

REGULAR WASECA CITY COUNCIL MEETING
TUESDAY, MAY 7 2019, 7 p.m.
AGENDA

A OATH OF OFFICE – Larry Johnson

- 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 reach the podium. 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/Work Session : May 7, 2019
- B. Payroll & Expenditures
- C. Approval of Extension of Premises – Katie O’Leary’s (6/22 & 8/3)
- D. **Resolution 19-22:** Adding Parcel #177120015 to Tax Abatement List
- E. **RCCA:** Accepting Memorial Tree Donation – Dunn Family

7 ACTION AGENDA

- A. Council Fee Waiving Policy Discussion
- B. **Resolution 19-23:** Approving Variance for 1005 12th St SE
- C. **RCCA:** Solar Farm Buffer Area
- D. **Introducing Ordinance 1070** & Set Public Hearing Date (June 18, 2019)

8 REPORTS

- A. City Manager’s Report
- B. Commission Reports
 - EDA (Srp)
 - Planning Commission (Arndt, Srp)

- Heritage Preservation Commission (Tloughan)
- Discover Waseca Tourism (Conrath)

9 ANNOUNCEMENTS

10 ADJOURNMENT

MINUTES
REGULAR WASECA CITY COUNCIL MEETING
TUESDAY, MAY 9, 2019

6A

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 Daren Arndt
Mark Christiansen Allan Rose
Jeremy Conrath Les Tlougan

Staff present: Lee Mattson, City Manager
Mike Anderson, Assistant to the City Manager
Chris Kennedy, Assistant City Attorney

Others present: Andrew Breck, Interim Director – Waseca Arts Center
Ranae Schult, Resident
Ann Fitch, Resident
James Christiansen, Resident

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 It was moved by Arndt, seconded by Christiansen, to approve the agenda as presented. Motion carried 6-0.

4 **PUBLIC COMMENT**

Andrew Breck approached the Council asking for a Consumption and Display permit fee to be waived in 2019 for the Waseca Arts Center. The City Council asked staff to look into some fee waving policies to bring back to the next meeting.

Motion was made by Conrath, seconded by Rose to direct staff to bring back information at the May 21 Council Meeting. Motion carried 6-0

5 **REQUESTS AND PRESENTATIONS**

Proclamation: Small Business Week – The Mayor read a proclamation stating that May 5-11 was Small Business Week. This proclamation was requested by the Chamber of Commerce. It was read and signed by the Mayor proclaiming May 5-11 as Small Business Week in Waseca.

CONSENT AGENDA

- 6 It was moved by Arndt, seconded by Rose, to approve the Consent Agenda as presented. The motion carried 6-0, and included the following:

A. Minutes – Regular City Council Meeting & Work Session – April 16, 2019

- B. Payroll & Expenditures
- C. Approval of Temporary Liquor License – United Prairie Bank
- D. Approval of Temporary Liquor License – VFW Post 1642
- E. Approval of Contract Payments
- F. **Resolution 19-20** – Authorize Airport Maintenance/Operations Grant Agreement

ACTION AGENDA

7A Ordinance 1071:: Amending Chapter 96 & Public Hearing

City Manager Mattson stated that the City updated its liquor ordinance in 2017 to allow for new types of licenses that were not covered by the old ordinance. The City accomplished this by adopting a whole new ordinance. At that time it appeared that some language was adopted that made alcohol illegal in all City parks. Prior to this adoption this was not the case. In order to address this issue, it was determined to amend the park ordinance and not the liquor ordinance to allow alcohol in parks.

The proposed language has some restrictions which include: no alcohol on City beaches, within the confines of Maplewood Park unless issued a permit by Council, other than to load or unload a boat onto a lake, and not allowed within Tink Larson Community Field.

Chris Kennedy, Assistant City Attorney, addressed issues that may arise with having alcohol inside Tink Larson Community Field. In addition he suggested some language in the ordinance that will help with enforcement of the ordinance from the Police Department.

Public Hearing opened at 7:45 p.m.

Ann Fitch approached the Council and stated that being able to have a beer at a baseball game on a hot night is nice and that people drink responsibly. She also expressed that Maplewood Park is the least family friendly park, and people should be allowed to have a beer up there. Finally, she stated that you should allow people to have fun in your park system.

James Christiansen informed Council he does not like the term Intoxicating Liquors.

Ann Fitch said that Minnesota is the last State to have 3.2 malt beverages.

Andrew Breck discussed how families these days like to go to the park and meet up with friends and family while having a beer at a picnic or while watching fireworks.

Mr. Mattson made it a point to inform Council that Tink Larson Community Field will be staffed by younger people at the concession stand, and the only City representation on site during events.

James Christiansen recommended sectioning off a location in the stands like the Twins did at Target Field.

City Council discussed and deliberated on whether or not to allow alcohol in Maplewood Park and Tink Larson Community Field.

Public Hearing Closed at 8:21 p.m.

Council Member Tlougan made a motion to amend the proposed Ordinance 1071 to remove Maplewood Park, Tink Larson Community Field, and Beaches from the language. This was seconded by Mayor Srp. Discussion took place with the following final language for Chapter 96.04, paragraph 9 of Ordinance 1071: The display and consumption of intoxicating liquors, 3.2 malt liquors, and malt beverages shall be allowed in City Parks.

Motion was made Tlougan, seconded by Arndt to approve the language as amended.

Motion carried 6-0.

7B Approval of Final Construction Payment: Project 2017-04

Mr. Mattson said the final payments just went through on this project. The sidewalk was done before, but sometimes payments take a while to come through. Council needs to approve the final payment on this project.

Motion was made by Conrath, seconded by Christiansen to approve the final payment. Motion carried 6-0.

7C Resolution 19-21: Water Alliance

City Manager Mattson said the City of Waseca along with the County and Woodville Township are looking to join together to take action regarding water issues from Gaiter Lake, Moonen Marsh, Rice Lake, and other places in the Watershed to help improve situations on a regional basis. The other two entities will be approving similar resolutions at their upcoming meetings.

Motion was made by Conrath, seconded by Rose to approve Resolution 19-21. Motion carried 6-0.

7D City Council Applicants

Earlier in the evening the City Council held interviews for the vacant Council seat in Ward 1. Mr. John Clemons and Mr. Larry Johnson were interviewed.

Motion was made by Christiansen, seconded by Rose to appoint Larry Johnson to the City Council representing Ward 1. Motion carried 6-0.

REPORTS

8A **City Manager's Report**

- Downtown amenities pilot program is underway
- Copy of the special assessment policy is located in Council Packet
- Tink Larson Community Field is working on some outstanding projects
- The new Fire Truck chase has not been delivered and will arrive later than anticipated
- Recognized Staff for the Area Foundation Grants that the City received
- Vision 2030 meeting was held at Mankato State University
- Fire task force met this past week, an officer structure will be going through review
- Stop light at North State/7th Ave will have an electrician on site tomorrow
- Auditors are doing their 2018 audit at City Hall

8B **Commission Reports**

Fire Relief (Conrath)

- Parade Truck discussion
- Fish Fry is coming up soon
- Proper apparel at community events

Park Board (Christiansen)

- Met outside at today's meeting
- Talked about park dedication funding
- Discussed summer meeting locations
- Listened to a dog park presentation
- Talked about the downtown walkway
- Working on tree plantings
- Park Clean Up had 55 people participate

ANNOUNCEMENTS

9 The following miscellaneous announcements were made by Councilmembers:

Council Member Tlougan

- Announced that May is Heritage Preservation Month

Council Member Rose

- It is my birthday (Council sang happy birthday)

Council Member Christiansen

- Questioned a dumpster on the street
- Talked about some concrete removal that has an upcoming deadline

Mayor Srp

- Thank you for the Water Alliance
- Thanked those who helped with Park Clean Up and all those residents who help clean up the community

ADJOURNMENT

- 10 It was moved by Conrath, seconded by Arndt, to adjourn the meeting at 8:53 p.m.; motion carried 6-0.

R. D. SRP
MAYOR

MIKE ANDERSON
ASSISTANT TO THE CITY MANAGER

MINUTES
CITY COUNCIL WORK SESSION
TUESDAY, MAY 7, 2019

The work session began at 6:00 p.m. at City Hall.

Councilmembers present:	Mayor Roy Srp	Ann Fitch
	Mark Christiansen	Allan Rose
	Jeremy Conrath	Les Tlougan

Councilmembers absent: Daren Arndt

Staff present: Lee Mattson, City Manager

City Council Interviews

6:00 p.m.

City Council Interviewed Mr. John Clemons

6:20

City Council Interviewed Mr. Larry Johnson

There was some discussion regarding the two candidates, the work session ended at 6:55 p.m. with no action taken.

R. D. SRP
MAYOR

MIKE ANDERSON
ASSISTANT TO THE CITY MANAGER



LIST OF EXPENDITURES

May 21, 2019

6B

=====

City Council	0.00	
Streets	24,992.17	
Parks	12,754.43	
Wastewater	10,323.12	
Utility Administration	4,419.74	
Utility Billing	7,322.47	
Electric	13,252.54	
Water	5,232.50	
Building and Code Compliance	2,426.81	
Police	53,877.96	
Administration	4,440.31	
Community Aides	900.00	
Fire	9,134.14	
Paid On Call Fire Department	4,655.60	
Election Judges	0.00	
PEG	0.00	
Finance	8,304.10	
Connections	3,816.52	
Community Development	5,258.25	
Engineering	14,780.57	
Recreation	2,903.89	
Econ Development	<u>2,510.96</u>	
Total Gross Payroll	191,306.08	
*Less- Payroll Deductions	<u>(66,529.44)</u>	
Net Payroll Cost		\$ 124,776.64

*These costs are included in Accounts Payable totals below

Accounts Payable

Expenditures dated:
May 3, 2019-May 16, 2019
Includes check #'s 153569-153631
Bank ACH Withdrawals.....1,210,940.25

