

REGULAR WASECA CITY COUNCIL MEETING

TUESDAY, DECEMBER 7, 2021 7 p.m.

Truth in Taxation Meeting: 7 p.m.

1 CALL TO ORDER/ROLL CALL

2 MOMENT OF SILENCE/PLEDGE OF ALLEGIANCE

3 APPROVAL OF AGENDA

4 *Truth in Taxation Meeting*

5A PUBLIC COMMENT

Those wishing to speak must state their name and address for the record. 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. When appropriate, the Council may refer inquiries and items brought up during the Public Comment period to the City Manager for follow up.

5B Requests & Presentations

6 CONSENT AGENDA

- A. Minutes –Regular Council Meeting & Work Sessions November 16
- B. Payroll & Expenditures
- C. Resolution 21-60: Approving Residential Tax Abatement
- D. RCCA: Approving Joint Powers Agreement for the South Central Drug Investigative Unit
- E. RCCA: Approving 2022 Council Meeting dates
- F. RCCA: Designating 2022 Official City Newspaper
- G. Resolution 21-61: Designating 2022 Polling Locations

7 ACTION AGENDA

- A. RCCA: Final Payment – 2021 Sewer Lining & Rehab
- B. Public Hearing: Resolution 21-58 - 8th St SE Project
- C. Response to Citizen Inquiries

8 REPORTS

- A. City Manager's Report
- B. Commission Reports
 - HPC
 - Fire Relief
 - Park Board

9 ANNOUNCEMENTS

10 ADJOURNMENT

Title:	Truth in Taxation Hearing		
Meeting Date:	December 7, 2021	Agenda Item Number:	4
Action:	<input type="checkbox"/> MOTION <input type="checkbox"/> REQUESTS/PRESENTATIONS <input type="checkbox"/> RESOLUTION <input type="checkbox"/> ORDINANCE <input type="checkbox"/> DISCUSSION	Supporting Documents:	
Originating Department:	Administration/Finance	Presented By:	Finance Director/City Manager
Approved By City Manager: <input type="checkbox"/>			
How does this item pertain to Vision 2030 goals?	The Budget contains money and priorities that fit within all four pillars of Vision 2030.		

BACKGROUND: At the last budget work session, a majority the Council indicated a willingness to proceed to Truth in Taxation with a levy increase proposal of approximately 3.3%. The Council indicated that no further work sessions were to be scheduled on the budget. Since that meeting, city staff have continued to examine the budget and have received new information on work comp insurance. This has allowed for a further levy reduction and staff will be proposing a 2.5% levy increase to the Council.

ALTERNATIVES CONSIDERED: Staff considered leaving the levy at the higher amount but determined that since all other cuts and changes had been reviewed with the Council, and since the change resulted from updated information on issues the Council had already been advised on, that the change in presentation would be acceptable. The amount presented at the hearing does not bind the Council in the same way that the not-to-exceed levy approved in September does.

RECOMMENDATION: Conduct a public hearing and provide any direction to staff on changes, work sessions, or other actions to be taken prior to final consideration of the budget on December 21, 2021.

MINUTES
REGULAR WASECA CITY COUNCIL MEETING
TUESDAY, NOVEMBER 16, 2021

6A

CALL TO ORDER/ROLL CALL

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

Councilmembers Present: Jeremy Conrath
 Daren Arndt John Mansfield
 Mark Christiansen R.D. Srp

Councilmember absent: Allan Rose, Ted Conrath

Staff Present: Lee Mattson, City Manager
 Mike Anderson, Assistant to the City Manager
 Bill Green, Planning & Zoning Coordinator
 Nate Willey, City Engineer

Others Present: Jackie Dickie, Resident
 Michelle Oswald, Resident
 Blain Nelson, Realtor
 David, Resident (did not state last name)

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. Motion was made by Arndt, seconded by Christiansen to approve the agenda as presented.
Motion carried 5-0.

PUBLIC COMMENT

4. David approached the Council and thanked the Police Department and the City of Waseca for being open and welcoming to him.

Jackie Dickie spoke to the Council and asked for some information she hopes to receive at the December 7 Council meeting.

Michelle Oswald thanked the Council for the new dog park.

REQUESTS AND PRESENTATIONS

5. None

CONSENT AGENDA

6. It was moved by Christiansen, seconded by Jeremy Conrath to approve the Consent Agenda. The motion carried 5-0 and included the following items:

- A. Minutes –Regular City Council Meeting & Work Session November 2
- B. Payroll & Expenditures

- C. Approval of 2022 licenses
- D. RCCA: Sanitary Sewer Lining Pay Request #1

ACTION AGENDA

7 A. Public Hearing: Resolution 21-54: Approving Nuisance Property Abatement

Mr. Green gave Council a timeline of the nuisance property issue over the last two years. Photos were provided to Council.

The public hearing opened at 7:52 p.m.

Robert Eggers, owner of the property spoke to the Council regarding the issue at his property. The public hearing closed at 8:14 p.m.

Motion was made by Jeremy Conrath, seconded by Christiansen to approve Resolution 21-54 and proceed with allowing Mr. Eggers 30 days to clean up his property. Motion carried 3-2 (Arndt, Mansfield Nay).

B. Ordinance 1099: Property Re-Zoning

Mr. Green informed Council that some land north of Clear Lake that is currently zoned R-3 prohibits single family construction. Re-zoning two of the parcels to R-2 would allow for such construction.

The public hearing opened and closed at 8:19 p.m. with nobody approaching Council.

Motion was made by Mansfield, seconded by Arndt to approve Ordinance 1099. Motion carried 5-0.

C. Public Hearing: Resolution 21-55 – Adding parcel to eligible tax abatement list

Council was informed that in 2016 they approved the Residential Tax Abatement program. Since then, they have added parcels to the eligible list by resolution. A newly zoned lot has been requested by a resident to be added to the eligible list.

The public hearing opened at 8:21 p.m.

Blain Nelson approached the Council and stated how great this program is and how it attracts new housing construction.

The public hearing closed at 8:27 p.m.

Motion was made by Jeremy Conrath, seconded by Christiansen to approve Resolution 21-55. Motion carried 5-0.

D. Resolution 21-56: Feasibility Report: 8th Street SE Project

City Engineer Willey gave a presentation regarding the report on 8th Street SE. Council will need to approve Resolution 21-56 for the feasibility report and call for a public hearing on December 7, 2021.

Motion was made by Christiansen, seconded Arndt to approve Resolution 21-56 and call for a public hearing on December 7, 2021. Motion carried 4-1 (Mansfield Nay)

E. Resolution 21-57: Final Plat Approval Extension – Fox Meadows 2nd Addition

City Engineer Willey informed Council that the final platting process timeline is up, and he recommends a six month extension to allow for the process to be carried out.

Motion was made by Jeremy Conrath, seconded by Arndt to approve Resolution 21-57. Motion carried 5-0.

REPORTS

8 A. **City Manager's Report**

- Staff presented on the Water Tower Project to the Senate Bonding Committee this morning. Senator Jasinski is on the committee and was present. Staff will continue to work on the bonding process.
- Staff has also continued discussion with Region Nine on a Federal EDA Grant for infrastructure to the West Interchange. Pursuit of this funding still appears worthwhile
- Zoning Questions on Gaiter Lake
 - Old plans show an apartment building and groups of multi-family as part of the Gaiter Lake site that was envisioned utilizing a public process in 2017 or 2018.
 - Because of Shoreland Ordinance restrictions, it is expected that the property will have to be built out as a Planned Unit Development. This will help us use vacant property in one part of the City-owned land as permeable surface for other parts of the development. This approach has been discussed with the Department of Natural Resources and they have raised to objections.
 - By definition, a Planned Unit Development allows the City to approve a plan with uses that are not allowed in the currently existing Zoning Code. There does not seem to be a way to zone the property in such a way as to guarantee nothing specific could be built.
 - The City does currently own the property and will have to agree to a development plan prior to transferring the property to Southwest Minnesota Housing Partnership or any other developer. No one can develop the land in a way that the Council does not agree with as the City can refuse to transfer the land.
 - All new zoning on the property should be handled as part of the platting process so we aren't duplicating processes.
 - SWMHP has indicated that at present they are not considering anything taller than a two-story structure, and two-story owner-occupied homes might be part of the final plan.
 - Denser development, four or eight-plex, would likely be further south on the property. Duplexes or single family homes would be further north. Both side by side duplexes and single family homes are in the Pond View Subdivision currently.
 - We still don't have a final development plan submitted by SWMHP and don't expect one until next Spring.

B. **Commission Reports**

Planning Commission

- Discussed and approved Ordinance 1099

EDA

- Discussed the Industrial Park Business signage
- Manufacturing Resource Center application is being drafted and the task force meeting is this week.

ANNOUNCEMENTS

9. Christiansen:

- Community Ed is working on new brochures with updated activities and programs

Jeremy Conrath

- Moving to a new house, but will continue to serve in the same ward

Srp

- Thanked those who approached the podium during the public comment period

CLOSED SESSION PER M.S. 13.D.05 re: purchase or sale of real property

City Manager summarized the Council discussion during the closed session pertaining to the potential purchase of property in the Industrial Park.

ADJOURNMENT

10. There being no further business to be brought before the Council, it was moved by Arndt, seconded by Jeremy Conrath to adjourn the meeting at 9:57 p.m. Motion carried 5-0.

R.D. SRP
MAYOR

MIKE ANDERSON
ASSISTANT TO THE CITY MANAGER

MINUTES
CITY COUNCIL WORK SESSION
TUESDAY, NOVEMBER 16, 2021

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

Councilmembers Present:	Daren Arndt	Roy Srp
	John Mansfield	
	Jeremy Conrath	Mark Christiansen

Councilmember Absent:	Allan Rose	Ted Conrath
-----------------------	------------	-------------

Staff Present:	Lee Mattson, City Manager
	Carl Sonnenberg, Utilities/Public Works Director
	Mike Anderson, Assistant to the City Manager
	Alicia Fischer, Finance Director
	Nate Willey, City Engineer

Utility Funds Budget

Alicia Fischer, Finance Director, went over all the proposed Utility budgets for 2022. She noted that these are enterprise funds and are self-supporting. The list of budgets include:

- Water Utility
- Sanitary Sewer Utility
- Electric Utility
- Stormwater Utility

There being no further discussion and no action taken, the work session adjourned at 6:55 p.m.

R.D. SRP
MAYOR

MIKE ANDERSON
ASSISTANT TO THE CITY MANAGER

Micah Fischer

6B

LIST OF EXPENDITURES

December 7, 2021

Lee A. Miller

=====
City Council 4,250.00
Streets 28,312.21
Parks 13,463.75
Wastewater 8,398.63
Utility Administration 9,701.84
Utility Billing 15,302.38
Electric 29,123.71
Water 13,568.26
Building and Code Compliance 5,730.75
Police 129,877.49
Administration 13,132.18
Community Aides 1,429.75
Fire 17,613.47
Paid On Call Fire Department 3,474.91
PEG 641.12
Election Judges 0.00
Finance 17,364.70
Connections 4,822.49
Community Development 11,160.35
Engineering 33,511.32
Recreation 4,447.82
Econ Development 12,914.54

Total Gross Payroll 378,241.67

*Less- Payroll Deductions (141,571.76)

Net Payroll Cost \$ 236,669.91

*These costs are included in Accounts Payable totals below

Accounts Payable

Expenditures dated:

November 13, 2021-December 2, 2021

Includes check #'s157426-157494

Bank ACH Withdrawals..... 721,771.00

GRAND TOTAL EXPENDITURES \$ 958,440.91

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Check Amount	
General Fund						
11/30/2021	112125	MN Sales and Use Tax Payable	October Sales Tax Payable	101-20210-0000	20.85	M
Total 101202100000:					20.85	
11/16/2021	112121	ACH Internal Revenue Service	FEDERAL WITHHOLDING TAX Pay Period: 11/14/2021	101-21701-0000	20,158.14	M
12/02/2021	122105	ACH Internal Revenue Service	FEDERAL WITHHOLDING TAX Pay Period: 11/28/2021	101-21701-0000	20,032.69	M
Total 101217010000:					40,190.83	
11/16/2021	112116	MN Department of Revenue	STATE WITHHOLDING TAX Pay Period: 11/14/2021	101-21702-0000	9,240.60	M
12/02/2021	122101	MN Department of Revenue	STATE WITHHOLDING TAX Pay Period: 11/28/2021	101-21702-0000	9,158.56	M
Total 101217020000:					18,399.16	
11/16/2021	112121	ACH Internal Revenue Service	SOCIAL SECURITY Pay Period: 11/14/2021	101-21703-0000	8,284.67	M
11/16/2021	112121	ACH Internal Revenue Service	SOCIAL SECURITY Pay Period: 11/14/2021	101-21703-0000	8,603.86	M
12/02/2021	122105	ACH Internal Revenue Service	SOCIAL SECURITY Pay Period: 11/28/2021	101-21703-0000	7,962.15	M
12/02/2021	122105	ACH Internal Revenue Service	SOCIAL SECURITY Pay Period: 11/28/2021	101-21703-0000	8,246.54	M
Total 101217030000:					33,097.22	
11/16/2021	112118	Public Employees Retirement Assn (ACH	PERA COORD Emplr 1% Pay Period: 11/14/2021	101-21704-0000	1,349.63	M
11/16/2021	112118	Public Employees Retirement Assn (ACH	PERA COORDINATED Employee Pay Period: 11/14/20	101-21704-0000	8,772.39	M
11/16/2021	112118	Public Employees Retirement Assn (ACH	PERA POLICE Employee Pay Period: 11/14/2021	101-21704-0000	7,673.57	M
11/16/2021	112118	Public Employees Retirement Assn (ACH	DEF CONTRIBUTION/EMPL Pay Period: 11/14/2021	101-21704-0000	58.70	M
11/16/2021	112118	Public Employees Retirement Assn (ACH	PERA COORDINATED Employer Pay Period: 11/14/20	101-21704-0000	8,772.39	M
11/16/2021	112118	Public Employees Retirement Assn (ACH	PERA POLICE Employer Pay Period: 11/14/2021	101-21704-0000	11,510.35	M
11/16/2021	112118	Public Employees Retirement Assn (ACH	DEF CONT Employer Pay Period: 11/14/2021	101-21704-0000	58.70	M
12/02/2021	122102	Public Employees Retirement Assn (ACH	Adj	101-21704-0000	.11	M
12/02/2021	122102	Public Employees Retirement Assn (ACH	PERA COORD Emplr 1% Pay Period: 11/28/2021	101-21704-0000	1,348.94	M
12/02/2021	122102	Public Employees Retirement Assn (ACH	PERA COORDINATED Employee Pay Period: 11/28/20	101-21704-0000	8,768.01	M
12/02/2021	122102	Public Employees Retirement Assn (ACH	PERA POLICE Employee Pay Period: 11/28/2021	101-21704-0000	8,168.55	M
12/02/2021	122102	Public Employees Retirement Assn (ACH	PERA COORDINATED Employer Pay Period: 11/28/20	101-21704-0000	8,768.01	M
12/02/2021	122102	Public Employees Retirement Assn (ACH	PERA POLICE Employer Pay Period: 11/28/2021	101-21704-0000	12,252.84	M
Total 101217040000:					77,502.19	
12/02/2021	157434	IBEW	IBEW UNION DUES Pay Period: 11/28/2021	101-21707-0000	342.73	
12/02/2021	157435	IUOE Local #70	FIRE UNION DUES Pay Period: 11/28/2021	101-21707-0000	150.78	
12/02/2021	157435	IUOE Local #70	IUOE UNION DUES Pay Period: 11/28/2021	101-21707-0000	696.60	
12/02/2021	157436	Law Enforcement Labor Services	POLICE UNION DUES Pay Period: 11/28/2021	101-21707-0000	762.00	
Total 101217070000:					1,952.11	
11/16/2021	157426	NCPERS Minnesota - 8266711	LIFE INSURANCE - PERA Pay Period: 11/14/2021	101-21711-0000	192.00	
Total 101217110000:					192.00	
11/16/2021	112121	ACH Internal Revenue Service	MEDICARE Pay Period: 11/14/2021	101-21712-0000	2,829.72	M
11/16/2021	112121	ACH Internal Revenue Service	MEDICARE Pay Period: 11/14/2021	101-21712-0000	2,904.37	M
12/02/2021	122105	ACH Internal Revenue Service	MEDICARE Pay Period: 11/28/2021	101-21712-0000	2,790.35	M
12/02/2021	122105	ACH Internal Revenue Service	MEDICARE Pay Period: 11/28/2021	101-21712-0000	2,856.86	M
Total 101217120000:					11,381.30	

