

WASECA COUNTY BOARD OF COMMISSIONERS — MAY 18, 2021

The Waseca County Board of Commissioners met in regular session on Tuesday, May 18, 2021 in the boardroom, 300 North State Street, Waseca, Minnesota. County Commissioners present were Chair DeAnne Malterer, Doug Christopherson Brian Harguth, Blair Nelson, and Brad Krause.

Others present were Michael Johnson, Administrator; Tammy Spooner, Auditor-Treasurer; Melissa Sexton, Human Resources Manager; Sarah Berry, Public Health Director; Jesse Jennings, Assistant County Attorney; Mark Leiferman, Planning & Zoning Director; Russ Guse, Ditch Inspector; Linda Karst, Recorder.

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

There was no public comment.

Krause moved and Nelson seconded to approve the agenda revised to move “item d. Add Water and Electrical to Campsites 5 and 6” from the consent agenda to an action item, and to add discussion of Community Resilience Money. Motion carried unanimously.

Russ Guse, Ditch Inspector, requested approval of repairs to County Ditch #30 in Section 1 of Alton Township. Krause moved and Christopherson seconded to approve the repairs to County Ditch #30 in the estimated amount of \$31,000.00. Motion carried unanimously.

Russ Guse, Ditch Inspector, requested approval of a repair to County Ditch #32 in Section 17 of New Richland Township. Christopherson moved and Nelson seconded to approve the repair to County Ditch #32 in the estimated amount of \$3,300.00. Motion carried unanimously.

Russ Guse, Ditch Inspector, requested repairs to County Ditch #48 in Sections 15, 22 and 27 of New Richland Township. Nelson moved and Harguth seconded to approve the repairs to County Ditch #48 in the estimated amount of \$21,100.00. Motion carried 4-0 with Commissioner Christopherson abstaining.

Russ Guse request to increase the rate for beaver trapping to \$75.00. Waseca County has been paying \$50.00, which is low for the state average and he is experiencing difficulty in finding someone to do the trapping. Christopherson moved and Krause seconded to approve changing the rate to \$75.00 per beaver trapped. Motion carried unanimously.

Harguth moved and Christopherson seconded to approve the minutes for April 27, 2021 Special Session; May 4, 2021 Work Session; and May 4, 2021 Commissioner Meeting. Motion carried unanimously.

Krause moved and Christopherson seconded to approve the Consent Agenda with the removal letter “d”, which was moved to an action item. Motion carried unanimously.

- a. Approval of Bills
- b. Transfer Between \$1,200.00 from Fund 89 to Fund 01 to close out 2020 Flex Dependent Care
- c. April Electronic Funds Report
- d. Add Water and Electrical to Campsites 5 and 6
- e. Approve / Sign Grant Contract with the Waseca Lakes Association in the amount of \$5,000.00
- f. Initial Report on May 6, 2021 Waseca County Planning Commission Meeting

Sarah Berry, Public Health Director, provided an overview for the Public Hearing for licensing fees. Sarah requested to set the fees to 75% of the normal fee. The Public Hearing was opened for public comment at 9:56 a.m. There was no public comment and the comment period was closed at 9:59 a.m. Nelson moved and Krause seconded to adopt Resolution 2021-24 to set the licensing fees. Motion carried unanimously. The Public Hearing ended at 10:00 a.m.

RESOLUTION # 2021-24

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

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

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

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

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

- a) License category definitions shall follow those of the Minnesota Department of Health.
- b) The license period shall run from June 1 through May 31 of the following year, with the exception of licenses for Board and Lodging facilities who also hold Housing with Services Licenses. These licenses are extended to July 31, 2021 until the State of Minnesota assumes licensure of these facilities under Minnesota Statute 144G.

