOR VALUABLE CONSIDERATION, the real property located in Waseca County, Minnesota, legally described in Exhibit "A" attached hereto, is hereby released from the lien of the EXCLUSIVE AGRICULTURAL USE ZONE RESTRICTIVE COVENANT (Ag Covenant), authorized by Carl I. and Evylon Johnson, husband and wife, as Applicants and Waseca County, a political subdivision of the State of Minnesota (Waseca County). The Ag Covenant was recorded on the 29<sup>th</sup> day of December, 1989, as Document Number 184648 in Book 77 of Miscellaneous on pages 195-200 of Waseca County Records in the Office of the Waseca County Recorder for Waseca County, Minnesota. This Amendment of Agricultural Covenant releases the parcel described in Exhibit "A" from the Ag Covenant. The parcel described in Exhibit "B" is at least 35 acres in size and will remain bound by the Exclusive Agricultural Use Zone Restrictive Covenant.

This Amendment of Exclusive Agricultural Use Zone Restrictive Covenant releasing the parcel from the Ag Covenant described in Exhibit "A" was authorized by Waseca County on the date first written above.

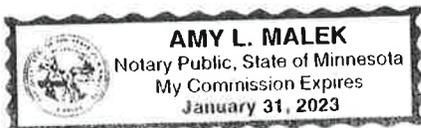
Owner: **Altair Community Solar Garden, LLC, a Minnesota Limited Liability Company**

By: [Signature]  
David Reamer, President

State of Minnesota )  
                                  ) ss.  
County of Waseca )

This instrument was acknowledged before me on 3/22/21, by David Reamer, the President of Altair Community Solar Garden, LLC, a Minnesota Limited Liability Company the owner of the parcel to be released from the Ag Covenant.

(Seal, if any)



[Signature]  
(signature of notarial officer)  
Title (and Rank): Min Notary  
My commission expires: 1/31/23  
(month/day/year)

**Waseca County**

By: \_\_\_\_\_  
De Malterer, Chairperson  
Waseca County Board of Commissioners

State of Minnesota )  
                                  ) ss.  
County of Waseca )

This Partial Release of Exclusive Agricultural Use Zone Restrictive Covenant was acknowledged before me on \_\_\_\_\_, by De Malterer, the Chairperson of the Waseca County Board of Commissioners.

(Seal, if any)

\_\_\_\_\_  
*(signature of notarial officer)*

Title (and Rank): \_\_\_\_\_

My commission expires: \_\_\_\_\_

**Waseca County**

By: \_\_\_\_\_  
Mark T. Leiferman  
Waseca County Planning and Zoning Administrator

State of Minnesota )  
                                  ) ss.  
County of Waseca )

This Amendment of Exclusive Agricultural Use Zone Restrictive Covenant was acknowledged before me on \_\_\_\_\_, by Mark T. Leiferman, the Planning and Zoning Administrator for Waseca County, Minnesota.

(Seal, if any)

\_\_\_\_\_  
*(signature of notarial officer)*

Title (and Rank): \_\_\_\_\_

My commission expires: \_\_\_\_\_  
*(month/day/year)*

THIS INSTRUMENT WAS DRAFTED BY:  
Waseca County  
300 North State Street  
Waseca, MN 56093  
507-835-0650

EXHIBIT "A"

Property to be removed from  
Exclusive Agricultural Use Zone Restrictive Covenant

That part of the Southwest Quarter of Section 4, Township 105 North, Range 22 West, Waseca County, Minnesota, described as follows:

Beginning at the northwest corner of said Southwest Quarter; thence on an assumed bearing of South 00 degrees 32 minutes 39 seconds East, along the west line of said Southwest Quarter, a distance of 1592.86 feet; thence North 53 degrees 24 minutes 43 seconds East a distance of 356.48 feet; thence North 23 degrees 02 minutes 24 seconds East a distance of 376.20 feet; thence North 00 degrees 02 minutes 34 seconds West, a distance of 1039.46 feet to the north line of said Southwest Quarter; thence South 89 degrees 19 minutes 00 seconds West, along said north line, a distance of 447.85 feet to the point of beginning.

