

WASECA COUNTY BOARD OF COMMISSIONERS — JUNE 1, 2021

The Waseca County Board of Commissioners met in regular session on Tuesday, June 1, 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; Rachel Cornelius, County Attorney; Jim Kollar, Public Works Director/County Engineer; Mark Leiferman, Planning & Zoning Administrator; Haley Byron, Water Specialist; Clinton Rogers, Janesville City Administrator; Leotta Lind, CEO of South Country Health Alliance; Scott Schufman, CFO of South Country Health Alliance and Tim Penny, President & CEO of Southern Minnesota Initiative Foundation.

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

There was no Public Comment.

Harguth moved and Krause seconded to approve the Agenda amended to add the formal appointment of Jim Kollar, Public Works Director/County Engineer. Motion carried unanimously.

Michael Johnson formally introduced James Kollar as the Waseca County Public Works Director/County Engineer. Tammy Spooner, Auditor-Treasurer administered the oath of office to Mr. Kollar for the term beginning June 1, 2021.

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

- a. Approval of Bills
- b. Security Agreement with First National Bank of Waseca for Deposit of Public Funds
- c. Renewal of Liquor Licenses
  - Waseca Lakeside Club, LLC
  - New Richland Golf Association, dba/Riverview Golf Course
  - Half Pint Brewery, LLC
- d. Sign DNR 2021 Boat and Water Grant Contract in the amount of \$1,994.00.
- e. Sign DNR Grant Contract for the Purchase of Rope Throwing Bags in the amount of \$500.00.
- f. Partial Release of Exclusive Agriculture Use Zone Restrictive Covenant; Gordon and Emma C. Zimprich (Paul J. Zimprich Sr. - current owner)

Leota Linda, Executive Director, and Scott Schufman, CFO, presented an annual update for South County Health Alliance. Information was also shared regarding the COVID-19 impact on the organization.

Tim Penny, President and CEO of Southern Minnesota Initiative Foundation, provided an update on the organization, as well as an overview of programs available to Waseca County citizens.

Michael Johnson, Administrator, requested to set a Public Hearing for Appointment of the Waseca County Auditor/Treasurer for Tuesday, July 6, 2021. Krause moved and Christopherson seconded to set the public hearing for July 6, 2021 at 9:30 a.m. Motion carried unanimously.

Melissa Sexton, Human Resources Manager, presented an early retirement program as an option to minimize some personnel expenses. Harguth moved and Nelson seconded to adopt Resolution #2021-25. Motion carried unanimously.

### **RESOLUTION # 2021-25**

**WHEREAS**, Waseca County is interested in reducing or minimizing expenses for the 2021 budget year; and

**WHEREAS**, Waseca County has the authority to offer employees an incentive for early retirement, either as the employer alone, or in conjunction with the exclusive representatives of employees; and

**WHEREAS**, Waseca County wishes to establish an Early Retirement Incentive Program as one strategy to maintain services and reduce salary expenditures in 2021;

**NOW, THEREFORE, BE IT RESOLVED**, that effective upon passage of this resolution, the Waseca County

Board of Commissioners hereby establishes an Early Retirement Incentive Program that complies with all applicable laws and statutes; is available for a finite period of time to provide the known impact for inclusion in the 2022 budget; and provides for a monetary incentive in exchange for an Early Retirement Program Participation Agreement and Waiver of Rights by the participants;. The specifics of the Early Retirement Program are:

- a. Eligible employees are those with at least 10 years of Waseca County service immediately prior to retirement in a position of 20 hours per week or more, who qualify for a full or early retirement annuity from PERA; provided that they give written notice and sign the Early Retirement Incentive Program Participation Agreement and Waiver of Rights by August 1, 2021; do not rescind the Early Retirement Program Agreement and Waiver; and retire by September 30, 2021.
- b. A monetary incentive is a one-time severance payment to be deposited into a post-retirement health care savings plan (HCSP). Payment is equal to 100% of the County's monthly contribution for individual coverage, equal to one month for each year of service with Waseca County at the effective date of retirement; however this amount shall not equate to less than 12 months of coverage and shall not exceed to what equates to 24 months of coverage.

**BE IT FURTHER RESOLVED**, that the Human Resources Director shall provide all employees who may be eligible for the Early Retirement Program with the plan description, a Participation Agreement and a Waiver; and advice to consult with an attorney and a financial planner regarding the impact of the program on their situations.