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Check Amount	
11/16/2021	112122	MSRS- (DEF COMP)	MSRS - ROTH (AFTER TAX) Pay Period: 11/14/2021	101-21713-0000	1,200.00	M
11/16/2021	112122	MSRS- (DEF COMP)	MSRS - DEF COMP Pay Period: 11/14/2021	101-21713-0000	669.00	M
12/02/2021	122107	MSRS- (DEF COMP)	Brass comp time payout 2021	101-21713-0000	1,498.55	M
12/02/2021	122107	MSRS- (DEF COMP)	MSRS - ROTH (AFTER TAX) Pay Period: 11/28/2021	101-21713-0000	1,200.00	M
12/02/2021	122107	MSRS- (DEF COMP)	MSRS - DEF COMP Pay Period: 11/28/2021	101-21713-0000	828.22	M
Total 101217130000:					5,395.77	
11/16/2021	112120	Vantagepoint Transfer Agents 457	ICMA - ROTH (AFTER TAX) Pay Period: 11/14/2021	101-21714-0000	150.00	M
11/16/2021	112120	Vantagepoint Transfer Agents 457	ICMA DEF COMPENSATION Pay Period: 11/14/2021	101-21714-0000	495.00	M
12/02/2021	122104	Vantagepoint Transfer Agents 457	ICMA - ROTH (AFTER TAX) Pay Period: 11/28/2021	101-21714-0000	150.00	M
12/02/2021	122104	Vantagepoint Transfer Agents 457	ICMA DEF COMPENSATION Pay Period: 11/28/2021	101-21714-0000	495.00	M
Total 101217140000:					1,290.00	
11/16/2021	112117	AFLAC	AFLAC AFTER TAX Pay Period: 10/31/2021	101-21715-0000	286.33	M
11/16/2021	112117	AFLAC	AFLAC AFTER TAX Pay Period: 11/14/2021	101-21715-0000	286.33	M
11/16/2021	112117	AFLAC	AFLAC PRE TAX Pay Period: 10/31/2021	101-21715-0000	726.52	M
11/16/2021	112117	AFLAC	AFLAC PRE TAX Pay Period: 11/14/2021	101-21715-0000	726.52	M
Total 101217150000:					2,025.70	
11/30/2021	112126	Further	Flex Reimbursement	101-21716-0000	172.98	M
12/02/2021	122112	Further	Flex Reimbursement	101-21716-0000	400.35	M
11/16/2021	112123	Further	HSA Contribution Pay Period: 11/14/2021	101-21716-0000	470.18	M
12/02/2021	122108	Further	VEBA Contributions Pay Period: 11/28/2021	101-21716-0000	20,977.30	M
12/02/2021	122108	Further	Timlin Dec VEBA	101-21716-0000	443.00	M
12/02/2021	122109	Further	HSA Contribution Pay Period: 11/28/2021	101-21716-0000	470.18	M
12/02/2021	122108	Further	HSA Contribution Pay Period: 11/28/2021	101-21716-0000	5,610.93	M
Total 101217160000:					28,544.92	
11/16/2021	112119	MN Child Support Payment Center	CHILD SUPPORT FLAT AMT Pay Period: 11/14/2021	101-21717-0000	951.53	M
12/02/2021	122103	MN Child Support Payment Center	CHILD SUPPORT FLAT AMT Pay Period: 11/28/2021	101-21717-0000	951.53	M
Total 101217170000:					1,903.06	
12/02/2021	122106	Delta Dental	McKay Dec Cobra	101-21719-0000	29.00	M
12/02/2021	122106	Delta Dental	DENTAL EE + CHLDRN Pay Period: 11/28/2021	101-21719-0000	236.10	M
12/02/2021	122106	Delta Dental	Rugger Dec Cobra	101-21719-0000	114.00	M
12/02/2021	122106	Delta Dental	DENTAL SINGLE Employee Pay Period: 11/28/2021	101-21719-0000	522.00	M
12/02/2021	122106	Delta Dental	DENTAL FAMILY Employee Pay Period: 11/28/2021	101-21719-0000	1,026.00	M
12/02/2021	122106	Delta Dental	Ziemke Dec Cobra	101-21719-0000	29.00	M
12/02/2021	122106	Delta Dental	Kramer Adj	101-21719-0000	29.00	M
12/02/2021	122106	Delta Dental	DENTAL EE + SPOUSE Pay Period: 11/28/2021	101-21719-0000	416.15	M
12/02/2021	122106	Delta Dental	Kohn Adj	101-21719-0000	78.70	M
12/02/2021	122106	Delta Dental	Dulas Adj	101-21719-0000	114.00	M
Total 101217190000:					2,208.55	
11/16/2021	112124	MN Public Employees Insurance Progra	PEIP Family Pay Period: 10/31/2021	101-21720-0000	14,453.11	M
11/16/2021	112124	MN Public Employees Insurance Progra	Arik Nov Cobra	101-21720-0000	693.34	M
11/16/2021	112124	MN Public Employees Insurance Progra	PEIP Single Pay Period: 11/14/2021	101-21720-0000	13,866.80	M
11/16/2021	112124	MN Public Employees Insurance Progra	PEIP Single Pay Period: 10/31/2021	101-21720-0000	13,866.80	M
11/16/2021	112124	MN Public Employees Insurance Progra	Rugger Nov Cobra	101-21720-0000	693.34	M
11/16/2021	112124	MN Public Employees Insurance Progra	Timlin Nov Cobra	101-21720-0000	1,901.72	M

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Check Amount	
11/16/2021	112124	MN Public Employees Insurance Progra	PEIP Employee + 1 Pay Period: 10/31/2021	101-21720-0000	859.08	M
11/16/2021	112124	MN Public Employees Insurance Progra	PEIP Employee + 1 Pay Period: 11/14/2021	101-21720-0000	859.08	M
11/16/2021	112124	MN Public Employees Insurance Progra	Dulas Adj	101-21720-0000	1,901.72	M
11/16/2021	112124	MN Public Employees Insurance Progra	PEIP Employee + 1 Pay Period: 11/14/2021	101-21720-0000	3,436.32	M
11/16/2021	112124	MN Public Employees Insurance Progra	PEIP Employee + 1 Pay Period: 10/31/2021	101-21720-0000	3,436.32	M
11/16/2021	112124	MN Public Employees Insurance Progra	PEIP Family Pay Period: 10/31/2021	101-21720-0000	3,613.23	M
11/16/2021	112124	MN Public Employees Insurance Progra	PEIP Family Pay Period: 11/14/2021	101-21720-0000	3,613.23	M
11/16/2021	112124	MN Public Employees Insurance Progra	Mattson Adj	101-21720-0000	738.46-	M
11/16/2021	112124	MN Public Employees Insurance Progra	PEIP Family Pay Period: 11/14/2021	101-21720-0000	14,453.11	M
Total 101217200000:					76,908.74	
12/02/2021	122110	VSP	VISION FAMILY Employee Pay Period: 11/28/2021	101-21722-0000	127.14	M
12/02/2021	122110	VSP	Rugger Dec Cobra	101-21722-0000	12.23	M
12/02/2021	122110	VSP	VISION SINGLE Employee Pay Period: 11/28/2021	101-21722-0000	60.93	M
12/02/2021	122110	VSP	Ziemke Dec Cobra	101-21722-0000	6.77	M
12/02/2021	122110	VSP	VISION + ONE Employee Pay Period: 11/28/2021	101-21722-0000	97.84	M
12/02/2021	122110	VSP	Kramer Adj	101-21722-0000	6.77	M
12/02/2021	122110	VSP	Miller Adj	101-21722-0000	8.96	M
Total 101217220000:					320.64	
12/02/2021	20210842	Conrath, Ted	2021 Technology Reimbursement	101-41110-3200	600.00	
Total 101411103200:					600.00	
12/02/2021	20210846	Discover Waseca Tourism	October Lodging Tax	101-41110-4440	2,898.33	
Total 101411104440:					2,898.33	
12/02/2021	20210876	Waseca Area Senior Citizens Center	City Contribution	101-41110-4455	1,125.00	
12/02/2021	20210877	Waseca Art Center	2nd half city contribution	101-41110-4455	1,500.00	
12/02/2021	157486	Waseca County Historical Society	2nd half city contribution	101-41110-4455	2,250.00	
Total 101411104455:					4,875.00	
12/02/2021	122111	Reliance Standard	December LTD Insurance	101-41320-1340	54.08	M
12/02/2021	122111	Reliance Standard	December LTD Insurance	101-41320-1340	13.19	M
Total 101413201340:					67.27	
12/02/2021	20210854	Innovative Office Supply	Toner-Anderson	101-41320-2000	121.28	
12/02/2021	20210854	Innovative Office Supply	Calendar-Murphy	101-41320-2000	10.57	
12/02/2021	20210854	Innovative Office Supply	Returned item	101-41320-2000	10.49-	
Total 101413202000:					121.36	
12/02/2021	157472	Shred-it USA LLC	Monthly Shred Service	101-41320-3100	35.52	
Total 101413203100:					35.52	
12/02/2021	20210865	Sandholm, Gary	Mileage	101-41320-3350	446.04	
Total 101413203350:					446.04	
12/02/2021	20210875	Waseca Area Chamber of Commerce	Employee Recognition-Anderson 5 years	101-41320-4930	10.00	

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Check Amount
12/02/2021	20210875	Waseca Area Chamber of Commerce	Employee Recognition-Androli 20 years	101-41320-4930	25.00
12/02/2021	20210875	Waseca Area Chamber of Commerce	Employee Recognition	101-41320-4930	50.00
Total 101413204930:					85.00
12/02/2021	157473	South Central College	Safety Program	101-41320-4940	650.00
Total 101413204940:					650.00
12/02/2021	20210832	A. H. Hermel Company	Pop for vending machine	101-41320-4945	142.77
Total 101413204945:					142.77
12/02/2021	122111	Reliance Standard	December LTD Insurance	101-41500-1340	76.86 M
Total 101415001340:					76.86
11/30/2021	112127	Further	Admin Fees	101-41500-1600	287.80 M
Total 101415001600:					287.80
12/02/2021	157469	PTM Document Systems	2021 Tax Forms and envelopes	101-41500-2000	104.40
Total 101415002000:					104.40
12/02/2021	20210849	Flaherty & Hood PA	October Labor and Employment Consultation Services	101-41600-3000	270.00
12/02/2021	20210849	Flaherty & Hood PA	October Legal Services	101-41600-3000	112.50
12/02/2021	157487	Waseca County Treasurer	Legal Services - Contract Payment	101-41600-3000	5,370.33
Total 101416003000:					5,752.83
12/02/2021	20210862	Pantheon Computer Systems Inc.	Maintenance Agreement	101-41920-3100	6,814.50
Total 101419203100:					6,814.50
12/02/2021	20210854	Innovative Office Supply	Office Supplies	101-41940-2000	12.40
Total 101419402000:					12.40
12/02/2021	157446	Cintas Corporation	First aid cabinet supplies - City Hall	101-41940-2170	75.04
12/02/2021	157470	Red Feather Paper Company	Janitorial Supplies	101-41940-2170	147.09
Total 101419402170:					222.13
12/02/2021	157440	Auto Value Waseca	Parts and Supplies	101-41940-2230	399.98
Total 101419402230:					399.98
12/02/2021	157441	Bizzy Bee Cleaning LLC	Restroom Cleaning	101-41940-3100	280.00
12/02/2021	20210839	Cady Business Technologies Inc	Monthly Phone Support Plan	101-41940-3100	262.62
12/02/2021	157445	Cintas Corporation	Floor mat service	101-41940-3100	45.60
12/02/2021	20210868	Stoltz Cleaning Services LLC	Cleaning Services	101-41940-3100	630.00
Total 101419403100:					1,218.22
12/02/2021	157448	Consolidated Communications	Monthly Billing	101-41940-3200	177.45