- c) A late fee shall be added when application is made and license fee paid on or after June 1 or after the first date of opening.
- d) The license fee for a new operator purchasing an establishment previously licensed in this license year is one-half the annual license fee, plus any penalty that may be required.
- e) The license fee for operators opening on or after March 1 is one-half the appropriate license fee, plus any penalty fee that may be required. In no case shall the fee be reduced lower than one-half the regular annual fee.
- f) A re-inspection fee equal to the base fee shall be assessed for each subsequent inspection to establishments which are deemed necessary to visit a third or fourth time in less than 12 months due to a failure to comply with corrective orders issued during previous inspections.
- g) As the Minnesota Department of Health Food, Beverage and Lodging and Mobile Home Park and Recreational Camping Area fee schedules are revised, so shall the corresponding Waseca County fees.

Discussion was held regarding the addition of water and electrical to campsites 5 and 6 at Courthouse Park. Michael Johnson, Administrator, shared that it is possible that American Rescue Plan Act (ARPA) dollars could be used under the category of tourism. Harguth moved and Nelson seconded to move forward with the expansion of water and electrical at Courthouse Park, with an cost of approximately \$23,000.00, using ARPA dollars, if it falls within the guideline. Motion carried unanimously.

Michael requested authorization to allow use of Public Works equipment to assist the Waseca County Fairboard in preparation of the grounds for the county fair. All labor is voluntary and is completed after hours. Krause moved and Christopherson seconded to adopt Resolution #2021-22 authorizing the use of equipment. Motion carried unanimously.

Resolution # 2021-22

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

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

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

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

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

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

Michael Johnson, Administrator, requested adoption of Resolution #2021-23 Granting Annual Authority to the Auditor/Treasurer to Designate Depositories. The request action is just formalizing the process and is not an additional duty. Christopherson moved and Harguth seconded to adopt resolution #2021-23 approving the designation. Motion carried unanimously.

**Resolution #2021-23
Granting Annual Authority to the Auditor/Treasurer to Designate Depositories and
Authorize others to Conduct Banking Transactions**

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

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

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

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

Signature: S/ Tamara J. Spooner
Printed Name: Tamara J. Spooner
Title: Waseca County Auditor-Treasurer

And the Bank is hereby fully authorized to pay and charge to any such account(s) of the County any Item, so signed or initiated, including those payable to the individual order of the person signing them or to the Bank or to any other person or corporation, which are

applied in payment of any indebtedness owing to the Bank from the person or persons who signed same.

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

Michael Johnson, Administrator, provided an administrative update.

Human Resources Announcements were distributed by Melissa Sexton, Human Resources Manager. Linda Karst, County Recorder, was present at the meeting to announce her retirement effective November 5, 2021. The Board expressed appreciation to Linda for her 34 years of dedicated service to Waseca County.

Discussion was held regarding unspent funds for community resilience. A request has been received from Leah Jacobson requesting assistance for the New Richland Laundromat building with an upstairs apartment. Christopherson moved and Krause seconded to authorize Administrator Michael Johnson to work with the owner, as he would with any small business owner. Motion carried 4-1 by the following roll call: Christopherson – aye, Harguth – aye, Nelson – nay, Krause – aye, and Malterer – aye.

Discussion was held regarding transfer of development rights. Michael Johnson will schedule a work session for this topic.

Having no further county board business, Harguth moved and Nelson seconded the motion to adjourn the meeting. Motion carried unanimously and meeting adjourned at 11:56 a.m.

DeAnne Malterer, Chairperson
Waseca County Board of Commissioners

ATTEST:

Tamara J. Spooner, Clerk
Waseca County Auditor/Treasurer

The following bills were audited and allowed:

A.H. HERMEL COMPANY	\$ 198.47
ACCESS TONNA LOCK SERVICE	12.00
AMAZON CAPITAL SERVICES	120.54
APG MEDIA OF SOUTHERN MN LLC	112.56
AT SCENE, LLC	4,250.00
BAKER TILLY LLP	1,640.00