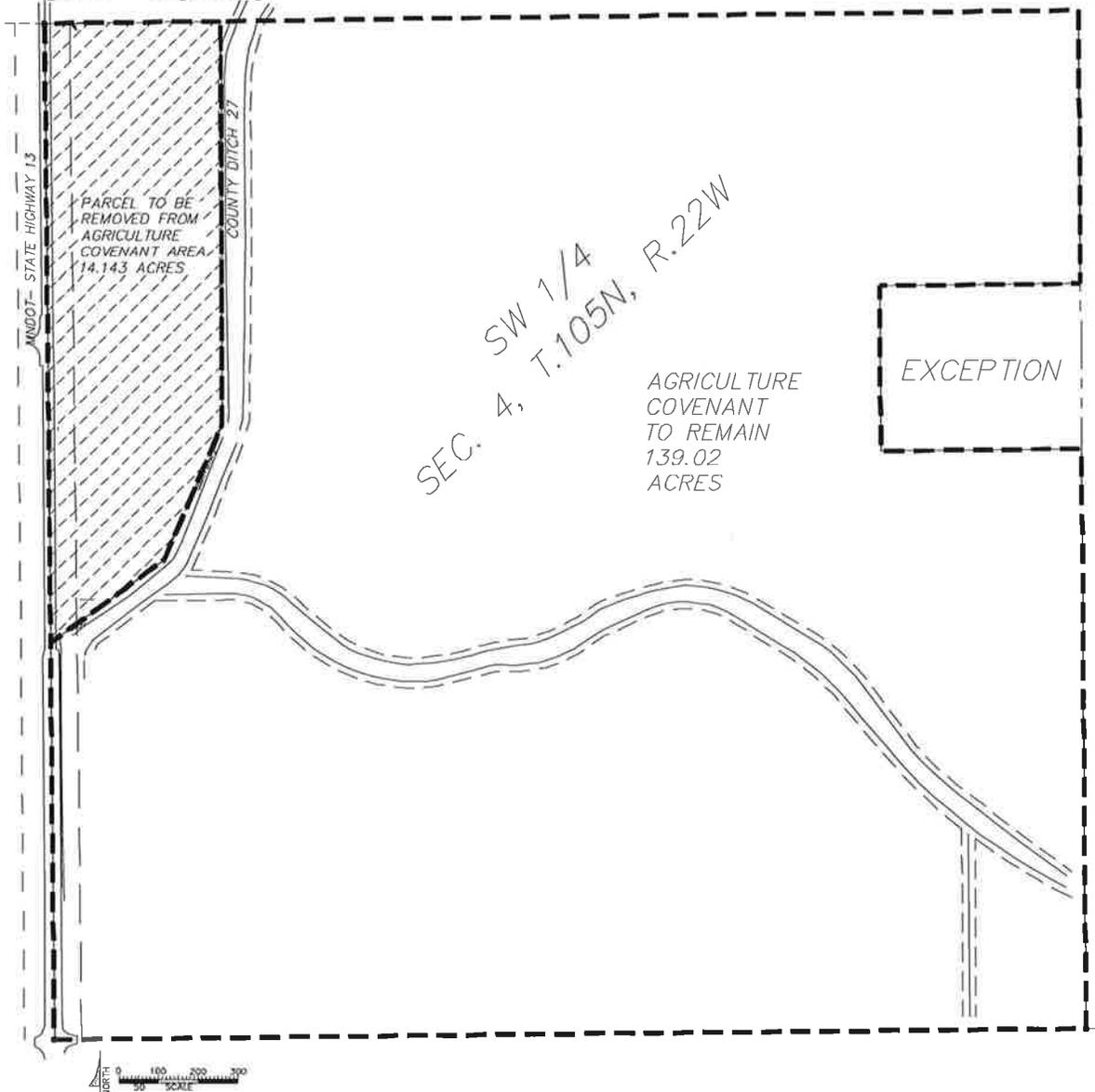
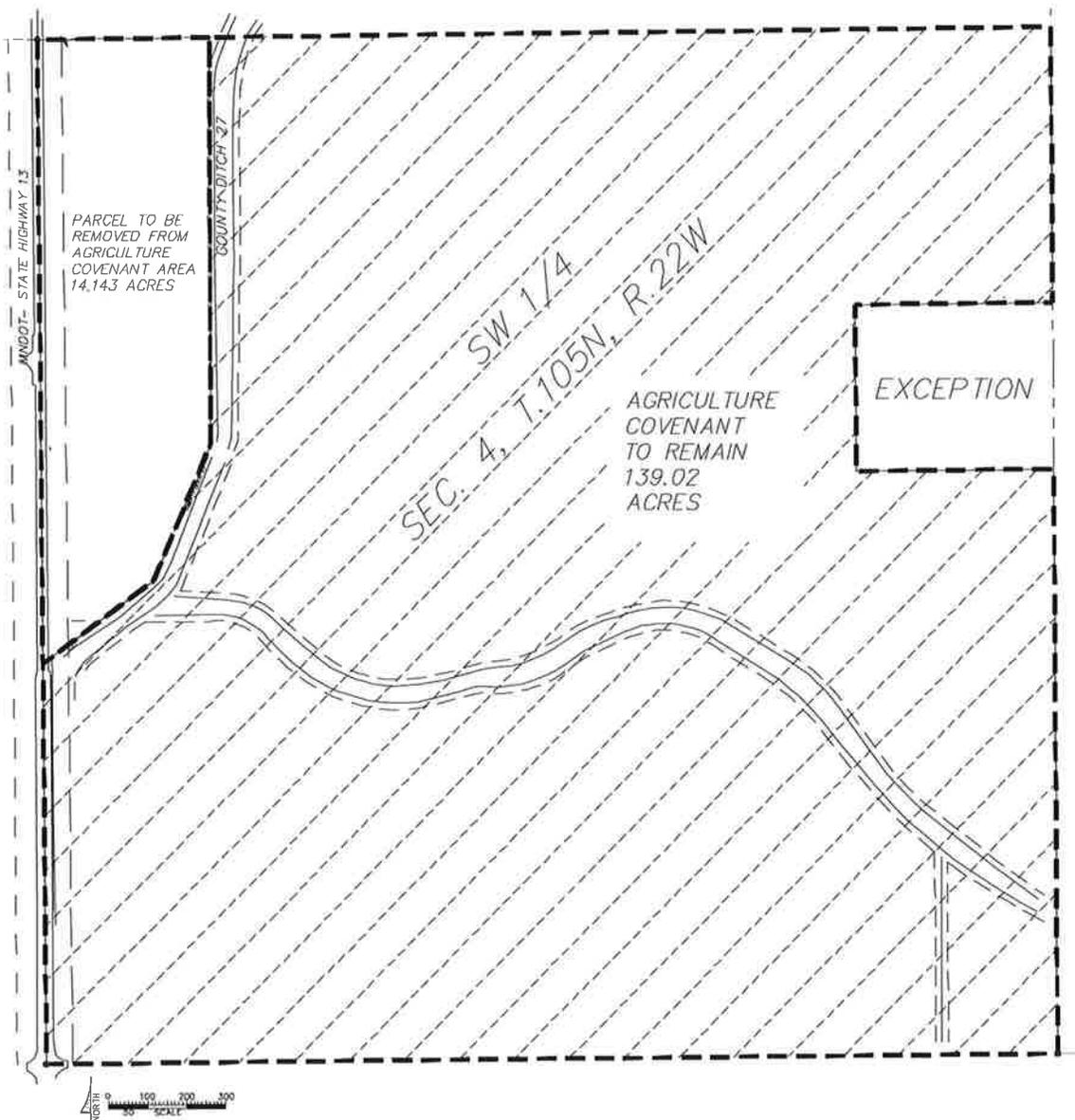


EXHIBIT "B"

Property to remain bound by the benefits and requirements of the  
Exclusive Agricultural Use Zone Restrictive Covenant

That part of the Southwest Quarter of Section 4, Township 105 North, Range 22 West, Waseca County, Minnesota, EXCEPT:

Beginning at the northwest corner of said Southwest Quarter; thence on an assumed bearing of South 00 degrees 32 minutes 39 seconds East, along the west line of said Southwest Quarter, a distance of 1592.86 feet; thence North 53 degrees 24 minutes 43 seconds East a distance of 356.48 feet; thence North 23 degrees 02 minutes 24 seconds East a distance of 376.20 feet; thence North 00 degrees 02 minutes 34 seconds West, a distance of 1039.46 feet to the north line of said Southwest Quarter; thence South 89 degrees 19 minutes 00 seconds West, along said north line, a distance of 447.85 feet to the point of beginning.





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

Public Hearing to Consider Amendment to §2.04, §6.08(C) and §8.03 of the  
Waseca County Unified Development Code (UDC)

<b>Meeting Date:</b>	April 20, 2021	<b>Fiscal/FTE Impact:</b>
<b>Item Type:</b>	<input type="checkbox"/> Consent <input checked="" type="checkbox"/> Action	<input type="checkbox"/> None
<b>Department:</b>	Planning and Zoning Department	<input type="checkbox"/> Current budget
<b>Contact:</b>	Mark Leiferman, Planning and Zoning Administrator	<input type="checkbox"/> New FTE(s) Requested
<b>Contact Phone:</b>	(507) 835-0651	<input type="checkbox"/> Other
<b>Prepared by:</b>	Maame Yorke	<input checked="" type="checkbox"/> Amendment Requested

**PURPOSE/ACTION REQUESTED**

PUBLIC HEARING. Waseca County request to amend §2.04, §6.08(C) and §8.03 of the Waseca County Unified Development Code.

**SUMMARY**

Waseca County requested to amend UDC §2.04, §5.02(S) (1) and §6.08(C). The amendments were in response to inquiries received by staff pertaining to the additions to the code and also as a follow up to discussions started between staff and the Planning Commission on such related matters.

On Thursday, March 4, 2021, the Waseca County Planning Commission held its regularly scheduled meeting and unanimously moved to TABLE the amendment to the UDC in §2.04 and §6.08(C) for additions by staff on some definition of terms. On April 1, 2021, the Waseca County Planning Commission held its regularly scheduled meeting and voted to unanimously recommend approval of the zoning code amendment to §5.02(S)(1), §6.08 and §8.03.