GRAND TOTAL EXPENDITURES \$ 1,335,716.89

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Check Amount	
General Fund						
05/16/2019	153582	City of Waseca	WWP Start Up	101-10300-0000	600.00	
Total 101103000000:					600.00	
05/10/2019	51906	MN Sales and Use Tax Payable	Sales tax payable	101-20210-0000	275.04	
05/10/2019	153539	MN Sales and Use Tax Payable	Sales tax payable	101-20210-0000	275.04	V
Total 101202100000:					.00	
05/16/2019	51911	ACH Internal Revenue Service	FEDERAL WITHHOLDING TAX Pay Period: 5/5/2019	101-21701-0000	17,024.59	M
Total 101217010000:					17,024.59	
05/16/2019	51907	MN Department of Revenue	STATE WITHHOLDING TAX Pay Period: 5/5/2019	101-21702-0000	8,290.39	M
Total 101217020000:					8,290.39	
05/16/2019	51911	ACH Internal Revenue Service	SOCIAL SECURITY Pay Period: 5/5/2019	101-21703-0000	7,819.87	M
05/16/2019	51911	ACH Internal Revenue Service	SOCIAL SECURITY Pay Period: 5/5/2019	101-21703-0000	7,819.87	M
Total 101217030000:					15,639.74	
05/16/2019	51908	Public Employees Retirement Assn (ACH	PERA COORD Emplr 1% Pay Period: 5/5/2019	101-21704-0000	1,245.90	M
05/16/2019	51908	Public Employees Retirement Assn (ACH	PERA COORDINATED Employee Pay Period: 5/5/2019	101-21704-0000	8,098.08	M
05/16/2019	51908	Public Employees Retirement Assn (ACH	PERA POLICE Employee Pay Period: 5/5/2019	101-21704-0000	6,494.72	M
05/16/2019	51908	Public Employees Retirement Assn (ACH	PERA COORDINATED Employer Pay Period: 5/5/2019	101-21704-0000	8,098.08	M
05/16/2019	51908	Public Employees Retirement Assn (ACH	PERA Adjustment	101-21704-0000	.01	M
05/16/2019	51908	Public Employees Retirement Assn (ACH	PERA POLICE Employer Pay Period: 5/5/2019	101-21704-0000	9,742.04	M
Total 101217040000:					33,678.83	
05/16/2019	153599	IBEW	IBEW UNION DUES Pay Period: 5/5/2019	101-21707-0000	315.28	
05/16/2019	153600	IUOE Local #70	FIRE UNION DUES Pay Period: 5/5/2019	101-21707-0000	128.28	
05/16/2019	153600	IUOE Local #70	IUOE UNION DUES Pay Period: 5/5/2019	101-21707-0000	649.08	
05/16/2019	153603	Law Enforcement Labor Services	POLICE UNION DUES Pay Period: 5/5/2019	101-21707-0000	612.00	
Total 101217070000:					1,704.64	
05/16/2019	20190411	Greater Mankato Area United Way	UNITED WAY Pay Period: 5/5/2019	101-21708-0000	15.00	
Total 101217080000:					15.00	
05/16/2019	153610	MN Life	April Life Insurance	101-21710-0000	625.50	
Total 101217100000:					625.50	
05/16/2019	51911	ACH Internal Revenue Service	MEDICARE Pay Period: 5/5/2019	101-21712-0000	2,586.61	M
05/16/2019	51911	ACH Internal Revenue Service	MEDICARE Pay Period: 5/5/2019	101-21712-0000	2,586.61	M
Total 101217120000:					5,173.22	
05/16/2019	51913	MSRS- (DEF COMP)	MSRS - ROTH (AFTER TAX) Pay Period: 5/5/2019	101-21713-0000	885.00	M
05/16/2019	51913	MSRS- (DEF COMP)	MSRS - DEF COMP Pay Period: 5/5/2019	101-21713-0000	395.00	M

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Check Amount	
Total 101217130000:					1,280.00	
05/16/2019	51910	Vantagepoint Transfer Agents 457	ICMA DEF COMPENSATION Pay Period: 5/5/2019	101-21714-0000	2,065.00	M
Total 101217140000:					2,065.00	
05/16/2019	51905	Further	Flex/HSA Reimbursement	101-21716-0000	976.53	M
05/16/2019	51915	Further	Flex/HSA Reimbursement	101-21716-0000	323.83	M
05/16/2019	51914	Further	HSA DEDUCTION Pay Period: 5/5/2019	101-21716-0000	442.84	M
Total 101217160000:					1,743.20	
05/16/2019	51909	MN Child Support Payment Center	CHILD SUPPORT FLAT AMT Pay Period: 5/5/2019	101-21717-0000	1,220.57	M
Total 101217170000:					1,220.57	
05/16/2019	51912	Delta Dental	DENTAL EE + SPOUSE Pay Period: 5/5/2019	101-21719-0000	346.20	M
05/16/2019	51912	Delta Dental	DENTAL SINGLE Employee Pay Period: 5/5/2019	101-21719-0000	534.85	M
05/16/2019	51912	Delta Dental	DENTAL FAMILY Employee Pay Period: 5/5/2019	101-21719-0000	1,217.70	M
05/16/2019	51912	Delta Dental	Kolling	101-21719-0000	57.70	M
05/16/2019	51912	Delta Dental	Ziemke	101-21719-0000	28.15	M
05/16/2019	51912	Delta Dental	Wellman	101-21719-0000	29.55	M
Total 101217190000:					2,155.05	
05/16/2019	153593	Fidelity Security Life	VISION FAMILY Employee Pay Period: 5/5/2019	101-21722-0000	54.54	
05/16/2019	153593	Fidelity Security Life	VISION SINGLE Employee Pay Period: 5/5/2019	101-21722-0000	41.94	
05/16/2019	153593	Fidelity Security Life	VISION + ONE Employee Pay Period: 5/5/2019	101-21722-0000	36.72	
05/16/2019	153593	Fidelity Security Life	Ziemke Cobra	101-21722-0000	6.99	
05/16/2019	153593	Fidelity Security Life	Hellevik	101-21722-0000	5.94	
Total 101217220000:					134.25	
05/16/2019	153587	Dahnert, Brian S.	Permit reimbursement	101-32210-0000	35.00	
05/16/2019	153595	Go Permit LLC	Permit reimbursement	101-32210-0000	40.25	
Total 101322100000:					75.25	
05/16/2019	153587	Dahnert, Brian S.	Permit reimbursement	101-32270-0000	45.00	
Total 101322700000:					45.00	
05/16/2019	153590	Fame Awards	Name bar for council members	101-41110-2170	25.00	
Total 101411102170:					25.00	
05/16/2019	20190407	Discover Waseca Tourism	March Lodging Tax	101-41110-4440	1,480.15	
Total 101411104440:					1,480.15	
05/16/2019	153610	MN Life	April Life Insurance	101-41320-1330	28.87	
05/16/2019	153610	MN Life	April Life Insurance	101-41320-1330	3.47	
Total 101413201330:					32.34	

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Check Amount
05/16/2019	20190415	Innovative Office Supply	Office Supplies	101-41320-2000	12.45
Total 101413202000:					12.45
05/16/2019	20190396	APG Media of So MN LLC	City council vacancy	101-41320-3400	48.75
05/16/2019	20190396	APG Media of So MN LLC	Amending ordinance	101-41320-3400	39.00
05/16/2019	20190396	APG Media of So MN LLC	Amendment to Enabling Resolution	101-41320-3400	97.50
Total 101413203400:					185.25
05/16/2019	153581	Cintas Corporation	First aid cabinet supplies	101-41320-4940	26.22
05/16/2019	153581	Cintas Corporation	First aid cabinet supplies	101-41320-4940	31.73
05/16/2019	153617	South Central College	Safety Program	101-41320-4940	1,260.00
Total 101413204940:					1,317.95
05/16/2019	20190393	A. H. Hermel Company	Pop for vending machine	101-41320-4945	23.75
Total 101413204945:					23.75
05/16/2019	153610	MN Life	April Life Insurance	101-41500-1330	61.03
Total 101415001330:					61.03
05/16/2019	153574	Baker Tilly Municipal Advisors LLC	Arbitrage Compliance Series 2005E	101-41500-3000	3,100.00
Total 101415003000:					3,100.00
05/16/2019	51917	Public Employees Retirement Assn (ACH	PERA	101-41500-3100	13.27 M
Total 101415003100:					13.27
05/16/2019	20190419	Kennedy & Kennedy Law Office	April Legal Services	101-41600-3000	420.00
Total 101416003000:					420.00
05/16/2019	20190426	Pantheon Computer Systems Inc.	USB Storage	101-41920-2050	44.85
05/16/2019	20190426	Pantheon Computer Systems Inc.	Wireless House	101-41920-2050	41.88
Total 101419202050:					86.73
05/16/2019	153607	Metro Sales Inc.	Maintenance agreement	101-41920-3100	1,450.48
05/16/2019	153607	Metro Sales Inc.	Maintenance Agreement	101-41920-3100	516.06
Total 101419203100:					1,966.54
05/16/2019	20190415	Innovative Office Supply	Office Supplies	101-41940-2000	3.57
05/16/2019	20190415	Innovative Office Supply	Copy paper and file folder	101-41940-2000	1,000.38
Total 101419402000:					1,003.95
05/16/2019	153614	Red Feather Paper Company	2 ply tissue, roll towels, can liners	101-41940-2170	65.30
Total 101419402170:					65.30
05/16/2019	20190435	Waseca Hardware LLC	Parts & Supplies	101-41940-2230	8.99

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Check Amount
Total 101419402230:					8.99
05/16/2019	20190406	Culligan	RO lease	101-41940-3100	28.95
05/16/2019	153612	Orkin Pest Control Inc.	Pest Control City Hall	101-41940-3100	88.85
05/16/2019	20190427	ServiceMaster of Mankato/Waseca	Janitorial Services	101-41940-3100	423.82
05/16/2019	20190427	ServiceMaster of Mankato/Waseca	Janitorial Services	101-41940-3100	1,556.00
05/16/2019	20190437	Waste Management of Southern MN	April Service	101-41940-3100	181.44
Total 101419403100:					2,279.06
05/16/2019	153577	Builders First Source Inc	screws	101-41940-4000	9.50
05/16/2019	153621	Total Glass-Lock Inc.	Repair City Hall door	101-41940-4000	310.00
Total 101419404000:					319.50
05/16/2019	153610	MN Life	April Life Insurance	101-41950-1330	30.19
Total 101419501330:					30.19
05/16/2019	20190396	APG Media of So MN LLC	Planning Commission Variance	101-41950-3400	73.13
05/16/2019	20190396	APG Media of So MN LLC	EDA Sale of Public Property	101-41950-3400	68.25
05/16/2019	153629	Waseca County Recorder	Resolution Recorded	101-41950-3400	138.00
Total 101419503400:					279.38
05/16/2019	153610	MN Life	April Life Insurance	101-42100-1330	330.00
Total 101421001330:					330.00
05/16/2019	20190415	Innovative Office Supply	Office supplies	101-42100-2000	32.80
05/16/2019	20190415	Innovative Office Supply	Office supplies	101-42100-2000	27.76
Total 101421002000:					60.56
05/16/2019	153627	Waseca County Highway Department	Monthly billing	101-42100-2120	2,359.55
Total 101421002120:					2,359.55
05/16/2019	20190406	Culligan	Culligan Water	101-42100-2170	29.95
05/16/2019	153614	Red Feather Paper Company	Janitor Supplies	101-42100-2170	123.05
Total 101421002170:					153.00
05/16/2019	20190421	Matson, Arik	Uniform Allowance	101-42100-2180	94.89
05/16/2019	20190429	Streicher's	Uniform expense	101-42100-2180	116.99
05/16/2019	20190429	Streicher's	Uniform expense	101-42100-2180	129.99
05/16/2019	20190429	Streicher's	Uniform expense	101-42100-2180	6.99
05/16/2019	20190429	Streicher's	Uniforms	101-42100-2180	18.99
05/16/2019	20190429	Streicher's	Uniform expense	101-42100-2180	70.18
Total 101421002180:					438.03
05/16/2019	20190429	Streicher's	Duty and Practice Ammo	101-42100-2190	1,207.14