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Check Amount	
12/02/2021	157448	Consolidated Communications	Monthly Billing	101-41940-3200	132.76	
Total 101419403200:					310.21	
12/02/2021	122117	Centerpoint Energy	Monthly Billing	101-41940-3800	177.42	M
Total 101419403800:					177.42	
12/02/2021	122111	Reliance Standard	December LTD Insurance	101-41950-1340	56.33	M
Total 101419501340:					56.33	
12/02/2021	20210835	Berry Pallets Inc	2nd Half Tax Abatement	101-41950-4310	8,015.50	
12/02/2021	157443	Boerboom, James & Mary Jo	2nd Half Tax Abatement	101-41950-4310	537.03	
12/02/2021	20210838	Brass, Brent	2nd Half Tax Abatement	101-41950-4310	537.03	
12/02/2021	157444	Breithbarth, Alan & Cathy	2nd Half Tax Abatement	101-41950-4310	355.67	
12/02/2021	157447	Cone, David	2nd Half Tax Abatement	101-41950-4310	86.89	
12/02/2021	157449	Donahue, Todd or Kathy	2nd Half Tax Abatement	101-41950-4310	94.44	
12/02/2021	157450	Fennert, Kristi	2nd Half Tax Abatement	101-41950-4310	605.54	
12/02/2021	157452	Glaser, Thomas & Jean	2nd Half Tax Abatement	101-41950-4310	857.31	
12/02/2021	157454	Huber, Larry & Luanne	2nd Half Tax abatement	101-41950-4310	69.48	
12/02/2021	157456	Judy Hoffman Trustee	2nd Half Tax Abatement	101-41950-4310	1,294.21	
12/02/2021	157457	Kelly, Jeramie & Julie	2nd Half tax abatement	101-41950-4310	51.00	
12/02/2021	157465	Nelson, Joseph & Kristin	2nd Half Tax Abatement	101-41950-4310	452.97	
12/02/2021	157471	Royer, Jessica	2nd Half Tax Abatement	101-41950-4310	852.39	
12/02/2021	157479	Teders, Eric & Melanie	2nd Half Tax abatements	101-41950-4310	651.29	
12/02/2021	157490	Weise, Ronald	2nd Half Tax Abatement	101-41950-4310	69.48	
12/02/2021	157491	Wenzel, Frank	2nd Half Tax Abatement	101-41950-4310	837.60	
12/02/2021	157492	Wilker, Alan & Barbara	2nd Half Tax Abatement	101-41950-4310	464.58	
12/02/2021	157493	Winegar Inc.	2nd Half Tax Abatement	101-41950-4310	4,799.50	
Total 101419504310:					20,631.91	
12/02/2021	122111	Reliance Standard	December LTD Insurance	101-42100-1340	528.48	M
Total 101421001340:					528.48	
12/02/2021	20210854	Innovative Office Supply	Office Supplies - Police	101-42100-2000	26.83	
12/02/2021	20210854	Innovative Office Supply	Calendars	101-42100-2000	9.66	
Total 101421002000:					36.49	
12/02/2021	20210870	Streicher's	uniform - Kaplan	101-42100-2180	193.98	
12/02/2021	20210870	Streicher's	Uniform expense -Schroeder	101-42100-2180	82.97	
12/02/2021	20210870	Streicher's	Uniform - Harren	101-42100-2180	139.99	
12/02/2021	20210870	Streicher's	uniform - Wellman	101-42100-2180	260.95	
Total 101421002180:					677.89	
12/02/2021	157446	Cintas Corporation	First Aid - Police	101-42100-2190	42.23	
Total 101421002190:					42.23	
12/02/2021	20210848	Emergency Automotive Technologies Inc.	equipment parts	101-42100-2210	35.12	

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Check Amount
Total 101421002210:					35.12
12/02/2021	157460	Mayo Clinic	Blood sample	101-42100-3000	32.00
12/02/2021	157467	Orkin Pest Control	Orkin - Police	101-42100-3000	94.00
Total 101421003000:					126.00
12/02/2021	157441	Bizzy Bee Cleaning LLC	Restroom Cleaning	101-42100-3100	140.00
12/02/2021	157445	Cintas Corporation	Floor Mats	101-42100-3100	8.88
12/02/2021	157445	Cintas Corporation	Floor Mats	101-42100-3100	8.88
12/02/2021	157445	Cintas Corporation	Floor Mats	101-42100-3100	8.88
12/02/2021	157472	Shred-it USA LLC	Monthly Shred Service	101-42100-3100	35.52
Total 101421003100:					202.16
12/02/2021	157448	Consolidated Communications	Monthly Billing	101-42100-3200	177.45
12/02/2021	157448	Consolidated Communications	Monthly Billing	101-42100-3200	390.11
12/02/2021	157448	Consolidated Communications	Monthly Billing	101-42100-3200	39.74
Total 101421003200:					607.30
12/02/2021	122117	Centerpoint Energy	Monthly Billing	101-42100-3800	158.77 M
Total 101421003800:					158.77
12/02/2021	157489	Waseca Rotary Club	Dues - Rotary Club	101-42100-4330	130.00
Total 101421004330:					130.00
12/02/2021	122111	Reliance Standard	December LTD Insurance	101-42200-1340	64.21 M
Total 101422001340:					64.21
12/02/2021	20210840	Central Fire Protection Inc.	Recharge extinguisher	101-42200-2160	35.00
Total 101422002160:					35.00
12/02/2021	157446	Cintas Corporation	First Aid - Fire	101-42200-2190	30.63
Total 101422002190:					30.63
12/02/2021	157441	Bizzy Bee Cleaning LLC	Restroom Cleaning	101-42200-3100	140.00
12/02/2021	157445	Cintas Corporation	Floor Mats	101-42200-3100	8.87
12/02/2021	157445	Cintas Corporation	Floor Mats	101-42200-3100	8.87
12/02/2021	157445	Cintas Corporation	Floor Mats	101-42200-3100	8.87
Total 101422003100:					166.61
12/02/2021	157448	Consolidated Communications	Monthly Billing	101-42200-3200	39.74
Total 101422003200:					39.74
12/02/2021	122117	Centerpoint Energy	Monthly Billing	101-42200-3800	158.76 M
12/02/2021	157448	Consolidated Communications	Monthly Billing	101-42200-3800	43.22

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Check Amount	
Total 101422003800:					201.98	
12/02/2021	122111	Reliance Standard	December LTD Insurance	101-42400-1340	25.31	M
12/02/2021	122111	Reliance Standard	December LTD Insurance	101-42400-1340	7.28	M
Total 101424001340:					32.59	
12/02/2021	20210854	Innovative Office Supply	Pens	101-42400-2000	16.78	
Total 101424002000:					16.78	
12/02/2021	20210856	Lenz Lawn Care & Landscaping Inc.	Debris Removal-Dollar General	101-42400-3100	650.00	
Total 101424003100:					650.00	
12/02/2021	122111	Reliance Standard	December LTD Insurance	101-43000-1340	7.50	M
12/02/2021	122111	Reliance Standard	December LTD Insurance	101-43000-1340	107.51	M
Total 101430001340:					115.01	
12/02/2021	20210854	Innovative Office Supply	Calendar-Engineering	101-43000-2000	8.81	
Total 101430002000:					8.81	
12/02/2021	157484	Verizon Wireless	Monthly Verizon Data Bill	101-43000-3200	80.02	
Total 101430003200:					80.02	
12/02/2021	122111	Reliance Standard	December LTD Insurance	101-43100-1340	102.26	M
12/02/2021	122111	Reliance Standard	December LTD Insurance	101-43100-1340	2.31	M
Total 101431001340:					104.57	
12/02/2021	20210851	H & J Fuel Inc	fuel	101-43100-2120	1,730.42	
Total 101431002120:					1,730.42	
12/02/2021	20210857	Locators & Supplies Inc.	gloves	101-43100-2170	44.86	
12/02/2021	20210860	Napa Auto Parts	Parts and supplies	101-43100-2170	19.80	
Total 101431002170:					64.66	
12/02/2021	157439	Aramark Uniform Services	uniform Service	101-43100-2180	186.78	
12/02/2021	157439	Aramark Uniform Services	Uniform Service	101-43100-2180	187.65	
12/02/2021	157439	Aramark Uniform Services	uniform service	101-43100-2180	190.23	
Total 101431002180:					564.66	
12/02/2021	20210841	Connors Plumbing & Heating Inc.	furnace repair	101-43100-2230	184.00	
Total 101431002230:					184.00	
12/02/2021	157448	Consolidated Communications	Monthly Billing	101-43100-3200	43.22	

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Check Amount	
Total 101431003200:					43.22	
12/02/2021	122117	Centerpoint Energy	Monthly Billing	101-43100-3800	203.63	M
Total 101431003800:					203.63	
12/02/2021	122111	Reliance Standard	December LTD Insurance	101-43125-1340	26.51	M
12/02/2021	122111	Reliance Standard	December LTD Insurance	101-43125-1340	2.31	M
Total 101431251340:					28.82	
12/02/2021	122111	Reliance Standard	December LTD Insurance	101-43170-1340	5.68	M
Total 101431701340:					5.68	
12/02/2021	122111	Reliance Standard	December LTD Insurance	101-43220-1340	9.47	M
Total 101432201340:					9.47	
12/02/2021	20210853	Independent School District #829	City Contribution Comm Ed Rec	101-45100-3100	8,333.33	
Total 101451003100:					8,333.33	
12/02/2021	122111	Reliance Standard	December LTD Insurance	101-45130-1340	15.63	M
Total 101451301340:					15.63	
12/02/2021	157448	Consolidated Communications	Monthly Billing	101-45130-3200	226.92	
Total 101451303200:					226.92	
12/02/2021	122117	Centerpoint Energy	Monthly Billing	101-45130-3800	270.81	M
Total 101451303800:					270.81	
12/02/2021	20210860	Napa Auto Parts	Parts and supplies	101-45180-2210	7.82	
Total 101451802210:					7.82	
12/02/2021	122111	Reliance Standard	December LTD Insurance	101-45200-1340	94.50	M
12/02/2021	122111	Reliance Standard	December LTD Insurance	101-45200-1340	3.91	M
Total 101452001340:					98.41	
12/02/2021	20210836	Bomgaars Supply	Parts & Supplies	101-45200-2170	26.63	
12/02/2021	20210860	Napa Auto Parts	Parts and supplies	101-45200-2170	22.16	
12/02/2021	157480	The Tessman Company	Ice Melt	101-45200-2170	425.00	
Total 101452002170:					473.79	
12/02/2021	20210847	Dushaw, Bradley J	Uniform Reimbursement	101-45200-2180	171.96	
12/02/2021	20210850	Gundermann, Jolene	Uniform Reimbursement	101-45200-2180	237.01	
12/02/2021	20210867	Spies, Loy	Uniform Reimbursement-Spies	101-45200-2180	34.72	

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Check Amount
Total 101452002180:					443.69
12/02/2021	20210836	Bomgaars Supply	Parts & Supplies	101-45200-2210	26.74
12/02/2021	20210860	Napa Auto Parts	Parts and supplies	101-45200-2210	301.42
12/02/2021	157466	Northland Farm Systems Inc	Brush Hog Repairs	101-45200-2210	4,412.83
Total 101452002210:					4,740.99
12/02/2021	157448	Consolidated Communications	Monthly Billing	101-45200-3200	36.25
Total 101452003200:					36.25
12/02/2021	122117	Centerpoint Energy	Monthly Billing	101-45200-3800	78.71 M
12/02/2021	122117	Centerpoint Energy	Monthly Billing	101-45200-3800	16.80 M
Total 101452003800:					95.51
12/02/2021	20210873	Timm's Trucking Inc.	MapleWood Park Cabin Demo	101-45200-4000	28.00
12/02/2021	20210873	Timm's Trucking Inc.	MapleWood Cabin Demo	101-45200-4000	417.18
Total 101452004000:					445.18
12/02/2021	20210866	ServiceMaster by Ayotte	2ply tissue	101-45500-2170	99.05
Total 101455002170:					99.05
12/02/2021	20210866	ServiceMaster by Ayotte	Library service	101-45500-3100	790.00
Total 101455003100:					790.00
12/02/2021	122117	Centerpoint Energy	Monthly Billing	101-45500-3800	114.60 M
12/02/2021	157448	Consolidated Communications	Monthly Billing	101-45500-3800	53.24
Total 101455003800:					167.84
Total General Fund:					370,489.49
Charter Oaks-TIF					
12/02/2021	157468	Park Manor at Academy Village LLP	2nd half Tax Increment	222-46650-4300	5,884.54
Total 222466504300:					5,884.54
Total Charter Oaks-TIF:					5,884.54
TIF District 27					
12/02/2021	157494	Worke Fox Meadows LLC	2nd Half TIF Payment	227-46650-4300	8,555.18
Total 227466504300:					8,555.18
Total TIF District 27:					8,555.18
Airport					
12/02/2021	157477	Stensrud Aviation	Airport Contract Payment	230-49810-3100	2,300.00

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Check Amount	
Total 230498103100:					2,300.00	
12/02/2021	122116	CenturyLink	Airport Phone and Internet	230-49810-3200	112.16	M
Total 230498103200:					112.16	
12/02/2021	122117	Centerpoint Energy	Monthly Billing	230-49810-3800	23.30	M
12/02/2021	122114	Xcel Energy	October Service	230-49810-3800	128.68	M
12/02/2021	122113	Xcel Energy	Airport October Service	230-49810-3800	256.23	M
Total 230498103800:					408.21	
Total Airport:					2,820.37	
Recovery Coordinator Grant						
12/02/2021	122111	Reliance Standard	December LTD Insurance	256-46500-1340	30.84	M
Total 256465001340:					30.84	
12/02/2021	20210865	Sandholm, Gary	Website Meeting	256-46500-3100	63.10	
Total 256465003100:					63.10	
Total Recovery Coordinator Grant:					93.94	
Economic Development-General f						
12/02/2021	122111	Reliance Standard	December LTD Insurance	261-46700-1340	13.20	M
Total 261467001340:					13.20	
12/02/2021	20210865	Sandholm, Gary	MRC/KAMP Meetings	261-46700-2170	21.14	
Total 261467002170:					21.14	
12/02/2021	20210849	Flaherty & Hood PA	October Legal Services	261-46700-3000	337.50	
Total 261467003000:					337.50	
12/02/2021	20210865	Sandholm, Gary	CEC Conference Registration	261-46700-3300	100.00	
12/02/2021	20210865	Sandholm, Gary	Farmfest Entry	261-46700-3300	10.00	
12/02/2021	20210864	Sandholm, Gary	CEC Conference Lodging	261-46700-3300	114.79	
12/02/2021	20210865	Sandholm, Gary	Mileage	261-46700-3300	446.04	
Total 261467003300:					670.83	
Total Economic Development-General f:					1,042.67	
Police Reserve						
12/02/2021	20210845	Deweese, Matt	Security for football games	275-49212-3100	157.50	
12/02/2021	20210859	Miller, Ali	Football Game Security	275-49212-3100	52.50	
12/02/2021	20210863	Rew, Scott	Security for football games	275-49212-3100	112.50	
12/02/2021	20210864	Rogers, Tony	Reserve for Highschool football games	275-49212-3100	45.00	
12/02/2021	20210869	Stoltz, Jon	Security for Football games	275-49212-3100	112.50	
12/02/2021	20210871	Teachout, Jason	Security for football games	275-49212-3100	165.00	