The full Planning Commission Report on this request can be found on the Waseca County website on the Agendas tab at: [https://www.co.waseca.mn.us/AgendaCenter/ViewFile/Agenda/\\_04012021-517](https://www.co.waseca.mn.us/AgendaCenter/ViewFile/Agenda/_04012021-517)

**RECOMMENDATION**

The proposed changes to §2.04, §6.08(C) and §8.03 of the Waseca Unified Development Code is shown below with additions underlined and subtractions ~~struck~~.

**§ 2.04 NONCONFORMING STRUCTURES.**

(G) *Building permits previously issued.* Any structure which will, under this ordinance, become nonconforming but for which a building permit has been lawfully granted prior to the effective date of this ordinance, may be completed in accordance with the approved plans, provided construction is started within 120 days and continues to completion within two years. Such structure and use shall thereafter be a legal nonconforming structure and use.

(H) Construction of a second dwelling. The construction of a second residence on a site may be allowed in order to allow the owner or owners a place to reside while a new single-family dwelling is constructed. The original residence must be removed within one hundred and twenty (120) days of the completion or occupancy, as defined in §8.03, of the new dwelling. A Zoning Permit to construct a new residence on the site where there is an existing residence will not be issued until:

1. the property owners execute a covenant agreement approved by the Waseca County Attorney to remove the existing dwelling upon completion of the new residence; and

2. an escrow is established in favor of the County by an escrow agreement approved by the County Attorney. The escrow must:

a) be funded by the property owners;

b) deposited with the County Auditor; and

c) the escrow agreement executed by the owner or owners and Waseca County.

3. The amount of the escrow shall be established by the Waseca County Board. The escrow funds will remain with the County and will only be returned to the owner or owners at such a time as the demolition of the original, existing residence is completed to the satisfaction of the Waseca County Zoning Administrator or the new residence has been partially or completely occupied for its intended use as a dwelling. The escrow is established in order to remove the structure should the owner or owners fail to remove the existing residence one hundred and twenty (120) days following the completion and/or occupation of the new dwelling. Failure to complete the demolition of the original dwelling as specified herein shall allow the County to draw on the escrow funds to pay the cost of the demolition of original residence.

### **§ 6.08 A-1 AGRICULTURAL PROTECTION DISTRICT STANDARDS.**

(C) *Conditional uses (see Article 4 for accessory uses).* Accessory uses are subject to the standards found in Articles 3, 4 and 6 of this ordinance:

~~(34) Outdoor display;~~

(345) Other accessory uses and structures that are incidental to the principal use; and

(356) Solar farms.

(36) Trucking company or Contractor's Yard, as defined in Section 8.03, when located at least 500 feet from a residence, other than the owner of the company or Contractor's yard.

(D) *Density standards.* The base density permitted in the A-1 District is one dwelling unit per quarter-quarter section or parcel of record. Dwellings existing at the time of the adoption of this ordinance will be included when determining whether or not a quarter-quarter section is at its maximum density. The density within a quarter-quarter may be increased pursuant to the provisions of § 6.09 (Transfer of development rights (TDR)). Additional uses may be allowed through the conditional use process, which provides for:

(1) One accessory dwelling unit (ADU) per parcel, meeting the standards of § 4.03.

### **§ 8.03 DEFINITIONS AND ACRONYMS.**

**CONTRACTOR.** An individual or company employed in the building trade or related businesses. Contractors include, but are not limited to, a general contractor, excavation contractor, landscaping or lawn care contractor, building contractor, to include electric, plumbing and heating contractor, demolition contractor, subsurface sewer treatment system installer or similar.

**CONTRACTOR'S YARD.** An establishment used for the outdoor repair, maintenance or storage of a contractor's vehicles, equipment or materials. A yard and/or building used by a general contractor, excavation contractor, landscaping or lawn care contractor, building contractor, to include electric, plumbing and heating contractor, demolition contractor, subsurface sewer treatment system installer or similar, where vehicles, equipment and materials are stored when not being used on a job site or where a contractor performs maintenance and repair on their own equipment. For the purposes of this definition, a Contractor's yard does not include assembly or manufacturing of products, or wholesale or retail sales or a temporary job construction site.

**OBSTRUCTION.** Any dam, wall, wharf, embankment, levee, dike, pile, abutment, projection, excavation, dredged spoil, channel modification, culvert, building, wire, fence, stockpile, refuse, fill, structure, stockpile of sand or gravel or other material, or matter in, along, across or projecting into any channel, watercourse, lakebed or regulatory floodplain which may impede, retard or change the direction of flow, either in itself or by catching or collecting debris carried by floodwater.

**OCCUPANCY.** *The placement into service or the authorization of the use of a property or structure allowed under the Unified Development Code or authorized by a County permit.*

**EXPLANATION OF FISCAL/FTE IMPACTS**

None.

**Supporting Documents:**

Attachment “A”: Ordinance 146: Ordinance Amending §2.04, §6.08 and §8.03 of the Waseca County UDC with Exhibits

**Administrator’s Comments:**

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

**Reviewed By (if required):**

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

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County Administrator

**Attachment A**

**ORDINANCE: 146  
WASECA COUNTY**

**AN ORDINANCE AMENDING §2.04, §6.08 and §8.03 OF THE WASECA COUNTY  
UNIFIED DEVELOPMENT CODE**

The County Board of Commissioners for Waseca County hereby ordains as follows:

**WHEREAS**, Waseca County Planning and Zoning requested an amendment to the Waseca County Unified Development Code §2.04, §6.08 and §8.03; and

**WHEREAS**, the Waseca County Planning Commission conducted a public hearing on March 4, 2021 and April 1, 2021 regarding the proposed amendment to the Waseca County Unified Development Code, and recommends its approval as depicted in Exhibit A, B and C to the Waseca County Board of Commissioners; and

**WHEREAS**, the Waseca County Board of Commissioners held a public hearing at their meeting on April 20, 2021 to adopt the amendment to the Waseca County Unified Development Code as shown in Exhibit A, B and C;

**NOW, THEREFORE**, Waseca County Board of Commissioners does ordain that the Waseca County Unified Development Code shall be amended as shown in Exhibit A appended to this Ordinance.

Adopted by Waseca County on this 20<sup>th</sup> day of April, 2021 and effective on date of adoption.

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DeAnne Malterer  
Chair, Waseca County Board of Commissioners

ATTEST:

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Tamara Spooner  
County Auditor –Treasurer

**EXHIBIT A**  
**WASECA COUNTY UNIFIED DEVELOPMENT CODE**  
**ARTICLE 2: NONCONFORMITIES AND LOTS OF RECORD**  
**(Note: Proposed Changes with additions underlined)**

**§ 2.04 NONCONFORMING STRUCTURES.**

(G) *Building permits previously issued.* Any structure which will, under this ordinance, become nonconforming but for which a building permit has been lawfully granted prior to the effective date of this ordinance, may be completed in accordance with the approved plans, provided construction is started within 120 days and continues to completion within two years. Such structure and use shall thereafter be a legal nonconforming structure and use.