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Check Amount
Total 101421002190:					1,207.14
05/16/2019	153580	Cintas Corporation	Floor Mats	101-42100-3100	15.29
05/16/2019	153580	Cintas Corporation	Floor Mats	101-42100-3100	15.28
05/16/2019	20190402	Computer Information Systems inc	CIS bill	101-42100-3100	900.00
05/16/2019	153612	Orkin Pest Control Inc.	Pest control	101-42100-3100	85.83
05/16/2019	153620	Thomson Reuters - West	Information Charges	101-42100-3100	242.55
05/16/2019	20190437	Waste Management of Southern MN	April Service	101-42100-3100	57.54
Total 101421003100:					1,316.49
05/16/2019	153578	Centerpoint Energy	Monthly Billing	101-42100-3800	254.64
Total 101421003800:					254.64
05/16/2019	153571	Ancom Communications Inc	Swat Program	101-42100-4370	223.00
05/16/2019	20190429	Streicher's	swat expense	101-42100-4370	409.00
05/16/2019	20190429	Streicher's	swat expense	101-42100-4370	591.00
Total 101421004370:					1,223.00
05/16/2019	153610	MN Life	April Life Insurance	101-42200-1330	49.50
Total 101422001330:					49.50
05/16/2019	153627	Waseca County Highway Department	Monthly billing	101-42200-2120	195.45
Total 101422002120:					195.45
05/16/2019	20190399	Central Fire Protection Inc.	Extinguisher refill	101-42200-2160	31.00
Total 101422002160:					31.00
05/16/2019	153611	MPeters Enterprises Inc.	Flags	101-42200-2170	80.00
Total 101422002170:					80.00
05/16/2019	20190427	ServiceMaster of Mankato/Waseca	Janitorial Services	101-42200-2230	423.81
Total 101422002230:					423.81
05/16/2019	20190424	Napa Auto Parts	Assorted parts	101-42200-2400	8.29
Total 101422002400:					8.29
05/16/2019	153580	Cintas Corporation	Floor Mats	101-42200-3100	15.28
05/16/2019	153580	Cintas Corporation	Floor Mats	101-42200-3100	15.29
05/16/2019	20190437	Waste Management of Southern MN	April Service	101-42200-3100	57.54
Total 101422003100:					88.11
05/16/2019	153578	Centerpoint Energy	Monthly Billing	101-42200-3800	81.12
05/16/2019	153578	Centerpoint Energy	Monthly Billing	101-42200-3800	254.65

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Check Amount
Total 101422003800:					335.77
05/16/2019	153610	MN Life	April Life Insurance	101-42400-1330	5.45
05/16/2019	153610	MN Life	April Life Insurance	101-42400-1330	16.50
Total 101424001330:					21.95
05/16/2019	20190400	City Building Inspection Services LLC	building inpsctions	101-42400-3000	5,965.05
Total 101424003000:					5,965.05
05/16/2019	153610	MN Life	April Life Insurance	101-43000-1330	5.61
05/16/2019	153610	MN Life	April Life Insurance	101-43000-1330	74.74
Total 101430001330:					80.35
05/16/2019	20190415	Innovative Office Supply	Office Supplies	101-43000-2000	3.40
Total 101430002000:					3.40
05/16/2019	153627	Waseca County Highway Department	Monthly billing	101-43000-2120	71.78
Total 101430002120:					71.78
05/16/2019	20190418	JT Services of MN	Marking Paint	101-43000-2170	492.81
05/16/2019	153627	Waseca County Highway Department	Lath for surveys	101-43000-2170	495.00
Total 101430002170:					987.81
05/16/2019	153622	Troxler Electronic Laboratories Inc.	Badge Monitoring Services	101-43000-3100	62.00
Total 101430003100:					62.00
05/16/2019	153610	MN Life	April Life Insurance	101-43100-1330	89.10
05/16/2019	153610	MN Life	April Life Insurance	101-43100-1330	1.65
Total 101431001330:					90.75
05/16/2019	153627	Waseca County Highway Department	Monthly billing	101-43100-2120	3,025.83
05/16/2019	153627	Waseca County Highway Department	Monthly billing	101-43100-2120	253.08
Total 101431002120:					3,278.91
05/16/2019	153577	Builders First Source Inc	rebar	101-43100-2170	7.99
05/16/2019	20190406	Culligan	Culligan Water	101-43100-2170	18.75
05/16/2019	153598	Hewitt Machine & Manufacturing Inc	Aluminum decking	101-43100-2170	140.00
05/16/2019	20190414	Holtmeier Construction Inc.	crushed rock	101-43100-2170	882.62
05/16/2019	20190414	Holtmeier Construction Inc.	crushed rock	101-43100-2170	390.42
05/16/2019	153605	Linder Enterprises Inc	sand blasting	101-43100-2170	773.60
05/16/2019	153605	Linder Enterprises Inc	sand blasting	101-43100-2170	60.00
05/16/2019	153606	Locators & Supplies Inc.	barricades	101-43100-2170	504.00
05/16/2019	153618	Steele County Landfill	disposal	101-43100-2170	124.75
05/16/2019	20190435	Waseca Hardware LLC	Parts & Supplies	101-43100-2170	33.13
05/16/2019	153631	Zacks Inc.	misc. hand tools	101-43100-2170	686.77

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Check Amount
Total 101431002170:					3,622.03
05/16/2019	20190395	AmeriPride Services Inc	uniform-service	101-43100-2180	171.29
05/16/2019	20190395	AmeriPride Services Inc	uniform-service	101-43100-2180	169.36
Total 101431002180:					340.65
05/16/2019	20190435	Waseca Hardware LLC	Parts & Supplies	101-43100-2400	24.97
Total 101431002400:					24.97
05/16/2019	20190427	ServiceMaster of Mankato/Waseca	janitorial service-Streets	101-43100-3100	286.00
05/16/2019	20190437	Waste Management of Southern MN	April Service	101-43100-3100	150.10
Total 101431003100:					436.10
05/16/2019	20190401	Clarke Environmental Mosquito Mgmt Inc	mosquito contract	101-43100-3101	4,268.75
Total 101431003101:					4,268.75
05/16/2019	153578	Centerpoint Energy	Monthly Billing	101-43100-3800	81.12
Total 101431003800:					81.12
05/16/2019	153610	MN Life	April Life Insurance	101-43125-1330	23.10
05/16/2019	153610	MN Life	April Life Insurance	101-43125-1330	1.65
Total 101431251330:					24.75
05/16/2019	153610	MN Life	April Life Insurance	101-43170-1330	4.95
Total 101431701330:					4.95
05/16/2019	153610	MN Life	April Life Insurance	101-43220-1330	8.25
Total 101432201330:					8.25
05/16/2019	153585	Condon Farm Service	Broom	101-43220-2170	14.95
Total 101432202170:					14.95
05/16/2019	20190435	Waseca Hardware LLC	Parts & Supplies	101-45100-2175	9.99
Total 101451002175:					9.99
05/16/2019	20190393	A. H. Hermel Company	Concessions for TLCF	101-45100-2500	105.84
05/16/2019	20190393	A. H. Hermel Company	Concessions for TLCF	101-45100-2500	381.17
05/16/2019	20190393	A. H. Hermel Company	Concessions for TLCF	101-45100-2500	387.58
05/16/2019	153602	Lau's Meat Market	Hot dogs and buns for TLCF	101-45100-2500	41.32
05/16/2019	153602	Lau's Meat Market	Hot dogs and buns	101-45100-2500	47.90
Total 101451002500:					963.81
05/16/2019	153610	MN Life	April Life Insurance	101-45130-1330	19.80

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Check Amount
Total 101451301330:					19.80
05/16/2019	153627	Waseca County Highway Department	Monthly billing	101-45130-2120	47.36
Total 101451302120:					47.36
05/16/2019	153578	Centerpoint Energy	Monthly Billing	101-45130-3800	63.50
Total 101451303800:					63.50
05/16/2019	153610	MN Life	April Life Insurance	101-45200-1330	74.25
05/16/2019	153610	MN Life	April Life Insurance	101-45200-1330	4.95
Total 101452001330:					79.20
05/16/2019	153627	Waseca County Highway Department	Monthly billing	101-45200-2120	206.75
Total 101452002120:					206.75
05/16/2019	20190397	Bachman's Inc.	Park trees and plants	101-45200-2170	2,542.39
05/16/2019	20190397	Bachman's Inc.	Park landscape edging materials	101-45200-2170	387.50
05/16/2019	20190397	Bachman's Inc.	Park trees	101-45200-2170	153.53
05/16/2019	20190397	Bachman's Inc.	Credit for Item	101-45200-2170	41.10-
05/16/2019	153576	Bryan Rock Products Inc.	3/8" with fines	101-45200-2170	1,032.52
05/16/2019	153585	Condon Farm Service	Turf supplies	101-45200-2170	468.20
05/16/2019	20190404	Continental Research Corporation	Turf Supplies	101-45200-2170	508.50
05/16/2019	20190406	Culligan	Culligan Water	101-45200-2170	15.00
05/16/2019	153592	Fessel's Wood Recycling	Colored Mulch	101-45200-2170	360.00
05/16/2019	20190428	Sportsmans Stop Inc.	New Chest waders for Parks	101-45200-2170	159.99
05/16/2019	20190435	Waseca Hardware LLC	Parts & Supplies	101-45200-2170	173.57
Total 101452002170:					5,760.10
05/16/2019	20190423	MTI Distributing Inc.	Toro Parts	101-45200-2210	340.37
05/16/2019	20190435	Waseca Hardware LLC	Parts & Supplies	101-45200-2210	6.12
Total 101452002210:					346.49
05/16/2019	20190435	Waseca Hardware LLC	Parts & Supplies	101-45200-2230	27.30
Total 101452002230:					27.30
05/16/2019	20190435	Waseca Hardware LLC	Parts & Supplies	101-45200-2280	323.70
Total 101452002280:					323.70
05/16/2019	153631	Zacks Inc.	Small Tools	101-45200-2400	144.95
Total 101452002400:					144.95
05/16/2019	153594	First Source Solutions	Drug Screen	101-45200-3100	51.25
05/16/2019	153613	Prime Finish Painting	Supplies cost for painting Park shop interior	101-45200-3100	2,255.00
05/16/2019	20190437	Waste Management of Southern MN	April Parks - Waste Management	101-45200-3100	943.85

