

REGULAR WASECA CITY COUNCIL MEETING
TUESDAY, APRIL 7, 2020 7 p.m.
AGENDA

- 1 CALL TO ORDER/ROLL CALL
- 2 MOMENT OF SILENCE/PLEDGE OF ALLEGIANCE
- 3 APPROVAL OF AGENDA
- 4 PUBLIC COMMENT

Those wishing to speak must state their name and address for the record after they **announce their name and address over the phone or the City Manager reads a Resident Request Form**. Each person will have three (3) minutes to make his/her remarks. Speakers will address all comments to the City Council as a whole and not one individual councilmember. The Council 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 Council may refer inquiries and items brought up during the Public Comment period to the City Manager for follow up.

5 REQUESTS AND PRESENTATIONS

6 CONSENT AGENDA

- A. Minutes –Regular City Council Meeting 3/17/20
- B. Payroll & Expenditures
- C. Introduce Ordinance 1080: Gaiter Lake Annexation & Set Public Hearing – May 5, 2020
- D. Approval of Tobacco License: 123 Elm Ave East (By The Way)

7 ACTION AGENDA

- A. **Public Hearing: Ordinance 1079** - Amending Chapter 53 of City Code
- B. Resolution 20-17: Approving Plans & Specs: Authorizing Advertisment for Bids – City Project 2020-01

8 REPORTS

- A. City Manager's Report
 - Continuity of Operations Plan
- B. Commission Reports
 - EDA (Srp, Johnson)
 - Fire Relief (Conrath)
 - Airport Board (Rose)

9 ANNOUNCEMENTS

10 ADJOURNMENT

PUBLIC ACCESS INSTRUCTIONS

Dial: 1-929-436-2866
Enter Code/Meeting I.D.: 100-498-521

**Notice of ALL Meetings of the
Waseca City Council
By Telephone and Electronic Means**

Pursuant to Minn. Stat. § 13D.021, subd. 1(1) I, Lee Mattson, City Manager of the City of Waseca, Minnesota, determined that in-person meetings of the Waseca City Council are not prudent during the COVID-19 health pandemic/peacetime emergency declared by the Governor's Executive Order No. 20-01 under Minn. Stat., Ch. 12. **As such, the Waseca City Council's meetings during such states of emergency, beginning with the Local Board of Appeal and Equalization meeting scheduled to occur at 7 p.m. on April 6, 2020, and all regular City Council meetings held on the 1st and 3rd Tuesday of the month at 7 p.m. will be held by telephone / other electronic means such as video conferencing, any or all member(s) of the Council may potentially attend such meeting by phone or electronic device.** A schedule of the Council's regular meetings is available in the City Clerk's office or on the City Website.

Additionally, I determine the presence of the public at the regular meeting location is not feasible due to the COVID-19 health pandemic/emergency declaration, pursuant to Minn. Stat. § 13D.021, subd. 1(3).

Finally, I determine that the presence of at least one member of the body, chief legal counsel, or chief administrative officer at the regular meeting location is unfeasible due to the COVID-19 health pandemic/emergency declaration, pursuant to Minn. Stat. § 13D.021, subd. 1(4).

Members of the public may monitor the meeting electronically from a remote location by dialing a conference number and entering a conference code; listening to a live audio stream available at a website or obtaining a link by email. Information on accessing each meeting remotely will be provided on the meeting's agenda. The City may require the person making a connection to pay for the documented additional cost that the body incurs as a result of the additional connection.

THIS NOTICE OF REGULAR MEETING BY TELEPHONE OR OTHER ELECTRONIC MEANS IS GIVEN PURSUANT TO MINN. STAT. § 13D.04, subd. 2.

Dated: April 2, 2020


Lee Mattson, Waseca City Manager

MINUTES
REGULAR WASECA CITY COUNCIL MEETING
TUESDAY, MARCH 17, 2020

CALL TO ORDER/ROLL CALL

- 1 The regular Waseca City Council meeting was called to order by Mayor Roy Srp at 7:00 p.m.

Councilmembers Present: Mayor Roy Srp Larry Johnson
Les Tlougan
Jeremy Conrath

Councilmembers Absent (volunteered for social distancing) Allan Rose, Mark Christiansen, Daren Arndt

Staff Present: Lee Mattson, City Manager

MOMENT OF SILENT PRAYER/PLEDGE OF ALLEGIANCE

- 2 A moment of silence was observed. The Pledge of Allegiance to the Flag was recited.

APPROVAL OF AGENDA

- 3 City Manager Mattson asked that 6C, 7A,B,C be removed from the agenda and add 7D: Resolution 20-16 Emergency Declaration and 7E: City Closures Update. It was moved by Conrath, seconded by Tlougan, to approve the agenda as amended. Motion carried 4-0.

PUBLIC COMMENT

- 4 None

REQUESTS AND PRESENTATIONS

5. None.

CONSENT AGENDA

- 6 It was moved by Tlougan seconded by Conrath to approve the Consent Agenda as amended. The motion carried 4-0, and included the following:
- A. Minutes – Regular City Council Meeting March 4, 2020
 - B. Payroll & Expenditures
 - C. ~~Introducing Ordinances 1076 & 1077: Set Public Hearing Date – April 7, 2020~~
 - D. Introducing Ordinance 1079: Amending Chapter 53 & set Public Hearing Date – April 7, 2020
 - E. Resolution 2015: US Solar Agreement

ACTION AGENDA

7A, B, C were removed from the Agenda.

7D Resolution 20-16: Emergency Declaration

The Mayor read the Resolution declaring a local state of emergency for the City of Waseca. This emergency will remain in effect until the City Council rescinds the Resolution at a future Council Meeting.

Motion was made by Conrath, seconded by Tlougan to approve Resolution 20-16. Motion carried 4-0.

7E City Facility Closure update

The City Manager issued an order to close all City Facilities to the public at 2 p.m. today. Parks will remain open but the restrooms will remain locked. Essential services provided by the City will remain available to the public. Employees will continue to interact with the public by telephone and email during these closures. Updates will be posted on the website and Facebook. The City Manager is asking for a motion of support from the Council for these closures.

Motion was made by Tlougan, seconded by Conrath to endorse the order made by the City Manager to close City Facilities to the public. Motion carried 4-0.

REPORTS

8A City Manager's Report

- The County and Emergency Management held a Covid-19 meeting today.
- The City will point to the expertise of Public Health during this crisis.
- Recovery Coordinator process remains open and will be delayed during this time.

8B Commission Reports

- EDA – Johnson, Srp
 - Had discussions on the Harguth Property.
 - Continued discussions about the land west of South State Street in Industrial Park.
- Planning Commission – Srp
 - Took care of some housekeeping items.
- Discover Waseca Tourism – Conrath
 - Planning for the Tourism Assessment.
 - Spring/Summer brochures are out.
 - Will be purchasing a go-pro to post videos online.

ANNOUNCEMENTS

Tlougan – Regional Libraries are closed until further notice

Johnson – Urged residents to support local restaurants during this time of closure.

Conrath – Asked residents to please help the local businesses.

Srp – Encouraged neighbors to help each other out, especially seniors. HyVee delivers if you are unable to get out and get groceries.

ADJOURNMENT

- 10 There being no further business to be brought before the Council, it was moved by Conrath, seconded by Johnson, to adjourn the meeting at 7:37 p.m.; the motion carried 4-0.

R. D. SRP
MAYOR

DENISE SEBERSON
ADMINISTRATIVE CLERK
OR AVAILABLE STAFF PER COVID-19 ORDERS

LIST OF EXPENDITURES

April 7, 2020

Ken A. Miller

Micah Fischer

City Council	4,250.00
Streets	27,505.81
Parks	10,481.62
Wastewater	12,250.11
Utility Administration	4,709.63
Utility Billing	7,810.69
Electric	14,847.87
Water	6,040.35
Building and Code Compliance	2,614.41
Police	59,070.61
Administration	7,414.80
Community Aides	525.00
Fire	8,172.80
Paid On Call Fire Department	700.00
Election Judges	0.00
PEG	0.00
Finance	9,728.80
Connections	2,137.39
Community Development	5,259.10
Engineering	16,444.66
Recreation	602.50
Econ Development	<u>2,685.97</u>

Total Gross Payroll	203,252.12
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*Less- Payroll Deductions	<u>(66,611.10)</u>
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Net Payroll Cost	\$	136,641.02
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*These costs are included in Accounts Payable totals below

Accounts Payable

Expenditures dated:

March 14, 2020-April 2, 2020

Includes check #'s154868-154923

Bank ACH Withdrawals.....	<u>647,355.18</u>
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GRAND TOTAL EXPENDITURES	\$	<u>783,996.20</u>
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Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Check Amount	
General Fund						
04/02/2020	154904	Quadient Finance	Postage	101-15510-0000	1,000.00	
Total 101155100000:					1,000.00	
03/31/2020	32018	MN Sales and Use Tax Payable	Sales tax payable	101-20210-0000	56.80	M
Total 101202100000:					56.80	
03/31/2020	32029	ACH Internal Revenue Service	FEDERAL WITHHOLDING TAX Pay Period: 3/22/2020	101-21701-0000	19,966.64	M
Total 101217010000:					19,966.64	
03/31/2020	32022	MN Department of Revenue	STATE WITHHOLDING TAX Pay Period: 3/22/2020	101-21702-0000	8,923.64	M
Total 101217020000:					8,923.64	
03/31/2020	32029	ACH Internal Revenue Service	SOCIAL SECURITY Pay Period: 3/22/2020	101-21703-0000	8,298.96	M
03/31/2020	32029	ACH Internal Revenue Service	SOCIAL SECURITY Pay Period: 3/22/2020	101-21703-0000	8,298.96	M
Total 101217030000:					16,597.92	
03/31/2020	32024	Public Employees Retirement Assn (ACH	PERA COORD Emplr 1% Pay Period: 3/22/2020	101-21704-0000	1,313.72	M
03/31/2020	32024	Public Employees Retirement Assn (ACH	PERA COORDINATED Employee Pay Period: 3/22/2020	101-21704-0000	8,539.07	M
03/31/2020	32024	Public Employees Retirement Assn (ACH	PERA POLICE Employee Pay Period: 3/22/2020	101-21704-0000	7,200.40	M
03/31/2020	32024	Public Employees Retirement Assn (ACH	DEF CONTRIBUTION/EMPL Pay Period: 3/22/2020	101-21704-0000	88.05	M
03/31/2020	32024	Public Employees Retirement Assn (ACH	PERA COORDINATED Employer Pay Period: 3/22/2020	101-21704-0000	8,539.07	M
03/31/2020	32024	Public Employees Retirement Assn (ACH	PERA POLICE Employer Pay Period: 3/22/2020	101-21704-0000	10,800.63	M
03/31/2020	32024	Public Employees Retirement Assn (ACH	DEF CONT Employer Pay Period: 3/22/2020	101-21704-0000	88.05	M
Total 101217040000:					36,568.99	
04/02/2020	20200274	Greater Mankato Area United Way	UNITED WAY Pay Period: 3/22/2020	101-21708-0000	55.00	
Total 101217080000:					55.00	
04/02/2020	154898	NCPERS Minnesota - 8266711	LIFE INSURANCE - PERA Pay Period: 3/22/2020	101-21711-0000	192.00	
Total 101217110000:					192.00	
03/31/2020	32029	ACH Internal Revenue Service	MEDICARE Pay Period: 3/22/2020	101-21712-0000	2,778.26	M
03/31/2020	32029	ACH Internal Revenue Service	MEDICARE Pay Period: 3/22/2020	101-21712-0000	2,778.26	M
Total 101217120000:					5,556.52	
03/31/2020	32027	MSRS- (DEF COMP)	MSRS - ROTH (AFTER TAX) Pay Period: 3/22/2020	101-21713-0000	1,060.00	M
03/31/2020	32027	MSRS- (DEF COMP)	MSRS - DEF COMP Pay Period: 3/22/2020	101-21713-0000	445.00	M
Total 101217130000:					1,505.00	
03/31/2020	32026	Vantagepoint Transfer Agents 457	ICMA DEF COMPENSATION Pay Period: 3/22/2020	101-21714-0000	440.00	M
Total 101217140000:					440.00	
03/31/2020	32023	AFLAC	AFLAC AFTER TAX Pay Period: 3/8/2020	101-21715-0000	325.78	M
03/31/2020	32023	AFLAC	AFLAC PRE TAX Pay Period: 3/8/2020	101-21715-0000	643.61	M