Haley Byron, Water Specialist, announced her upcoming maternity leave. Haley requested to enter into a Service Agreement with SWCD for Mark Schaetzke to administer the MN Wetland Conservation Act during her leave. Brian Zabel will sit on behalf of the county as needed. Christopherson moved and Nelson seconded to approve the Service Agreement with Waseca Soil and Water Conservation District for services in the amount of \$66.94 per billable hour. Motion carried unanimously.

Mark Leiferman, Planning & Zoning Administrator, requested approval of a Conditional Use Permit for Transfer of Development Rights from Wendell & Ruth Armstrong in Section 7, Wilton Twp. to Calonett Venues LLC in Section 16, Woodville Twp. Staff dispensed with the formal reading of the criteria and the formal reading of conditions. Christopherson moved and Krause seconded to approve the Criteria as presented. Motion carried 4-1 by the following roll call: Christopherson-aye; Harguth-aye; Nelson-nay; Krause-aye; and Malterer-aye.

Harguth moved and Christopherson seconded to approve the Conditional Use Permit with Conditions for Transfer of Development Rights from Wendell & Ruth Armstrong to Calonett Venues LLC. Motion carried 4-1 by the following roll call: Christopherson-aye; Harguth-aye; Nelson-nay; Krause-aye; and Malterer-aye.

Mark Leiferman, Planning & Zoning Administrator, presented a Conditional Use Permit request from Bruce & Angela Quast to operate and maintain an animal crematorium on their site in Section 7 of Wilton Twp. Staff dispensed with the formal reading of the criteria reading and the formal reading of conditions. Nelson moved and Krause seconded to approve the Criteria. Motion carried unanimously.

Nelson moved and Krause seconded to approve the Conditional Use Permit, with conditions, for Quasts to operate a pet crematorium. Motion carried unanimously.

Mark Leiferman, Planning & Zoning Administrator, presented a request from Nickolas & Ashley Rehder (Ruby Ranch) to amend a Conditional Use Permit to allow for operation of a daycare facility in Section 18 of Freedom Twp. Staff dispensed with the formal reading of the criteria. The Commissioners requested that staff read the conditions. Harguth moved and Krause seconded to approve the Criteria. Motion carried unanimously.

Christopherson moved and Harguth seconded to approve the amendment to the Conditional Use Permit with conditions for Nickolas & Ashley Rehder. Motion carried unanimously.

Mark Leiferman, Planning & Zoning Administrator, presented a request to amend a Conditional Use Permit for Ulland Brothers to mine, excavate and stockpile sand and aggregate materials in Section 12 of Otisco Twp. Staff dispensed with formal reading of the criteria and formal reading of the conditions. Harguth moved and Krause seconded to approve the Criteria. Motion carried unanimously.

Krause moved and Harguth seconded to approve the amendment to the Conditional Use Permit with conditions for Ulland Brothers. Motion carried unanimously.

Mark Leiferman, Planning & Zoning Administrator, presented a request to amend a Conditional Use Permit for ConAgra Foods to remove a spray field area and add a screen house and spray field area in Section 13 of St. Mary Twp. Staff dispensed with the reading of criteria and the formal reading of conditions. Krause moved and Christopherson seconded to approve the Criteria. Motion carried unanimously.

Krause moved and Christopherson seconded to approve the amendment to the Conditional Use Permit with conditions for ConAgra Foods. Motion carried unanimously.

Michael Johnson, requested to enter into a Cooperative Lighting Agreement with the City of Waldorf and the State of Minnesota. Christopherson moved and Harguth seconded to adopt Resolution #2021-27 to enter into the Lighting Agreement with the City of Waldorf and the State of Minnesota. Motion carried unanimous.

WASECA COUNTY  
RESOLUTION #2021-27

IT IS RESOLVED that Waseca County enter into MnDOT Agreement No. 1035530 with the State of Minnesota, Department of Transportation for the following purposes:

To provide for payment by the State to Waseca County and from Waseca County to the City of Waldorf of the State's share of the costs of the Trunk Highway Lighting System construction and other associated construction to be performed upon, along, and adjacent to Trunk Highway No. 83 at County State Aid Highway No. 3 and No. 4. within the corporate City limits of Waldorf under State Project No. 8107-21 (T.H. 83=201).

IT IS FURTHER RESOLVED that the County Engineer and County Administrator are authorized to execute the Agreement and any amendments to the Agreement.

Michael Johnson, Administrator, provided an update on recent activities and shared the Human Resources Agenda.