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Check Amount
Total 101452003100:					3,250.10
05/16/2019	153604	Legacy Signs	Park name sign	101-45200-4000	160.00
Total 101452004000:					160.00
05/16/2019	153614	Red Feather Paper Company	Liners	101-45500-2170	26.00
Total 101455002170:					26.00
05/16/2019	153577	Builders First Source Inc	Door materials	101-45500-2280	40.91
Total 101455002280:					40.91
05/16/2019	20190427	ServiceMaster of Mankato/Waseca	Monthly Janitorial	101-45500-3100	790.00
05/16/2019	20190437	Waste Management of Southern MN	Library service	101-45500-3100	130.31
Total 101455003100:					920.31
05/16/2019	153578	Centerpoint Energy	Monthly Billing	101-45500-3800	334.56
Total 101455003800:					334.56
05/16/2019	20190403	Connors Plumbing & Heating Inc.	Furnace repair	101-45500-4000	209.11
Total 101455004000:					209.11
Total General Fund:					145,057.86
Airport					
05/16/2019	153579	CenturyLink	Airport Phone	230-49810-3200	2.95
Total 230498103200:					2.95
05/16/2019	153630	Xcel Energy	April Service	230-49810-3800	254.49
05/16/2019	153630	Xcel Energy	April Service	230-49810-3800	76.97
Total 230498103800:					331.46
05/16/2019	20190435	Waseca Hardware LLC	Parts & Supplies	230-49810-4000	69.99
Total 230498104000:					69.99
05/16/2019	153572	APX Construction Group LLC	Payment No. 4	230-49810-5200	10,448.10
Total 230498105200:					10,448.10
05/16/2019	20190433	Toltz King Duvall Anderson & Assoc Inc.	A/E Services-Culvert Replacement	230-49810-5300	17,740.30
Total 230498105300:					17,740.30
Total Airport:					28,592.80
Economic Development-General f					
05/16/2019	20190407	Discover Waseca Tourism	Tourism Assessment support	261-36250-0000	1,500.00

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Check Amount
Total 261362500000:					1,500.00
05/16/2019	153610	MN Life	April Life Insurance	261-46700-1330	4.13
Total 261467001330:					4.13
05/16/2019	20190419	Kennedy & Kennedy Law Office	April Legal Services	261-46700-3000	408.00
Total 261467003000:					408.00
05/16/2019	153601	Junior Achievement of Owatonna	Program donation	261-46700-4330	2,000.00
Total 261467004330:					2,000.00
Total Economic Development-General f:					3,912.13
Safe Haven Grant					
05/16/2019	153610	MN Life	April Life Insurance	279-46350-1330	33.00
Total 279463501330:					33.00
Total Safe Haven Grant:					33.00
2014B Refunding Bond					
05/16/2019	153574	Baker Tilly Municipal Advisors LLC	Arbtirage Compliance Series 206A	395-47000-6200	3,100.00
Total 395470006200:					3,100.00
Total 2014B Refunding Bond:					3,100.00
HWY 14 Reconstruction					
05/16/2019	153623	Ulland Brothers Inc	Payment No. 15	436-43010-5560	182,299.34
Total 436430105560:					182,299.34
Total HWY 14 Reconstruction:					182,299.34
Water					
05/10/2019	51906	MN Sales and Use Tax Payable	Sales tax payable	601-20210-0000	985.32
05/10/2019	153539	MN Sales and Use Tax Payable	Sales tax payable	601-20210-0000	985.32- V
05/16/2019	51918	MN Sales and Use Tax Payable	April's sales tax payable	601-20210-0000	1,020.31 M
Total 601202100000:					1,020.31
05/16/2019	20190435	Waseca Hardware LLC	Parts & Supplies	601-49401-2230	6.77
Total 601494012230:					6.77
05/16/2019	20190428	Sportsmans Stop Inc.	Well 5 Register return shipping	601-49401-3100	7.80
05/16/2019	20190435	Waseca Hardware LLC	Parts & Supplies	601-49401-3100	9.59
Total 601494013100:					17.39
05/16/2019	153578	Centerpoint Energy	Monthly Billing	601-49401-3800	126.37
05/16/2019	153630	Xcel Energy	April Service	601-49401-3800	156.07

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Check Amount
Total 601494013800:					282.44
05/16/2019	153610	MN Life	April Life Insurance	601-49430-1330	16.50
05/16/2019	153610	MN Life	April Life Insurance	601-49430-1330	20.62
Total 601494301330:					37.12
05/16/2019	153627	Waseca County Highway Department	Monthly billing	601-49430-2120	394.83
Total 601494302120:					394.83
05/16/2019	20190395	AmeriPride Services Inc	uniform service	601-49430-2180	10.00
05/16/2019	20190395	AmeriPride Services Inc	uniform service	601-49430-2180	10.00
Total 601494302180:					20.00
05/16/2019	20190422	Metering & Technology Solutions	Meter	601-49430-2215	1,121.94
Total 601494302215:					1,121.94
05/16/2019	20190405	Core & Main LP	hydrant Markers	601-49430-2230	2,838.10
05/16/2019	20190405	Core & Main LP	hydrant Markers	601-49430-2230	1,000.00-
05/16/2019	20190405	Core & Main LP	Main Supplies	601-49430-2230	251.70
05/16/2019	20190405	Core & Main LP	Main Supplies	601-49430-2230	380.00
05/16/2019	20190418	JT Services of MN	Marking Paint	601-49430-2230	741.00
Total 601494302230:					3,210.80
05/16/2019	20190403	Connors Plumbing & Heating Inc.	3rd st ne water service	601-49430-3100	70.00
05/16/2019	20190410	Gopher State One-Call Inc	Location calls - April	601-49430-3100	76.95
05/16/2019	20190416	James Brothers Construction Inc.	water service reapi	601-49430-3100	3,073.80
05/16/2019	153608	Mid-America Meter Inc	Test Calibrate Well Meter	601-49430-3100	333.00
05/16/2019	153625	Utility Consultants Inc	Bacteria Test	601-49430-3100	180.00
Total 601494303100:					3,733.75
05/16/2019	153610	MN Life	April Life Insurance	601-49585-1330	18.25
Total 601495851330:					18.25
05/16/2019	153607	Metro Sales Inc.	Maintenance agreement	601-49585-3000	161.16
05/16/2019	153607	Metro Sales Inc.	Maintenance Agreement	601-49585-3000	34.40
Total 601495853000:					195.56
05/16/2019	20190420	MAS Communications Inc.	Answering service - April	601-49585-3200	50.89
Total 601495853200:					50.89
05/16/2019	153583	City of Waseca	Summit AR	601-49585-4320	6.00
05/16/2019	153619	Summit Account Resolution	Collection Fees	601-49585-4320	39.06
Total 601495854320:					45.06
05/16/2019	153610	MN Life	April Life Insurance	601-49586-1330	3.47

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Check Amount
05/16/2019	153610	MN Life	April Life Insurance	601-49586-1330	1.98
05/16/2019	153610	MN Life	April Life Insurance	601-49586-1330	2.72
Total 601495861330:					8.17
05/16/2019	20190415	Innovative Office Supply	Toner	601-49586-2000	125.42
Total 601495862000:					125.42
05/16/2019	20190396	APG Media of So MN LLC	Hydrant Flushing	601-49586-3400	117.00
Total 601495863400:					117.00
05/16/2019	20190405	Core & Main LP	Valve project	601-49593-5300	380.12-
Total 601495935300:					380.12-
Total Water:					10,025.58
Sanitary Sewer					
05/16/2019	153610	MN Life	April Life Insurance	602-49470-1330	29.70
05/16/2019	153610	MN Life	April Life Insurance	602-49470-1330	1.65
Total 602494701330:					31.35
05/16/2019	20190418	JT Services of MN	Marking Paint	602-49470-2170	494.00
Total 602494702170:					494.00
05/16/2019	20190410	Gopher State One-Call Inc	Location calls - April	602-49470-3100	76.95
Total 602494703100:					76.95
05/16/2019	153578	Centerpoint Energy	Monthly Billing	602-49470-3800	21.10
Total 602494703800:					21.10
05/16/2019	153570	Anchor Scientific Inc	lift station float switches	602-49470-4020	523.86
05/16/2019	153609	Mid-American Research Chemical Corp	lift station degreaser	602-49470-4020	671.72
05/16/2019	20190435	Waseca Hardware LLC	Parts & Supplies	602-49470-4020	9.99
Total 602494704020:					1,205.57
05/16/2019	153610	MN Life	April Life Insurance	602-49480-1330	61.88
Total 602494801330:					61.88
05/16/2019	153615	Schaeffer Manufacturing Co.	Oil	602-49480-2120	1,257.04
05/16/2019	153627	Waseca County Highway Department	Monthly billing	602-49480-2120	25.49
Total 602494802120:					1,282.53
05/16/2019	153624	USA Blue Book	Lab Supplies	602-49480-2170	282.11
Total 602494802170:					282.11

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Check Amount
05/16/2019	20190417	John Henry Foster Minnesota Inc.	Compressor parts	602-49480-2210	278.44
05/16/2019	20190431	Teledyne Isco Inc	Sample Pump Parts	602-49480-2210	679.00
05/16/2019	20190431	Teledyne Isco Inc	Sampler	602-49480-2210	228.00
Total 602494802210:					1,185.44
05/16/2019	153616	Sherwin-Williams Co	Building Repairs Loxon	602-49480-2230	169.28
Total 602494802230:					169.28
05/16/2019	153580	Cintas Corporation	Janitorial supplies	602-49480-3100	19.28
05/16/2019	20190408	Environmental Resource Associates	Permit testing	602-49480-3100	211.40
05/16/2019	20190425	Nardini Fire Equipment Co. Inc.	Fire Sprinkler Inspection	602-49480-3100	374.50
05/16/2019	20190427	ServiceMaster of Mankato/Waseca	Janitorial Services	602-49480-3100	350.00
05/16/2019	153625	Utility Consultants Inc	Permit Testing	602-49480-3100	2,984.08
05/16/2019	153626	Viking Industrial Center	sprinkler inspection	602-49480-3100	990.43
05/16/2019	20190437	Waste Management of Southern MN	Waste Mgmt	602-49480-3100	294.69
Total 602494803100:					5,224.38
05/16/2019	153578	Centerpoint Energy	Monthly Billing	602-49480-3800	61.92
Total 602494803800:					61.92
05/16/2019	153610	MN Life	April Life Insurance	602-49585-1330	18.25
Total 602495851330:					18.25
05/16/2019	153607	Metro Sales Inc.	Maintenance agreement	602-49585-3000	161.16
05/16/2019	153607	Metro Sales Inc.	Maintenance Agreement	602-49585-3000	34.40
Total 602495853000:					195.56
05/16/2019	20190420	MAS Communications Inc.	Answering service - April	602-49585-3200	50.88
Total 602495853200:					50.88
05/16/2019	153583	City of Waseca	Summit AR	602-49585-4320	11.50
05/16/2019	153619	Summit Account Resolution	Collection Fees	602-49585-4320	74.85
Total 602495854320:					86.35
05/16/2019	153610	MN Life	April Life Insurance	602-49586-1330	3.47
05/16/2019	153610	MN Life	April Life Insurance	602-49586-1330	1.98
05/16/2019	153610	MN Life	April Life Insurance	602-49586-1330	2.72
Total 602495861330:					8.17
05/16/2019	20190394	ABM Equipment & Supply Inc.	Vac Con Sewer Machine	602-49593-5400	372,524.00
Total 602495935400:					372,524.00
Total Sanitary Sewer:					382,979.72
Electric Utility					
05/10/2019	51906	MN Sales and Use Tax Payable	Sales tax payable	604-20210-0000	28,909.51