M = Manual Check, V = Void Check

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Check Amount	
03/31/2020	32023	AFLAC	AFLAC AFTER TAX Pay Period: 3/22/2020	101-21715-0000	325.78	M
03/31/2020	32023	AFLAC	AFLAC PRE TAX Pay Period: 3/22/2020	101-21715-0000	643.61	M
Total 101217150000:					1,938.78	
03/31/2020	32019	Further	Flex/HSA Claim Reimbursement	101-21716-0000	2,521.16	M
03/31/2020	32021	Further	Flex/HSA Reimbursement	101-21716-0000	1.50	M
03/31/2020	32028	Further	HSA DEDUCTION Pay Period: 3/22/2020	101-21716-0000	388.34	M
Total 101217160000:					2,911.00	
03/31/2020	32025	MN Child Support Payment Center	CHILD SUPPORT FLAT AMT Pay Period: 3/22/2020	101-21717-0000	1,220.57	M
Total 101217170000:					1,220.57	
04/02/2020	154897	MN Public Employees Insurance Progra	PEIP Single Pay Period: 3/8/2020	101-21720-0000	12,470.56	
04/02/2020	154897	MN Public Employees Insurance Progra	PEIP Employee + 1 Pay Period: 3/8/2020	101-21720-0000	1,127.88	
04/02/2020	154897	MN Public Employees Insurance Progra	PEIP Employee + 1 Pay Period: 3/8/2020	101-21720-0000	4,511.79	
04/02/2020	154897	MN Public Employees Insurance Progra	PEIP Family Pay Period: 3/8/2020	101-21720-0000	2,828.12	
04/02/2020	154897	MN Public Employees Insurance Progra	PEIP Family Pay Period: 3/8/2020	101-21720-0000	11,312.99	
04/02/2020	154897	MN Public Employees Insurance Progra	Cobra	101-21720-0000	608.32	
04/02/2020	154897	MN Public Employees Insurance Progra	Cobra	101-21720-0000	1,663.66	
04/02/2020	154897	MN Public Employees Insurance Progra	Cobra	101-21720-0000	608.32	
04/02/2020	154897	MN Public Employees Insurance Progra	PEIP Single Pay Period: 3/22/2020	101-21720-0000	12,470.56	
04/02/2020	154897	MN Public Employees Insurance Progra	PEIP Employee + 1 Pay Period: 3/22/2020	101-21720-0000	1,127.88	
04/02/2020	154897	MN Public Employees Insurance Progra	PEIP Employee + 1 Pay Period: 3/22/2020	101-21720-0000	4,511.79	
04/02/2020	154897	MN Public Employees Insurance Progra	PEIP Family Pay Period: 3/22/2020	101-21720-0000	2,828.12	
04/02/2020	154897	MN Public Employees Insurance Progra	PEIP Family Pay Period: 3/22/2020	101-21720-0000	11,312.99	
Total 101217200000:					67,382.98	
04/02/2020	20200292	Srp, Roy D.	Technology Reimbursement-2020	101-41110-3200	173.71	
Total 101411103200:					173.71	
04/02/2020	20200297	Waseca Area Senior Citizens Center	City Contribution	101-41110-4455	1,125.00	
Total 101411104455:					1,125.00	
04/02/2020	32030	Further	VEBA/HSA submittal Apr	101-41320-1310	564.89	M
04/02/2020	32030	Further	VEBA/HSA submittal Apr	101-41320-1310	256.59	M
04/02/2020	32030	Further	VEBA/HSA submittal Apr	101-41320-1310	177.25	M
Total 101413201310:					998.73	
04/02/2020	154907	Shred-it USA LLC	Shredding service	101-41320-3100	32.21	
Total 101413203100:					32.21	
04/02/2020	20200296	Waseca Area Chamber of Commerce	Employee Recognition	101-41320-4930	25.00	
Total 101413204930:					25.00	
04/02/2020	20200284	MSDS Online Inc	Safety Program	101-41320-4940	3,299.00	
04/02/2020	154910	South Central College	Safety Program	101-41320-4940	1,300.00	

M = Manual Check, V = Void Check

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Check Amount	
Total 101413204940:					4,599.00	
04/02/2020	32030	Further	VEBA/HSA submittal Apr	101-41500-1310	1,637.42	M
Total 101415001310:					1,637.42	
03/31/2020	32020	Further	Flex/HSA Reimbursement	101-41500-1600	284.30	M
Total 101415001600:					284.30	
04/02/2020	20200279	Innovative Office Supply	Office Supplies	101-41500-2000	17.10	
04/02/2020	20200279	Innovative Office Supply	Drawer organizer return	101-41500-2000	3.74-	
Total 101415002000:					13.36	
04/02/2020	154921	Waseca County Treasurer	Legal Services - Contract Payment	101-41600-3000	5,370.33	
Total 101416003000:					5,370.33	
04/02/2020	20200286	Pantheon Computer Systems Inc.	New computer-Green	101-41920-2050	749.00	
Total 101419202050:					749.00	
04/02/2020	20200286	Pantheon Computer Systems Inc.	March Service	101-41920-3100	6,447.00	
04/02/2020	20200286	Pantheon Computer Systems Inc.	Credit for 3 month office 365	101-41920-3100	15.00-	
04/02/2020	20200286	Pantheon Computer Systems Inc.	April Service	101-41920-3100	6,448.75	
Total 101419203100:					12,880.75	
04/02/2020	20200286	Pantheon Computer Systems Inc.	Adobe-Green & Sebersson	101-41920-4950	998.00	
Total 101419204950:					998.00	
04/02/2020	20200279	Innovative Office Supply	Office Supplies	101-41940-2000	22.44	
04/02/2020	20200279	Innovative Office Supply	Office Supplies	101-41940-2000	53.98	
Total 101419402000:					76.42	
04/02/2020	154881	Cintas Corporation	First aid cabinet supplies	101-41940-2170	29.20	
04/02/2020	154905	Red Feather Paper Company	2 ply tissue, roll towels, can liners	101-41940-2170	112.80	
Total 101419402170:					142.00	
04/02/2020	20200298	Waseca Glass LLC	Plexi Glass for front counter	101-41940-2230	141.22	
Total 101419402230:					141.22	
04/02/2020	20200264	Cady Business Technologies Inc	Monthly Phone Support Plan	101-41940-3100	262.62	
04/02/2020	154880	Cintas Corporation	Floor mat service	101-41940-3100	62.62	
04/02/2020	154880	Cintas Corporation	Floor mat service	101-41940-3100	62.62	
04/02/2020	154902	Orkin Pest Control	Pest Control City Hall	101-41940-3100	93.29	
Total 101419403100:					481.15	
04/02/2020	42006	Consolidated Communications	Monthly Billing	101-41940-3200	182.33	M

M = Manual Check, V = Void Check

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Check Amount	
04/02/2020	42006	Consolidated Communications	Monthly Billing	101-41940-3200	90.45	M
Total 101419403200:					272.78	
04/02/2020	154878	Centerpoint Energy	Monthly Billing	101-41940-3800	819.72	
04/02/2020	42001	City of Waseca	March Utilities	101-41940-3800	1,966.88	M
Total 101419403800:					2,786.60	
04/02/2020	32030	Further	VEBA/HSA submittal Apr	101-41950-1310	825.98	M
Total 101419501310:					825.98	
04/02/2020	20200279	Innovative Office Supply	Office Supplies	101-41950-2000	13.00	
Total 101419502000:					13.00	
04/02/2020	32030	Further	VEBA/HSA submittal Apr	101-42100-1310	7,318.34	M
04/02/2020	32030	Further	VEBA/HSA submittal Apr	101-42100-1310	513.17	M
Total 101421001310:					7,831.51	
04/02/2020	20200279	Innovative Office Supply	Office supplies	101-42100-2000	16.80	
04/02/2020	20200279	Innovative Office Supply	Office supplies	101-42100-2000	54.96	
Total 101421002000:					71.76	
04/02/2020	20200270	Emergency Automotive Technologies Inc.	squad printers	101-42100-2170	1,534.33	
04/02/2020	154905	Red Feather Paper Company	Janitor supplies	101-42100-2170	60.00	
Total 101421002170:					1,594.33	
04/02/2020	20200293	Streicher's	uniform expense	101-42100-2180	106.98	
04/02/2020	20200293	Streicher's	uniform expense	101-42100-2180	120.00	
Total 101421002180:					226.98	
04/02/2020	154876	Blueridge Armor LLC	safety equipment	101-42100-2190	2,805.00	
Total 101421002190:					2,805.00	
04/02/2020	154908	Siemens Industry Inc	Fire alarm testing	101-42100-2230	271.00	
Total 101421002230:					271.00	
04/02/2020	154919	Waseca County Animal Humane Society	Feral-City	101-42100-3000	545.00	
Total 101421003000:					545.00	
04/02/2020	154880	Cintas Corporation	Floor Mats	101-42100-3100	14.29	
04/02/2020	154880	Cintas Corporation	Floor Mats	101-42100-3100	14.29	
04/02/2020	154902	Orkin Pest Control	Pest control	101-42100-3100	92.70	
04/02/2020	154907	Shred-it USA LLC	Shredding service	101-42100-3100	32.22	
Total 101421003100:					153.50	

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Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Check Amount	
04/02/2020	42006	Consolidated Communications	Monthly Billing	101-42100-3200	182.33	M
04/02/2020	42006	Consolidated Communications	Monthly Billing	101-42100-3200	283.29	M
04/02/2020	42006	Consolidated Communications	Monthly Billing	101-42100-3200	27.37	M
04/02/2020	42003	Verizon Wireless	Monthly Billing	101-42100-3200	966.70	M
04/02/2020	42003	Verizon Wireless	Monthly Billing	101-42100-3200	42.65	M
Total 101421003200:					1,502.34	
04/02/2020	154878	Centerpoint Energy	Monthly Billing	101-42100-3800	677.56	
04/02/2020	42001	City of Waseca	March Utilities	101-42100-3800	754.35	M
Total 101421003800:					1,431.91	
04/02/2020	32030	Further	VEBA/HSA submittal Apr	101-42200-1310	1,310.67	M
Total 101422001310:					1,310.67	
04/02/2020	20200291	Sportsmans Stop Inc.	Fuel	101-42200-2120	120.88	
Total 101422002120:					120.88	
04/02/2020	154881	Cintas Corporation	First aid cabinet	101-42200-2170	24.02	
Total 101422002170:					24.02	
04/02/2020	20200285	Owatonna Shoe Company	Safety boot-Youngberg	101-42200-2190	185.00	
Total 101422002190:					185.00	
04/02/2020	154908	Siemens Industry Inc	Fire alarm testing	101-42200-2230	271.00	
Total 101422002230:					271.00	
04/02/2020	154880	Cintas Corporation	Floor Mats	101-42200-3100	14.29	
04/02/2020	154880	Cintas Corporation	Floor Mats	101-42200-3100	14.29	
04/02/2020	154903	Pro Hydro-Testing LLC	Hydro testing	101-42200-3100	1,229.88	
04/02/2020	154911	South Central MN EMS	2020 Medical Direction Fee	101-42200-3100	500.00	
Total 101422003100:					1,758.46	
04/02/2020	42006	Consolidated Communications	Monthly Billing	101-42200-3200	27.37	M
04/02/2020	42003	Verizon Wireless	Monthly Billing	101-42200-3200	47.65	M
Total 101422003200:					75.02	
04/02/2020	154910	South Central College	Fire School	101-42200-3300	740.00	
Total 101422003300:					740.00	
04/02/2020	154878	Centerpoint Energy	Monthly Billing	101-42200-3800	677.57	
04/02/2020	42001	City of Waseca	March Utilities	101-42200-3800	754.35	M
04/02/2020	42001	City of Waseca	March Utilities	101-42200-3800	45.08	M
04/02/2020	42006	Consolidated Communications	Monthly Billing	101-42200-3800	29.35	M
Total 101422003800:					1,506.35	