(H) Construction of a second dwelling. The construction of a second residence on a site may be allowed in order to allow the owner or owners a place to reside while a new single-family dwelling is constructed. The original residence must be removed within one hundred and twenty (120) days of the completion or occupancy, as defined in §8.03, of the new dwelling. A Zoning Permit to construct a new residence on the site where there is an existing residence will not be issued until:

1. The property owners execute a covenant agreement approved by the Waseca County Attorney to remove the existing dwelling upon completion of the new residence; and

2. An escrow is established in favor of the County by an escrow agreement approved by the County Attorney. The escrow must:

a) Be funded by the property owners;

b) Deposited with the County Auditor; and

c) The escrow agreement executed by the owner or owners and Waseca County.

3. The amount of the escrow shall be established by the Waseca County Board. The escrow funds will remain with the County and will only be returned to the owner or owners at such a time as the demolition of the original, existing residence is completed to the satisfaction of the Waseca County Zoning Administrator or the new residence has been partially or completely occupied for its intended use as a dwelling. The escrow is established in order to remove the structure should the owner or owners fail to remove the existing residence one hundred and twenty (120) days following the completion and/or occupation of the new dwelling. Failure to complete the demolition of the original dwelling as specified herein shall allow the County to draw on the escrow funds to pay the cost of the demolition of original residence.

**EXHIBIT B**  
**WASECA COUNTY UNIFIED DEVELOPMENT CODE**  
**ARTICLE 6: ZONING DISTRICT REGULATIONS**  
**(Note: Proposed Changes with additions underlined)**

**§ 6.08 A-1 AGRICULTURAL PROTECTION DISTRICT STANDARDS.**

(C) *Conditional uses* (see Article 4 for accessory uses). Accessory uses are subject to the standards found in Articles 3, 4 and 6 of this ordinance:

(33) Kennels, private;

~~———— (34) Outdoor display;~~

(345) Other accessory uses and structures that are incidental to the principal use; and

(356) Solar farms.

(36) Trucking company or Contractor's Yard, as defined in Section 8.03, when located at least 500 feet from a residence, other than the owner of the company or Contractor's yard.

(D) *Density standards.* The base density permitted in the A-1 District is one dwelling unit per quarter-quarter section or parcel of record. Dwellings existing at the time of the adoption of this ordinance will be included when determining whether or not a quarter-quarter section is at its maximum density. The density within a quarter-quarter may be increased pursuant to the provisions of § 6.09 (Transfer of development rights (TDR)). Additional uses may be allowed through the conditional use process, which provides for:

**EXHIBIT C**  
**WASECA COUNTY UNIFIED DEVELOPMENT CODE**  
**ARTICLE 8: DEFINITIONS**

**(Note: Proposed Changes with additions underlined)**

**§ 8.03 DEFINITIONS AND ACRONYMS.**

***CONTRACTOR.*** An individual or company employed in the building trade or related businesses. Contractors include, but are not limited to, a general contractor, excavation contractor, landscaping or lawn care contractor, building contractor, to include electric, plumbing and heating contractor, demolition contractor, subsurface sewer treatment system installer or similar.

***CONTRACTOR'S YARD.*** An establishment used for the outdoor repair, maintenance or storage of a contractor's vehicles, equipment or materials. A yard and/or building used by a general contractor, excavation contractor, landscaping or lawn care contractor, building contractor, to include electric, plumbing and heating contractor, demolition contractor, subsurface sewer treatment system installer or similar, where vehicles, equipment and materials are stored when not being used on a job site or where a contractor performs maintenance and repair on their own equipment. For the purposes of this definition, a Contractor's yard does not include assembly or manufacturing of products, or wholesale or retail sales or a temporary job construction site.

***OCCUPANCY.*** The placement into service or the authorization of the use of a property or structure allowed under the Unified Development Code or authorized by a County permit.



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

---

**Set Public Hearing for Licensed Establishment Fees**

<b>Meeting Date:</b>	4/20/21	<b>Fiscal/FTE Impact:</b>	<input type="checkbox"/> None
<b>Item Type:</b>	<input type="checkbox"/> Consent <input checked="" type="checkbox"/> Action	<input checked="" type="checkbox"/> Current budget	<input type="checkbox"/> New FTE(s) Requested
<b>Department:</b>	Public Health	<input type="checkbox"/> Other	<input type="checkbox"/> Amendment Requested
<b>Contact:</b>	Sarah Berry		
<b>Contact Phone:</b>	507-835-0656		
<b>Prepared by:</b>	Sarah Berry		

---

**PURPOSE/ACTION REQUESTED**

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

**SUMMARY**

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

**RECOMMENDATION**

Waseca County staff recommends that the Waseca County Board of Commissioner set a public hearing date and time for the public to comment on these proposed changes, and then act on the proposal at the close of the hearing.

**EXPLANATION OF FISCAL/FTE IMPACTS**

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

**Supporting Documents:**

Attachment A:  
Attachment B:

**Previous Board Action(s):**

Resolution #

**RESOLUTION #**

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**

---

**Approve Contract SSTS Services to Blue Earth County**

<b>Meeting Date:</b>	4/20/21	<b>Fiscal/FTE Impact:</b>	<input type="checkbox"/> None
<b>Item Type:</b>	<input type="checkbox"/> Consent <input checked="" type="checkbox"/> Action	<input checked="" type="checkbox"/> Current budget	<input type="checkbox"/> New FTE(s) Requested
<b>Department:</b>	Public Health	<input type="checkbox"/> Other	<input type="checkbox"/> Amendment Requested
<b>Contact:</b>	Sarah Berry		
<b>Contact Phone:</b>	507-835-0656		
<b>Prepared by:</b>	Sarah Berry		

---

**PURPOSE/ACTION REQUESTED**

Approve a contract to provide limited SSTS services to Blue Earth County.

**SUMMARY**

Blue Earth County Environmental Services request oversight of one design and installation on a property that must be inspected by an Advanced Septic Inspector. Currently Blue Earth County employees do not hold this certification.

**RECOMMENDATION**

Waseca County staff recommends that the attached contract is approved. Kim Shermo and Sarah Berry are both hold the needed credentials to provide oversight of the design and installation of the system and expect the amounts in the contract to cover the costs of the time needed for the system.

**EXPLANATION OF FISCAL/FTE IMPACTS**

This will result in an increase of \$500 for the Environmental Health portion of the Public Health 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

# Service Agreement

Blue Earth County, 204 South Fifth Street, P.O. Box 8608, Mankato, Minnesota, 56001, hereafter referred to as the "Agency," and Waseca County, 307 North State Street, Waseca, Minnesota, 56093, hereafter referred to as the "Contractor," enter into this Agreement for the period from April 1, 2021, until December 31, 2021.