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Check Amount	
Total 275492123100:					645.00	
Total Police Reserve:					645.00	
Safe Haven Grant						
12/02/2021	122111	Reliance Standard	December LTD Insurance	279-46350-1340	18.05	M
Total 279463501340:					18.05	
12/02/2021	20210854	Innovative Office Supply	office supplies - Connections	279-46350-2000	145.59	
Total 279463502000:					145.59	
Total Safe Haven Grant:					163.64	
Firefighter's Relief						
12/02/2021	157488	Waseca Fire Relief Association	Contributions for Pension	280-49070-1240	64,492.21	
12/02/2021	157488	Waseca Fire Relief Association	Contributions for Pension	280-49070-1240	13,549.75	
Total 280490701240:					78,041.96	
Total Firefighter's Relief:					78,041.96	
Capital Improvement						
12/02/2021	157451	Four Seasons Athletics	Memorial Bench Plaque	430-43010-5320	220.00	
Total 430430105320:					220.00	
12/02/2021	157462	MN Department of Transportation	Materials testing SRTS	430-43010-5430	43.62	
Total 430430105430:					43.62	
Total Capital Improvement:					263.62	
Water						
11/30/2021	112125	MN Sales and Use Tax Payable	October Sales Tax Payable	601-20210-0000	1,771.91	M
Total 601202100000:					1,771.91	
12/02/2021	157453	Hawkins Inc	BEF Chemical Well 4	601-49401-2170	3,311.66	
12/02/2021	157453	Hawkins Inc	City Wells Chemicals	601-49401-2170	4,291.16	
Total 601494012170:					7,602.82	
12/02/2021	20210834	Bergerson-Caswell Inc.	Well Level Transducer	601-49401-2230	1,490.00	
12/02/2021	157442	Bock's Service Inc.	Oil for well motors	601-49401-2230	94.62	
Total 601494012230:					1,584.62	
12/02/2021	122117	Centerpoint Energy	Monthly Billing	601-49401-3800	26.00	M
12/02/2021	122115	Xcel Energy	October Service	601-49401-3800	499.26	M
Total 601494013800:					525.26	
11/16/2021	112121	ACH Internal Revenue Service	SOCIAL SECURITY Pay Period: 11/14/2021	601-49430-0000	319.19	M

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Check Amount	
11/16/2021	112121	ACH Internal Revenue Service	MEDICARE Pay Period: 11/14/2021	601-49430-0000	74.65	M
12/02/2021	122105	ACH Internal Revenue Service	SOCIAL SECURITY Pay Period: 11/28/2021	601-49430-0000	284.39	M
12/02/2021	122105	ACH Internal Revenue Service	MEDICARE Pay Period: 11/28/2021	601-49430-0000	66.51	M
Total 601494300000:					744.74	
12/02/2021	122111	Reliance Standard	December LTD Insurance	601-49430-1340	17.15	M
12/02/2021	122111	Reliance Standard	December LTD Insurance	601-49430-1340	27.31	M
Total 601494301340:					44.46	
12/02/2021	20210874	USA Blue Book	Lab Supplies	601-49430-2170	338.97	
Total 601494302170:					338.97	
12/02/2021	157439	Aramark Uniform Services	Uniforms	601-49430-2180	18.91	
12/02/2021	20210836	Bomgaars Supply	Parts & Supplies	601-49430-2180	69.99	
Total 601494302180:					88.90	
12/02/2021	20210844	Core & Main LP	Water Main Repair Supplies	601-49430-2230	170.52	
Total 601494302230:					170.52	
12/02/2021	157439	Aramark Uniform Services	Uniforms	601-49430-3100	13.55	
12/02/2021	157461	Mid-America Meter Inc	Meter Calibration	601-49430-3100	120.57	
12/02/2021	157464	Munitech Inc.	Meters Calibration	601-49430-3100	974.50	
12/02/2021	157474	Spee-Dee Delivery Service Inc.	Shipping	601-49430-3100	17.36	
Total 601494303100:					1,125.98	
12/02/2021	157473	South Central College	Safety Training	601-49430-4940	216.68	
Total 601494304940:					216.68	
12/02/2021	157448	Consolidated Communications	Monthly Billing	601-49585-3200	47.32	
12/02/2021	157481	U.S. Postal Service	Postage - December utility bills	601-49585-3200	473.76	
12/02/2021	157482	U.S. Postal Service	Annual presort first class Fee	601-49585-3200	88.33	
Total 601495853200:					609.41	
12/02/2021	122111	Reliance Standard	December LTD Insurance	601-49586-1340	4.95	M
12/02/2021	122111	Reliance Standard	December LTD Insurance	601-49586-1340	2.94	M
12/02/2021	122111	Reliance Standard	December LTD Insurance	601-49586-1340	14.22	M
Total 601495861340:					22.11	
12/02/2021	20210849	Flaherty & Hood PA	October Legal Services	601-49586-3000	112.50	
Total 601495863000:					112.50	
12/02/2021	20210862	Pantheon Computer Systems Inc.	Maintenance Agreement	601-49586-4950	973.50	
Total 601495864950:					973.50	
12/02/2021	20210855	KLM Engineering Inc	Water Towers Inspections	601-49593-5300	3,100.00	

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Check Amount
12/02/2021	20210855	KLM Engineering Inc	Water Towers Inspections	601-49593-5300	3,100.00
Total 601495935300:					6,200.00
Total Water:					22,132.38
Sanitary Sewer					
12/02/2021	122111	Reliance Standard	December LTD Insurance	602-49470-1340	34.08 M
12/02/2021	122111	Reliance Standard	December LTD Insurance	602-49470-1340	2.31 M
Total 602494701340:					36.39
12/02/2021	157458	Limberg Productions LLC	Transfer of I&I VHS to DVD	602-49470-2170	140.00
Total 602494702170:					140.00
12/02/2021	157448	Consolidated Communications	Monthly Billing	602-49470-3200	601.61
Total 602494703200:					601.61
12/02/2021	122117	Centerpoint Energy	Monthly Billing	602-49470-3800	22.73 M
12/02/2021	122117	Centerpoint Energy	Monthly Billing	602-49470-3800	68.62 M
Total 602494703800:					91.35
12/02/2021	157463	Momar Inc	lift degreaser	602-49470-4020	1,887.61
Total 602494704020:					1,887.61
12/02/2021	122111	Reliance Standard	December LTD Insurance	602-49480-1340	51.46 M
Total 602494801340:					51.46
12/02/2021	157445	Cintas Corporation	Floor Mats	602-49480-2170	19.10
12/02/2021	157446	Cintas Corporation	Cintas	602-49480-2170	36.74
12/02/2021	20210843	Continental Research Corporation	Hand towels	602-49480-2170	123.73
12/02/2021	157453	Hawkins Inc	ALum	602-49480-2170	5,441.38
Total 602494802170:					5,620.95
12/02/2021	20210836	Bomgaars Supply	Parts & Supplies	602-49480-2230	69.28
Total 602494802230:					69.28
12/02/2021	157437	Affordable Lawn Care Inc	Mowing	602-49480-3100	742.50
12/02/2021	157445	Cintas Corporation	Janitorial supplies	602-49480-3100	19.10
12/02/2021	20210861	North Shore Analytical Inc.	Mercury Permit Testing	602-49480-3100	570.00
Total 602494803100:					1,331.60
12/02/2021	157448	Consolidated Communications	Monthly Billing	602-49480-3200	196.43
Total 602494803200:					196.43
12/02/2021	122117	Centerpoint Energy	Monthly Billing	602-49480-3800	815.14 M
12/02/2021	157475	SSI Crestmark MN Holding LLC	Crestmark Solar	602-49480-3800	9,647.90

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Check Amount	
12/02/2021	157483	USS MN V MT LLC	USS Bush Solar	602-49480-3800	2,127.94	
Total 602494803800:					12,590.98	
12/02/2021	157473	South Central College	Safety Training	602-49480-4940	216.66	
Total 602494804940:					216.66	
12/02/2021	122111	Reliance Standard	December LTD Insurance	602-49585-1340	21.36	M
12/02/2021	122111	Reliance Standard	December LTD Insurance	602-49585-1340	21.36	M
Total 602495851340:					42.72	
12/02/2021	20210854	Innovative Office Supply	Calendar WWTP	602-49585-2000	15.36	
Total 602495852000:					15.36	
12/02/2021	157448	Consolidated Communications	Monthly Billing	602-49585-3200	47.32	
12/02/2021	157481	U.S. Postal Service	Postage - December utility bills	602-49585-3200	473.76	
12/02/2021	157482	U.S. Postal Service	Annual presort first class Fee	602-49585-3200	88.33	
Total 602495853200:					609.41	
12/02/2021	122111	Reliance Standard	December LTD Insurance	602-49586-1340	4.95	M
12/02/2021	122111	Reliance Standard	December LTD Insurance	602-49586-1340	2.94	M
12/02/2021	122111	Reliance Standard	December LTD Insurance	602-49586-1340	14.22	M
Total 602495861340:					22.11	
12/02/2021	20210862	Pantheon Computer Systems Inc.	Maintenance Agreement	602-49586-4950	973.50	
Total 602495864950:					973.50	
12/02/2021	157476	Stantec Consulting Services Inc	Sanitary Sewer Lining Project	602-49593-5300	8,099.97	
12/02/2021	157485	Visu-Sewer Inc	Visu-Sewer	602-49593-5300	150,393.32	
Total 602495935300:					158,493.29	
Total Sanitary Sewer:					182,990.71	
Electric Utility						
11/30/2021	112125	MN Sales and Use Tax Payable	October Sales Tax Payable	604-20210-0000	33,528.24	M
Total 604202100000:					33,528.24	
12/02/2021	122111	Reliance Standard	December LTD Insurance	604-49570-1340	3.51	M
Total 604495701340:					3.51	
12/02/2021	122111	Reliance Standard	December LTD Insurance	604-49571-1340	77.35	M
Total 604495711340:					77.35	
12/02/2021	20210858	M & R Electric Inc.	LCU Air Conditioner	604-49571-2295	68.29	

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Check Amount
Total 604495712295:					68.29
12/02/2021	157478	Tapco	Hit and Run - Incident Repairs	604-49571-4000	902.50
Total 604495714000:					902.50
12/02/2021	157473	South Central College	Safety Training	604-49571-4940	216.66
Total 604495714940:					216.66
12/02/2021	122111	Reliance Standard	December LTD Insurance	604-49572-1340	7.78 M
Total 604495721340:					7.78
12/02/2021	122111	Reliance Standard	December LTD Insurance	604-49573-1340	14.02 M
Total 604495731340:					14.02
12/02/2021	122111	Reliance Standard	December LTD Insurance	604-49574-1340	3.94 M
Total 604495741340:					3.94
12/02/2021	122111	Reliance Standard	December LTD Insurance	604-49584-1340	2.96 M
Total 604495841340:					2.96
12/02/2021	122111	Reliance Standard	December LTD Insurance	604-49585-1340	21.51 M
Total 604495851340:					21.51
12/02/2021	157448	Consolidated Communications	Monthly Billing	604-49585-3200	88.73
12/02/2021	157448	Consolidated Communications	Monthly Billing	604-49585-3200	46.24
12/02/2021	157481	U.S. Postal Service	Postage - December utility bills	604-49585-3200	473.76
12/02/2021	157482	U.S. Postal Service	Annual presort first class Fee	604-49585-3200	88.34
Total 604495853200:					697.07
12/02/2021	122111	Reliance Standard	December LTD Insurance	604-49586-1340	4.01 M
12/02/2021	122111	Reliance Standard	December LTD Insurance	604-49586-1340	5.63 M
12/02/2021	122111	Reliance Standard	December LTD Insurance	604-49586-1340	14.65 M
Total 604495861340:					24.29
12/02/2021	20210833	Barr Engineering Company	PCB REview	604-49586-3000	105.50
12/02/2021	20210849	Flaherty & Hood PA	October Legal Services	604-49586-3000	37.50
Total 604495863000:					143.00
12/02/2021	157472	Shred-it USA LLC	Monthly Shred Service	604-49586-3100	35.52
Total 604495863100:					35.52
12/02/2021	20210862	Pantheon Computer Systems Inc.	Maintenance Agreement	604-49586-4950	973.50

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Check Amount	
Total 604495864950:					973.50	
12/02/2021	20210837	Border States Electric Supply	Conversion Supplies	604-49593-5300	47.72	
12/02/2021	20210837	Border States Electric Supply	Conversion Supplies	604-49593-5300	460.80	
12/02/2021	20210837	Border States Electric Supply	conversion supplies	604-49593-5300	1,345.92	
12/02/2021	20210837	Border States Electric Supply	conversion supplies	604-49593-5300	83.72	
Total 604495935300:					1,938.16	
Total Electric Utility:					38,658.30	
Storm Water Utility						
12/02/2021	122111	Reliance Standard	December LTD Insurance	651-43140-1340	11.36	M
Total 651431401340:					11.36	
12/02/2021	20210833	Barr Engineering Company	Clear & Loon Lakes Alum Dosing Analysis	651-43140-3000	4,131.95	
12/02/2021	157476	Stantec Consulting Services Inc	Loon & Clear Lake Analysis	651-43140-3000	1,211.00	
Total 651431403000:					5,342.95	
12/02/2021	122111	Reliance Standard	December LTD Insurance	651-49585-1340	3.38	M
Total 651495851340:					3.38	
Total Storm Water Utility:					5,357.69	
Central Garage Services						
12/02/2021	122111	Reliance Standard	December LTD Insurance	701-43180-1340	39.19	M
Total 701431801340:					39.19	
12/02/2021	20210836	Bomgaars Supply	Parts & Supplies	701-43180-2170	2.39	
12/02/2021	20210852	IFACS	shop supplies	701-43180-2170	254.76	
12/02/2021	20210860	Napa Auto Parts	Parts and supplies	701-43180-2170	2.48	
Total 701431802170:					259.63	
12/02/2021	157438	Amazon	Air filters	701-43180-2210	252.70	
12/02/2021	157440	Auto Value Waseca	Parts and Supplies	701-43180-2210	597.82	
12/02/2021	157455	John Deere Financial	durapatcher starter	701-43180-2210	209.29	
12/02/2021	157455	John Deere Financial	leaf vac fuel filters	701-43180-2210	139.50	
12/02/2021	157455	John Deere Financial	lights for 523	701-43180-2210	527.54	
12/02/2021	157455	John Deere Financial	steering wheel knobs	701-43180-2210	33.68	
12/02/2021	157455	John Deere Financial	weatherproof toggle switches	701-43180-2210	90.28	
12/02/2021	20210857	Locators & Supplies Inc.	diamondback LED strobe	701-43180-2210	213.03	
12/02/2021	157459	MacQueen Equipment Inc.	snowblower parts	701-43180-2210	649.20	
12/02/2021	20210860	Napa Auto Parts	Parts and supplies	701-43180-2210	151.19	
12/02/2021	20210872	Terminal Supply Co	inventory	701-43180-2210	308.76	
12/02/2021	20210878	Zarnoth Brush Works Inc.	bobcat broom (street)	701-43180-2210	595.00	
12/02/2021	20210878	Zarnoth Brush Works Inc.	park dept. brooms	701-43180-2210	564.70	
Total 701431802210:					4,332.69	

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Check Amount
			Total Central Garage Services:		4,631.51
			Grand Totals:		721,771.00

Report Criteria:

Report type: GL detail

[Report].Amount = {<>} 0

RESOLUTION NO. 21-60**A RESOLUTION OF CITY OF WASECA, MINNESOTA
APPROVING A RESIDENTIAL PROPERTY TAX ABATEMENT PROGRAM**

WHEREAS, the City Council of the City of Waseca ("City Council") has approve a Tax Abatement Housing Program to encourage housing development within the City and has asked Waseca County to approve a tax abatement to augment the City program; and

WHEREAS, the City of Waseca desires to encourage, promote and facilitate residential development on vacant residential lots located within the City of Waseca ("City"), and has adopted a Residential Tax Abatement, a true and correct copy is on file at the offices of the City Manager, pursuant to which the City intends to offer abatement of City-imposed property taxes on qualifying residential properties in the City for which building permits for single family residential structures are applied for and issued by the City on or before December 31, 2020; and

WHEREAS, the parcels of real property for which abatements of City of Waseca-imposed property taxes are conditionally approved herein are identified and legally described in Resolution 17-40, Appendix A (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 will use tax abatement for the purposes provided for in the Abatement Law and the City's approved Tax Abatement to match the proposed term of the abatements for each eligible property that satisfies the conditions for abatement established herein ("the qualifying parcels described in Resolution 17-40, Appendix A"); and

WHEREAS, the City proposes to use tax abatement for the purposes provided for in the Abatement Law and the Abatement Policy (and hereinafter defined). The proposed term of the abatements for each eligible property that satisfies the conditions for abatement established herein ("the qualifying parcels") will be for a term not to exceed ten years, with the City abating 50 percent of the portion of the City's share of ad valorem property taxes on the qualifying parcel derived from the value of the residential structure for which the City issues a building permit and paid by the property owner. The total abatement amount for any single qualifying parcel is not to exceed \$20,458.85, for a maximum total abatement of all eligible parcels' City-imposed property taxes not to exceed \$2,045.85. The abatements will apply to the City's share of ad valorem property taxes on the qualifying parcels derived from the value of the residential structure for which the City issues a building permit and paid by the record owners of such qualifying parcels (the "abatements"); and

WHEREAS, on December 20, 2016, the Council held a public hearing on the question of the abatements, with proper notice being duly given and published in advance; and

WHEREAS, the Abatements are authorized under Minnesota Statutes, Section 469.1812 through 469.1815 (the "Abatement Law").

NOW, THEREFORE, BE IT RESOLVED that the City Council approve the Tax Abatement Application substantially in form as presented, submitted by Jeremy & Jamie Conrath (504 14th St NW) Parcel ID #17.710.0210 & Michael & Emily Schlueter (1120 11th Ave SE) Parcel ID #175350660.

Adopted this 7th day of December 2021.

R.D. SRP
MAYOR

ATTEST:

MIKE ANDERSON
ASSISTANT TO CITY MANAGER



Request for City Council Action

Title:	Joint Powers Agreement for the South Central Drug Investigative Unit		
Meeting Date: 12/7/2021		Agenda Item Number:	6D
Action:	<input checked="" type="checkbox"/> MOTION <input type="checkbox"/> RESOLUTION <input type="checkbox"/> ORDINANCE <input type="checkbox"/> DISCUSSION	Supporting Documents: Joint Powers Agreement	Agreement
Originating Department: Waseca Police Department		Presented By:	Consent Agenda
Approved By City Manager: <input checked="" type="checkbox"/>	Proposed Action: Motion to accept and sign the 2022 Joint Powers Agreement with the South Central Drug Investigative Unit Task Force.		

BACKGROUND: Waseca has been a member of the South Central Drug Investigative Unit since 1987. SCDIU serves a four county multi-jurisdictional area, which covers 2,310 square miles. Member agencies include: the Sheriff's Offices of the following counties: Faribault, Freeborn, Steele, and Waseca along with the following municipal Police Departments: Albert Lea, Blooming Prairie, Blue Earth, Janesville, New Richland, Owatonna, Waseca, Wells and Winnebago.

The mission of SCDIU is to coordinate efforts to apprehend and prosecute drug offenders. Additionally, the task force agents will also provide investigative support with violent crime enforcement. From 2020 to current, the five SCDIU agents opened 90 drug related investigations, made 78 arrests, and executed 74 search warrants. Of these 78 arrests, 74 were charged as felony crimes. These statistics do not take into account several months during the initial COVID pandemic when the agents were unable to meet with informants and had limited proactive work. In comparison, in 2015, there were a total of 83 investigations conducted by the agents of SCDUI. Fifty-seven individuals were arrested and criminally charged. An additional twenty-three individuals were arrested for non-drug offenses and 18 search warrants were executed.

In 2008, the City Council approved a new SCDIU Joint Powers Agreement amending a previous Joint Powers Agreement from 2005. Other amended Joint Powers Agreement were approved by Council in March of 2011 and in 2014 (for FY 2015) and in 2017. This current proposed Joint Powers Agreement is the same one signed in 2017 when the City of New Richland was added.

BUDGET IMPACT: In Fiscal Year 2022, SCDUI will receive no less than \$160,000 in grant funding from the Minnesota Office of Justice Programs. SCDIU also will receive cash match payments totaling \$88,000 from participating members and \$15,000 payments for the SWAT Tactical Services. On an annual basis, the City of Waseca provides \$10,000 in the form of a cash match to the South Central Drug Investigative Unit and provides an additional \$1,500 annual for the SWAT Tactical Services and Maintenance expense. Both of these amounts are included in the FY 2022 Budget.

POLICY QUESTION: N/A

ALTERNATIVES CONSIDERED: N/A

RECOMMENDATION: Staff recommends Council approval of the Joint Powers Agreement to continue with the City of Waseca's membership with the SCDIU Task Force.

SOUTH CENTRAL DRUG INVESTIGATION UNIT JOINT POWERS AGREEMENT

THE PARTIES TO THIS AGREEMENT are units of government responsible for the enforcement of controlled substance laws in their respective jurisdictions. This Agreement is made pursuant to the authority conferred upon the parties by Minnesota Statutes §471.59.

NOW THEREFORE, the undersigned governmental units, in the joint and mutual exercise of their powers agree as follows:

1. **Name.** The parties have previously established and hereby maintain the South Central Drug Investigation Unit (SCDIU).

2. **General Purpose.** The purpose of this joint powers agreement is to establish an organization to coordinate efforts to apprehend and prosecute drug offenders. SCDIU operates a tactical unit.

3. **Members.** The members of the Agreement shall consist of the following units of government:

City of Albert Lea	City of Blooming Prairie	County of Faribault
City of Blue Earth	City of New Richland	County of Freeborn
City of Janesville	City of Owatonna	County of Steele
City of Waseca	City of Wells	County of Waseca
City of Winnebago		

4. **Fiscal Agent.** The City of Owatonna acting on behalf of the South Central Drug Investigation Unit and its members, shall apply for grant funding, prepare and file all necessary forms and reports in connections with such grants, keep all financial records, assist in the preparation of audits, and distribute forfeiture proceeds as provided hereafter. The Chief of the Owatonna Police Department, or his designee, is deemed the "authorized official."

5. **Administrative Board.**

5.1. The governing body of the SCDIU shall be a Board of Directors consisting of thirteen (13) members. The police chief or sheriff of each party shall appoint one board member to serve at the chief's or sheriff's pleasure. Board members must be full-time supervisory peace officers of the jurisdiction that appoints the Board member or the County Attorney, or the County Attorney's designee, from one or more of the member counties.

5.2. Each board member shall have one vote.

5.3. Board members shall not be deemed employees of the SCDIU and shall not be compensated by it.

5.4. The Board shall elect from its members a chair, a vice-chair, and appoint a secretary/treasurer, each serving a three-year staggered term. The Board may also elect such other officers as it deems necessary to conduct its meetings and affairs. The Board shall

meet at least six (6) times during the term of the Agreement. The Board may adopt rules and regulations governing its meetings. Such rules and regulations may be amended from time to time at either a regular or special meeting of the Board provided that at least ten (10) days prior notice of the meeting has been furnished to each Board member. The Board shall operate by a majority vote of all members present. A quorum of (7) members shall be required for all meetings.

6. Powers and Duties of the Board of Directors

- 6.1. The Board shall be responsible for the overall operation of the SCDIU, including setting investigative priorities and general operating procedures.
- 6.2. The Board shall coordinate intelligence between the members of the SCDIU.
- 6.3. The Board shall appoint and supervise the Unit Commander of the SCDIU.
- 6.4. The Board may cooperate with other federal, state, and local law enforcement agencies to accomplish the purpose for which it is organized.
- 6.5. The Board may make contracts, incur expenses, and make expenditures necessary and incidental to the effectuation of its purpose and consistent with its powers.
- 6.6. The Board shall cause to be made an annual audit of the books and account of the SCDIU and shall make and file a report to its members which includes the following information:
 - (a) The financial condition of the SCDIU;
 - (b) The status of all SCDIU projects;
 - (c) The business transacted by the SCDIU; and
 - (d) Other matters which affect the interests of the SCDIU.
- 6.7. The SCDIU's books, reports, and records shall be open to inspection by its members at all reasonable times.
- 6.8. The Board may recommend changes in the Agreement to its members.
- 6.9. The members may not incur obligations or enter into contracts that extend beyond the terms of this Agreement.
- 6.10. The Board shall identify a liaison attorney from a county attorney's staff located within the jurisdiction of the SCDIU. This attorney may also serve on the Board, at the discretion of the Board.

7. Funding and Budget

- 7.1. The SCDIU's funds may be expended by the Board in accordance with this Agreement and in a manner determined by the Board. The Board shall designate the City of Owatonna to act as depository for the SCDIU's funds. In no event shall there be a disbursement of SCDIU funds from the Owatonna depository without the signature of a minimum of two of the following persons: The "authorized official," the Unit Commander, or the SCDIU Secretary/Treasurer.

The fiscal agent will issue checks, authorized by the “authorized official,” the Unit Commander, or the SCDIU Secretary/Treasurer, and drawn on SCDIU funds, to satisfy monthly bills and purchases.

- 7.2. The members shall contribute the grant required matching funds to operate the SCDIU. Members who designate a full time agent to the SCDIU may pay their required match amount as “in kind.”
- 7.3. The Board shall adopt a budget based upon grant funds, member matching funds and money made available from other sources. The Board may amend the budget from time to time.
- 7.4. The Board shall receive a monthly financial report of all expenditures and receipts, and current fund balances from the secretary/treasurer.
- 7.5. The Board may not incur debts.

8. Agents

- 8.1. Agents shall not be employees of the SCDIU. Agents shall remain employees of the members that has assigned them to the SCDIU and shall be paid by that member, not the SCDIU.
- 8.2. Agents will be responsible for drug investigations, including intelligence management, case development, and case charging. Agents will also assist other agents in surveillance and undercover operations. SCDIU Agents will work cooperatively with assisting agencies.
- 8.3. Agents will be supervised by the Unit Commander.
- 8.4. The member appointing the Agent shall furnish the Agent a weapon.
- 8.5. Pursuant to Minnesota Statute §471.59, any duly sworn peace officer, while assigned to duty the SCDIU and working under the direction of the Board of Directors and the Unit Commander, shall have the same powers, duties, privileges, and immunities as are conferred upon such peace officers in their home jurisdiction.
- 8.6. Each Agent will be issued a debit card by the fiscal agent and PIN number to be used strictly for expenses related to the Agent’s duties under this Agreement. Each Agent will be personally responsible for any use of this debit card which is not directly-related to the Agent’s duties under this Agreement. Any unauthorized use of this debit card will result in sanctions by the Board, including the Agent’s removal from the SCDIU.

9. Unit Commander

- 9.1. From the Agents assigned by members, a Unit Commander shall be appointed by the Board and serve at its pleasure. The Unit Commander must be a full time licensed peace officer of a member and shall be paid a supervisor’s salary by that member. The Unit Commander shall remain an employee of the member city or county.
- 9.2. The Unit Commander shall be in charge of the day to day operations of the SCDIU, including supervising the SCDIU’s assigned personnel, subject to direction received from the Board. The Unit Commander is responsible for staffing, scheduling, case management, record keeping, informant management, buy fund management, petty cash management and

intelligence management. The Unit Commander shall keep the Board updated as the SCDIU's activity, which would include major case development within member jurisdictions. The Unit Commander shall assist or advise in the drafting and execution of all search warrant initiated by the SCDIU and will work cooperatively with the agencies with venue over the case. The Unit Commander shall be responsible for all buy fund monies and petty cash funds and will provide Board members with a monthly accounting of all funds disbursed and a written summary of activity with the unit.

- 9.3. The Unit Commander may exclude agents from further SCDIU involvement subject to review by the Board and approval of the member that assigned the agent to the SCDIU.

10. Forfeitures, Seizures, and Fines. All money and property that is obtained as a result of the SCDIU operations shall be forfeited to the SCDIU and will be distributed according to the State of Minnesota, Office of the State Auditor guidelines. In the case of Federal forfeiture actions, established federal rules shall be followed. Fine or restitution monies ordered paid to the SCDIU by Court Order may be used to offset equipment or operating costs of the SCDIU not funded by grant or matching funds.

11. Insurance; Indemnification and Liability.

- 11.1 Insurance. The SCDIU shall obtain and keep current the following insurance coverages:
Municipal Liability: \$500,000 per claimant/\$1,500,000 per occurrence
Automobile Liability: \$500,000 per claimant/\$1,500,000 per occurrence
UM/UIM: \$200,000 per occurrence
Crime: \$250,000 per occurrence
Excess Liability: \$2,000,000 aggregate limit
Basic Economic Loss (PIP): Basic Minnesota Statutory Coverage
Auto Physical Damage: Actual Cash Value, Unless Endorsed

Provided, that the coverage shall at all times be not less than the maximum liability as currently provided in Minn. Stat. §466.04, and as may be amended hereafter.

The SCDIU shall provide the fiscal agent of the members with a Certificate of Insurance naming the members as additional insureds. The policies shall not be cancellable, reduced or materially changed unless 30 days prior written notice shall be given to fiscal agent.

11.2 Indemnification.

- (a) The SCDIU is a separate and distinct public entity to which the parties have transferred all responsibility and control for actions taken pursuant to this Agreement.
- (b) The SCDIU shall defend and indemnify the parties, and their officers, employees, and volunteers, from and against all claims, damages, losses, and expenses, including attorney fees, arising out of the acts or omissions of the Joint Powers Board in carrying out the terms of this Agreement. This Agreement does not constitute a waiver on the limitations of liability set forth in Minnesota Statutes, Section 466.04.
- (c) Nothing herein shall be construed to provide insurance coverage or indemnification to an officer, employee, or volunteer of any member for any act or omission for which the officer, employee, or volunteer is guilty of malfeasance in office, willful neglect of duty, or bad faith.
- (d) To the fullest extent permitted by law, action by the parties to this Agreement are intended to be and shall be construed as a "cooperative activity" and it is the intent of the parties that they shall be deemed a "single governmental unit" for the purposes of liability, as set forth in Minnesota Statutes, Section 471.59, subd. 1a(a), provide further that for purposes of that statute, each party to this Agreement

expressly declines responsibility for the acts or omissions of any other party. The parties to this Agreement are not liable for the acts or omissions of another party to this Agreement except to the extent they have agreed in writing to be responsible for the acts or omissions of the other parties.