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Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Check Amount	
04/02/2020	32030	Further	VEBA/HSA submittal Apr	101-42400-1310	443.00	M
04/02/2020	32030	Further	VEBA/HSA submittal Apr	101-42400-1310	116.99	M
Total 101424001310:					559.99	
04/02/2020	20200267	City Building Inspection Services LLC	Building inspections	101-42400-3000	7,525.12	
Total 101424003000:					7,525.12	
04/02/2020	42003	Verizon Wireless	Monthly Billing	101-42400-3200	25.23	M
Total 101424003200:					25.23	
04/02/2020	32030	Further	VEBA/HSA submittal Apr	101-43000-1310	120.53	M
04/02/2020	32030	Further	VEBA/HSA submittal Apr	101-43000-1310	1,339.88	M
Total 101430001310:					1,460.41	
04/02/2020	154887	GS Direct Inc.	Plotter cartridge for HP5100	101-43000-2000	84.60	
Total 101430002000:					84.60	
04/02/2020	20200285	Owatonna Shoe Company	Safety boots-Schwartz	101-43000-2190	182.75	
04/02/2020	20200285	Owatonna Shoe Company	Safety Boot-Bruder	101-43000-2190	170.00	
Total 101430002190:					352.75	
04/02/2020	154912	Stantec Consulting Services Inc	Wetland Administration	101-43000-3000	584.50	
Total 101430003000:					584.50	
04/02/2020	42007	Verizon Wireless	Monthly Verizon Data Bill	101-43000-3200	65.03	M
04/02/2020	42003	Verizon Wireless	Monthly Billing	101-43000-3200	42.65	M
Total 101430003200:					107.68	
04/02/2020	32030	Further	VEBA/HSA submittal Apr	101-43100-1310	1,894.23	M
04/02/2020	32030	Further	VEBA/HSA submittal Apr	101-43100-1310	51.32	M
Total 101431001310:					1,945.55	
04/02/2020	20200275	H & J Fuel Inc	fuel	101-43100-2120	1,272.96	
Total 101431002120:					1,272.96	
04/02/2020	20200261	Bomgaars Supply	Parts & Supplies	101-43100-2170	87.93	
04/02/2020	20200261	Bomgaars Supply	Parts & Supplies	101-43100-2170	78.95	
04/02/2020	154881	Cintas Corporation	First aid supplies	101-43100-2170	52.17	
04/02/2020	20200269	Culligan	Culligan Water	101-43100-2170	18.75	
04/02/2020	154883	Earl F. Andersen Inc.	cones	101-43100-2170	696.20	
04/02/2020	20200276	Holtmeier Construction Inc.	crushed rock	101-43100-2170	1,643.27	
04/02/2020	154889	Huber Supply Co Inc	hard surface wire	101-43100-2170	207.04	
04/02/2020	20200280	James Brothers Construction Inc.	Sand	101-43100-2170	450.00	
04/02/2020	154913	State Chemical Manufacturing Co.	dissinfecting spray	101-43100-2170	225.00	
04/02/2020	20200295	Tool Sales Company	Bit Driver Kit	101-43100-2170	90.00	

M = Manual Check, V = Void Check

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Check Amount
Total 101431002170:					3,549.31
04/02/2020	20200258	AmeriPride Services Inc	uniform-service	101-43100-2180	192.46
04/02/2020	20200258	AmeriPride Services Inc	uniform-service	101-43100-2180	192.46
04/02/2020	20200285	Owatonna Shoe Company	Safety boot-Straube	101-43100-2180	200.00
04/02/2020	20200285	Owatonna Shoe Company	Safety boots-Krienke	101-43100-2180	182.75
04/02/2020	20200285	Owatonna Shoe Company	safety boot-Miller	101-43100-2180	200.00
04/02/2020	20200285	Owatonna Shoe Company	Safety boot-Roessler, T	101-43100-2180	200.00
04/02/2020	20200285	Owatonna Shoe Company	Safety boots-Hoffmeister	101-43100-2180	200.00
04/02/2020	20200285	Owatonna Shoe Company	Safety Boots-Muellerleile	101-43100-2180	200.00
04/02/2020	20200285	Owatonna Shoe Company	Safety Boots-Rossow	101-43100-2180	182.75
04/02/2020	20200285	Owatonna Shoe Company	Safety Boots-Conway	101-43100-2180	187.00
04/02/2020	20200285	Owatonna Shoe Company	Safety Boot-Parpart	101-43100-2180	216.75
Total 101431002180:					2,154.17
04/02/2020	20200288	R.I.C Properties LLC	Kritzer Building Lease	101-43100-3100	650.00
04/02/2020	20200288	R.I.C Properties LLC	Kritzer Building Lease	101-43100-3100	650.00
04/02/2020	20200288	R.I.C Properties LLC	Kritzer Building Lease	101-43100-3100	650.00
Total 101431003100:					1,950.00
04/02/2020	42006	Consolidated Communications	Monthly Billing	101-43100-3200	29.39 M
Total 101431003200:					29.39
04/02/2020	154878	Centerpoint Energy	Monthly Billing	101-43100-3800	1,461.93
04/02/2020	42001	City of Waseca	March Utilities	101-43100-3800	45.07 M
04/02/2020	42001	City of Waseca	March Utilities	101-43100-3800	908.57 M
Total 101431003800:					2,415.57
04/02/2020	32030	Further	VEBA/HSA submittal Apr	101-43125-1310	491.10 M
04/02/2020	32030	Further	VEBA/HSA submittal Apr	101-43125-1310	51.32 M
Total 101431251310:					542.42
04/02/2020	32030	Further	VEBA/HSA submittal Apr	101-43170-1310	105.24 M
Total 101431701310:					105.24
04/02/2020	42001	City of Waseca	March Utilities	101-43170-3800	178.61 M
Total 101431703800:					178.61
04/02/2020	32030	Further	VEBA/HSA submittal Apr	101-43220-1310	175.39 M
Total 101432201310:					175.39
04/02/2020	20200278	Independent School District #829	City Contribution Com Ed	101-45100-3100	8,333.33
Total 101451003100:					8,333.33
04/02/2020	32030	Further	VEBA/HSA submittal Apr	101-45130-1310	283.60 M

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Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Check Amount	
Total 101451301310:					283.60	
04/02/2020	20200279	Innovative Office Supply	Office Supplies	101-45130-2000	155.26	
04/02/2020	20200279	Innovative Office Supply	Insert return	101-45130-2000	11.18-	
Total 101451302000:					144.08	
04/02/2020	154918	USA Blue Book	Wind Sock	101-45130-2170	192.07	
Total 101451302170:					192.07	
04/02/2020	42006	Consolidated Communications	Monthly Billing	101-45130-3200	167.00	M
Total 101451303200:					167.00	
04/02/2020	154878	Centerpoint Energy	Monthly Billing	101-45130-3800	433.65	
04/02/2020	42001	City of Waseca	March Utilities	101-45130-3800	520.75	M
Total 101451303800:					954.40	
04/02/2020	20200263	Britton Plumbing & Heating LLC	Boiler Project-work completed in 2019	101-45130-4000	2,586.64	
Total 101451304000:					2,586.64	
04/02/2020	32030	Further	VEBA/HSA submittal Apr	101-45200-1310	1,418.00	M
04/02/2020	32030	Further	VEBA/HSA submittal Apr	101-45200-1310	70.90	M
Total 101452001310:					1,488.90	
04/02/2020	20200287	Pioneer Manufacturing Co.	Baseball/Softball Bases	101-45200-2170	255.16	
04/02/2020	154915	The Tessman Company	Turf Supplies - Fertilizer	101-45200-2170	1,008.00	
04/02/2020	154915	The Tessman Company	Turf Supplies	101-45200-2170	1,530.33	
Total 101452002170:					2,793.49	
04/02/2020	154881	Cintas Corporation	Safety masks	101-45200-2190	49.77	
04/02/2020	20200285	Owatonna Shoe Company	Safety Boots - Andy R.	101-45200-2190	182.75	
04/02/2020	20200285	Owatonna Shoe Company	Safety Boot-Vanderhorst	101-45200-2190	200.00	
04/02/2020	20200285	Owatonna Shoe Company	Safety Boot-Moen	101-45200-2190	199.75	
04/02/2020	20200285	Owatonna Shoe Company	Safety boot-Spies	101-45200-2190	170.00	
Total 101452002190:					802.27	
04/02/2020	42006	Consolidated Communications	Monthly Billing	101-45200-3200	25.37	M
Total 101452003200:					25.37	
04/02/2020	154878	Centerpoint Energy	Monthly Billing	101-45200-3800	388.58	
04/02/2020	154878	Centerpoint Energy	Monthly Billing	101-45200-3800	43.81	
04/02/2020	42001	City of Waseca	March Utilities	101-45200-3800	411.21	M
Total 101452003800:					843.60	
04/02/2020	154902	Orkin Pest Control	Library-Pest control	101-45500-3100	69.00	

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Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Check Amount
Total 101455003100:					69.00
04/02/2020	154878	Centerpoint Energy	Monthly Billing	101-45500-3800	518.10
04/02/2020	42001	City of Waseca	March Utilities	101-45500-3800	750.85 M
04/02/2020	42006	Consolidated Communications	Monthly Billing	101-45500-3800	54.70 M
Total 101455003800:					1,323.65
Total General Fund:					265,392.82
Airport					
04/02/2020	20200265	Central Fire Protection Inc.	Fire Extinguisher maintenance	230-49810-3100	114.15
04/02/2020	154914	Stensrud Aviation	Airport Contract Payment	230-49810-3100	2,300.00
Total 230498103100:					2,414.15
04/02/2020	42002	CenturyLink	Airport Phone and Internet	230-49810-3200	110.58 M
04/02/2020	154879	CenturyLink	Anti-Virus Protection	230-49810-3200	2.95
Total 230498103200:					113.53
04/02/2020	154878	Centerpoint Energy	Monthly Billing	230-49810-3800	50.96
04/02/2020	42001	City of Waseca	March Utilities	230-49810-3800	62.95 M
04/02/2020	42005	Xcel Energy	Airport February Service	230-49810-3800	153.31 M
04/02/2020	42004	Xcel Energy	Airport February Service	230-49810-3800	249.15 M
Total 230498103800:					516.37
Total Airport:					3,044.05
Economic Development-General f					
04/02/2020	32030	Further	VEBA/HSA submittal Apr	261-46700-1310	177.25 M
Total 261467001310:					177.25
Total Economic Development-General f:					177.25
Safe Haven Grant					
04/02/2020	32030	Further	VEBA/HSA submittal Apr	279-46350-1310	443.00 M
Total 279463501310:					443.00
04/02/2020	154881	Cintas Corporation	First aid cabinet	279-46350-2170	34.04
Total 279463502170:					34.04
04/02/2020	42003	Verizon Wireless	Monthly Billing	279-46350-3200	42.65 M
Total 279463503200:					42.65
Total Safe Haven Grant:					519.69
Capital Improvement					
04/02/2020	20200283	M & R Electric Inc.	Chlorine Eequipment	430-43010-5260	2,187.67
03/24/2020	154869	Restoration Services Inc	Water Park Floor Project	430-43010-5260	16,727.60