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Check Amount	
05/10/2019	153539	MN Sales and Use Tax Payable	Sales tax payable	604-20210-0000	28,909.51-	V
05/16/2019	51918	MN Sales and Use Tax Payable	April's sales tax payable	604-20210-0000	28,282.26	M
Total 604202100000:					28,282.26	
05/16/2019	51916	SMMMPA	SMMMPA Power	604-49550-3810	372,366.88	M
Total 604495503810:					372,366.88	
05/16/2019	153610	MN Life	April Life Insurance	604-49570-1330	2.11	
Total 604495701330:					2.11	
05/16/2019	153586	Cooper Power Systems LLC	Substation Materials	604-49570-2230	77.61	
05/16/2019	153586	Cooper Power Systems LLC	Substation Materials	604-49570-2230	592.71	
Total 604495702230:					670.32	
05/16/2019	153610	MN Life	April Life Insurance	604-49571-1330	46.60	
Total 604495711330:					46.60	
05/16/2019	153627	Waseca County Highway Department	Monthly billing	604-49571-2120	427.02	
Total 604495712120:					427.02	
05/16/2019	20190418	JT Services of MN	Marking Paint	604-49571-2170	741.00	
05/10/2019	51906	MN Sales and Use Tax Payable	Sales tax payable	604-49571-2170	13.85	
05/10/2019	153539	MN Sales and Use Tax Payable	Sales tax payable	604-49571-2170	13.85-	V
05/16/2019	51918	MN Sales and Use Tax Payable	April's sales tax payable	604-49571-2170	.78	M
05/16/2019	20190424	Napa Auto Parts	Assorted parts	604-49571-2170	133.74	
05/16/2019	20190435	Waseca Hardware LLC	Parts & Supplies	604-49571-2170	104.26	
Total 604495712170:					979.78	
05/16/2019	153606	Locators & Supplies Inc.	Safety vest	604-49571-2190	78.95	
Total 604495712190:					78.95	
05/16/2019	51918	MN Sales and Use Tax Payable	April's sales tax payable	604-49571-2400	1.92	M
05/16/2019	20190424	Napa Auto Parts	Assorted parts	604-49571-2400	14.66	
05/16/2019	153631	Zacks Inc.	Shovel and rakes	604-49571-2400	407.59	
Total 604495712400:					424.17	
05/16/2019	20190410	Gopher State One-Call Inc	Location calls - April	604-49571-3100	76.95	
05/16/2019	20190428	Sportsmans Stop Inc.	Shipping	604-49571-3100	10.09	
05/16/2019	20190430	Stuart C. Irby Company	Tool Repair	604-49571-3100	356.85	
Total 604495713100:					443.89	
05/16/2019	153610	MN Life	April Life Insurance	604-49572-1330	4.69	
Total 604495721330:					4.69	
05/16/2019	153610	MN Life	April Life Insurance	604-49573-1330	8.45	

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Check Amount
Total 604495731330:					8.45
05/16/2019	153610	MN Life	April Life Insurance	604-49574-1330	2.38
Total 604495741330:					2.38
05/16/2019	153630	Xcel Energy	April Service	604-49574-3800	496.26
Total 604495743800:					496.26
05/16/2019	153610	MN Life	April Life Insurance	604-49584-1330	1.77
Total 604495841330:					1.77
05/16/2019	153610	MN Life	April Life Insurance	604-49585-1330	18.36
Total 604495851330:					18.36
05/16/2019	153607	Metro Sales Inc.	Maintenance agreement	604-49585-3000	161.16
05/16/2019	153607	Metro Sales Inc.	Maintenance Agreement	604-49585-3000	34.41
Total 604495853000:					195.57
05/16/2019	20190420	MAS Communications Inc.	Answering service - April	604-49585-3200	50.88
Total 604495853200:					50.88
05/16/2019	153583	City of Waseca	Summit AR	604-49585-4320	32.50
05/16/2019	153619	Summit Account Resolution	Collection Fees	604-49585-4320	211.52
Total 604495854320:					244.02
05/16/2019	153610	MN Life	April Life Insurance	604-49586-1330	2.81
05/16/2019	153610	MN Life	April Life Insurance	604-49586-1330	3.80
05/16/2019	153610	MN Life	April Life Insurance	604-49586-1330	2.81
Total 604495861330:					9.42
05/16/2019	51918	MN Sales and Use Tax Payable	April's sales tax payable	604-49593-5200	321.38 M
Total 604495935200:					321.38
05/16/2019	153575	BC Electric Service	House Conversion (2)	604-49593-5300	1,335.00
05/16/2019	20190398	Border States Electric Supply	Conversion Materials	604-49593-5300	979.30
05/16/2019	153584	CJ Masonry	New Janitor Doorway	604-49593-5300	1,200.00
05/10/2019	51906	MN Sales and Use Tax Payable	Sales tax payable	604-49593-5300	2,224.28
05/10/2019	153539	MN Sales and Use Tax Payable	Sales tax payable	604-49593-5300	2,224.28- V
05/16/2019	51918	MN Sales and Use Tax Payable	April's sales tax payable	604-49593-5300	135.35 M
05/16/2019	20190434	Waseca Glass Inc.	Steel Shelving	604-49593-5300	650.00
Total 604495935300:					4,299.65
05/16/2019	153628	Waseca County License Bureau	Vac Con Sewer Machine License	604-49593-5400	24,262.81

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Check Amount
Total 604495935400:					24,262.81
Total Electric Utility:					433,637.62
Storm Water Utility					
05/16/2019	153610	MN Life	April Life Insurance	651-43140-1330	9.90
Total 651431401330:					9.90
05/16/2019	153591	Ferguson Enterprises Inc	pipe & fittings	651-43140-4000	753.63
05/16/2019	153597	Hancock Concrete Products LLC	Adjusting rings	651-43140-4000	234.00
05/16/2019	153597	Hancock Concrete Products LLC	Adjusting rings	651-43140-4000	326.00
05/16/2019	20190436	Waseca Sand & Gravel Inc.	storm sewer repair	651-43140-4000	541.50
05/16/2019	20190436	Waseca Sand & Gravel Inc.	storm sewer repair	651-43140-4000	527.00
Total 651431404000:					2,382.13
05/16/2019	153610	MN Life	April Life Insurance	651-49585-1330	2.89
Total 651495851330:					2.89
Total Storm Water Utility:					2,394.92
Central Garage Services					
05/16/2019	153610	MN Life	April Life Insurance	701-43180-1330	28.05
Total 701431801330:					28.05
05/16/2019	153627	Waseca County Highway Department	Monthly billing	701-43180-2120	105.69
Total 701431802120:					105.69
05/16/2019	20190424	Napa Auto Parts	Assorted parts	701-43180-2170	85.92
05/16/2019	20190432	Terminal Supply Co	electric supplies	701-43180-2170	139.26
05/16/2019	20190435	Waseca Hardware LLC	Parts & Supplies	701-43180-2170	6.16
05/16/2019	153631	Zacks Inc.	shop supplies	701-43180-2170	109.92
Total 701431802170:					341.26
05/16/2019	153569	Altec Industries Inc.	spring for latch	701-43180-2210	63.59
05/16/2019	153573	Aspen Equipment Co	tailgate work	701-43180-2210	1,362.11
05/16/2019	153573	Aspen Equipment Co	spool valve cartridg	701-43180-2210	141.04
05/16/2019	153588	Deml Ford Lincoln Mercury Inc	Repair	701-43180-2210	93.71
05/16/2019	153596	Grainger	circulator pumps	701-43180-2210	1,332.69
05/16/2019	153596	Grainger	circulator pump	701-43180-2210	445.55
05/16/2019	20190412	H & L Mesabi	Plow blades	701-43180-2210	2,291.70
05/16/2019	20190412	H & L Mesabi	11' HLA cover blade	701-43180-2210	80.48
05/16/2019	20190413	Harrison Truck Centers	splash fender	701-43180-2210	241.56
05/16/2019	20190424	Napa Auto Parts	Assorted parts	701-43180-2210	582.98
05/16/2019	20190438	Ziegler Inc	roller parts	701-43180-2210	94.02
Total 701431802210:					6,729.43
05/16/2019	20190424	Napa Auto Parts	Assorted parts	701-43180-2400	137.76
05/16/2019	20190435	Waseca Hardware LLC	Parts & Supplies	701-43180-2400	8.57

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Check Amount
Total 701431802400:					146.33
Total Central Garage Services:					7,350.76
Property and Liability Insuran					
05/16/2019	20190409	First National Insurance	May Agency Fee	702-49955-3000	800.00
Total 702499553000:					800.00
Total Property and Liability Insuran:					800.00
Equipment Replacement Fund					
05/16/2019	153628	Waseca County License Bureau	vehicle registration	705-49920-5400	7,465.90
Total 705499205400:					7,465.90
05/16/2019	153589	Emergency Response Solutions	New Truck Loose Equipment	705-49930-5400	3,290.62
Total 705499305400:					3,290.62
Total Equipment Replacement Fund:					10,756.52
Grand Totals:					1,210,940.25

Report Criteria:

Report type: GL detail
[Report].Amount = {<>} 0

KATIE O'LEARY'S
Beef & Brew
117 2ND Avenue NE
Waseca, MN 56093
(507) 835-2000

6C

May 3, 2019

Lee Mattson
Waseca City Manager
Waseca City Hall
508 South State Street
Waseca, MN 56093

RE: Temporary Extension of Liquor License for **June 22, 2019** and
August 3, 2019 at Katie O'Leary's

Dear Mr. Mattson:

The purpose of my letter to you is to request permission from the City to grant an extension of Katie O'Leary's liquor license. I am requesting that this approval be for **June 22, 2019** and **August 3, 2019** for the purpose of a street dance. This would include the closing of 2nd Avenue Northeast from State Street to 2nd Street Northeast from 2 p.m. until 2 a.m. Music will be played at the street dance from 8:30 p.m. until 12:30 a.m.

I have appreciated the City's cooperation and assistance in the past for allowing Katie O'Leary's events to take place, and would ask for the same courtesy on **June 22, 2019** and **August 3, 2019**. I would ask that this issue be put on the next Council meeting's agenda for approval.

I would once again like to thank the City Council for their continued support.

Very truly yours,

A handwritten signature in black ink, appearing to read "David 'Rusty' Anhorn". The signature is fluid and cursive, with the first name "David" and the last name "Anhorn" being more legible than the middle name "Rusty" which is written in a stylized script.

David "Rusty" Anhorn
Owner/Operator of Katie O'Leary's

RESOLUTION NO. 19-22**A RESOLUTION OF CITY OF WASECA, MINNESOTA
ADDING A RESIDENTIAL PARCEL TO THE PROPERTY TAX ABATEMENT PROGRAM**

WHEREAS, the City Council of the City of Waseca ("City Council") adopted Resolution 19-08 on February 5, 2019, pursuant to which the City Council made certain amendments to its residential tax abatement program (the "Abatement Program") previously established in Resolution No. 16-56, dated December 20, 2016, to encourage housing development within the City; and

WHEREAS, the parcels of real property eligible for participation in the Abatement Program were listed on Appendix 2 to Resolution 19-08 (the "eligible parcels"), and generally consist of every current vacant, unimproved parcel of property in a residential zoning district in the City of Waseca that are served by municipal infrastructure including central water and sanitary sewer service; and

WHEREAS, the City Council now wishes to add an additional improved residentially-zoned parcel (identified below) to the list of eligible parcels; and

WHEREAS, on February 5, 2019, the Council held a public hearing on the question of adding the residentially-zoned parcel (identified below) to the list of eligible parcels, with proper notice being duly given and published in advance.