## WITNESSETH

WHEREAS, the Contractor is qualified to provide administrative services regarding Minnesota Rules, Chapter 7080, Chapter 7081, and Chapter 7082;

WHEREAS, the Agency wishes to purchase administrative oversight of the Minnesota Minnesota Rules, Chapter 7080, Chapter 7081, and Chapter 7082;

NOW, THEREFORE, in consideration of the mutual understandings and agreements set forth, the Agency and Contractor agree as follows:

### 1. CONTRACTOR'S DUTIES

- a. As specified in the Minnesota Administration Rules 7082.1700 and 7083.0750, the Agency agrees to purchase and the Contractor agrees to furnish the inspection and design review for systems requiring oversight by an "Advanced Designer" or "Advanced Inspector".
- b. The Contractor shall, in writing within sixty (60) days, notify the Agency whenever it is unable to, or going to be unable to, provide the required quality or quantity of services. Upon such notification, the Agency and the Contractor shall determine whether such inability will require modification or cancellation of the contract.

### 2. COST AND DELIVERY OF PURCHASED SERVICES

- a. Services provided will be billed by the Contractor to the Agency of \$250 for design review and \$250 for inspection per property.

### 3. PAYMENT FOR PURCHASED SERVICES

- a. Certification of expenditures: The Contractor must, within fifteen working days following the last day of each calendar month, submit a standard invoice for services provided.
- b. Payment: The Agency must, within 30 days of the date of receipt of the Invoice, make payment to the Contractor.

4. INDEMNIFICATION

- a. In the performance of this contract by Contractor, or Contractor's agents or employees, the Contractor must indemnify, save, and hold harmless the Agency, its agents, and employees, from any claims or causes of action, including attorney's fees incurred by the Agency to the extent caused by Contractor's:
  - 1) Intentional, willful, or negligent acts or omissions; or
  - 2) Actions that give rise to strict liability; or
  - 3) Breach of contract or warranty.
- b. The indemnification obligations of this section do not apply in the event the claim or cause of action is the result of the Agency's sole negligence. This clause will not be construed to bar any legal remedies the Contractor may have for Agency's failure to fulfill its obligation under this contract.

5. CONDITIONS OF THE PARTIES' OBLIGATIONS

- a. This agreement may be canceled by either party at any time, with or without cause, upon sixty (60) days' notice, in writing, delivered by mail or in person.
- b. Before the termination date of this agreement, the Agency and Contractor may evaluate the agreement to determine each party's interest in renewal of the agreement.
- c. Any alterations, variations, modifications, or waivers of provisions of this agreement must be valid only when they have been reduced to writing, duly signed, and attached to the original of this agreement.
- d. No claim for services furnished by the Contractor not specifically provided in the agreement will be allowed by the Agency, nor must the Contractor do any work or furnish any material not covered by the agreement, unless this is approved in writing by the Agency.

6. SUBCONTRACTING

- a. The Contractor agrees not to enter into subcontracts for any of the work contemplated under this contract without written approval of the Agency.
- b. All subcontractors must be subject to and must meet all of the requirements of this contract.

16. ENTIRE AGREEMENT

It is understood and agreed that the entire contract of the parties is contained herein and this contract supersedes all oral agreements and negotiations between the parties relating to the subject matter thereof.

Dated: \_\_\_\_\_  
\_\_\_\_\_ Chairperson, Waseca County Board

Dated: \_\_\_\_\_ Attest: \_\_\_\_\_  
Michael Johnson  
Waseca County Administrator

Dated: \_\_\_\_\_  
\_\_\_\_\_ Chairperson, Blue Earth County Board

Dated: \_\_\_\_\_ Attest: \_\_\_\_\_  
Robert Meyer  
Blue Earth County Administrator



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

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**Request approval and signature of the FY22 and FY23 Sentencing to Service contract.**

<b>Meeting Date:</b>	April 20, 2021 at 9:30 a.m.	<b>Fiscal/FTE Impact:</b>	<input type="checkbox"/> None
<b>Item Type:</b>	<input type="checkbox"/> Consent <input checked="" type="checkbox"/> Action	<input checked="" type="checkbox"/> Current budget	<input type="checkbox"/> New FTE(s) Requested
<b>Department:</b>	Court Services	<input type="checkbox"/> Other	<input type="checkbox"/> Amendment Requested
<b>Contact:</b>	Jonathan J. Schiro		
<b>Contact Phone:</b>	507-835-0554		
<b>Prepared by:</b>	Jonathan J. Schiro		

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**PURPOSE/ACTION REQUESTED**

Request approval and signature of the FY22 and FY23 Sentencing to Service (STS) Contract.

**SUMMARY**

- Historically, Waseca County has equally shared a STS program with LeSueur County. The current proposed STS Contract reflects the shared STS program with LeSueur County; whereas, Waseca County would receive a 0.5 FTE crew leader who will supervise up to 10 offenders approximately 40 hours per week.
- Work performed by the STS program for Waseca County has included (but is not limited to); Waseca Recycle, Farm America maintenance, local cities maintenance/trash/snow removal, and cleaning county ditches.
- The value of the work performed by the STS crew and benefits to Waseca County and the criminal justice system far outweighs the cost of the STS program.

**RECOMMENDATION**

Waseca County staff recommends that the Waseca County Board of Commissioner approve the Fiscal Year 2022 and Fiscal Year 2023 Sentencing to Service Contract.

**EXPLANATION OF FISCAL/FTE IMPACTS**

Cost of the STS program has been included in the 2021 Waseca County Court Services budget.

**Supporting Documents:**

Attachment A: Sentencing to Service Contract  
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



# State of Minnesota

## Income Contract

SWIFT Contract No.:

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This Contract is between the State of Minnesota, acting through its commissioner of corrections, Field Services Unit, 1450 Energy Park Drive, Suite 200, St. Paul, MN 55108 ("State") and Waseca County, 307 North State St, Waseca MN 56093 ("Purchaser"). State and Purchaser may be referred to jointly as "Parties."

### Recitals

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1. Under Minn. Stat. § 241.278 the State is empowered to enter income contracts.
2. The Purchaser needs a Sentencing to Service (STS) program for low risk offenders ordered to perform community work service.
3. The State represents that it is duly qualified and agrees to provide the services described in this

Accordingly, the Parties agree as follows:

### Contract

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#### 1. Term of Contract

- 1.1 **Effective date:** July 1, 2021, or the date the State obtains all required signatures under Minnesota Statutes Section 16C.05, subdivision 2, whichever is later.
- 1.2 **Expiration date:** June 30, 2023, or until all obligations have been satisfactorily fulfilled, whichever occurs first.

#### 2. State's Duties

The State will:

- 2.1 Provide .5 crew leader(s) who will supervise up to 10 offenders each approximately 40 hours per week, including the hour's crew leaders spend for daily preparation and communication.
- 2.2 Submit reports to Purchaser within 60 days of the end of each quarter, which shall include the following information:
  - a. Total number of offenders served
  - b. Total number of offenders completing STS obligation
  - c. Number of offenders exiting prematurely
  - d. Total number of hours worked by STS offenders

- e. Dollar benefit of STS labor at \$10.00 per hour and estimated market value of projects completed
- f. Description of work completed

2.3 Divide the work of offender crews proportionate to funding participation between States’s referred projects and Purchaser’s referred projects, some of which may be performed outside the Purchaser’s jurisdiction.