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Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Check Amount
Total 430430105260:					18,915.27
04/02/2020	154912	Stantec Consulting Services Inc	TLCF Dugouts	430-43010-5340	995.44
04/02/2020	154922	Widseth Smith Nolting & Assoc Inc	Construction Staking	430-43010-5340	1,057.29
04/02/2020	154922	Widseth Smith Nolting & Assoc Inc	Construction Staking	430-43010-5340	412.50
Total 430430105340:					2,465.23
04/02/2020	154912	Stantec Consulting Services Inc	Safe Routes to School Engineering	430-43010-5430	10,465.75
Total 430430105430:					10,465.75
04/02/2020	154901	Northside Marine	Maplewood Landing Roll-in-Dock	430-43010-5680	4,660.00
Total 430430105680:					4,660.00
04/02/2020	154912	Stantec Consulting Services Inc	PSB HVAC Improvements	430-43010-5787	183.00
Total 430430105787:					183.00
Total Capital Improvement:					36,689.25
HWY 14 Reconstruction					
04/02/2020	154912	Stantec Consulting Services Inc	Elm Ave Engineering Services	436-43010-5560	7,888.75
Total 436430105560:					7,888.75
Total HWY 14 Reconstruction:					7,888.75
Annexation & Growth fund					
04/02/2020	154912	Stantec Consulting Services Inc	Gaiter Lake Dev Project	470-46800-5300	692.50
04/02/2020	154912	Stantec Consulting Services Inc	Gaiter Lake Dev Project	470-46800-5300	562.00
04/02/2020	154912	Stantec Consulting Services Inc	Gaiter Lake Dev Project	470-46800-5300	3,470.50
Total 470468005300:					4,725.00
Total Annexation & Growth fund:					4,725.00
Water					
03/31/2020	32018	MN Sales and Use Tax Payable	Sales tax payable	601-20210-0000	863.36 M
Total 601202100000:					863.36
04/02/2020	154896	MN Department of Health	Water supply service connection fee	601-20800-0000	31,279.00
Total 601208000000:					31,279.00
04/02/2020	154918	USA Blue Book	Replacement windsock-wells	601-49401-3100	334.75
Total 601494013100:					334.75
04/02/2020	154878	Centerpoint Energy	Monthly Billing	601-49401-3800	260.34
04/02/2020	42001	City of Waseca	March Utilities	601-49401-3800	7,828.92 M

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Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Check Amount	
Total 601494013800:					8,089.26	
04/02/2020	32030	Further	VEBA/HSA submittal Apr	601-49430-1310	354.50	M
04/02/2020	32030	Further	VEBA/HSA submittal Apr	601-49430-1310	2,071.13	M
Total 601494301310:					2,425.63	
04/02/2020	20200261	Bomgaars Supply	Parts & Supplies	601-49430-2170	27.98	
04/02/2020	154889	Huber Supply Co Inc	Carbon Dioxide	601-49430-2170	42.00	
Total 601494302170:					69.98	
04/02/2020	20200285	Owatonna Shoe Company	Safety boot-Dulas	601-49430-2180	178.50	
Total 601494302180:					178.50	
04/02/2020	20200258	AmeriPride Services Inc	uniform service	601-49430-3100	17.25	
04/02/2020	154895	Mid-America Meter Inc	Meter Calibration	601-49430-3100	237.08	
04/02/2020	154895	Mid-America Meter Inc	Meter Calibration	601-49430-3100	318.00	
04/02/2020	154895	Mid-America Meter Inc	Meter calibration	601-49430-3100	399.60	
04/02/2020	154895	Mid-America Meter Inc	Meter Calibration	601-49430-3100	155.00	
Total 601494303100:					1,126.93	
04/02/2020	42003	Verizon Wireless	Monthly Billing	601-49430-3200	40.01	M
Total 601494303200:					40.01	
04/02/2020	32030	Further	VEBA/HSA submittal Apr	601-49585-1310	107.77	M
04/02/2020	32030	Further	VEBA/HSA submittal Apr	601-49585-1310	336.07	M
Total 601495851310:					443.84	
04/02/2020	20200279	Innovative Office Supply	Office Supplies	601-49585-2000	20.88	
Total 601495852000:					20.88	
04/02/2020	42006	Consolidated Communications	Monthly Billing	601-49585-3200	48.62	M
04/02/2020	154917	U.S. Postal Service	Postage - April utility bills	601-49585-3200	437.06	
Total 601495853200:					485.68	
04/02/2020	154882	City of Waseca	Summit AR	601-49585-4320	39.69	
Total 601495854320:					39.69	
04/02/2020	32030	Further	VEBA/HSA submittal Apr	601-49586-1310	42.54	M
04/02/2020	32030	Further	VEBA/HSA submittal Apr	601-49586-1310	147.67	M
Total 601495861310:					190.21	
04/02/2020	20200286	Pantheon Computer Systems Inc.	March Service	601-49586-4950	921.00	
04/02/2020	20200286	Pantheon Computer Systems Inc.	April Service	601-49586-4950	921.25	

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Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Check Amount	
Total 601495864950:					1,842.25	
04/02/2020	20200268	Core & Main LP	Hydrant supplies	601-49593-5300	73.02	
Total 601495935300:					73.02	
Total Water:					47,502.99	
Sanitary Sewer						
04/02/2020	32030	Further	VEBA/HSA submittal Apr	602-49470-1310	631.41	M
04/02/2020	32030	Further	VEBA/HSA submittal Apr	602-49470-1310	51.32	M
Total 602494701310:					682.73	
04/02/2020	154874	Auto Value Waseca	Parts	602-49470-2170	15.99	
Total 602494702170:					15.99	
04/02/2020	42006	Consolidated Communications	Monthly Billing	602-49470-3200	463.41	M
04/02/2020	42003	Verizon Wireless	Monthly Billing	602-49470-3200	40.01	M
04/02/2020	42003	Verizon Wireless	Monthly Billing	602-49470-3200	40.01	M
Total 602494703200:					543.43	
04/02/2020	154878	Centerpoint Energy	Monthly Billing	602-49470-3800	19.49	
04/02/2020	154878	Centerpoint Energy	Monthly Billing	602-49470-3800	212.07	
04/02/2020	42001	City of Waseca	March Utilities	602-49470-3800	1,827.23	M
Total 602494703800:					2,058.79	
04/02/2020	20200271	ESS Brothers & Sons Inc	Butyle rope, MH castings	602-49470-4000	2,709.88	
04/02/2020	154885	Ferguson Enterprises Inc	pipe & fittings	602-49470-4000	55.27	
Total 602494704000:					2,765.15	
04/02/2020	154874	Auto Value Waseca	Parts	602-49470-4020	119.00	
04/02/2020	20200299	Ziegler Inc	fairground lift repair	602-49470-4020	249.44	
Total 602494704020:					368.44	
04/02/2020	32030	Further	VEBA/HSA submittal Apr	602-49480-1310	265.88	M
Total 602494801310:					265.88	
04/02/2020	154906	Schaeffer Manufacturing Co.	Gear Lube	602-49480-2120	1,419.70	
Total 602494802120:					1,419.70	
04/02/2020	20200259	Applied Specialties Inc	poly for thicking	602-49480-2170	4,558.40	
04/02/2020	20200261	Bomgaars Supply	Parts & Supplies	602-49480-2170	42.13	
04/02/2020	154888	Hawkins Inc	Bleach	602-49480-2170	348.95	
04/02/2020	154888	Hawkins Inc	chlorine Sulfur Dioxide	602-49480-2170	2,345.80	
04/02/2020	154913	State Chemical Manufacturing Co.	dissinfecting spray	602-49480-2170	225.00	
04/02/2020	154918	USA Blue Book	Lab Supplies	602-49480-2170	554.95	
04/02/2020	154918	USA Blue Book	Lab Supplies	602-49480-2170	212.59	

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Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Check Amount	
04/02/2020	154918	USA Blue Book	Wind Sock	602-49480-2170	98.85	
Total 602494802170:					8,386.67	
04/02/2020	154899	North American Safety Inc	safety clothes	602-49480-2180	606.55	
04/02/2020	20200285	Owatonna Shoe Company	Safety Boots-Hellevik, B	602-49480-2180	199.75	
Total 602494802180:					806.30	
04/02/2020	20200262	Boss Supply Inc.	Bushing	602-49480-2210	9.68	
Total 602494802210:					9.68	
04/02/2020	154875	Automatic Systems Company	SCADA Repair	602-49480-3100	911.50	
04/02/2020	154880	Cintas Corporation	Janitorial Supplies	602-49480-3100	19.10	
04/02/2020	20200290	ServiceMaster of Mankato/Waseca	February Service	602-49480-3100	350.00	
Total 602494803100:					1,280.60	
04/02/2020	42006	Consolidated Communications	Monthly Billing	602-49480-3200	168.58	M
04/02/2020	42003	Verizon Wireless	Monthly Billing	602-49480-3200	42.65	M
Total 602494803200:					211.23	
04/02/2020	154878	Centerpoint Energy	Monthly Billing	602-49480-3800	3,210.11	
04/02/2020	42001	City of Waseca	March Utilities	602-49480-3800	615.97	M
04/02/2020	154923	Xcel Energy	February Service	602-49480-3800	10,691.15	
Total 602494803800:					14,517.23	
04/02/2020	154877	BME Labstore	Calibration pan	602-49480-4000	2,645.00	
Total 602494804000:					2,645.00	
04/02/2020	154881	Cintas Corporation	WWTP First Aid Cabinet Supplies	602-49480-4940	42.04	
Total 602494804940:					42.04	
04/02/2020	32030	Further	VEBA/HSA submittal Apr	602-49585-1310	107.77	M
04/02/2020	32030	Further	VEBA/HSA submittal Apr	602-49585-1310	336.07	M
Total 602495851310:					443.84	
04/02/2020	20200279	Innovative Office Supply	Office Supplies	602-49585-2000	20.88	
Total 602495852000:					20.88	
04/02/2020	42006	Consolidated Communications	Monthly Billing	602-49585-3200	48.62	M
04/02/2020	154917	U.S. Postal Service	Postage - April utility bills	602-49585-3200	437.07	
Total 602495853200:					485.69	
04/02/2020	154882	City of Waseca	Summit AR	602-49585-4320	76.07	
Total 602495854320:					76.07	

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Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Check Amount	
04/02/2020	32030	Further	VEBA/HSA submittal Apr	602-49586-1310	42.54	M
04/02/2020	32030	Further	VEBA/HSA submittal Apr	602-49586-1310	147.67	M
Total 602495861310:					190.21	
04/02/2020	20200286	Pantheon Computer Systems Inc.	March Service	602-49586-4950	921.00	
04/02/2020	20200286	Pantheon Computer Systems Inc.	April Service	602-49586-4950	921.25	
Total 602495864950:					1,842.25	
04/02/2020	154912	Stantec Consulting Services Inc	BEF Project	602-49593-5300	123.00	
04/02/2020	154912	Stantec Consulting Services Inc	Flow Monitoring Project	602-49593-5300	1,021.50	
04/02/2020	154912	Stantec Consulting Services Inc	I&I Facilities Plan	602-49593-5300	42,252.50	
Total 602495935300:					43,397.00	
Total Sanitary Sewer:					82,474.80	
Electric Utility						
03/31/2020	32018	MN Sales and Use Tax Payable	Sales tax payable	604-20210-0000	33,141.38	M
Total 604202100000:					33,141.38	
04/02/2020	32030	Further	VEBA/HSA submittal Apr	604-49570-1310	60.61	M
Total 604495701310:					60.61	
04/02/2020	42001	City of Waseca	March Utilities	604-49570-3800	113.67	M
Total 604495703800:					113.67	
04/02/2020	32030	Further	VEBA/HSA submittal Apr	604-49571-1310	1,337.17	M
Total 604495711310:					1,337.17	
04/02/2020	154883	Earl F. Andersen Inc.	cones	604-49571-2170	696.00	
Total 604495712170:					696.00	
04/02/2020	20200285	Owatonna Shoe Company	Safety Boots-Bartz	604-49571-2180	195.50	
04/02/2020	20200285	Owatonna Shoe Company	Safety Boots-Morris	604-49571-2180	182.75	
Total 604495712180:					378.25	
04/02/2020	20200294	Stuart C. Irby Company	Testing Tools	604-49571-3100	80.83	
Total 604495713100:					80.83	
04/02/2020	42003	Verizon Wireless	Monthly Billing	604-49571-3200	80.02	M
Total 604495713200:					80.02	
04/02/2020	32030	Further	VEBA/HSA submittal Apr	604-49572-1310	134.47	M
Total 604495721310:					134.47	