NOW, THEREFORE, BE IT RESOLVED that the City Council hereby amends Resolution 19-08 to add parcel #177120015 to the list of eligible parcels attached thereto as Appendix 2.

Adopted this 21 day of May, 2019.

R.D. SRP
MAYOR

ATTEST:

MIKE ANDERSON
ASSISTANT TO CITY MANAGER

Title:	Park Memorial Tree Donation		
Meeting Date:	May 21, 2019	Agenda Item Number:	6E
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:	
Originating Department:	Parks	Presented By:	Consent Agenda
Approved By City Manager: <input type="checkbox"/>	Proposed Action: Motion to accept the memorial tree donation for Trowbridge Park.		
How does this item pertain to Vision 2030 goals?	Create High Quality Community Assets		

BACKGROUND: Memorial tree donation made by the Dunn Family in memory of their mother, Patricia. The Dunn Family requested the tree to be placed in Trowbridge Park. The tree will be placed on the south side of the park just off the sidewalk on 4th Ave. NE

BUDGET IMPACT: None

POLICY QUESTION:

ALTERNATIVES CONSIDERED:

RECOMMENDATION: Staff recommends City Council approval for the memorial tree donation at Trowbridge Park.

Title:	Fee Waiving Policy		
Meeting Date:	May 21, 2019	Agenda Item Number:	7A
Action:	<input type="checkbox"/> MOTION <input type="checkbox"/> REQUESTS/PRESENTATIONS <input type="checkbox"/> RESOLUTION <input type="checkbox"/> ORDINANCE <input checked="" type="checkbox"/> DISCUSSION	Supporting Documents:	
Originating Department:	Administration	Presented By:	Administration
Approved By City Manager: <input checked="" type="checkbox"/>	Proposed Action: Discuss options given by the Robert Scott, the City Attorney. For Profit vs Non Profit – creating a tiered fee structure for waiver requests and give the City Manager authority to approve or not approve future requests.		
How does this item pertain to Vision 2030 goals?	Good Governance		

BACKGROUND: The City Council, at the May 7 meeting directed staff to come to the May 21, 2019 meeting with some language regarding to fee waiving. Staff has done some research and put together a potential policy for Council approval. This policy has also been looked over by the City Attorney who has confirms there are no issues or liability concerns with this policy.

In the past the City Council has waived fees on a case by case basis. The proposed policy would give Council criteria to use with all future fee waiving requests.

BUDGET IMPACT: Would depend on the fee being waived by the Council. Staff would suggest placing a line item in the 2020 budget discussions for the consideration of waived fees.

POLICY QUESTION:

ALTERNATIVES CONSIDERED: If the Council wishes not to waive the fee in full, they have the option of reducing the fee per this policy. The amount to be reduced will be based on Council discussion during a regular meeting. They can also choose to continue to waive fees on a case by case basis.

RECOMMENDATION: Staff and Robert Scott, the City Attorney have reviewed this policy. At this time the Mr. Scott has recommended not approving such a policy because there are legal issues with fee waiving policies. He has recommended taking some time to review the issue and come up with a proper solution to be presented to Council at a later date.

Title:	Resolution No. 19-23 Approving a Variance to Allow an Attached Open Deck That Will Encroach Into the Rear Setback of the Ordinary High Water Level of Gaiter Lake on Property Zoned R-2, Urban Residential (1005 12 th Street SE).		
Meeting Date:	May 21, 2019	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 No. 19-23 PC Memo/Attachments
Originating Department:	Community Development	Presented By:	City Manager
Approved By City Manager: <input checked="" type="checkbox"/>	Proposed Action: Motion to adopt Resolution No. 19-23, A Resolution of the Waseca City Council Approving a Variance to Allow a Deck That Will Encroach Into the Rear Setback (1005 12 th Street SE).		
How does this item pertain to Vision 2030 goals?	Supporting this Variance promotes good Governance.		

BACKGROUND: Ronald Stevens, owner of the property, located at 1005 12th Street SE, is requesting a Variance to allow the addition of an open deck, attached to the east side of the house that will extend into the Ordinary High Water Level setback requirement. Single-family dwellings are permitted principal uses, and decks are permitted accessory uses in the R-2 district.

Section 154.053 (7) (B) states that setbacks of structures from the Ordinary High Water Level shall be 150 feet for natural environment lakes, sewerage. The property is considered legal non-conforming due to the 150-foot setback requirement. The deck addition will increase the existing legal non-conforming rear setback.

There is an existing 12 foot x 12 foot concrete patio on the east side of the house. The proposed 12 foot x 12 foot elevated deck will be located above the existing concrete patio.

The existing property is approximately 400 square feet under the maximum allowed impervious surface coverage of 35% allowed for the Pondview development. There is no measurable increase of impervious surface coverage on the property due to the proposed 12 foot x 12 foot deck addition. The project meets all other zoning requirements. The Minnesota Department of Natural Resources has reviewed the proposal and is neutral on the request.

The Planning Commission held a public hearing on the Variance request on May 14, 2019. The Planning Commission voted 5-0 recommending approval to the City Council.

BUDGET IMPACT: None.

POLICY QUESTION: The City Council has the authority to approve Variances.

ALTERNATIVES CONSIDERED: None.

RECOMMENDATION: Motion to adopt Resolution No. 19-23; Approving a Variance to Allow a Deck to Encroach Into the Rear Setback on the property located at 1005 12th Street SE.

RESOLUTION NO. 19-23

A RESOLUTION OF THE WASECA CITY COUNCIL GRANTING A VARIANCE TO ALLOW A DECK THAT WILL ENCROACH INTO THE REAR SETBACK ON PROPERTY ZONED R-2, URBAN RESIDENTIAL DISTRICT (1005 12th Street SE)

WHEREAS, application has been made to the City Council of the City of Waseca by Ronald Stevens, property owner, for approval of a Variance from the provisions of Chapter 154, Section 154.053 (7) (B) to allow an attached open deck to encroach into the required rear setback from the Ordinary High Water Level of Gaiter Lake on property zoned R-2 Urban Residential, located at 1005 12th Street SE which is described as:

PONDVIEW OF WASECA Lot-004 Block-004

WHEREAS, the Waseca Planning Commission held a public hearing on the request at its May 14, 2019 meeting, and all interested parties were provided an opportunity to comment; and

WHEREAS, the City Council of the City of Waseca has considered the advice and recommendation of the Planning Commission, the consistency of the proposed project with the Waseca Zoning Ordinance and the effect of the proposed use on the health, safety and welfare of the occupants of the surrounding land, existing and anticipated traffic conditions, the effect of the proposed use on the City's Comprehensive Plan, and the effect on property values in the surrounding area; and

WHEREAS, the City Council of the City of Waseca, makes the following findings of fact related to the proposed development and requested Variance:

1. The Variance is in harmony with the purpose and intent of this chapter.
2. The use and Variance is consistent with the Comprehensive Plan.
3. The proposal puts the property to use in a reasonable manner.
4. There are unique circumstances to the property not created by the landowner.
5. The Variance, if granted, will not alter the essential character of the locality.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Waseca that a Variance from the provisions of Chapter 154, Section 154.053 (7) (B) to allow an attached open deck structure to encroach into the required rear setback from the Ordinary High Water Level of Gaiter Lake on property zoned R-2 Urban Residential, be approved subject to the following conditions:

1. The property shall conform to all State and local building and fire codes.
2. The property shall not, at any point, exceed the impervious surface coverage allowance of 35% total.
3. The deck size shall not exceed twelve feet by twelve feet.
4. The deck shall be placed over the existing 12 foot x 12 foot concrete patio on the east side of the structure.
5. The deck shall not be converted to an enclosed structure, by walls or roof, so long as it exists.

Adopted by the City Council of the City of Waseca this 21st Day of May, 2019.

R.D. SRP
MAYOR

ATTEST:

MIKE ANDERSON
ASSISTANT TO THE CITY MANAGER

PLANNING DEPARTMENT M E M O R A N D U M

TO: Daren Arndt, Chair
Waseca Planning Commission

FROM: Bill Green
Planning and Zoning Coordinator

MEETING DATE: May 14, 2019

SUBJECT: Public Hearing - Action No. 19-05_VAR

ATTACHMENTS: Application Narrative
Site Location Map
Aerial View
Site Photos
Site Plan
Construction Plans
DNR Memo

APPLICANT

The applicant is Ronald Stevens, owner of the property. A complete application was received on April 17, 2019. Final action, which is required within 60 days of the complete application date, must be taken by June 17, 2019.

REQUEST

The applicant is requesting a Variance from provisions of Chapter 154, Waseca Zoning Ordinance to allow the construction of a deck that will encroach into the rear setback.

LOCATION

The property is located at 1005 12th Street SE and is described as:

PONDVIEW OF WASECA Lot-004 Block-004

LAND USE

The property is occupied by a single-family dwelling.

ZONING

The property is zoned R-2, Urban Residential. Single-family dwellings and decks are both permitted uses in the R-2 district. Adjacent zoning is R-2, Urban Residential to the north, south and west and Gaiter Lake is to the east.

ENVIRONMENTAL

There are no known environmental issues related to the project. The property is located in the Shoreland Overlay District. The deck construction will not increase the impervious surface coverage on the property.

PUBLIC UTILITIES

The property is fully served with municipal utilities. No new public utilities are proposed or required with the variance and project.

CODE OF ORDINANCES

A Variance would be required for the following code:

1. Section 154.053 (7) (B), Setback of structures from the ordinary high-water level.

REVIEW

Ronald Stevens, owner of the property, located at 1005 12th Street SE, is requesting a Variance to allow the addition of an open deck, attached to the east side of the house that will extend into the ordinary high-water level setback requirement. Single-family dwellings are permitted principal uses, and decks are permitted accessory uses in the R-2 district.

Section 154.053 (7) (B) states that setbacks of structures from the ordinary high-water level (OHWL) shall be 150 feet for natural environment lakes, sewerage. The property is considered legal non-conforming due to the 150-foot setback requirement. The deck addition will increase the existing legal non-conforming rear setback.

There is an existing 12 x 12 concrete patio on the east side of the house. The proposed 12 x 12 elevated deck will be located above the existing concrete patio. There is an existing deck ledger board on the east side of the house indicating the intended location for a future deck.

The existing property is approximately 400 square feet under the maximum allowed impervious surface coverage of 35% allowed for the Pondview development. There is no measurable increase of impervious surface coverage on the property due to the proposed 12 x 12 deck addition. The project meets all other zoning requirements.

The Minnesota Department of Natural Resources has reviewed the proposal and supplied the following comments regarding the Variance request.