2.4 Train each work crew in safety principles and techniques relevant to the work being done.

2.5 Screen projects to ensure that they meet STS guidelines.

**3. Purchaser’s Duties**

3.1 It is the Purchaser’s responsibility to certify in writing to the appropriate bargaining agent that the work performed by offenders will not result in the displacement of current employees or seasonal workers to include reduction in hours, wages, or other employment benefits for all Purchaser’s referred projects.

3.2 Obtain all necessary permits or licenses or special authority for all Purchaser’s referred projects.

3.3 Identify non-dangerous offenders who are sentenced or authorized by the court to do community work service in lieu of a jail sentence, a fine, as a sole sanction, or eligible pursuant to other provisions in state law.

**4. Payment**

The Purchaser will pay the State for all services performed by the State under this contract as follows:

4.1 The total obligation of the Purchaser for all compensation and reimbursements to the State under this contract is not to exceed FY22-23 total below as its 75% share of the cost of providing a crew leader and placing the work crews into service on the STS program during the term of this agreement. The Purchaser’s share of the crew leader includes time scheduled for training, vacation, sick leave, and holidays. The State share of the cost is 25%.

4.2 Terms of payment: Payment shall be made by the Purchaser to the State. Payments are due on or before dates listed below:

<b>Payment Due</b>	<b>7/30/2021</b>	<b>1/1/2022</b>	<b>7/1/2022</b>	<b>1/1/2023</b>	<b>FY22-23 Total</b>
<b>Amount Due</b>	\$18768.74	\$18768.74	\$19406.87	\$19406.87	\$76351.21

**5. Authorized Representative**

The <b>State's</b> Authorized Representative is: (or his/her successor)
Jenny McMahon 608 Main St Red Wing MN 55066 jenny.mcmahon@state.mn.us 651-301-7200

The <b>Purchaser's</b> Authorized Representative is: (or his/her successor)
Waseca County Jonathan Schiro, Waseca County Court Services 307 North State Street Waseca MN 56093 jonathan.schiro@co.waseca.mn.us 507-835-0554

**6. Assignment, Amendments, Waiver, and Contract Complete.**

- 6.1 Assignment. The Purchaser may neither assign nor transfer any rights or obligations under this Contract without the prior consent of the State and a fully executed assignment agreement, executed and approved by the authorized parties or their successors.
- 6.2 Amendments. Any amendment to this Contract must be in writing and will not be effective until it has been executed and approved by the authorized parties or their successors.
- 6.3 Waiver. If the State fails to enforce any provision of this Contract, that failure does not waive the provision or its right to enforce it.
- 6.4 Contract Complete. This Contract contains all negotiations and agreements between the State and the Purchaser. No other understanding regarding this Contract, whether written or oral, may be used to bind either party.

**7. Liability**

Each party will be responsible for its own acts and behavior and the results thereof.

**8. Government Data Practices.**

The Purchaser and State must comply with the Minnesota Government Data Practices Act, Minn. Stat. Ch. 13, (or, if the State contracting party is part of the Judicial Branch, with the Rules of Public Access to Records of the Judicial Branch promulgated by the Minnesota Supreme Court as the same may be amended from time to time) as it applies to all data provided by the State under this Contract, and as it applies to all data created, collected, received, stored, used, maintained, or disseminated by the Purchaser under this Contract. The civil remedies of Minn. Stat. § 13.08 apply to the release of the data governed by the Minnesota Government Practices Act, Minn. Stat. Ch. 13, by either the Purchaser or the State.

If the Purchaser receives a request to release the data referred to in this clause, the Purchaser must immediately notify and consult with the State's Authorized Representative as to how the Purchaser should respond to the request. The Purchaser's response to the request shall comply with applicable law.

## **9. Publicity and Endorsement.**

9.1 Publicity. Any publicity regarding the subject matter of this Contract must identify the State as the sponsoring agency and must not be released without prior written approval from the State's Authorized Representative. For purposes of this provision, publicity includes notices, informational pamphlets, press releases, information posted on corporate or other websites, research, reports, signs, and similar public notices prepared by or for the Purchaser individually or jointly with others, or any subcontractors, with respect to the program, publications, or services provided resulting from this Contract.

9.2 Endorsement. The Purchaser must not claim that the State endorses its products or services.

## **10. State Audits.**

Under Minn. Stat. § 16C.05, subd. 5, the Purchaser's books, records, documents, and accounting procedures and practices relevant to this Contract are subject to examination by the State, the State Auditor, or Legislative Auditor, as appropriate, for a minimum of six years from the expiration or termination of this Contract.

## **11. Governing Law, Jurisdiction, and Venue.**

Minnesota law, without regard to its choice-of-law provisions, governs this Contract. Venue for all legal proceedings out of this Contract, or its breach, must be in the appropriate state or federal court with competent jurisdiction in Ramsey County, Minnesota.

## **12. Termination.**

Either party may cancel this Contract at any time, with or without cause, upon 30 days' written notice to the other party.

## Signatures

### 1. Purchaser

By
Signature
Print Name
Title:
Date:

By
Signature
Print Name
Title:
Date:

---

By
Signature
Print Name
Title:
Date:

By
Signature
Print Name
Title:
Date:

**2. STATE AGENCY (With delegated authority)**

By
Signature
Curtis Shanklin
Print Name
Title: Deputy Commissioner
Date:

**3. COMMISSIONER OF ADMINISTRATION (As delegated to Materials Management Division)**

By
Signature
Print Name
Title:
Date:

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

**Blowers Park Access Road**

<b>Meeting Date:</b>	4/20/21	<b>Fiscal/FTE Impact:</b>	<input type="checkbox"/> None
<b>Item Type:</b>	<input type="checkbox"/> Consent <input checked="" type="checkbox"/> Action	<input type="checkbox"/> Current budget	<input type="checkbox"/> New FTE(s) Requested
<b>Department:</b>	Building & Grounds	<input type="checkbox"/> Other	<input type="checkbox"/> Amendment Requested
<b>Contact:</b>	Brian Tomford		
<b>Contact Phone:</b>	835-0629		
<b>Prepared by:</b>	Brian Tomford		

**PURPOSE/ACTION REQUESTED**

To fix and and put 4” of Bituminus on Blowers Park access road

**SUMMARY**

Over the past several years Waseca County Highway and Buiding and Grounds staff have put many hours and materials into this road every spring to maintain it.

**RECOMMENDATION**

Waseca County staff recommends that the Waseca County Board of Commissioners accept the 2 year process to complete the road project at Waseca County Blowers Park starting with the rock foundation and gravel base for 2021 and finishing in 2022 with the 4” Bituminus.

**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

We developed an approximate cost estimate for paving the Blowers Park Road, as we discussed today.

It assumes a road 1,100' long and 18' wide road with turnaround area. Because of the soft, wet conditions, it is based on placing 6" of 1 ½" dust free rock as a foundation, 6" of gravel base and 4" of bituminous.

1 ½" dust free rock	\$10,000
Class 5 gravel	9,000
4" Bituminous	33,000
Total	52,000

We recommend placing the rock and gravel in year 1.