M = Manual Check, V = Void Check

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Check Amount	
04/02/2020	32030	Further	VEBA/HSA submittal Apr	604-49573-1310	242.43	M
Total 604495731310:					242.43	
04/02/2020	20200294	Stuart C. Irby Company	Fuses S&C	604-49573-2230	1,584.00	
Total 604495732230:					1,584.00	
04/02/2020	32030	Further	VEBA/HSA submittal Apr	604-49574-1310	68.18	M
Total 604495741310:					68.18	
04/02/2020	20200282	JT Services of MN	LED Lights	604-49574-2230	495.90	
04/02/2020	20200282	JT Services of MN	Street Light Bulbs	604-49574-2230	542.43	
Total 604495742230:					1,038.33	
04/02/2020	32030	Further	VEBA/HSA submittal Apr	604-49584-1310	51.15	M
Total 604495841310:					51.15	
04/02/2020	32030	Further	VEBA/HSA submittal Apr	604-49585-1310	87.24	M
04/02/2020	32030	Further	VEBA/HSA submittal Apr	604-49585-1310	338.18	M
Total 604495851310:					425.42	
04/02/2020	20200279	Innovative Office Supply	Office Supplies	604-49585-2000	20.87	
Total 604495852000:					20.87	
04/02/2020	42006	Consolidated Communications	Monthly Billing	604-49585-3200	91.16	M
04/02/2020	42006	Consolidated Communications	Monthly Billing	604-49585-3200	32.41	M
04/02/2020	154917	U.S. Postal Service	Postage - April utility bills	604-49585-3200	437.06	
Total 604495853200:					560.63	
04/02/2020	154882	City of Waseca	Summit AR	604-49585-4320	214.96	
Total 604495854320:					214.96	
04/02/2020	32030	Further	VEBA/HSA submittal Apr	604-49586-1310	81.54	M
04/02/2020	32030	Further	VEBA/HSA submittal Apr	604-49586-1310	147.66	M
Total 604495861310:					229.20	
04/02/2020	20200260	Barr Engineering Company	Solar Review	604-49586-3000	120.00	
04/02/2020	154894	McGrann Shea Carnival Straughn & Lam	Solar Program	604-49586-3000	1,916.25	
Total 604495863000:					2,036.25	
04/02/2020	154907	Shred-it USA LLC	Shredding service	604-49586-3100	32.21	
Total 604495863100:					32.21	
04/02/2020	20200286	Pantheon Computer Systems Inc.	March Service	604-49586-4950	921.00	
04/02/2020	20200286	Pantheon Computer Systems Inc.	April Service	604-49586-4950	921.25	

M = Manual Check, V = Void Check

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Check Amount	
Total 604495864950:					1,842.25	
04/02/2020	154886	Greener World Solutions LLC	Garage Block Insulation	604-49593-5200	5,130.00	
Total 604495935200:					5,130.00	
04/02/2020	20200282	JT Services of MN	led lights	604-49593-5300	6,624.41	
04/02/2020	20200282	JT Services of MN	led lights	604-49593-5300	10,000.00	
03/31/2020	32018	MN Sales and Use Tax Payable	Sales tax payable	604-49593-5300	63.46	M
Total 604495935300:					16,687.87	
04/02/2020	154884	Farm-Rite Equipment Inc	Trailer	604-49593-5400	11,632.88	
Total 604495935400:					11,632.88	
Total Electric Utility:					77,819.03	
Storm Water Utility						
04/02/2020	32030	Further	VEBA/HSA submittal Apr	651-43140-1310	210.47	M
Total 651431401310:					210.47	
04/02/2020	154890	Janesville Tile Supply	tile fittings	651-43140-2170	190.08	
04/02/2020	154909	Sign Pro of Owatonna	Wetland Boundary Signs	651-43140-2170	414.96	
Total 651431402170:					605.04	
04/02/2020	42001	City of Waseca	March Utilities	651-43140-3800	340.08	M
Total 651431403800:					340.08	
04/02/2020	154885	Ferguson Enterprises Inc	pipe fittings	651-43140-4000	252.83	
Total 651431404000:					252.83	
04/02/2020	32030	Further	VEBA/HSA submittal Apr	651-49585-1310	53.18	M
Total 651495851310:					53.18	
Total Storm Water Utility:					1,461.60	
Central Garage Services						
04/02/2020	32030	Further	VEBA/HSA submittal Apr	701-43180-1310	872.38	M
Total 701431801310:					872.38	
04/02/2020	154874	Auto Value Waseca	Parts	701-43180-2170	8.49	
04/02/2020	154889	Huber Supply Co Inc	gas for torch,plasma cutter	701-43180-2170	36.74	
04/02/2020	20200277	IFACS	shop supplies	701-43180-2170	5.40	
Total 701431802170:					50.63	
04/02/2020	154874	Auto Value Waseca	Parts	701-43180-2210	53.44	
04/02/2020	20200261	Bomgaars Supply	Parts & Supplies	701-43180-2210	178.02	

M = Manual Check, V = Void Check

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Check Amount
04/02/2020	20200266	Christensen Tire Service	Tire replacement	701-43180-2210	774.48
04/02/2020	154891	Kussmaul	battery charger/ airpump	701-43180-2210	652.15
04/02/2020	154893	MacQueen Equipment Inc.	sprocket & chain kit	701-43180-2210	182.02
04/02/2020	154900	Northern Sewer Equipment Co Inc	sewer camera parts	701-43180-2210	635.96
04/02/2020	20200289	Sanco Equipment LLC	park broom repair pigtail	701-43180-2210	140.74
04/02/2020	20200289	Sanco Equipment LLC	parts for park broom	701-43180-2210	109.32
04/02/2020	20200289	Sanco Equipment LLC	Coupler	701-43180-2210	82.57
Total 701431802210:					2,808.70
04/02/2020	154874	Auto Value Waseca	Parts	701-43180-2400	9.99
04/02/2020	20200273	GMS Industrial Supplies Inc.	drill bits	701-43180-2400	118.36
04/02/2020	20200273	GMS Industrial Supplies Inc.	drill bits	701-43180-2400	23.95
Total 701431802400:					152.30
Total Central Garage Services:					3,884.01
Property and Liability Insuran					
04/02/2020	20200272	First National Insurance	April Agency Fee	702-49955-3000	800.00
Total 702499553000:					800.00
04/02/2020	154892	League of MN Cities Insurance Trust	1st & 2nd Qtr Liability Insurance	702-49955-3610	19,738.50
Total 702499553610:					19,738.50
04/02/2020	154892	League of MN Cities Insurance Trust	1st & 2nd Qtr Property Insurance	702-49955-3620	40,497.50
Total 702499553620:					40,497.50
04/02/2020	154892	League of MN Cities Insurance Trust	Snow vs Van Claim #102956	702-49955-3640	900.00
Total 702499553640:					900.00
Total Property and Liability Insuran:					61,936.00
Equipment Replacement Fund					
04/02/2020	20200286	Pantheon Computer Systems Inc.	New Server City Hall - Downpayment	705-49910-5400	10,325.00
Total 705499105400:					10,325.00
04/02/2020	20200281	Jefferson Fire & Safety Inc	Helmets	705-49930-5400	1,130.00
Total 705499305400:					1,130.00
03/19/2020	154868	Demi Ford Lincoln Mercury Inc	2020 F350 for Parks	705-49970-5400	29,599.00
04/02/2020	154916	Toppers Plus Inc	Park Truck - plow	705-49970-5400	7,485.00
04/02/2020	154916	Toppers Plus Inc	Park truck - lift gate	705-49970-5400	3,320.00
04/02/2020	154920	Waseca County License Bureau	Registration for new Park truck	705-49970-5400	1,980.94
Total 705499705400:					42,384.94
Total Equipment Replacement Fund:					53,839.94

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Check Amount
Grand Totals:					647,355.18

Report Criteria:

Report type: GL detail

[Report].Amount = {<>} 0

ORDINANCE NO. 1080

**AN ORDINANCE ANNEXING CERTAIN LANDS FROM WOODVILLE TOWNSHIP INTO THE CITY
OF WASECA, MINNESOTA
AND ESTABLISHING ZONING THEREOF**

WHEREAS, the City of Waseca, is the owner of the property, incorporated herein by this reference (the Property); and

WHEREAS, The Property is described in **Exhibit A** and depicted in **Exhibit B** attached hereto and incorporated herein by this reference; and

WHEREAS, the Waseca City Council finds that the Property abuts the limits of the City of Waseca; the Property is owned by the City of Waseca; and the Property is not included with any other municipality.

NOW, THEREFORE, The City Council of Waseca, Minnesota does hereby determine, find and ordain:

- Section 1. That the Property abuts the City of Waseca and consists of 62.29 acres.
- Section 2. That the Property is owned by the City of Waseca.
- Section 3. The corporate limits of the City of Waseca area extended to include the Property.
- Section 4. Certified copies of this Ordinance shall be filed with Municipal Boundary Adjustments Office, and the Clerk of the Woodville Township Board.
- Section 5. This Ordinance shall be effective: upon passage and legal publication and the filing of the certified copies and, upon approval of the Ordinance by the Municipal Boundary Adjustments Office.
- Section 6. Upon annexation this parcel will be zoned R-3, Multi Family Low & Medium Density District.
- Section 7. The Waseca Zoning Map shall be amended as shown in the attached **EXHIBIT C**.

Adopted by the City Council of Waseca, Minnesota, this 5th day of May, 2020.