- (e) Any excess or uninsured liability shall be borne equally by all the members, but this does not include the liability of any individual officer, employee, or volunteer which arises from his or her own malfeasance, willful neglect of duty, or bad faith.

- 11.3 Liability. All insurance policies maintained on behalf of the SCDIU will be retained by the fiscal agent. Copies of any such policies will be provided to any member upon request.

12. Duration

- 12.1. Each member shall be bound by the terms of the Agreement upon execution. All members need not sign the same copy.
- 12.2. This Agreement shall continue for an indefinite term subject to the termination provisions of this section.
- 12.3. This Agreement may be terminated at any time by the written agreement of a majority of its members.
- 12.4. Any party to the Agreement may withdraw from this Agreement following thirty (30) days written notice to the SCDIU. If the SCDIU is abandoned, resources shall be divided in accordance with the financial and personnel contributions made by the participating agencies. If an individual agency terminates, all resources remain with the SCDIU.
- 12.5. All equipment, including motor vehicles, which is not purchased by the SCDIU, but is used by the SCDIU Agents in the course of their duties under this Agreement, will be presumed to be donated to the SCDIU by the member agency. If a member agency does not wish to donate such equipment, it must file a written notice to that effect within thirty (30) days of the equipment being put into use by the SCDIU. The notice should specify the equipment and be filed with the Unit Commander or Secretary. If this notice is made, the equipment will not be subject to the provisions of section 12.5 if that member terminates its participation in the SCDIU.

SOUTH CENTRAL DRUG INVESTIGATION UNIT TACTICAL TEAM JOINT POWERS AGREEMENT

THE PARTIES TO THIS AGREEMENT are units of government responsible for the enforcement of laws in their respective jurisdictions. This Agreement is made pursuant to the authority conferred upon the parties by Minnesota Statutes §471.59.

NOW THEREFORE, the undersigned governmental units, in the joint and mutual exercise of their powers agree as follows:

13. Name. The parties have previously established and hereby maintain the South Central Drug Investigation Unit Tactical Team (SCDIU Tactical Team).
14. General Purpose. The purpose of this joint powers agreement is to establish an organization to coordinate efforts to
 - 14.1. Respond to critical incidents, including but not limited to, hostage, barricade, and sniper situations, high-risk apprehension, high-risk warrant service, personal protection, and special assignments.
 - 14.2. Establish a formal framework for membership and personnel commitments, overall operations, resources available, general management,, and liability issues.
 - 14.3. Provide other similar or related services and programs as determined by the Board.
 - 14.4. Establish procedures to add qualifying Parties to this Agreement.
15. Establish a mechanism whereby additional/and or alternative programs and services may be developed for the benefit of the Parties and in furtherance of the objectives of the Parties.
16. Members. The members of the Agreement shall consist of the following units of government:

City of Albert Lea	City of Blooming Prairie	County of Faribault
City of Blue Earth	City of New Richland	County of Freeborn
City of Janesville	City of Owatonna	County of Steele
City of Waseca	City of Wells	County of Waseca
City of Winnebago		
17. Fiscal Agent. The City of Owatonna acting on behalf of the South Central Drug Investigation Unit Tactical Team and its members, shall apply for grant funding, prepare and file all necessary forms and reports in connections with such grants, keep all financial records, assist in the preparation of audits, and distribute forfeiture proceeds as provided hereafter. The Chief of the Owatonna Police Department, or his designee, is deemed the “authorized official.”
18. Administrative Board.

- 18.1. The governing body of the SCDIU shall be a Board of Directors consisting of thirteen (13) members. The police chief or sheriff of each party shall appoint one board member to serve at the chief's or sheriff's pleasure. Board members must be full-time supervisory peace officers of the jurisdiction that appoints the Board member or the County Attorney, or the County Attorney's designee, from one or more of the member counties.
- 18.2. Each board member shall have one vote.
- 18.3. Board members shall not be deemed employees of the SCDIU Tactical Team and shall not be compensated by it.
- 18.4. The Board shall elect from its members a chair, a vice-chair, and appoint a secretary/treasurer, each serving a three-year staggered term. The Board may also elect such other officers as it deems necessary to conduct its meetings and affairs. The Board shall meet at least six (6) times during the term of the Agreement. The Board may adopt rules and regulations governing its meetings. Such rules and regulations may be amended from time to time at either a regular or special meeting of the Board provided that at least ten (10) days prior notice of the meeting has been furnished to each Board member. The Board shall operate by a majority vote of all members present. A quorum of (7) members shall be required for all meetings.
- 18.5. The Board shall comply with Minnesota Statutes Chapter 13D (Open Meeting Law).

19. Powers and Duties of the Board of Directors

- 19.1. The Board is hereby authorized to exercise such authority and powers common to the Parties as is necessary and property to fulfill its purposes and perform its duties. Such authority shall include the specific powers enumerated in this Agreement.
- 19.2. The Board shall appoint and supervise the Commander of the SCDIU Tactical Team.
- 19.3. The Board shall have the power and authority to determine guidelines, expectations, and procedures of a member's assigned officer(s) and a member agency.
- 19.4. The Board may cooperate with other federal, state, and local law enforcement agencies to accomplish the purpose for which it is organized.
- 19.5. The Board may make contracts, incur expenses, and make expenditures necessary and incidental to the effectuation of its purpose and consistent with its powers.
- 19.6. The Board shall cause to be made an annual audit of the books and account of the SCDIU Tactical Team and shall make and file a report to its members which includes the following information:
 - (a) The financial condition of the SCDIU Tactical Team;
 - (b) The status of all SCDIU Tactical Team projects;
 - (c) The business transacted by the SCDIU Tactical Team; and
 - (d) Other matters which affect the interests of the SCDIU Tactical Team.

- 19.7. The SCDIU Tactical Team's books, reports, and records shall be open to inspection by its members at all reasonable times.
- 19.8. The Board may recommend changes in the Agreement to its members.
- 19.9. The members may not incur obligations or enter into contracts that extend beyond the terms of this Agreement.
- 19.10. The Board shall identify a liaison attorney from a county attorney's staff located within the jurisdiction of the SCDIU Tactical Team. This attorney may also serve on the Board, at the discretion of the Board.

20. Funding and Budget

- 20.1. The SCDIU Tactical Team's funds may be expended by the Board in accordance with this Agreement and in a manner determined by the Board. The Board shall designate the City of Owatonna to act as depository for the SCDIU Tactical Team's funds. In no event shall there be a disbursement of SCDIU Tactical Team funds from the Owatonna depository without the signature of a minimum of two of the following persons: The "authorized official," the SCDIU Tactical Team Commander, or the SCDIU Tactical Team Secretary/Treasurer. The fiscal agent will issue checks, authorized by the "authorized official," the SCDIU Tactical Team Commander, or the SCDIU Tactical Team Secretary/Treasurer, and drawn on SCDIU Tactical Team funds, to satisfy monthly bills and purchases.
- 20.2. The members shall contribute the required matching funds to operate the SCDIU Tactical Team.
- 20.3. The Board shall adopt a budget based upon member matching funds and money made available from other sources. The Board may amend the budget from time to time.
- 20.4. The Board shall receive a monthly financial report of all expenditures and receipts, and current fund balances from the secretary/treasurer.
- 20.5. The Board may not incur debts.

21. Insurance; Indemnification and Liability.

- 21.1 Insurance. The SCDIU shall obtain and keep current the following insurance coverages:
 - Municipal Liability: \$500,000 per claimant/\$1,500,000 per occurrence
 - Automobile Liability: \$500,000 per claimant/\$1,500,000 per occurrence
 - UM/UIM: \$200,000 per occurrence
 - Crime: \$250,000 per occurrence
 - Excess Liability: \$2,000,000 aggregate limit
 - Basic Economic Loss (PIP): Basic Minnesota Statutory Coverage
 - Auto Physical Damage: Actual Cash Value, Unless Endorsed

Provided, that the coverage shall at all times be not less than the maximum liability as currently provided in Minn. Stat. §466.04, and as may be amended hereafter.

The SCDIU Tactical Team shall provide the fiscal agent of the members with a Certificate of Insurance naming the members as additional insureds. The policies shall not be cancellable,

reduced or materially changed unless 30 days prior written notice shall be given to fiscal agent.

21.2 Indemnification.

- (a) The SCDIU Tactical Team is a separate and distinct public entity to which the parties have transferred all responsibility and control for actions taken pursuant to this Agreement.
- (b) The SCDIU Tactical Team shall defend and indemnify the parties, and their officers, employees, and volunteers, from and against all claims, damages, losses, and expenses, including attorney fees, arising out of the acts or omissions of the Joint Powers Board in carrying out the terms of this Agreement. This Agreement does not constitute a waiver on the limitations of liability set forth in Minnesota Statutes §466.04.
- (c) Nothing herein shall be construed to provide insurance coverage or indemnification to an officer, employee, or volunteer of any member for any act or omission for which the officer, employee, or volunteer is guilty of malfeasance in office, willful neglect of duty, or bad faith.
- (d) To the fullest extent permitted by law, action by the parties to this Agreement are intended to be and shall be construed as a “cooperative activity” and it is the intent of the parties that they shall be deemed a “single governmental unit” for the purposes of liability, as set forth in Minnesota Statutes §471.59, subd. 1a(a), provide further that for purposes of that statute, each party to this Agreement expressly declines responsibility for the acts or omissions of any other party. The parties to this Agreement are not liable for the acts or omissions of another party to this Agreement except to the extent they have agreed in writing to be responsible for the acts or omissions of the other parties.
- (e) Any excess or uninsured liability shall be borne equally by all the members, but this does not include the liability of any individual officer, employee, or volunteer which arises from his or her own malfeasance, willful neglect of duty, or bad faith.

21.3 Liability. All insurance policies maintained on behalf of the SCDIU Tactical Team will be retained by the fiscal agent. Copies of any such policies will be provided to any member upon request.

22. Duration

- 22.1. Each member shall be bound by the terms of the Agreement upon execution. All members need not sign the same copy.
- 22.2. This Agreement shall continue for an indefinite term subject to the termination provisions of this section.
- 22.3. This Agreement may be terminated at any time by the written agreement of a majority of its members.
- 22.4. Any party to the Agreement may withdraw from this Agreement following thirty (30) days written notice to the SCDIU Tactical Team. If the SCDIU Tactical Team is abandoned, resources shall be divided in accordance with the financial and personnel contributions made by the participating agencies. If an individual agency terminates, all resources remain with the SCDIU Tactical Team.

- 22.5. All equipment, including motor vehicles, which is not purchased by the SCDIU Tactical Team, but is used by the SCDIU Tactical Team in the course of their duties under this Agreement, will be presumed to be donated to the SCDIU Tactical Team by the member agency. If a member agency does not wish to donate such equipment, it must file a written notice to that effect within thirty (30) days of the equipment being put into use by the SCDIU Tactical Team. The notice should specify the equipment and be filed with the SCDIU Tactical Team Commander or Secretary. If this notice is made, the equipment will not be subject to the provisions of section 10.5 if that member terminates its participation in the SCDIU Tactical Team.

IN WITNESS WHEREOF, the undersigned, on behalf of the City/County of _____, has executed this Agreement in accordance with the authority of Minnesota Statutes, §471.59 on the date indicated below:

Mayor/Board Chair

Date

Witness

Date

Title:	SET 2022 CITY COUNCIL MEETING DATES		
Meeting Date:	DECEMBER 7, 2021	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:	List of meeting dates 2022
Originating Department:	Administration	Presented By:	Consent Agenda
Approved By City Manager: <input checked="" type="checkbox"/>	Proposed Action: Motion to approve 2022 City Council meeting dates.		

BACKGROUND: The City Council annually sets the meeting dates for the upcoming year, for planning and scheduling purposes.

Attached is a list of dates for the 2022 regular City Council meetings. Any foreseen conflicts are noted as follows:

- August 2 (Night to Unite)

Last year the Council agreed to schedule the meetings on Wednesdays when there was a conflict.

The Council can reschedule other meetings as needed throughout the year as long as public meeting notice requirements are met.

RECOMMENDATION: Staff recommends a motion to approve the 2022 City Council meeting dates as presented.

**WASECA CITY COUNCIL
2022 MEETING DATES**

JANUARY

Tuesday, January 4
Tuesday, January 18

FEBRUARY

Tuesday, February 1
Tuesday, February 15

MARCH

Tuesday, March 1
Tuesday, March 15

APRIL

Tuesday, April 5
Tuesday, April 19

MAY

Tuesday, May 3
Tuesday, May 17

JUNE

Tuesday, June 7
Tuesday, June 21

JULY

Tuesday, July 5
Tuesday, July 19

AUGUST

Wednesday, August 3 (Night to Unite)
Tuesday, August 17

SEPTEMBER

Tuesday, September 6
Tuesday, September 20

OCTOBER

Tuesday, October 4
Tuesday, October 18

NOVEMBER

Tuesday, November 1
Tuesday, November 15

DECEMBER

Tuesday, December 6
Tuesday, December 20

Title:	DESIGNATE CITY NEWSPAPER FOR 2022		
Meeting Date:	DECEMBER 7, 2022	Agenda Item Number:	6F
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:	Administration	Presented By:	Consent Agenda
Approved By City Manager: <input checked="" type="checkbox"/>	Proposed Action: Motion to designate Waseca County News as the official City Newspaper for 2022.		

BACKGROUND: Section 12.01 of the Waseca City Charter requires the Council to annually designate the official City newspaper for legal publications.

Waseca County News is the only publication eligible according to MN Statutes 331A.02 to be designated as the official City newspaper.

RECOMMENDATION: Staff recommends a motion to designate Waseca County News as the official City Newspaper for 2022.