BARBARA J. BUKER	178.90
BOCKS SERVICE INC	391.00
CDW GOVERNMENT INC	1,789.07
CHRISTENSEN TIRE & AUTO REPAIR	250.00
COLE PAPERS INC	1,756.16
CONCEPT SEATING	3,810.00
CRYSTEEL TRUCK EQUIPMENT	13,843.92
DAVE'S BODY SHOP	585.72
DEANNE MALTERER	46.14
DEML FORD INC	3,008.89
DONAHUE ELECTRIC LLC	1,322.48
DOTY & SONS CONCRETE PRODUCTS INC	2,012.00
DUANE RATHMANN	81.12
ELITE FORENSIC SERVICES	800.00
EXPRESS CARE INC	43.19
FIRST NATIONAL BANK 4135	44.68
FIRST NATIONAL BANK 9655	2,206.32
FIRST NATIONAL BANK 3975	2,986.20
FIRST NATIONAL BANK OMAHA 7265	603.88
FIRST NATIONAL BANK OMAHA 4208	170.44
FIRST NATIONAL BANK OMAHA 7462	250.00
FIRST NATIONAL BANK OMAHA 9296	825.00
FIRST NATIONAL BANK OMAHA 1957	51.50
FIRST NATIONAL BANK OMAHA 2967	48.72
FIRST NATIONAL BANK OMAHA 4404	1,428.58
FIRST NATIONAL BANK OMAHA 4669	13.60
FIRST NATIONAL BANK OMAHA 4986	96.73
FIRST NATIONAL BANK OMAHA 5215	604.20
FIRST NATIONAL BANK OMAHA 5295	29.36
FIRST NATIONAL BANK OMAHA 5348	1,961.92
FIRST NATIONAL BANK OMAHA 5640	476.69
FIRST NATIONAL BANK OMAHA 6072	126.25
FIRST NATIONAL BANK OMAHA 6171	119.74
FIRST NATIONAL BANK OMAHA 6755	15.97
FIRST NATIONAL BANK OMAHA 6908	737.48
FIRST NATIONAL BANK OMAHA 8006	23.85
FIRST NATIONAL BANK OMAHA 8263	635.24
FIRST NATIONAL BANK OMAHA 8264	508.66
FOUR SEASONS APPAREL & MORE LLC	458.00
INNOVATIVE OFFICE SOLUTIONS LLC	681.60
J SCOTT BRADEN LAW OFFICE	634.00
JARED KRASSIN	107.11
JOBS PLUS INC	202.14

JONES AND MAGNUS LLC	510.00
L & L STREET ROD & SPORTS TRUCK	3,153.90
LITTLE FALLS MACHINE INC	780.92
LOFFLER	739.88
MACVSO-GAYLORD	250.00
MAIRS CHIROPRACTIC INC	84.00
MARK BEHREND	1,441.70
MARK SOMMERS	90.42
MARVIN PEARSON	94.34
MATHESON	30.00
MEI TOTAL ELEVATOR SOLUTIONS	430.55
MESSICK LAW PLLC	1,460.00
METRO FIBERNET LLC	250.00
MIDWEST MONITORING & SURVEILLANCE	5,749.62
MN COUNTIES COMPUTER COOP	525.00
M-R SIGN COMPANY INC	83.09
NAPA AUTO PARTS MPEC	905.33
NCH CORPORATION	145.19
NO WAIT INSIDE LLC	29.00
OLYMPIC FIRE PROTECTION	325.00
POWERPLAN INC	882.81
PROFESSIONAL DEVELOPMENT ACADEMY LLC	1,545.00
RICHARD POSSIN	96.24
RIVER BEND BUSINESS PRODUCTS	361.30
ROBERT VOGELSANG	100.72
RODNEY BORN	82.80
RUSSELL GUSE	670.02
RUSSELL J FREDERICK	83.47
SANCO EQUIPMENT LLC	797.81
SOUTHERN MINNESOTA INSPECTION CO LLC	1,221.02
STEELE CO DETENTION CENTER	805.00
STEPHANIE ROEMHILDT	167.50
STREAMLINE COMMUNICATIONS LLC	4,040.00
THOMPSON SANITATION	22,588.74
TITAN ENERGY SYSTEMS INC	1,493.01
TRUCK CENTER COMPANIES	135.37
ULINE	1,392.30
WASECA HARDWARE LLC	177.42
WASECA HARDWARE LLC	72.48
WASECA SAND & GRAVEL INC	501.00
WASECA, CITY OF	11,815.72