R. D. SRP
MAYOR

ATTEST:

MIKE ANDERSON
ASSISTANT TO THE CITY MANAGER

Introduced: April 7, 2020
Adopted: May 5, 2020
Published: May 8, 2020
Effective: May 15, 2020

EXHIBIT "A"

All that part of Government Lot Four (4) in Section Seventeen (17), Township One Hundred Seven (107) North, Range Twenty-two (22) West, AND Government Lots One (1) and Two (2) in Section Twenty (20), Township One Hundred Seven (107) North, Range Twenty-two (22) West, Waseca County, Minnesota, described as follows:

Commencing at the Southeast (SE) corner of the Plat of Schaumkessel's Fourth Subdivision, as the same is platted and recorded in the office of the County Recorder of Waseca County, Minnesota; thence North Ninety Degrees Zero Minutes Zero Seconds (90° 00' 00") East, a distance of Nine Hundred Sixty-two and Twenty-five Hundredths (962.25) feet, on an assumed bearing on an Easterly extension of the South line of said Schaumkessel's Fourth Subdivision, to a point on the Westerly line of that certain tract of land described in Book 57 of Deeds, page 595, as the same is recorded in the office of the Waseca County Recorder; thence Southerly as follows on the Westerly line of said tract of land described in Book 57 of Deeds, page 595: South Fifteen Degrees Thirteen Minutes Forty-four Seconds (15° 13' 44") East, a distance of Thirty-five and Thirty Hundredths (35.30) feet; South One Degree Twenty-two Minutes Forty-four Seconds (01° 22' 44") East, a distance of Two Hundred Fifteen and Twenty Hundredths (215.20) feet; South Twenty-five Degrees Forty-two Minutes Sixteen Seconds (25° 42' 16") West, a distance of Four Hundred Ninety-three and Eighty-one Hundredths (493.81) feet; South Thirty-one Degrees Twenty-nine Minutes Sixteen Seconds (31° 29' 16") West, a distance of Four Hundred Ninety and Twenty-two Hundredths (490.22) feet; South Eighteen Degrees Seven Minutes Forty-four Seconds (18° 07' 44") East, a distance of Six Hundred Twenty-nine and Sixty-two Hundredths (629.62) feet; South Fifteen Degrees Fifty-seven Minutes Forty-four Seconds (15° 57' 44") East, a distance of Six Hundred Thirteen and Forty-two Hundredths (613.42) feet, to a point Seven Hundred Eighty and Zero Hundredths (780.00) feet West of the East line of said Section Twenty (20) and One Thousand Eighty-seven and Seven Hundredths (1087.07) feet South of the North line of said Section Twenty (20); thence South Zero Degrees Fifty-five Minutes Sixteen Seconds (00° 55' 16") West, a distance of Four Hundred Seventeen and Forty-three Hundredths (417.43) feet, on a line parallel with and Seven Hundred Eighty (780) feet West of the East line of said Section Twenty (20), to a point on the centerline of a Township Road; thence Northwesterly, a distance of Ninety-four and Twenty-one Hundredths (94.21) feet, on the centerline of said Township Road, on a nontangential curve, concave to the Southwest, with a radius of Nine Hundred and Three Hundredths (900.03) feet, a central angle of Five Degrees Fifty-nine Minutes Fifty-one Seconds (5° 59' 51"), and a chord bearing of North Forty Degrees Thirteen Minutes Forty-eight Seconds (40° 13' 48") West; thence North Forty-three Degrees Thirteen Minutes Forty-three Seconds (43° 13' 43") West, a distance of Two Hundred Eighty-three and Twenty-five Hundredths (283.25) feet, on the centerline of said Township Road, on a tangential line; thence Northwesterly, a distance of One Hundred Sixty and Seventy Hundredths (160.70) feet, on the centerline of said Township Road, on a tangential curve concave to the Southwest, with a radius of Nine Hundred and Zero Hundredths (900.00) and a central angle of Ten Degrees Thirteen Minutes Fifty-one Seconds (10° 13' 51"); thence North Fifty-three Degrees Twenty-seven Minutes Thirty-four Seconds (53° 27' 34") West, a distance of Seven Hundred Forty-three and Seventy-four Hundredths (743.74) feet, on the centerline of said Township Road, on a tangential line, to the Southeasterly corner of the Plat of Waseca Christian Assembly Addition, as the same is platted and recorded in the Office of the County Recorder of Waseca County, Minnesota; thence North Zero Degrees Thirty-six Minutes Zero Seconds (00° 36' 00") East, a distance of Six Hundred Fifty-four and Twelve Hundredths (654.12) feet, on the East line of said Waseca Christian Assembly Addition, to the Northeast (NE) corner thereof; thence South Eighty-nine Degrees Fifty-one Minutes Twenty-eight Seconds (89° 51' 28") West, a distance of Six Hundred Forty-four and Eighty-seven Hundredths (644.87) feet, on the North line of said Waseca Christian Assembly Addition, to the Northwest (NW) corner thereof; thence North Zero Degrees Thirty-six Minutes Zero Seconds (00° 36' 00") East, a distance of Seven Hundred Nineteen and Twenty-three Hundredths (719.23) feet, on a line drawn parallel with and Two Hundred Thirty-three and Zero Hundredths (233.00) feet East of the North-South Quarter (1/4) line of said Section Seventeen (17), and said southerly extension thereof, to the point of intersection with an easterly extension of the South line of Block Three (3), Schaumkessel's Addition, as the same is platted and recorded in the office of the County Recorder of Waseca County, Minnesota; thence North Eighty-nine Degrees Fifty-seven Minutes Zero Seconds (89° 57' 00") West, a distance of Seventy-five and Zero Hundredths (75.00) feet, on said Easterly extension of the South line of Block Three (3) in said Schaumkessel's Addition, to the Southeast (SE) corner of said Block Three (3); thence North Zero Degrees Thirty-six Minutes Zero Seconds (00° 36' 00") East, a distance of Five Hundred Eight and Seven Hundredths (508.07) feet, on the East line of said Schaumkessel's Addition, to the Southwest (SW) corner of Schaumkessel's Third Subdivision, as the same is platted and recorded in the office of the County Recorder of Waseca County, Minnesota; thence North Ninety Degrees Zero Minutes Zero Seconds (90° 00' 00") East, a distance of One Hundred Thirty-six and Zero Hundredths (136.00) feet, on the South line of

EXHIBIT "A"

(Continued)

said Schaumkessel's Third Subdivision; thence South Zero Degrees Thirty-six Minutes Zero Seconds (00° 36' 00") West, a distance of Thirty and Zero Hundredths (30.00) feet, on the South line of said Schaumkessel's Third Subdivision; thence North Ninety Degrees Zero Minutes Zero Seconds (90° 00' 00") East, a distance of Three Hundred Sixty-six and Zero Hundredths (366.00) feet, on the South line of said Schaumkessel's Third Subdivision, to the Southeast (SE) corner of Block Two (2) in said Schaumkessel's Third Subdivision; thence North Zero Degrees Thirty-six Minutes Zero Seconds (00° 36' 00") East, a distance of Forty and Zero Hundredths (40.00) feet, on the East line of said Block Two (2), Schaumkessel's Third Subdivision, to the Southwest (SW) corner of said Schaumkessel's Fourth Subdivision; thence North Ninety Degrees Zero Minutes Zero Seconds (90° 00' 00") East, a distance of Three Hundred Six and Zero Hundredths (306.00) feet, on the South line of said Schaumkessel's Fourth Subdivision, to the point of beginning; subject to highway easement for 139th Street over the Southerly-most side thereof.

EXCEPT: All that part of Government Lot Four (4) in Section Seventeen (17), Township One Hundred Seven (107) North, Range Twenty-two (22) West, Waseca County, Minnesota, described as follows: Commencing at the Southeast (SE) corner of the plat of Schaumkessel's Fourth Subdivision, as the same is platted and recorded in the office of the County Recorder of Waseca County, Minnesota; thence Easterly on the Easterly extension of the South line of said Schaumkessel's Fourth Subdivision on an assumed bearing of North Ninety Degrees Zero Minutes Zero Seconds (90° 00' 00") East, a distance of Eight Hundred Thirty-seven and Fifty-eight Hundredths (837.58) feet; thence South Sixteen Degrees Six Minutes Zero Seconds (16° 06' 00") East, a distance of Thirty-one and Twenty-three Hundredths (31.23) feet; thence South Ninety Degrees Zero Minutes Zero Seconds (90° 00' 00") West, on a line that lies parallel with and Thirty and Zero Hundredths (30.00) feet Southerly of said Easterly extension of the South line of Schaumkessel's Fourth Subdivision, a distance of Eight Hundred Forty-six and Fifty-five Hundredths (846.55) feet to the point of intersection with the Southerly extension of the East line of said Schaumkessel's Fourth Subdivision; thence North Zero Degrees Thirty-six Minutes Zero Seconds (00° 36' 00") East along said Southerly extension of said East line of Schaumkessel's Fourth Subdivision, a distance of Thirty and Zero Hundredths (30.00) feet to the point of beginning. Containing Zero and Five Hundred Eighty Thousandths (0.580) Acres; said Exception being part of Block Eight (8), in the Plat of Pondview of Waseca; meaning hereby to except any part or portion of Block Eight (8) of Pondview of Waseca lying within the boundaries of the first described parcel.

Parcel One
PID 12.017.0800
42.21 Acres

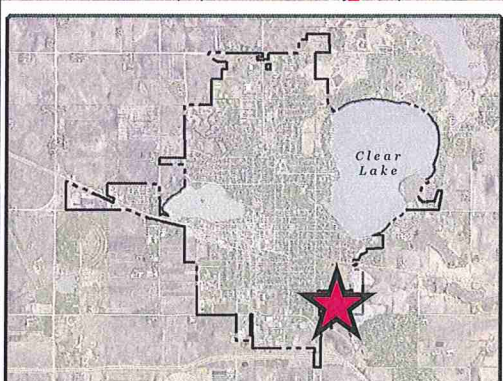
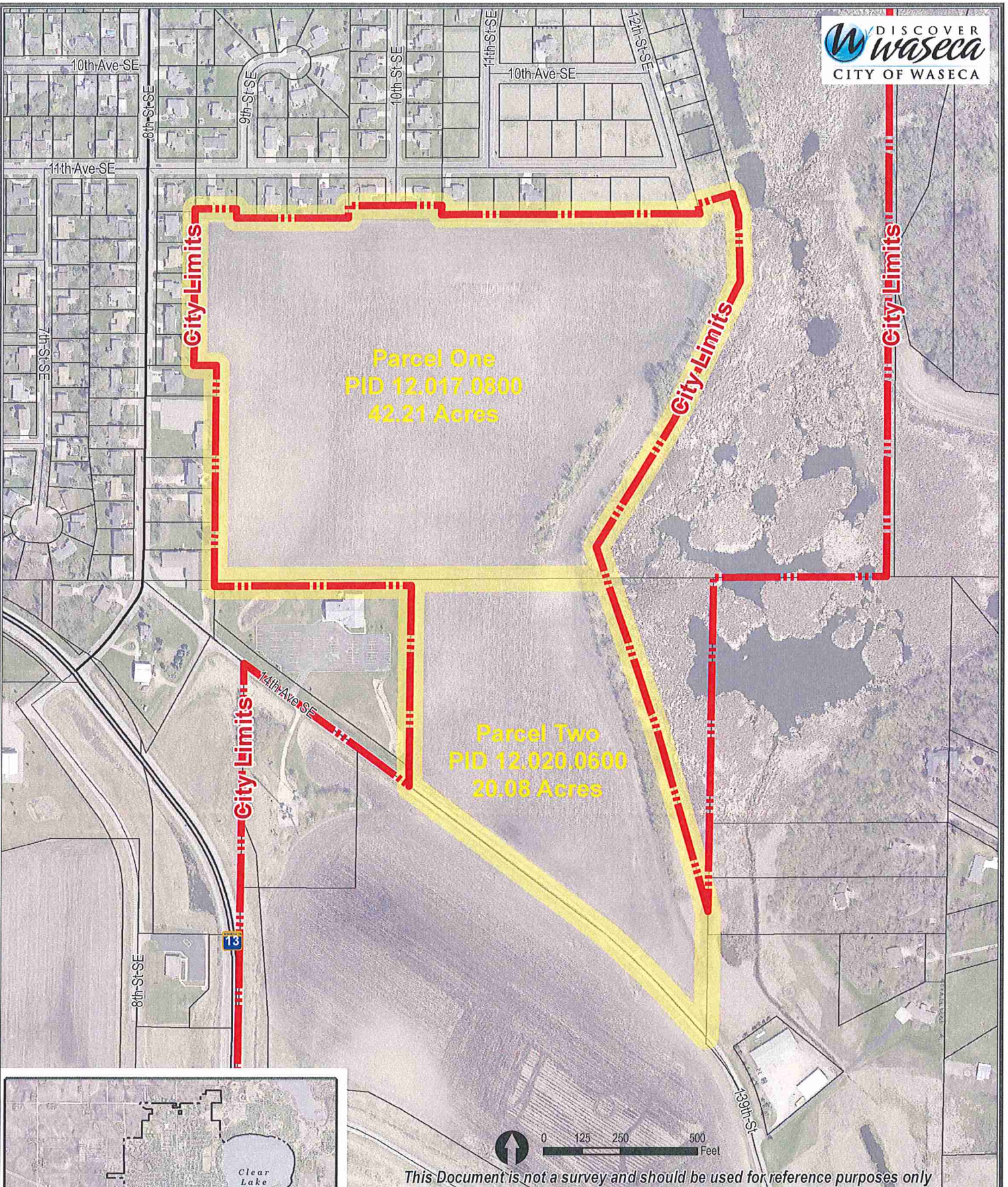
Parcel Two
PID 12.020.0600
20.08 Acres