RESOLUTION NO. 21-61

**A RESOLUTION OF THE WASECA CITY COUNCIL
DESIGNATING POLLING PLACES
IN THE CITY OF WASECA**

6G

WHEREAS, the boundaries of all City precincts must be reviewed following State legislative redistricting; and

WHEREAS, the City is required to approve polling locations on a yearly basis; and

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Waseca, Minnesota that the polling places for City precincts are hereby established and designated:

WARD 1, PRECINCT A – Christ Community Church
2200 4th Street NE

WARD 1, PRECINCT B - Treanor Campion Center
111 4th Street NW

WARD 2, PRECINCT A - Faith United Methodist Church
801 4th Avenue NE

WARD 2, PRECINCT B - St. John Lutheran Church
401 3rd Avenue NE – west entrance

WARD 3, PRECINCT A - Waseca City Hall
508 South State Street

WARD 3, PRECINCT B - Waseca County Highway Shop
1495 5th Street SE

Adopted this 7th day of December, 2021

R. D. SRP
MAYOR

ATTEST:

MIKE ANDERSON
ASSISTANT TO THE CITY MANAGER

Title:	Visu-Sewer Final Pay Request & Project Acceptance		
Meeting Date:	December 7, 2021	Agenda Item Number:	7A
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:	Attached
Originating Department:	Sanitary Sewer Utility	Presented By:	City Manager
Approved By City Manager: <input checked="" type="checkbox"/>			
How does this item pertain to Vision 2030 goals?	Sanitary sewers are high quality community assets that are improved by increasing the usable life and by reducing I&I to minimize basement flooding risks and to minimize wastewater releases to the environment.		

BACKGROUND: The City is under a Schedule of Compliance (SOC) by the MPCA (Minnesota Pollution Control Agency) with our State mandated wastewater permit to remove I&I from the sanitary sewer system. To accomplish this unfunded State mandate, the City Council has adopted a new I&I ordinance and has authorized staff to remove I&I from the total sanitary sewer system. As a reminder, I&I includes sources of clean ground water & rainwater that enter the sanitary sewer system. Our demonstration project to continue compliance with the SOC has been to install plastic liners in City sewers in the residential neighborhood just north of Clear Lake Park. Staff intends to plan further pipe lining projects in the coming years, including 2022.

There is a two-year correction period for the workmanship (“all defective work”) of this lining project and also a ten (10) year manhole (“workmanship and products”) warranty period. The anticipated service life of the City sewer pipe has been about doubled with the lining project, 50 years or more. It remains to be determined the need to line and/or repair private sewer services.

BUDGET IMPACT: The 2021 sewer lining project final construction cost is \$206,770.29, which is \$36,455 under the adjusted contract number as set in Change Order No.1, and \$108,174 under the original contract amount, that also had included the televising of private lateral sewers.

ALTERNATIVES CONSIDERED: Not applicable.

RECOMMENDATION: City Council authorization of the attached final pay request and final project acceptance.




Owner: City of Waseca, 508 State St. S., Waseca, MN 56093	Date: November 30, 2021
For Period: 10/31/2021 to 11/30/2021	Request No: 2 and Final
Contractor: Visu-Sewer, Inc., W230-N4855 Betker Dr., Pewaukee, WI 53072	

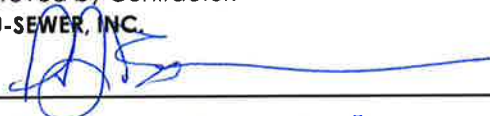
CONTRACTOR'S REQUEST FOR PAYMENT
WASECA PHASE 1 SANITARY SEWER IMPROVEMENTS
STANTEC PROJECT NO. 193805190

SUMMARY

1	Original Contract Amount		\$	314,945.00
2	Change Order - Addition	\$	52,145.20	
3	Change Order - Deduction	\$	123,864.50	
4	Revised Contract Amount		\$	243,225.70
5	Value Completed to Date		\$	206,770.29
6	Material on Hand		\$	0.00
7	Amount Earned		\$	206,770.29
8	Less Retainage 0%		\$	0.00
9	Subtotal		\$	206,770.29
10	Less Amount Paid Previously		\$	150,393.32
11	Liquidated damages -		\$	0.00
12	AMOUNT DUE THIS REQUEST FOR PAYMENT NO. 2 and Final		\$	56,376.97

Recommended for Approval by:
STANTEC



Approved by Contractor:
VISU-SEWER, INC.


PETER J BAUMANN

Approved by Owner:
CITY OF WASECA

Specified Contract Completion Date:
Dec. 17, 2021

Date:



Contractor Affidavit Submitted

Thank you, your Contractor Affidavit has been approved.

Confirmation Summary

Confirmation Number:	1-562-563-232
Submitted Date and Time:	2-Dec-2021 9:00:03 AM
Legal Name:	VISU SEWER INC
Federal Employer ID:	39-1219110
User Who Submitted:	weather
Type of Request Submitted:	Contractor Affidavit

Affidavit Summary

Affidavit Number:	1896812544
Minnesota ID:	3042816
Project Owner:	CITY OF WASECA
Project Number:	193805190
Project Begin Date:	01-Sep-2021
Project End Date:	01-Dec-2021
Project Location:	WASECA, MN
Project Amount:	\$206,770.29
Subcontractors:	No Subcontractors

Important Messages

A copy of this page must be provided to the contractor or government agency that hired you.

Contact Us

If you need further assistance, contact our Withholding Tax Division at 651-282-9999, (toll-free) 800-657-3594, or (email) withholding.tax@state.mn.us. Business hours are 8:00 a.m. - 4:30 p.m. Monday - Friday.

Please [print this page](#) for your records using the print or save functionality built into your browser.



Stantec Consulting Services Inc.

6188 Rome Circle NW

Rochester MN 55901

Tel: (507) 282-2100

Fax: (507) 282-3100

November 30, 2021

Keith Alexander, President
Visu-Sewer, Inc.
W230N4855 Betker Drive
Pewaukee, Wi. 53072

Carl Sonnenberg - Utilities Director
Nate Willey - Director of Engineering
Waseca City Hall
508 South State Street
Waseca, MN 56093

RE: City of Waseca, MN. 2021 Trunk Sanitary Sewer Rehabilitation, City, Project 2021-08

Mr. Alexander, Mr. Sonnenberg and Mr. Willey:

Work under the 2021 Trunk Sanitary Sewer Rehabilitation, City Project 2021-08 has been reviewed and found, to the Engineer's best knowledge, information and belief, to have been completed in accordance with the Contract Documents and Substantially Complete as of November 12, 2021, with Final Completion achieved on November 12, 2021. Per the Contract, the two (2) year Correction Period commenced upon Substantial Completion of the work and shall extend to November 12, 2023 for workmanship and products associated with CIPP lining. Also, per the Contract, a ten (10) year Warranty Period commenced upon Substantial Completion of the work and shall extend to November 12, 2031 for work associated with Manhole Rehabilitation. Obligations associated with the two-year Correction Period are discussed in Article 13.07 of the EJCDC-C-700 Standard Conditions of the Construction Contract and the Associated Supplementary Conditions. The ten (10) year Warranty period is discussed in Utilities Division 33-01-39, 1.04, Manhole Rehabilitation.

We recommend the City of Waseca accept the work associated with 2021 Trunk Sanitary Sewer Rehabilitation, City Project 2021-08 and make final payment to Visu-Sewer, Inc. Enclosed with this letter, please find the following project closeout documents associated with the above referenced project for your review, approval and signature.

- Pay request No. 2 and Final

By signing the aforementioned documents, all parties agree to the final payment, a waiver of claims per Article 14.09 of the EJCDC Contract, substantial and final completion dates and the associated two-year correction period for work and products associated with the CIPP lining and a 10 year warranty for the workmanship and products associated with Manhole Rehabilitation. If any of the parties involved have questions, concerns or proposed modification to the project closeout documents, please respond to this letter in writing within the next ten calendar days. If the documents are acceptable, please coordinate signature of one set of documents.

Reference: City of Waseca, MN. 2021 Trunk Sanitary Sewer Rehabilitation, City, Project 2021-08

Please note that Visu-Sewer, Inc., has yet to provide all the IC-134 forms if required to closeout the project. Final acceptance and payment will not be achieved until all entities have signed the aforementioned documents and any required IC-134 forms are reviewed and approved.

Respectfully,
STANTEC CONSULTING SERVICES INC.



Joseph C. Palen, P.E
Project Manager

Title:	RESOLUTION 21-58 ORDERING THE 8 th STREET SE RECONSTRUCTION AND REHABILITATION PROJECT (CITY PROJECT 2022-01) AND AUTHORIZING THE PREPARATION OF PLANS, SPECIFICATIONS, AND ASSESSMENT ROLL #283		
Meeting Date:	December 7, 2021	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 21-58 Project Location Map Prior RCCA's Staff Memo
Originating Department:	Engineering	Presented By:	City Manager
Approved By City Manager: <input checked="" type="checkbox"/>	Proposed Actions: Hold the public hearing on the proposed improvements with a motion to adopt Resolution 21-58 ordering the 8 th Street SE Reconstruction and Rehabilitation Project (City Project No. 2022-01) and authorizing the preparation of plans, specifications, and Assessment Roll #283		
How does this item pertain to Vision 2030 goals?	Creating High Quality Community Assets		

BACKGROUND: 8th Street SE has long been identified as a road in need of improvement. When City Engineer Nate Willey was hired in 2020, he was tasked with seeking out grant funding for projects that were currently in the City's Capital Improvement Plan. The intent was to seek grants for existing projects in order to reduce the funding required from the city-wide property tax levy. One of the grants identified was the Local Road Improvement Program, which is a competitive grant program offered by the Minnesota Department of Transportation. On February 16, 2020, the City Council was asked to approve an application for this grant with the same project scope as the Council is considering today. The Council approved the grant application. The project would also have been reviewed at work sessions on the Capital Improvement Plan. Once the City was awarded the grant, the City Council was asked to authorize the hiring of the engineering firm Stantec, to design and inspect the project. This was approved by the City Council on July 6, 2021. On November 2, 2021, the City Council authorized the preparation of a project feasibility report and then received that feasibility report on November 16, 2021. A public hearing was also authorized and that is the purpose of the December 7, 2021, agenda item.

BUDGET IMPACT: This project is included in the 2022 budget and will be funded through the LRIP grant, the capital improvement fund, sanitary and storm sewer enterprise funds, state aid, and special assessments to benefiting properties. Based on the feasibility report, the total estimated project cost and breakdown by funding source is shown below:

Table 2 – 8th Street SE Reconstruction & Rehabilitation Project Total Cost Summary	
Item	Estimated Cost
Construction Items	\$1,767,030
Contingency (10%)	\$176,703
Construction Subtotal:	\$1,943,733
Engineering (Design + Inspection)	\$262,034
Project Subtotal:	\$2,205,767
Administration (3% of Engineering + Construction)	\$66,173
Total Project Cost:	<u>\$2,271,940</u>

Funding Source	Estimated Amount
440 Special Assessment Fund	\$349,700
430 Capital Improvement Street Fund	\$208,025
402 State Aid Funds	\$183,565
602 Sanitary Sewer Fund	\$254,150
651 Storm Water Fund	\$26,500
LRIP Grant Funds	\$1,250,000
Total Project Cost:	<u>\$2,271,940</u>

ALTERNATIVES CONSIDERED: As the background information illustrates, the scope of this project has long been established. Recent discussions have led to requests to consider alternatives that utilize only city staff. Staff recommends against performing this work internally and will attach information to more fully explore that topic. A summary of staff's conclusions are as follows:

- In-house mill and overlay work typically targets roads with lower traffic volumes. 8th St SE is a major collector street with a higher traffic load.
- Staff's equipment is insufficient for a project of this scope. Breaking the project down into smaller sections will result in an inferior final product. A single large staff project would require the rental of equipment and the hiring of contractors to perform some work. Because 8th Street SE is a state aid road, all work may need to meet state standards. Staff is not confident we can meet state standards. MNDOT will need to comment on this.
- The opportunity cost of this project would impact work benefitting other areas of the community. For example, this project would prevent staff from working on other streets and projects. Northeast Waseca would be a focus area for next year. Other projects such as routine concrete repairs would also be impacted.
- A policy aimed at short-term savings via a net reduction in the cost and durability of street projects will create a larger future list of major projects which will be more difficult to finance.
- Assigning a project of this scope to staff requires a fundamental rethinking of how the City provides street improvements to its residents. This change will impact staffing levels, equipment needs, capital plans, and a result in a reprioritization of all city services delivered by Public Works.

RECOMMENDATION: Pursuant to the state statute governing the special assessment process, a four-fifths vote is required to approve the resolution ordering the improvements. To continue with the project as presented, the City Council should adopt Resolution 21-58 ordering the 8th Street SE Reconstruction and Rehabilitation Project (City Project No. 2022-01) and authorizing the preparation of plans, specifications, and Assessment Roll #283.

RESOLUTION NO. 21-58

**A RESOLUTION OF THE WASECA CITY COUNCIL
ORDERING THE 8TH STREET SE RECONSTRUCTION AND REHABILITATION PROJECT
(CITY PROJECT NO. 2022-01)
AND AUTHORIZING THE PREPARATION OF PLANS, SPECIFICATIONS,
AND ASSESSMENT ROLL #283**

WHEREAS, the City Council of the City of Waseca has reviewed and accepted the Feasibility Report for City Project No. 2022-01; and

WHEREAS, a public improvement hearing has been scheduled and held to consider the project; and

WHEREAS, plans, specifications, and an assessment roll must be authorized for the project improvements per Chapter 429 of Minnesota State Statutes.

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

1. The project improvements are necessary, cost-effective, and feasible as detailed in the Feasibility Report.
2. A public improvement hearing was scheduled and held on December 7, 2021.
3. Stantec is hereby designated as the engineer for this improvement project.
4. Staff is ordered to prepare preliminary Assessment Roll No. 283 in accordance with the Special Assessment Policy adopted by the City of Waseca and in compliance with Chapter 429 of Minnesota State Statutes.

Adopted this 7th day of December 2021.

R.D. SRP
MAYOR

ATTEST:

MIKE ANDERSON
ASSISTANT TO THE CITY MANAGER

MEMORANDUM

TO: CITY COUNCIL
FROM: STAFF
RE: 8TH ST SE PROJECT
DATE: DECEMBER 3, 2021

This memo is intended to provide for additional staff comment on the proposed 8th St SE Project.

1. How was the determination on what to mill and overlay and what to reconstruct made?

Staff considered road condition and the condition of the underground utilities as well as budget constraints in making the decision. The sewer main north of the railroad tracks is known to be in need of replacement. The water main north of the railroad tracks is not in need of replacement, allowing a reconstruction of the north portion of the road to have a smaller impact on the utility funds. The water main and sanitary sewer south of the railroad tracks will need to be replaced should any street reconstruction occur.

2. What happens to the LRIP grant funding if city staff completes an alternate project?

LRIP grant funds are not allowed to be used to reimburse city staff time or materials. The City would therefore be forfeiting the benefits of \$1.25 million in grant funding.

3. Why is the City assessing the work?

The City's Special Assessment Policy, which was established by the City Council, calls for assessments on work of this type. The City Council has approved assessments on street projects in 2020 for 3rd Street NE and in 2021 for 2nd and 3rd Ave SE.