- The DNR is neutral on the request. The entire development on Lot 4, Block 4 is non-compliant so the increase in non-conformity is a moot point.
- The proposed deck footprint will be approximately the same size as the existing patio so the percentage of impervious surface will not change due to this variance request.
- The proposed deck seems reasonable and the house was designed to accommodate one.
- Conditions to the variance should be considered to maintain, or possibly decrease, the level of non-compliance. These conditions could include native plantings in the shore impact zone and/or reductions in storm water runoff by use of a rain garden.

FINDINGS

The request meets the criteria needed for approval of a Variance.

1. The request is in harmony with the purposes and intent of this chapter;
2. The Variance is consistent with the Comprehensive Plan; and
3. The applicant can demonstrate that there are "practical difficulties" in complying with the regulations in question.

RECOMMENDATION

Staff neither supports nor opposes the Variance to allow the construction of a deck that will encroach into the rear setback on the property located at 1005 12th Street SE. Staff recommends the following conditions to be set if approval is granted:

1. The property shall conform to all State and local building and fire codes.
2. The property shall not, at any point, exceed the impervious surface coverage allowance of 35% total.
3. The deck size will not exceed twelve feet by twelve feet.
4. The deck shall be placed over the existing 12 x 12 concrete patio on the east side of the structure.
5. The deck shall not be converted to an enclosed structure, by walls or roof, so long as it exists.

REQUESTED ACTION

Hold a public hearing on the Variance request and take action on a recommendation to be forwarded to the City Council for consideration at their May 21, 2019 meeting.



APPLICATION FOR VARIANCE
From Provisions of the Zoning Ordinance

FEES

Application fee payable to City of Waseca (non-refundable)	
Homestead fee:	\$ 300.00
Other Residential:	\$ 520.00
Public/Semi-Public	\$ 400.00
Commercial/Industrial	\$ 520.00
Mixed Use Overlay District -	
Certificate of Design Compliance	\$ 100.00
Recording Fee payable to Waseca County Recorder	\$ 46.00

RONALD G. STEVENS

Name of Applicant

E-mail Address

1005 12TH ST. S.E. WASECA MN 56093

Address of Owner:

Phone Number

SAME

Street Address of Property Involved

Lot-004, Block-004 Pondview of Waseca

Legal Description of Property Involved

SINGLE FAMILY HOME

Present Use

SAME

Proposed Use

R 2

Present Zoning

154.053(7)(B)

Section of the Zoning Ordinance from which Variance is being requested

150 FT REAR SETBACK

What is the Code requirement from which the Variance is requested?

ADD A 12X12' ELEVATED DECK THAT WILL INCREASE
INTO THE REAR SETBACK

State exactly what is intended to be done on or with the property which does not conform to existing regulations

Please answer each question in detail to establish why a variance is necessary:

Explain in detail what undue hardship would result, or what exceptional difficulty would result, if a variance is not granted.

We would NOT enjoy our Deck For personal use
at the intended location

What are your alternatives to a variance? Please list and explain up to two alternatives comparing each to your request

Alternative 1:

None

Alternative 2:

None

What special conditions (shape of lot, exceptional topographic or other extraordinary conditions) apply to the structure or land in question that are peculiar to the property involved and do not apply generally to other land or structures in the district in which said land is located?

Code change in 2016

What effect would the variance have on traffic; public parking; emergency fire, police, or ambulance access; surrounding property values; public health, safety, and welfare in general; or the interest of the Zoning Ordinance and Comprehensive Plan?

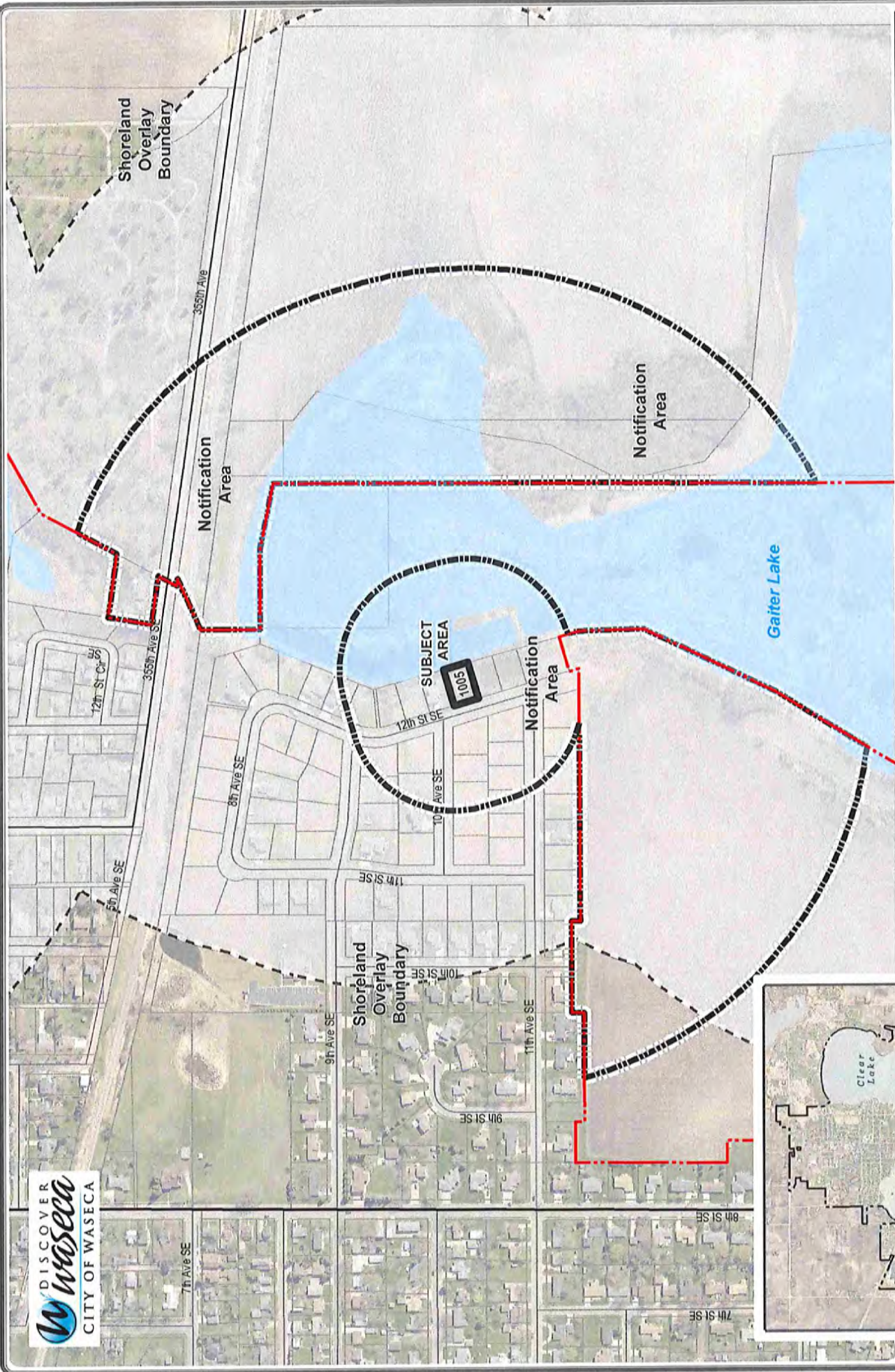
None

Applications must be accompanied with a map or sketch illustrating the dimensions of the property and the location of existing and propose structures.

Acknowledgement and Signature: The undersigned hereby represents upon all of the penalties of law, for the purpose of inducing the City of Waseca to take the action herein requested, that all statements herein are true and that all work herein mentioned will be done in accordance with the ordinance of the City of Waseca and the laws of the State of Minnesota. The undersigned hereby consents that City of Waseca officials, employees, appointed commissioners and consultants hired by the City may enter the property to inspect the layout of structures, proposed placement of planned structures and additions, and the property's site features and dimensions.

Ronald H. Stevens
Signed

4/5/2019
Date

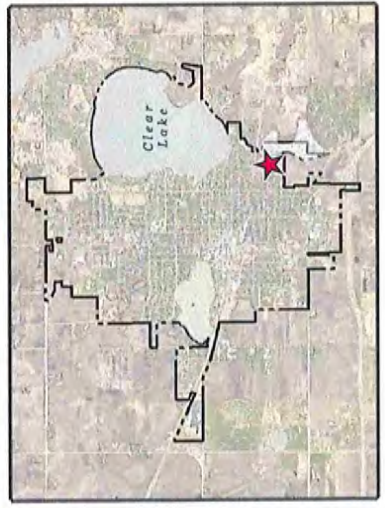


This Document is not a survey and should be used for reference purposes only.

Ronald & Linda Stevens

Variance - PIN #17.535.0260

1005 12th St SE - Waseca, MN 56093



Aerial View – 1005 12th St SE





1005 12th Street SE – view from the west



View from the east

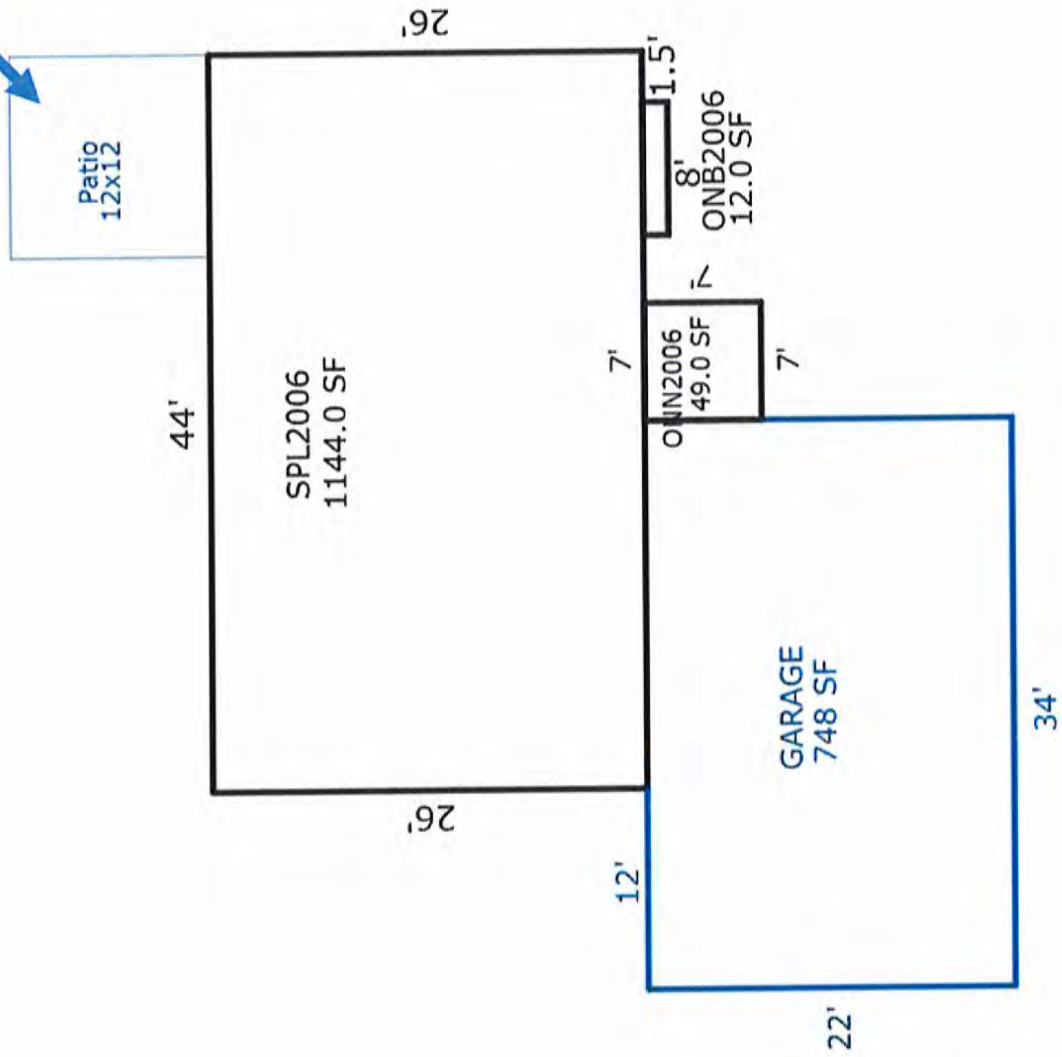


View from the south



View from the southwest

Proposed 12x12
Deck to be built here



1005 12TH ST. S.E.
WASECA MN. 56093

Proposed Various



12' x 12' Deck

RIGHT SIDE ELEVATION

(1 Square = 12")