City Limits

City Limits

City Limits

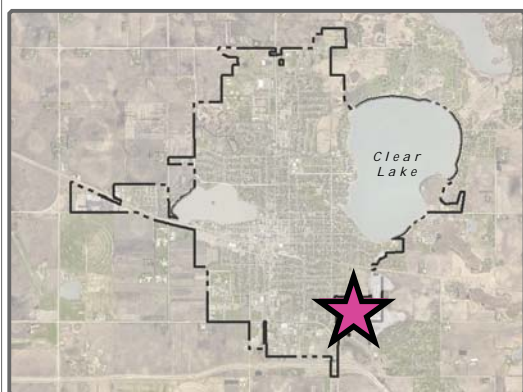
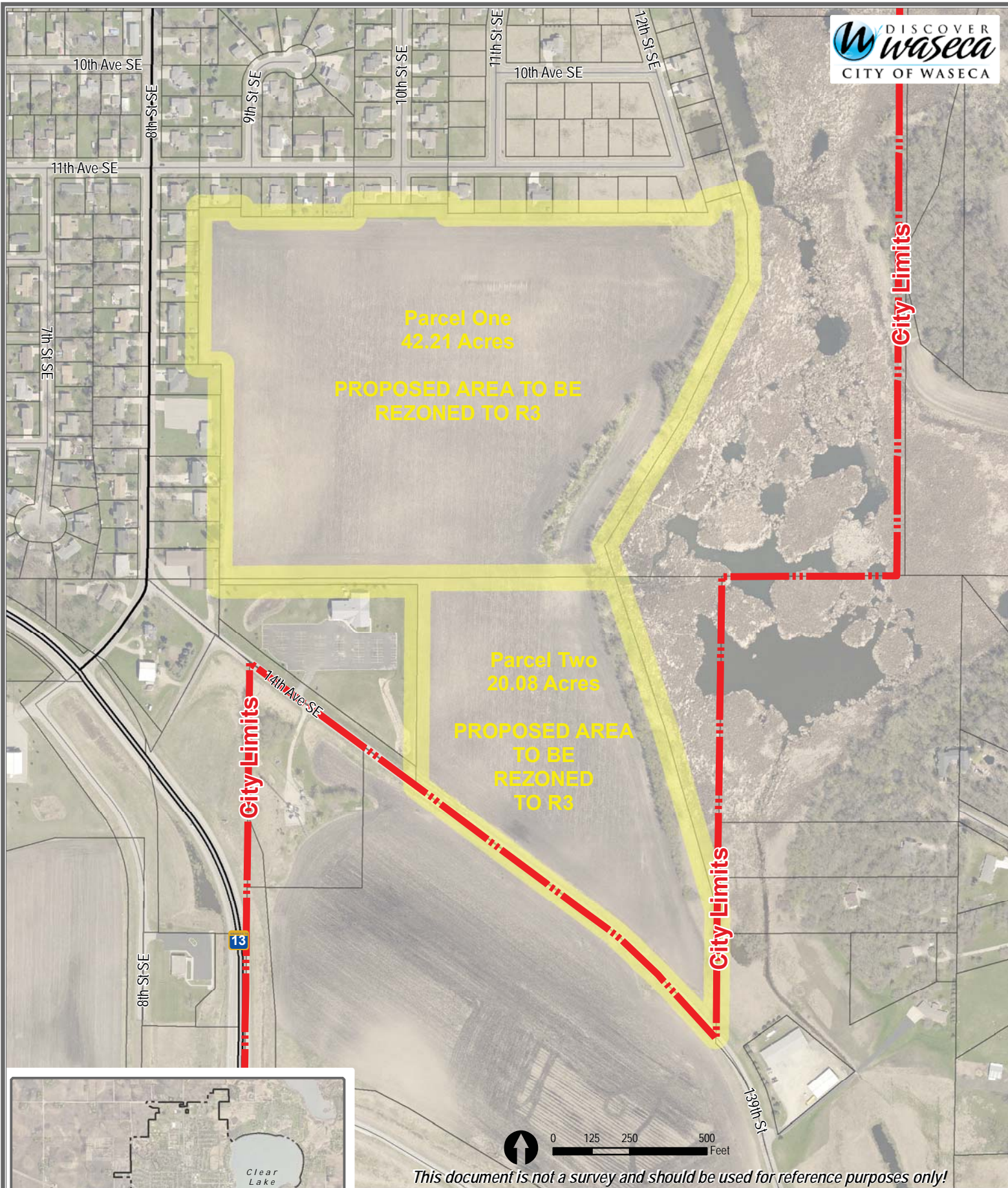
City Limits



ANNEXATION SITE MAP

Owners: City of Waseca
Parcel One -- PID 12.017.0800
Parcel Two -- PID 12.020.0600

Annexation Request Between
City of Waseca and
Woodville Township



REZONING SITE MAP

Owners: City of Waseca

YELLOW OUTLINED AREAS
TO BE REZONED TO R3 -
MULTI-FAMILY LOW
AND MEDIUM DENSITY DISTRICT

CITY OF WASECA

APPLICATION FOR LICENSE
TO SELL CIGARETTES AND TOBACCO PRODUCTS AT RETAIL

Waseca City Code Chapter 111, Section 111.04

Name of Applicant: ANKITKUMAR B PATEL

Doing Business As: ESHANA CORPORATION DBA BY THE WAY

Address: 123 E ELM AVE, WASECA, MN-56093

Telephone: 917-584-5934 , 710-413-0203

Type of Business: GAS STATION WITH CONVENIENCE STORE

Description of location where cigarettes/tobacco products will be sold: 123 E ELM AVE, WASECA
MN-56093

I hereby make application to the City of Waseca, Minnesota for a license to sell cigarettes and tobacco products at retail at the above location for the term of 2020 beginning with the 1ST day of APRIL, 2020, subject to the laws of the State of Minnesota, and the Ordinances and Regulations of the City of Waseca.

I hereby enclose \$ 176.22 as payment of the fee.



Applicant Signature

03/25/2020

Date

Title:	I&I (Inflow and Infiltration) Ordinance 1079		
Meeting Date:	April 7, 2020	Agenda Item Number:	7A
Action:	<input checked="" type="checkbox"/> MOTION <input type="checkbox"/> REQUESTS/PRESENTATIONS <input type="checkbox"/> RESOLUTION <input type="checkbox"/> ORDINANCE <input type="checkbox"/> DISCUSSION	Supporting Documents:	Proposed ordinance revisions. Ordinance 1079
Originating Department:	Utilities & Public Works	Presented By:	City Manager
Approved By City Manager: <input checked="" type="checkbox"/>			
How does this item pertain to Vision 2030 goals?	High quality community assets will be improved by reducing and mitigating the negative impacts of releasing wastewater from the sanitary sewer system.		

BACKGROUND: The Schedule of Compliance that the City has negotiated with the Minnesota Pollution Control Agency specifies that the City shall prepare a plan to reduce I&I and minimize releases from the sanitary sewer system. The proposed I&I amendment to the City Code identifies and clarifies procedures for identifying and removing I&I from the public and private sanitary sewer systems. What the ordinance revisions do is grant the City the authority to inspect private sewer service laterals and require corrections to deficient sewer service laterals as defined within the ordinance provisions.

Within the attached ordinance is a new revision proposed by the City Attorney. This revision, as shown in (G)(5), allows for the private property owner to conduct the inspection by hiring a licensed plumber of their choice. The City Attorney has determined the property owner must have this option as a constitutional right. As (G)(5) also provides, all costs for a privately retained plumber “shall be the responsibility of the property owner.” Finally, there is a wordsmith change to (G)(1) to allow for the property owner authorized inspection.

The proposed ordinance also establishes a violation monthly surcharge of \$100.00. The amount of the monthly surcharge is included within the proposed ordinance to provide clarity to the public in one complete document.

POLICY QUESTION: Will the City continue to follow the terms of the Schedule of Compliance that was negotiated with the MPCA, removal of I&I from the entire sanitary sewer systems?

ALTERNATIVES CONSIDERED: The City Attorney, consulting engineer, and staff, have been involved in the development of the proposed ordinance in examining the entire sanitary sewer systems. The ordinance template was provided by the League of Minnesota Cities.

RECOMMENDATION: Conduct a public hearing and approve Ordinance 1079.

ORDINANCE NO. 1079

**AN ORDINANCE FOR THE REDUCTION OF CLEAN WATER INFLOW AND INFILTRATION (I&I) IN THE
SANITARY SEWER SYSTEM**

The City Council of the City of Waseca, Minnesota does hereby ordain:

Section 1. AMENDMENT OF MUNICIPAL CODE, TITLE V, PUBLIC UTILITIES, CHAPTER 53, SEWERS.
Chapter 53 of the Waseca Municipal Code is hereby amended by adding a new Section 53.33 as follows:

§ 53.33 INFLOW AND INFILTRATION.

(A) *Findings and Intent.*

(1) The City of Waseca (City) finds that the discharge of water from roof area, surface area, groundwater, sump pump, footing tile or swimming pool, or other natural precipitation into the municipal sanitary sewer system has the potential to cause property damage and overload the municipal sanitary sewer system.

(2) The City of Waseca finds it essential for the maintenance of health, minimization of property damage, to maintain environmental water quality, and to maintain the life and capacity of the municipal sanitary sewer system.

(3) The City of Waseca has executed a Schedule of Compliance (SOC) with the Minnesota Pollution Control Agency (MPCA) “to reduce inflow and infiltration in the collection system and minimize wastewater releases” from the sanitary sewer system.

(B) *Applicability.* This section shall apply to all water entering the sanitary sewer system unless explicitly exempted by the City in writing. The City and its representatives are authorized to administer, implement, and enforce the provisions of this section.

(C) *Definitions.* For the purpose of this section, the following terms are defined:

CLEAR WATER means storm water, natural precipitation, melting snow, ground water, roof drainage, ground surface and subsurface drainage, down spout, yard drain, sump pump, foundation drain, yard fountain, pond, swimming pool, cistern overflow, or any other water that is not required to be treated by state or federal law. Swimming pool water that is required to be treated in accordance with city, county or state regulations shall not be considered clear water.

DAYS means calendar days unless otherwise provided.

DEFICIENT SEWER SERVICE LATERAL (deficient lateral) means a sanitary sewer service lateral which has been determined by the enforcement authority upon application of assessment standards established by NASSCO (National Association of Sewer Service Companies) to have multiple types of structural deficiencies or one type of structural deficiency at multiple locations. For the purposes of this section, “structural deficiencies” shall include but not be limited to the following, as determined by the enforcement authority:

(1) Cracked, broken, collapsed, defective lateral, or substandard or defective cleanout connection. Fracture, hole, loose joint, missing portion of pipe, observable evidence of inflow and infiltration (such as flow or mineral deposits), illegal storm water or clean water connection, offset joint, open joint, root intrusion, substandard configuration in the alignment or profile such as a sag, offset joint, deficient grade; or,

(2) An abandoned service resulting from structure demolition which alters the use of the property.