Bituminous in year 2 to allow for stabilization.



JOB Blowers Park Road

JOB NO. \_\_\_\_\_

CALCULATED BY AJG DATE 4-9-21

CHECKED BY \_\_\_\_\_ DATE \_\_\_\_\_

Road length 1,100ft Long 18' wide

Parking Area 3,300 ft<sup>2</sup>

Road  $\frac{1,100 \times 18' \times 0.5 \times 140}{2000} = 693 \text{ Tons}$  Class 5

Road  $\frac{1,100 \times 18' \times 0.5}{27} = 367 \times 1.4 = 514 \text{ Tons}$  1 1/2" dust free

$\frac{3300 \text{ ft}^2 \times 0.5 \times 140}{2000} = 116 \text{ Tons}$  Class 5

Parking  $\frac{3,300 \times 0.5}{27} = 61 \text{ Tons}$  1 1/2" dust free

Class 5  $693 + 116 = 809 \text{ Tons}$

1 1/2" Dust Free  $514 + 61 = 575 \text{ Tons}$

Bit  $\frac{1,100 \times 18 \times 4 \times 110}{18,000} = 484 \text{ Tons}$

Bit  $\frac{3,300 \times 4 \times 110}{18,000} = 81 \text{ Tons}$

Class 5  $809 \text{ Tons} \times \frac{12}{\text{per ton}} = 9,708$

1 1/2" Dust free  $575 \text{ Tons} \times \frac{16}{\text{per ton}} = 9,200$

Bituminous  $565 \text{ Tons} \times \frac{58.00}{\text{per ton}} = 32,770$

Recommendation:

Total \$51,678

- 1) Stabilize road w rock, year 1.
- 2) Enter pavement option, year 2.







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

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Accept Highway Dept's 2020 Annual Financial Report

<b>Meeting Date:</b>	April 20, 2021	<b>Fiscal/FTE Impact:</b>	<input checked="" type="checkbox"/> None
<b>Item Type:</b>	<input type="checkbox"/> Consent <input checked="" type="checkbox"/> Action	<input type="checkbox"/> Current budget	<input type="checkbox"/> New FTE(s) Requested
<b>Department:</b>	Highway	<input type="checkbox"/> Other	<input type="checkbox"/> Amendment Requested
<b>Contact:</b>	Alan Forsberg		
<b>Contact Phone:</b>	507-835-0661		
<b>Prepared by:</b>	Deb Westphal		

---

**PURPOSE/ACTION REQUESTED**

Accept as information, the 2020 annual financial report from the Highway Department.

**SUMMARY**

The annual financial report is a requirement of State of Minnesota's State Aid office.

**RECOMMENDATION**

Waseca County staff recommends that the Waseca County Board of Commissioner accept the report provided them prior to the meeting.

**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



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

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Bridge Replacement Priority **Resolution 2021-19**

<b>Meeting Date:</b>	April 20, 2021	<b>Fiscal/FTE Impact:</b>	<input checked="" type="checkbox"/> None
<b>Item Type:</b>	<input type="checkbox"/> Consent <input checked="" type="checkbox"/> Action	<input type="checkbox"/> Current budget	<input type="checkbox"/> New FTE(s) Requested
<b>Department:</b>	Highway	<input type="checkbox"/> Other	<input type="checkbox"/> Amendment Requested
<b>Contact:</b>	Alan Forsberg		
<b>Contact Phone:</b>	507-461-7566		
<b>Prepared by:</b>	Alan Forsberg		

---

**PURPOSE/ACTION REQUESTED**

Consider resolution needed for a future bridge to be eligible for State or Federal funding.

**SUMMARY**

See list of bridges on attached resolution.

**RECOMMENDATION**

Waseca County staff recommends that the Waseca County Board of Commissioners approve the bridge priority resolution

**EXPLANATION OF FISCAL/FTE IMPACTS**

Enables list of bridges to be eligible for state or federal funds.

**Supporting Documents:**

Attachment A: BAI bridge resolution 2021-19  
Attachment B:

**Previous Board Action(s):**

Resolution # 2021-19

**RESOLUTION # 2021-19**

**WHEREAS**, Waseca County has reviewed the pertinent data on bridges requiring replacement, rehabilitation or removal supplied by the local citizenry and local units of government; and

**WHEREAS**, Waseca County has identified those bridges that are high priority that require replacement, rehabilitation or removal within the next five years,

**NOW, THEREFORE BE IT RESOLVED** that the following deficient bridges are high priority and Waseca County intends to replace, rehabilitate, or remove these bridges as soon as possible when funds are available.

Bridge No.	Township/ Road No.	Estimated Project Cost	Federal Funds	State Aid Funds	Town Bridge Funds	Bond Funds	Local Funds	Proposed Year of Const.
7597	CSAH 5	\$350,990						
81506	CSAH 3	\$372,479						
7005	CSAH 3	\$372,479						
7604	CR 54	\$257,870						
7603	CR 54	\$257,870						
7598	CSAH 6	\$207,086						
L5737	TWP 692	\$154,722						
7607	CSAH 33	\$373,052						
2585	CSAH 14	\$259,780						
88509	CR 53	\$92,451						
81507	CSAH 33	\$676,200						
81509	CR 55	\$540,960						
7596	CSAH 1	\$349,557						
88498	CSAH 1	\$210,116						
88497	OLD 14	\$282,532						
7008	CR 54	\$229,218						
L4117	TWP 176	\$334,276						
88510	CR 63	\$439,530						
7059	CSAH 15	\$710,010						

**FURTHERMORE**, Waseca County does hereby request authorization to replace, rehabilitate or remove said bridges; and

**FURTHERMORE**, Waseca County does request financial assistance with eligible approach grading and engineering costs on townships bridges, as provided by law.

Waseca County Board of Commissioners

\_\_\_\_\_  
By: \_\_\_\_\_, Board Chair

ATTEST:

\_\_\_\_\_  
Tamara J. Spooner  
Waseca County Auditor-Treasurer

April 15, 2021

**Administrator's Comments:**

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

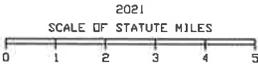
**Reviewed By (if required):**

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

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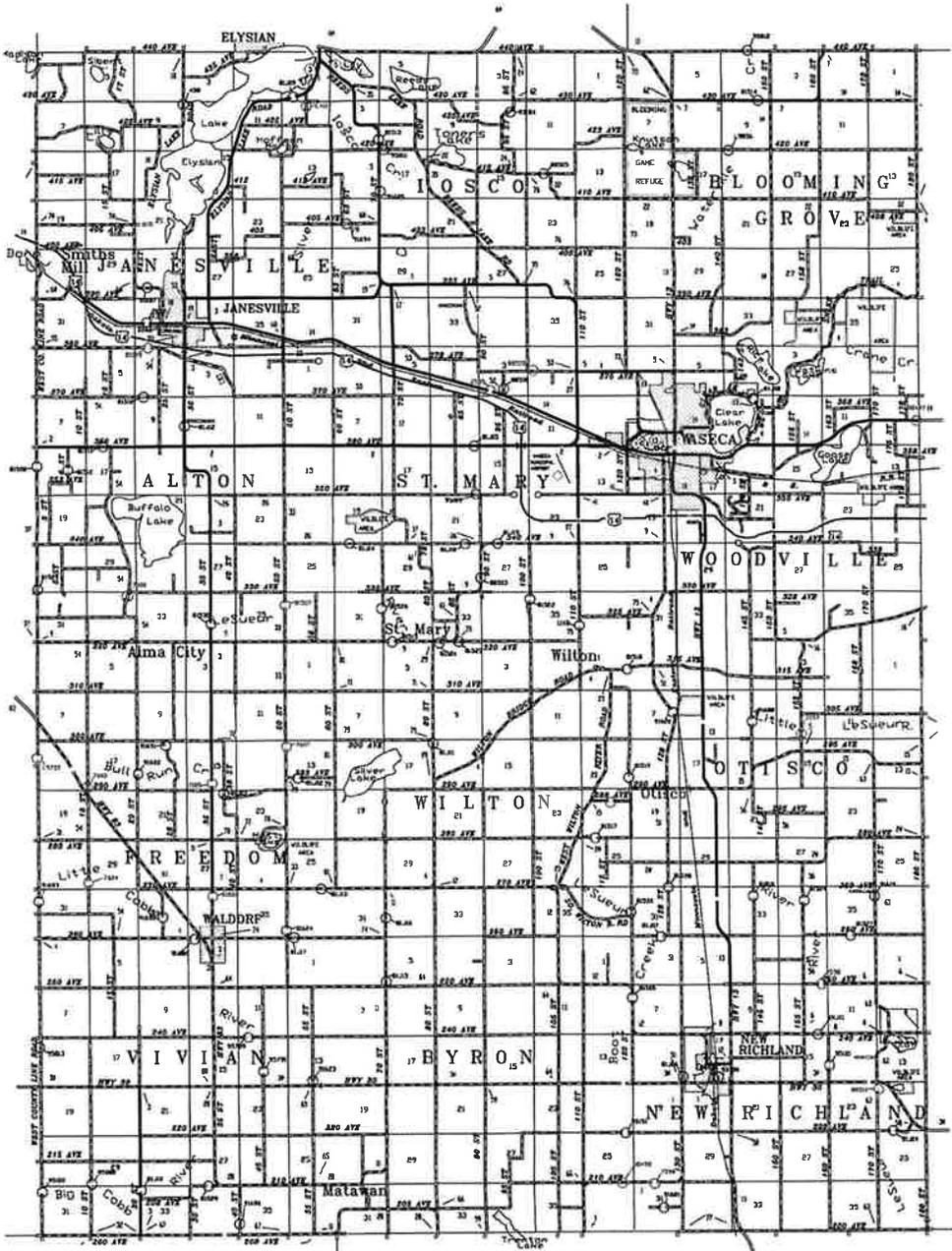
County Administrator

# WASECA COUNTY



Legend

State Hwy	▬
CSAH	▬
County Road	▬
Bituminous Surface	▬
Concrete Surface	▬
Gravel Surface	▬





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

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**Cooperative Agreement with City of Janesville Salt Shed Location**

<b>Meeting Date:</b>	April 20, 2021	<b>Fiscal/FTE Impact:</b>	<input type="checkbox"/> None
<b>Item Type:</b>	<input type="checkbox"/> Consent <input checked="" type="checkbox"/> Action	<input checked="" type="checkbox"/> Current budget	<input type="checkbox"/> New FTE(s) Requested
<b>Department:</b>	Highway	<input type="checkbox"/> Other	<input type="checkbox"/> Amendment Requested
<b>Contact:</b>	Alan Forsberg		
<b>Contact Phone:</b>	507-461-7566		
<b>Prepared by:</b>	Alan Forsberg		

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**PURPOSE/ACTION REQUESTED**

Consider joint salt shed with Janesville.

**SUMMARY**

Cooperative Agreement with City of Janesville for salt shed relocation.

**RECOMMENDATION**

Waseca County staff recommends that the Waseca County Board of Commissioners approve the attached cooperative agreement with the City of Janesville.

**EXPLANATION OF FISCAL/FTE IMPACTS**

Significant economic efficiency for City of Janesville and Waseca County by sharing salt shed.

**Supporting Documents:**

Attachment A: Janesville Cooperative Agre  
Attachment B:

**Previous Board Action(s):**

Resolution #

**RESOLUTION #**

Waseca County Board of Commissioners

\_\_\_\_\_  
By: \_\_\_\_\_, Board Chair

ATTEST:

\_\_\_\_\_  
Tamara J. Spooner  
Waseca County Auditor-Treasurer

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\_\_\_\_\_  
County Administrator

**COOPERATIVE AGREEMENT  
CITY OF JANESVILLE  
And  
WASECA COUNTY**

**Whereas, Waseca County's highway shop at 105 East South Street in Janesville needs a salt shed to store mixed sand and salt for winter road maintenance under a roof; and**

**Whereas, the City of Janesville needs a relatively small amount of sand / salt mixture for winter road maintenance and buying salt in economically large amounts is not practical for the City; and**

**Whereas, the City of Janesville has available two recent year small hoop style salt sheds; now therefore,**

**The City of Janesville agrees it would provide the two salt sheds to the County at no cost; and**

**The County of Waseca agrees it would contract for and pay all the costs of relocating the salt sheds to its Janesville maintenance shop site and the future maintenance and eventual replacement of the salt sheds; and**

**The County of Waseca further agrees it would provide a small amount of salt, typically 1 or 2 truckloads per year or as needed depending on winter conditions, to the City of Janesville at no cost**

\_\_\_\_\_  
**Mayor of Janesville      Date**

\_\_\_\_\_  
**County Board Chair      Date**

\_\_\_\_\_  
**City Administrator      Date**

\_\_\_\_\_  
**County Administrator      Date**



April 14, 2021

Waseca County Township Officers

Dear Township Officer:

We have received several requests the County replace and maintain township road signs.

Township road signs are under the jurisdiction of each township, just as their roads and bridges are. The signs are an important safety feature of the roads.

In the late 1980's, there was a Federal sign program providing funds to inventory and install new township signs. The Federal program required the Counties act as fiscal agent for the townships and contract for this work. Waseca County acted as fiscal agent so the Federal sign program would be available to the Townships, similar to how the County acts as agent to the townships for bridge safety inspection and bridge construction.

The County has about 400 miles of County Highway and one sign person and truck to maintain and replace signs on these roads. We simply do not have the staff to maintain and replace township road signs as well.

In 2018 the County offered to work on township roads under an agreement where the township would reimburse the County for labor, equipment and material. Only four townships were interested, not sufficient to justify increasing County sign staff or equipment to accomplish this work.

In summary—the inventory, maintenance and replacement of signs on Town Roads is a township responsibility. We do assist with the sale of signs to townships and technical advice as requested.

On another note — it has been an honor and pleasure to serve as the Waseca County Interim Engineer during the recruitment and appointment of a new County Engineer.

Sincerely,

Alan Forsberg, P.E.