4. Why is City equipment not the equivalent of a contractor's equipment?

Public Works Director Sonnenberg has described the City's equipment as "maintenance equipment" and a contractor's equipment as "construction equipment". In general, the City equipment is smaller and less efficient than the larger equipment. Examples include:

- The City's milling machine is an attachment tool for a front-end loader. This does not provide the same, even milling that a construction grade machine would, resulting in a "wavy" road that likely reduces life expectancy by up to 50%. Ride quality will suffer both due to the "wavy" road and to the faster surface deterioration. These impacts are less noticeable on quiet, residential streets that do not need to accommodate higher speeds or more frequent weight that a major collector street like 8th St SE has to stand up to. A

machine at least four times the size of the City's machine would be ideal for the milling on 8th St SE.

- The City's paver is not as wide as a construction grade machine. A city project has a lot more "seams" where asphalt is laid at different times than a larger machine. These seams will also impact road life expectancy (up to 35%) and ride quality.

5. If our equipment is too small, why not break the project up into many small projects?

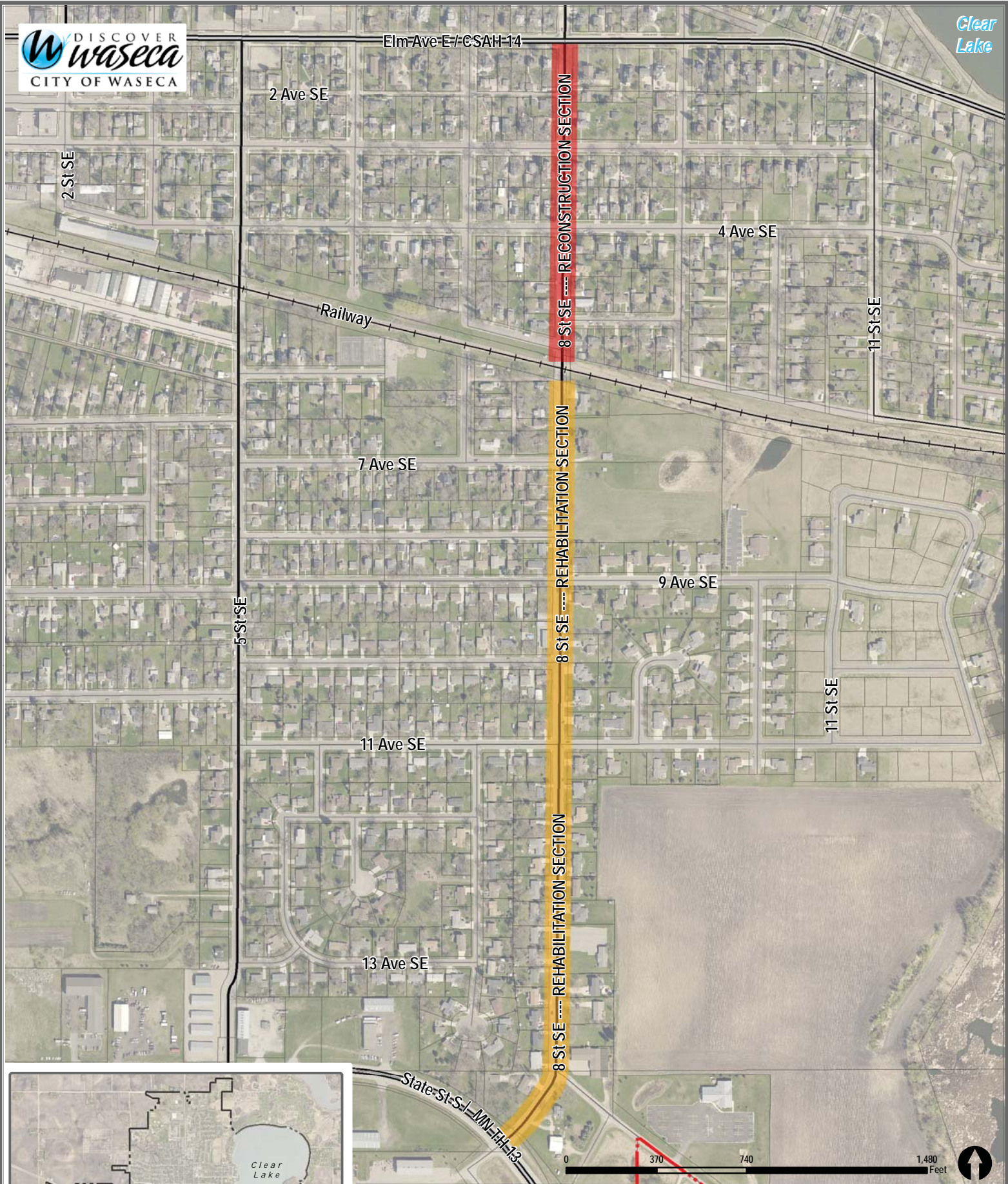
This will further impact the quality of the overall project, increase the number of seams, and result in a poor ride and shorter life expectancy for the project.

6. Can the City rent larger equipment?

The City could rent larger equipment. This will increase the cost of the project and it is unlikely that city staff can immediately utilize the rented equipment as well as a contractor as there is a learning curve associated with this equipment. A major street like 8th St SE is not the place for this learning curve to take place.

7. What is the opportunity cost for having staff complete this work?

The northeast quadrant of Waseca was to be the target for staff mill and overlay work in 2022. That work would not be completed. Citywide concrete repairs and other work would also be deferred to a future year. Overall, all work completed will be of lower life-expectancy than planned, impacting future capital funding needs and decreasing average street pavement quality.



8TH STREET SE

RECONSTRUCTION & REHABILITATION Elm Ave E (CSAH 14) to State St S (MN TH 13)

This document is not a survey and should be used for reference purposes only!

Title:	RESOLUTION 21-07 APPROVING LOCAL ROAD IMPROVEMENT PROGRAM GRANT APPLICATION FOR 8 TH ST SE		
Meeting Date:	February 16, 2021	Agenda Item Number:	7A
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 21-07 Project Location Map
Originating Department:	Engineering	Presented By:	City Engineer
Approved By City Manager: <input checked="" type="checkbox"/>	Proposed Action: Motion to approve Resolution 21-07 Approving Local Road Improvement Program Grant Submittal		
How does this item pertain to Vision 2030 goals?	Creating high quality community assets		

BACKGROUND: The MnDOT State Aid for Local Transportation Office is soliciting applications for the Local Road Improvement Program (LRIP). This competitive grant program provides up to \$1.25M of funding for eligible construction costs associated with local road projects.

The proposed LRIP project, 8th St SE from Elm Avenue to State Hwy 13, is included in the City's current Capital Improvement Plan and consists of reconstruction from Elm Ave to the RR tracks and rehabilitation (mill and overlay) from the RR tracks to Hwy 13. This project would take place in 2022 and the total construction cost estimate is \$1.77M, of which approximately \$1.59M would be eligible for LRIP reimbursement.

The LRIP application requires a City Council Resolution in support of the proposed project.

BUDGET IMPACT: If awarded the full LRIP amount, the City would be responsible for approximately \$445K of design and inspection services, and \$520K of construction costs. The City's construction costs consist of LRIP ineligible sanitary sewer improvements (\$160K) and street assessments (\$360K).

RECOMMENDATION: Staff recommends the Waseca City Council approve Resolution 21-07 – Approving Local Road Improvement Program Grant Submittal.

Title:	RESOLUTION 21-32 AUTHORIZING THE CITY MANAGER TO EXECUTE A CONTRACT WITH STANTEC FOR DESIGN AND CONSTRUCTION SERVICES AND WITH AMERICAN ENGINEERING TESTING INC. FOR CONSTRUCTION TESTING SERVICES FOR THE 8 TH STREET SE RECONSTRUCTION AND REHABILITATION PROJECT (CITY PROJECT NO. 2022-07)		
Meeting Date:	July 6, 2021	Agenda Item Number:	6C
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. 21-32 Stantec Proposal AET Quote
Originating Department:	Engineering	Presented By:	Consent Agenda
Approved By City Manager: <input checked="" type="checkbox"/>	Proposed Action: Motion to Approve Resolution No. 21-32 (City Project No. 2022-07)		
How does this item pertain to Vision 2030 goals?	Creating high quality community assets.		

BACKGROUND: The City has been awarded \$1,250,000 in Local Roadway Improvement Program (LRIP) grant funds for the 8th Street SE Reconstruction and Rehabilitation Project scheduled to take place in 2022. This project will consist of the reconstruction of 8th Street SE from Elm Avenue East to just north of the RR tracks and rehabilitation (mill and overlay) of 8th Street SE from just south of the RR tracks to State Hwy 13.

In order to facilitate design and construction services for this project, City staff issued a Request for Proposals (RFP) to three regional consulting firms. On June 25th, proposals from Stantec and Bolton & Menk were received and evaluated. Based on qualifications and proposed cost, Stantec was selected.

As part of Stantec's proposal, they will coordinate all construction testing with the testing company, American Engineering Testing Inc. (AET). However, their proposal does not include the testing company costs. Therefore, the City will also need to enter into a contract with AET. By contracting directly with AET, the City will avoid paying additional consultant mark-up fees.

BUDGET IMPACT: The Stantec proposal is for an hourly, not-to-exceed amount of \$245,618. Of that amount, it is estimated that \$142,775 is for the design phase with the remaining \$102,843 for the construction services phase. The AET quote for construction testing services is in the amount of \$16,415, for a grand total of \$262,033. This amount is below the total estimated engineering cost of \$440,000 for this project. These contracts will be funded through the Streets Capital Improvement Fund (professional services are not eligible for LRIP grant reimbursement).

RECOMMENDATION: Staff recommends the City Council adopt Resolution No. 21-32 authorizing the City Manager to execute a contract with Stantec for design and construction services and with AET for construction testing services for the 8th Street SE Reconstruction and Rehabilitation Project (City Project No. 2022-07).

Response to Citizen Inquiries

1. What is the tax increase for?

- a. Work Comp Insurance budgets in the General Fund needed to be increased by \$120,924 for 2022. Expenditures in 2021 exceeded the budgeted amount by \$52,044 as rates went up significantly following a high number of claims. Premium payments were also reapportioned to better reflect the departments that were incurring the premium cost with a General Fund Increase of \$35,044. Finally, the City's 2022 Work Comp premiums paid by the General Fund are estimated to increase by \$33,836. This increase was not uniform. For example, premiums related to police officer payroll increased by 30% while premiums for administrative personnel decreased by 10%.
- b. The City is budgeting an \$11,314 increase in General Liability/Property Insurance.
- c. These two increases are larger than the tax levy increase.

2. What specific cuts in spending have been made?

- a. Eliminated 1 Full-Time Equivalent position between Administration and Finance. This is absorbed by putting some savings into purchasing technology to create efficiencies (FTE \$94,550 – Tech \$12,765 = \$81,785 savings)
- b. Vision 2030 funding = \$20,000
- c. General Fund Utility Expense Decrease = \$18,745
- d. Contracted Snow Removal Decrease – Longer to remove snow from streets, but already budgeted street employees will conduct this work. = \$10,000
- e. Administration Professional Services = \$2,000
- f. Community Development Professional Services = \$10,000
- g. The sum of these cuts is \$142,530.

3. Revenue and expenses for the pool? (5 years)

	<u>Revenue</u>	<u>Expenses + Levied Debt</u>
YTD 2021	\$166,998	\$283,163 + 105,400
2020		\$186,198 + 103,517
2019	\$156,384	\$296,995 + 109,125
2018	\$162,366	\$265,167 + 103,575
2017	\$149,259	\$246,197 + 105,667

4. Individual Park expenses by park (5 years).

The City does not account for revenues and expenditures by park. Total park revenues/expenditures are:

	<u>Revenue</u>	<u>Expenses</u>
YTD 2021	\$7,078	\$478,649
2020	\$632	\$622,842
2019	\$7,435	\$622,135
2018	\$5,082	\$614,795
2017	\$4,891	\$567,460

5. Revenue and Expenses for Tink Larson Field for Five years

- a. Before building the new stadium, the city was unaware this was City owned property and any expenses were accounted through the Park Department budget.
- b. Tink maintenance and operations has been as follows. (this excludes park dept personnel costs as that is still accounted for through the parks department budget). The revenue is revenue from Concessions only as we don't charge for admission.

	<u>Revenue</u>	<u>Expenses</u>
2019	\$6,412	\$10,101
2020		\$11,557
YTD 2021	\$5,385	\$11,071

6. Dog Park, did we ever consider ultimate cost when we started the project?

Yes. The \$50,000+ estimate for the original project was fencing only and Council was advised that there would be additional materials needed for the project as well as staff time that would be spent on the project. At a June 22 work session, prior to the approval of the project on July 6, staff advised the Council that there was over \$60,000 available in the park dedication account and that additional funds that were made available by other projects being completed under budget could help fund the project.

7. How do we know the dog park is highly utilized?

Public comment and empirical evidence supports the claim of utilization.

8. Do we use Gaiter Lake for Single Family Housing? Senior Housing should be a priority.

A final plan for the site has not been developed. It appears unlikely that single family homes will be the only use proposed for the site by Southwest Minnesota Housing Partnership who would be the developer on the project.

9. How can we be innovative? What can we cut?

- a. As previously noted, the City is attempting to make additional use of technology to eliminate one full-time equivalent position.
- b. Due to COVID, some vacant positions in Public Works were left vacant for a period of time as the City reduced/eliminated some services during COVID. As those services are resumed, staff needs to be hired back.
- c. Staff does continue to work to create efficiencies and save money while dealing with state/federal mandates and licensure/permit requirements that require new or additional work. For example, the City is now required to have ADA compliant pedestrian ramps for all sidewalks that cross a section of road that is milled and overlaid. The City can either repair fewer streets or spend more money.
- d. Any service not required by state/federal/local laws or regulations may be cut if the Council desires to pursue that cut. Work sessions were held during 2021 to help the Council better understand the scope of city services as they are asked to provide direction on what services should have a lower priority.

10. Why did we change a utility charge and take it from the tax bill?

Utilities are Enterprise funds. Enterprise funds are self-supporting government fund that sells goods and services to the public for a fee and therefore should not be supported by taxes. By moving a charge that pays for utilities to the utility bill instead of the tax bill (i.e., streetlight fee) the costs are spread over a larger group. There are many tax-exempt properties within City limits that don't pay property taxes but pay utility bills. This is lowering the amount a taxpayer actually pays by spreading it out over more utility customers. Customers that use those services are now paying for those services.

11. What are we doing on the grocery store?

Staff have been in communication with a number large grocery chains, smaller multi-site companies, and a single location store. Communication is also ongoing with wholesalers/suppliers who might know of clients looking to expand into a new market. City staff have traveled to corporate headquarters and also met with store/wholesaler representatives locally and have arranged for interested parties to view existing building/sites that might be suitable for a grocery store. Start-up costs for a grocery store are estimated to be between \$3-\$4 million plus inventory. This number comes informally from a wholesaler who evaluates sites for their clients. The presence of an existing store that sells groceries also plays a role in grocers' evaluation of the Waseca market.