ENFORCEMENT AUTHORITY means the City Manager or his or her designee.

SANITARY SEWER SERVICE LATERAL means all privately-owned sanitary sewer service pipes that extend from the municipal sewer main to the structure that it serves.

(D) *Compatibility with Other Regulations.* This section is not intended to modify or repeal any other chapter, section, rule, regulation, or other provision of law. The requirements of this section are in addition to the requirements of any other chapter, rule, regulation, or other provision of law, and where any provision of this section imposes restrictions different from those imposed by any other chapter, section, rule, regulation or other provision of law, whichever provision is more restrictive or imposes higher protective standards for human health or the environment shall apply.

(E) *Prohibition Against Discharge to the Sanitary Sewer System.* No person shall discharge or cause clear water to be discharged into the municipal sanitary sewer collection system, or infiltrate into the sanitary sewer system any clear water because of a sump pump, defective plumbing, a deficient sanitary sewer service lateral, foundation drain, or by any other means.

(F) *Sump Pump Regulation.* Any dwelling or structure that has a sump pump discharge system to remove groundwater from its foundation drain must have a permanently installed discharge line. A “permanently installed discharge line” shall be one which provides for year-round discharge capability to either the outside of the dwelling or structure, or is connected to the City storm sewer. It shall consist of a discharge line in accordance with City Code § 52.02, without valving or quick connections for altering the path of discharge and, if connected to the City storm sewer line, includes a check valve. It shall not be capable of connection or reconnection to the municipal sanitary sewer system.

(G) *Inspections.*

(1) The city shall have authority to conduct inspections of all sanitary sewer service laterals and other connections to the sanitary sewer collection system. By maintaining any connection to the city’s sanitary sewer collection system, the owner of the property served by such connection consents to the City’s inspection of such connection requirements of this section. All inspections shall be conducted pursuant to this paragraph (G).

(2) Timelines for inspections and areas of the City within which inspections shall be required shall be established by the enforcement authority and coordinated with approved or proposed Capital Improvement Projects. When the enforcement authority establishes inspection timelines for a designated area of the City, then:

(a) Every person owning improved real estate within such area of the City, or in the case of new construction, contractors and builders who are building a dwelling or structure that will be connected to the City's sanitary sewer system, shall allow each dwelling or structure located on such property, together with all sanitary sewer service laterals or other connections from such property to the City's sanitary sewer system, to be inspected by an inspector designated by the enforcement authority. The City shall be responsible for the cost of such inspection. The purpose of this inspection shall be to confirm that there is no prohibited discharge into the municipal sanitary sewer system and to identify any deficient sanitary sewer service laterals or other violations of this section.

(b) All properties inspected pursuant to this section shall be determined by the enforcement authority to be either compliant or non-compliant with City ordinances. Properties found to be compliant with City ordinances shall be issued a Certificate of Compliance by the enforcement authority. Properties found to be non-compliant shall be brought into compliance by making necessary corrections pursuant to paragraph (H) of this section.

(3) A sanitary sewer service lateral found to be in compliance with City ordinances by any such inspection shall be considered in compliance for a period not less than ten (10) years and exempt from the inspection requirement in this paragraph (G) during such ten (10) year period unless evidence of deficiencies in such lateral is discovered within such ten (10) year period.

(4) The manner of the inspection shall be determined by the enforcement authority and may include one or more of the following on-site inspections by an authorized City representative: smoke testing, dye testing, and/or televising of sanitary sewer service laterals from City mains and/or from inside a dwelling or structure.

(5) Notwithstanding anything to the contrary in this section, a property owner may satisfy the requirements of this paragraph (G) by engaging a licensed plumber to perform the inspection. The plumber must inspect the property's sump pump, sewer service lateral, and groundwater drainage system, and upon completion, return a completed inspection form provided by the City documenting the results of the inspection. All costs associated with an inspection by a privately retained plumber shall be the responsibility of the property owner.

(H) *Corrections.*

(1) Upon notice that the discharge of clear water on a property is not in compliance with this section, the owner of the property shall cease from discharging clear water in violation of said section and shall make the necessary repairs and corrections to discharge the clear water in accordance with this section, including the repair or replacement, as necessary, of any deficient sanitary sewer service lateral identified in the inspection.

(2) Repairs and corrections necessary to bring any properties found to be non-compliant by the inspection required in paragraph (G) of this section into compliance with this section shall be completed within ninety (90) days of the date of notice of noncompliance for repairs or corrections that do not require excavation of the property (outside or inside the dwelling or structure). Repairs or corrections that require excavation of the property must be completed within one-year (365 days). The property owner shall request a second inspection of the property

within ten (10) calendar days after completion of the repair(s) or correction(s), which inspection shall be completed as determined by the enforcement authority.

(I) *Sanitary Sewer Service Lateral Disconnection.* When making new sanitary sewer service lateral connections or modifications to existing sanitary sewer service lateral connections to the public sanitary sewer system, all existing unused sanitary sewer service laterals to the property shall be removed or abandoned and sealed in a manner satisfactory to the enforcement authority. When a dwelling or structure is demolished or removed, all existing sanitary sewer service laterals to the property shall be removed or abandoned and sealed in a manner satisfactory to the enforcement authority. Installation of a sewer lateral or removal of an existing sewer lateral shall be performed only with the proper City-issued permits.

(J) *Sewer Lateral Testing Required for Re-use.* In the case of a dwelling or structure demolition when the sanitary sewer service is proposed to be reused, the sanitary sewer service lateral shall be televised and all repairs to deficiencies identified shall be completed at the time of the demolition, after which said service shall be sealed at the property line to the satisfaction of the enforcement authority.

(K) *Violations.* A monthly surcharge in the amount of \$100.00 as set forth in the City's fee schedule shall be charged against any property on which clear water is discharged in violation of this section. The monthly surcharge will be billed by the City to the property owner if one or more of the following conditions apply:

(1) an inspection as required herein has not been allowed by the property owner or a Certificate of Compliance has not been issued by the City within thirty (30) days after the City's notice of inspection;

(2) the property owner fails to make the sewer line cleanout readily available for the inspection;

(3) the necessary corrections have not been made within the time specified; or

(4) the property owner reconnects a clear water discharge line to the municipal sanitary sewer system after it has been previously disconnected at the City's or a court's direction. The surcharge will be charged for every month during which the property is not in compliance. Non-payment of the monthly surcharge will be charged against the property and certified to the County Auditor's office for collection with property taxes in the manner of a special assessment.

(L) *Temporary Written Waivers.*

(1) The enforcement authority may grant a temporary written waiver from the provisions of this section where strict enforcement would cause a threat of damage or harm to other property, the environment, or public safety because of circumstances unique to the individual property or due to weather conditions. A written request for a temporary waiver must be first submitted to the enforcement authority specifying the reasons for the temporary waiver.

(2) The enforcement authority may set conditions to the temporary waiver. The enforcement authority may terminate the temporary waiver upon a failure to comply with any

conditions imposed on the temporary waiver. The enforcement authority must give a five-day (5) written notice of the termination to the property owner setting forth the reasons for the termination. After expiration or termination of a temporary waiver, the property owner shall comply with the provisions of this section.

(M) Appeals.

(1) Applications for appeal of any administrative determination made pursuant to this Section shall be addressed in writing to the enforcement authority within thirty-days (30) of the determination.

(2) Applications shall at a minimum identify the property for which the appeal is sought, the name of the property owner, and describe in detail the determination which is being appealed. Within 60 days of receipt of the application, the City Council shall make its decision on the matter and send a written copy of such decision to the property owner by first class mail.

(N) Severability and Validity. The provisions of this section are hereby declared to be severable. If any provision, clause, sentence, or paragraph of this section or the application thereof to any person, establishment, or circumstances be declared by a court of competent jurisdiction to be invalid, such invalidity shall not affect the validity of other provisions or application of this section.

Section 2. This Ordinance shall take effect 10 days after its passage and publication.

Adopted this 7th day of April, 2020.

R. D. SRP
MAYOR

Attest:

DENISE SEBERSON
ADMINISTRATIVE CLERK or
AVAILABLE STAFF MEMBER PER COVID-19 ORDERS

Introduced: March 17, 2020
Adopted: April 7, 2020
Published: April 10, 2020
Effective: April 17, 2020

Title:	RESOLUTION NO. 20-17, APPROVING PLANS AND SPECIFICATIONS AND ORDERING ADVERTISEMENT FOR BIDS OF THE 2020 STREET & UTILITY IMPROVEMENT PROJECT, CITY PROJECT NO. 2020-01		
Meeting Date:	April 7, 2020	Agenda Item Number:	7B
Action:	<input type="checkbox"/> MOTION <input type="checkbox"/> REQUESTS/PRESENTATIONS <input checked="" type="checkbox"/> RESOLUTION <input type="checkbox"/> ORDINANCE <input type="checkbox"/> DISCUSSION	Supporting Documents:	Resolution 20-17 & Area Map
Originating Department:	Engineering	Presented By:	City Engineer
Approved By City Manager: <input checked="" type="checkbox"/>	Proposed Action: Motion to Adopt Resolution No. 20-17, Approving Plans and Specifications and Ordering Advertisement for Bids of the 2020 Street & Utility Improvement Project, City Project No. 2020-01.		
How does this item pertain to Vision 2030 goals?	Create High Quality Community Assets		

BACKGROUND: On March 4, 2020, following a Public Hearing for the Project, the City Council passed a resolution authorizing preparation of plans and specifications for the 2020 Street and Utility Improvement Project, 2020-01. The plans and specifications are available for review in the engineering office.

BUDGET IMPACT: The 2020 Street & Utility Improvement Project is included in the 2020 Budget. The estimated cost and funding sources for the project were presented in the Feasibility Study and at the Public Hearing.

POLICY QUESTION: Are the proposed improvements consistent with the City of Waseca's Pavement Management and Special Assessment Policies? Yes, the proposed project is consistent with the policies for the City and is necessary to provide safe and reasonable transportation to the citizens of the City.

RECOMMENDATION: Staff recommends the Waseca City Council adopt Resolution No. 20-17, Approving Plans and Specifications and Ordering Advertisement for Bids of the 2020 Street and Utility Improvement Project, City Project No. 2020-01.

RESOLUTION NO. 20-17

**A RESOLUTION OF THE WASECA CITY COUNCIL
APPROVING PLANS AND SPECIFICATIONS AND ORDERING ADVERTISEMENT
FOR BIDS OF THE 2020 STREET AND UTILITY IMPROVEMENT PROJECT, CITY
PROJECT 2020-01**

WHEREAS, pursuant to a resolution passed by the City Council March 4, 2020 the City Engineer has prepared plans and specifications for City Project No. 2020-01 and has presented such plans to the council for approval;

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Waseca that the City Council has determined:

1. Such plans and specifications are hereby approved.
2. Staff shall prepare and cause to be inserted in the official paper an advertisement for bids upon the making of such improvement under such approved plans and specifications. The advertisement shall be published on April 16, 2020, shall specify the work to be done, shall state that bids will be received by the City Engineer until 10:00 a.m. on May 12, 2020, at which time they will be publicly opened in the council chambers of the city hall, will then be tabulated, and will be considered by the council at 7:00 p.m. on May 19, 2020. No bids will be considered unless sealed and filed with the City Engineer and accompanied by a cash deposit, cashier's check, bid bond or certified check payable to the city for 5 percent of the amount of such bid.

Adopted this 7th day of April, 2020.

R.D. SRP
MAYOR

ATTEST:

MIKE ANDERSON
ASSISTANT TO THE CITY MANAGER
OR AVAILABLE STAFF PER COVID-19 ORDERS



2nd Ave SE (From 3rd St SE to 5th St SE)

3rd Ave SE (From 3rd St SE to 5th St SE)