Michael Johnson, Administrator, presented a revised Ditch Inspector Agreement geared toward a company to fulfill ditch inspector duties. No individuals have applied for the position as advertised. Christopherson moved and Krause seconded to approve the revised job description. Motion carried unanimously.

Commissioner Reports were shared.

Having no further county board business, Krause moved and Harguth seconded the motion to adjourn the meeting. Motion carried unanimously and meeting adjourned at 11:53 a.m.

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DeAnne Malterer, Chairperson

Waseca County Board of Commissioners

ATTEST:

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Tamara J. Spooner, Clerk  
Waseca County Auditor/Treasurer

The following bills were audited and allowed:

A.H. HERMEL COMPANY	284.52
ADVANCED CORRECTIONAL HEALTHCARE INC	3,470.77
ALAN FORSBERG	691.04
ANCOM COMMUNICATIONS INC	8,698.20
ASSOC OF MN COUNTIES	75.00
AVENU INSIGHTS & ANALYTICS LLC	195.75
BAKER TILLY LLP	18,000.00
BOLTON & MENK INC	2,171.00
BOMGAARS SUPPLY	379.36
BOMGAARS SUPPLY	107.15
BOSS SUPPLY OF JANESVILLE INC	62.65
CDW GOVERNMENT INC	496.00
CENTRAL FIRE PROTECTION INC	429.85
COLLEEN HOWARD	200.00
COMMUNITY COMPLIANCE MONITORING	439.00
CONTINENTAL RESEARCH CORPORATION	1,287.14
CPS TECHNOLOGY SOLUTIONS INC	98.00
CURT KEYES	80.00
DAVE'S BODY SHOP	333.00
DENNISON TECHNOLOGY GROUP	35.00
DG INVESTMENT INTERMEDIATE HOLDINGS 2 INC	463.50
EMERGENCY AUTOMOTIVE TECHNOLOGIES, INC	723.64
FIRST STATE TIRE RECYCLING	2,772.49
FOUR SEASONS APPAREL & MORE LLC	56.00
FREEDOM TOWNSHIP	170.00
GFA	650.00
GODFATHER'S EXTERMINATING INC	45.00
GUARDIAN SUPPLY	425.00
HILLYARD INC	104.04
ICON ENTERPRISES, INC.	8,236.00
INNOVATIVE OFFICE SOLUTIONS LLC	236.46

INTERNET CONNECTIONS	1,800.00
JAMIE HARTER	9.65
JANE ROBERTA BLUHM	200.00
JOHN DEERE FINANCIAL	1,008.71
L & L STREET ROD & SPORTS TRUCK	3,308.90
LEAGUE OF MINNESOTA CITIES FINANCE DEPT	115.00
LESA HULLOPETER	100.00
LOCATORS & SUPPLIES INC	533.44
MIDWEST MOTOR SUPPLY CO INC	1,278.82
MINNESOTA TRUCK & EQUIPMENT REPAIR	503.24
MJB HANSEN FAMILY LP	1,271.24
MN COMM OF TRANSPORTATION	493.23
MN.IT SERVICES	1,300.00
M-R SIGN COMPANY INC	10,246.42
NAPA AUTO PARTS MPEC	241.27
NOW MICRO	3,868.00
NUTRIEN AG SOLUTIONS INC.	5,450.22
PAUL BORN	642.11
PEMBERTON LAW PLLP	120.00
REGENTS OF UNIVERSITY OF MINNESOTA	54,000.00
RIVER BEND BUSINESS PRODUCTS	930.73
RS EDEN	99.40
RUSSELL GUSE	473.14
SOUTHERN MINNESOTA INSPECTION CO LLC	464.90
SPORTSMAN STOP	18.77
STEELE CO HIGHWAY DEPT	1,507.86
STONEBROOKE ENGINEERING INC	29,507.29
SUBARCTIC MEDIA LLC	2,500.00
TECH TRONIX INC	50.00
THE ELECTRONIC CONNECTION	29.99
THE RETROFIT COMPANIES	445.52
THE SHOP LLC	95.00
THOMAS M CONDON	474.94
THOMSON REUTERS	496.96
TOPPERS PLUS INC	339.99
TRIMIN SYSTEMS INC	6,500.00
ULINE	1,560.09
WASECA CO AG SOCIETY	125.00
WASECA CO AG SOCIETY	50.00
WASECA COUNTY NEWS (SUBSCRIPTION)	63.25
ZIEGLER INC	2,907.34