Deck Proposal

4/8/2015

subject





Minnesota Department of Natural Resources

Southern Region

21371 State Hwy 15

New Ulm, MN 56073

April 10, 2019

Bill Green

Planning and Zoning Coordinator

City of Waseca - 508 South State Street

Waseca, MN 56093

Re: Comments on Kelly variance application Ordinary High Water Level (OHWL) setback for PID 17.535.0260, Lot 4, Block 4 Pondview of Waseca on Gaiter Lake, Waseca, MN.

Dear Mr. Green:

Thank you for sending the Kelly variance proposal for review. The proposed development includes a new deck that will be attached to the east side of the existing house. The new deck footprint will be approximately the same size as the existing patio so the percent impervious surface will not change due to this variance request. The deck is to be constructed directly over the patio.

The entire development on Lot 4, Block 4, Pondview is non-compliant so the requested variance to decrease the OHWL setback from 150' to around 30' is mute but required for documentation.

When legal lots of record include non-compliant structures my recommendation is to work to maintain, or possibly decrease, the level of non-compliance so the overall outcome is net positive. In this case, the development is already near the maximum 35% impervious threshold so other modifications to this specific development should be monitored. The city should also consider adding conditions to the variance that would improve the situation environmentally. Conditions for the variance could include native plantings in the shore impact zone and/or reductions in storm water runoff by use of a rain garden.

If you have questions about these comments please call me at 507-362-8778. Thank you.

Sincerely,

A handwritten signature in black ink that reads 'Daniel Girolamo'.

Daniel Girolamo

Area Hydrologist

CC: Todd Kolander, EWR DNR

Minnesota Department of Natural Resources • EWR
21371 State Hwy 15, New Ulm, MN 56073

Title:	Solar Farm Buffer Area		
Meeting Date:	May 21, 2019	Agenda Item Number:	7C
Action:	<input checked="" type="checkbox"/> MOTION <input type="checkbox"/> REQUESTS/PRESENTATIONS <input type="checkbox"/> RESOLUTION <input type="checkbox"/> ORDINANCE <input checked="" type="checkbox"/> DISCUSSION	Supporting Documents:	
Originating Department:	Administration	Presented By:	Administration
Approved By City Manager: <input checked="" type="checkbox"/>	Proposed Action: Make recommendation(s) to Waseca County		
How does this item pertain to Vision 2030 goals?	Preservation of development area identified for future urban growth. Protecting this ability is important if the City is to continue to develop high quality neighborhoods and assets.		

BACKGROUND: Waseca County has placed a moratorium on the development of new Solar Farms while they study regulations relating to the proximity of said farms to residential structures or cities. Waseca has been asked to comment on what type of setback would be appropriate. Staff is concerned about the proximity of solar farms for several reasons. First, the proximity of solar farms may be viewed as having a negative impact on the desirability of land for residential development. Second, solar farms constructed in city growth areas represent land that does not need city services or utilities but may need to be traversed by those utilities to reach parcels on the other side of the solar farm. This means the City or a developer will need to pay more to extend utilities without gaining any additional customers, driving up development costs without any added return. Third, solar farms may prevent development of all types merely by occupying space that would otherwise be conventionally developed.

The Planning and Zoning Commission was consulted and did not make a recommendation to the Council. The Planning Commission did express interest in exploring the environmental impact of solar panels during their manufacture and at the end of their life cycle. While these issues are certainly of importance, the only issue the County is currently seeking input on is if there should be a buffer between the City limits and future solar farms. The County has been fairly clear that their intent is to continue to allow solar farms and that they are studying buffers. Given that position, staff has not researched information on the environmental impacts of solar power in general.

BUDGET IMPACT: No immediate impact. As noted above, the presence of solar farms does have the potential to impact development costs.

POLICY QUESTION: How close to the City should solar farms be allowed?

ALTERNATIVES CONSIDERED: No regulation and a variety of distances were considered. In looking at this issue, staff considered a 25-year time window, which is often used as the expected life of this type of land

use. Technology is always changing and it is difficult to see if solar energy will continue to utilize the current model of electric generation or if new technology will take different forms.

RECOMMENDATION: Staff recommends that the City suggest a 500-foot buffer or setback between solar farms and any incorporated city or urban expansion zone in Waseca County. Staff also asks that the Council consider recommending a buffer area around all highway interchanges on State Highway 14 through Waseca County, or designating certain interchanges for this buffer area.

Title:	Ordinance 1070 Small Wireless Facility		
Meeting Date:	May 21, 2019	Agenda Item Number:	7D
Action:	<input type="checkbox"/> MOTION <input type="checkbox"/> REQUESTS/PRESENTATIONS <input type="checkbox"/> RESOLUTION <input checked="" type="checkbox"/> ORDINANCE <input type="checkbox"/> DISCUSSION	Supporting Documents:	Ordinance 1070
Originating Department:	Utilities and Public Works	Presented By:	City Manager
Approved By City Manager: <input checked="" type="checkbox"/>	Proposed Action: Introduce Ordinance 1070 and set a public hearing date of June 18, 2019.		
How does this item pertain to Vision 2030 goals?	Enhance a vibrant and dynamic community by improving small wireless communication and data transmission capabilities in an orderly manner.		

BACKGROUND: The City Council has approved a small wireless aesthetics policy and a small wireless agreement policy. Ordinance 1070 merges these two policies with the City Code concerning Right-of Way-Management.

BUDGET IMPACT: None.

POLICY QUESTION: This proposed ordinance and existing Council policies will now be in sync, based on the review of Attorney Robert Scott, and also will be in compliance with State unfunded mandates.

ALTERNATIVES CONSIDERED: The City will be in compliance with State unfunded mandates regarding small wireless development.

RECOMMENDATION: Introduce Ordinance 1070 and set a public hearing date of June 18, 2019.

ORDINANCE NO. 1070

**AN ORDINANCE OF THE CITY OF WASECA, MINNESOTA
AMENDING CHAPTER 94 OF THE CITY CODE
REGARDING STREETS AND SIDEWALKS
RIGHT-OF-WAY MANAGEMENT**

The City of Waseca does hereby ordain:

That Chapter 94 of the City Code shall be amended to read as follows, with language to be deleted indicated by strikethrough and language to be added indicated by underline:

§ 94.20 DEFINITIONS.

* * * *

COLLOCATE OR COLLOCATION. To install, mount, maintain, modify, operate, or replace a small wireless facility on, under, within, or adjacent to an existing wireless support structure or utility pole that is owned privately, or by the city or other governmental unit.

* * * *

MICRO WIRELESS FACILITY. A small wireless facility that is no larger than 24 inches long, 15 inches wide, and 12 inches high, and whose exterior antenna, if any, is not longer than 11 inches.

* * * *

SMALL WIRELESS FACILITY. A wireless facility that meets both of the following qualifications:

- each antenna is located inside an enclosure of no more than six cubic feet in volume or, in the case of an antenna that has exposed elements, the antenna and all its exposed elements could fit within such an enclosure; and
- all other wireless equipment associated with the small wireless facility provided such equipment is, in aggregate, no more than 28 cubic feet in volume, not including electric meters, concealment elements, telecommunications demarcation boxes, battery backup power systems, grounding equipment, power transfer switches, cutoff switches, cable, conduit, vertical cable runs for the connection of power and other services, and any equipment concealed from public view within or behind an existing structure or concealment; or
- a micro wireless facility.

* * * *

UTILITY POLE. A pole that is used in whole or in part to facilitate telecommunications or electric service.

* * * *

WIRELESS FACILITY. Equipment at a fixed location that enables the provision of wireless services between user equipment and a wireless service network, including equipment associated with wireless service, a radio transceiver, antenna, coaxial or fiber-optic cable, regular and backup power supplies, and a small wireless facility, but not including wireless support structures, wireline backhaul facilities, or cables between utility poles or wireless support structures, or not otherwise immediately adjacent to and directly associated with a specific antenna.

WIRELESS SUPPORT STRUCTURE. A new or existing structure in a right-of-way designed to support or capable of supporting small wireless facilities, as reasonably determined by the city.

* * * *

§ 94.25 PERMIT REQUIREMENT.

- (A) Except as otherwise provided in this code, no person may obstruct or excavate any right-of-way, or install or place facilities in the right-of-way, without first having obtained the appropriate right-of-way permit from the Director to do so.

* * * *

(3) *Small Wireless Facility permit.* A small wireless facility permit is required by a registrant to erect or install a wireless support structure, to collocate a small wireless facility, or to otherwise install a small wireless facility in the specified portion of the right-of-way, to the extent specified therein, provided that such permit shall remain in effect for the length of time the facility is in use, unless lawfully revoked.

* * * *

§ 94.27 ISSUANCE OF PERMIT; CONDITIONS.

* * * *

- (B) *Master Collocation Agreement.* For small wireless facilities to be collocated on poles or other wireless support structures owned or controlled by the City, or any other City asset in the right-of-way, the applicant must execute a Master Collocation Agreement with the City.

* * * *

§ 94.32 OTHER OBLIGATIONS.

(A) Obtaining a right-of-way permit does not relieve permittee of its duty to obtain all other necessary permits, licenses and authority and to pay all fees required by the city or other applicable rule, law or regulation. A permittee shall comply with all requirements, including aesthetic requirements, of local, state and federal laws, including M.S. §§ 216D.01 through 216D.09 (“One Call Excavation Notice System”), as they may be amended from time to time. A permittee shall perform all work in conformance with all applicable codes and established rules and regulations and is responsible for all work done in the right-of-way pursuant to its permit, regardless of who does the work.

* * * *

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

Adopted this 18th day of June, 2019.

R.D. Srp, Mayor

Attested:

Assistant to the City Manager

Introduced: May 21, 2019

Adopted: June 18, 2019

Published: June 28, 2019

Effective: June 28, 2019