

WORK SESSION – 6 P.M. RE:
REGULAR WASECA CITY COUNCIL MEETING
TUESDAY, JUNE 15, 2021 7 p.m.
AGENDA

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

Those wishing to speak must state their name and address for the record. 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.**

5. REQUESTS AND PRESENTATIONS
Lakes Association: Clear Lake Cleaning
6. CONSENT AGENDA
 - A. Minutes –Regular City Council Meeting & Work Session, June 1
 - B. Payroll & Expenditures
 - C. Approval of Temporary Liquor License: Waseca Ag Society & American Legion - County Fair
 - D. Approving Extension of Premise request: Bardens Bar
7. ACTION AGENDA
 - A. Resolution 21-25: 2-hour parking at Bailey-Lewer House
 - B. Resolution 21-26: Byron Variance Request
 - C. Public Hearing: Ordinance 1092
 - D. Resolution 21-27: Spire Credit Union Variance
 - E. Public Hearing: Amending Ordinance 120, Adopting Ordinance 1068
 - F. RCCA: Public Nuisance Abatement Request: Setting Public Hearing for July 6, 2021
8. REPORTS
 - A. City Manager’s Report
 - B. Commission Reports
- HPC - Park Board -PC -EDA
9. ANNOUNCEMENTS
10. ADJOURNMENT

Title:	Lake Association Funding Request		
Meeting Date:	June 15, 2021	Agenda Item Number:	5
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:	Association Website Printout
Originating Department:	Administration	Presented By:	City Manager
Approved By City Manager: <input checked="" type="checkbox"/>			
How does this item pertain to Vision 2030 goals?	Maintaining High Quality Community Assets		

BACKGROUND: Representatives of the Lake Association will be appearing before the City Council to request financial assistance in combating the weed problem in Clear Lake. The City has set aside \$10,000 in the Storm Water Fund for projects involving our lakes. The Association has indicated that they will be pursuing the application of aquatic herbicide in targeted areas of Clear Lake to kill existing aquatic vegetation.

BUDGET IMPACT: The request would utilize up to 100% of budgeted dollars for projects of this type. There are no other projects pending for 2021.

ALTERNATIVES CONSIDERED: n/a

RECOMMENDATION: The City Manager recommends that Council discuss including the City boat launches, Clear Lake Park swimming beach, and an area to be utilized by the Community Ed water equipment rental program at Clear Lake Park in the areas targeted for treatment. Staff does not know the square footage the City funding would provide for and so cannot conclude whether or not requiring these areas be treated would be a reasonable request or not.



Waseca Lakes Association - Clear Lake Eurasian Watermilfoil Control

\$1,175 of \$13,000 goal

Raised by 15 people in 16 hours

Q
Donate (/fundraise-an
for a campaign
search/waseca-
lakes-association-
clear-lake-weed-
control)

(<https://wasecalakes.org/>)
Share()

The Waseca Lakes Association is a non-profit organization that promotes involvement and input from all watershed residents, interested persons and organizations in efforts to improve and maintain the water quality of Waseca lakes and adjoining watershed for all users. The group operates through communication, action, and education.

The pandemic has reinforced to us what a valuable resource our lakes can be as they provided some of the few activities individuals were able to enjoy last summer. As we begin another summer people will again be looking to get out and enjoy the water.

The Waseca Lakes Association has received many questions regarding the increase in weeds on Clear Lake this year and what is being done to control them. Unfortunately, the lake has two invasive weeds, curlyleaf pondweed and eurasian watermilfoil, which are both difficult to control.

To learn more about curlyleaf pondweed and eurasian watermilfoil you can visit the MN DNR website

(<https://www.dnr.state.mn.us/invasives/aquaticplants/milfoil/index.html>)

(https://www.dnr.state.mn.us/invasives/aquaticplants/curlyleaf_pondweed.html)

One of the items the lakes association has been doing for several years is herbicide treatments to control the weeds. This year we had enough budget to cover 30 acres and have chosen to treat the eurasian watermifoil, but with the increase in eurasian watermifoil we'd like to increase that amount.

Our goal is to treat the maximum allowed by the DNR which is 15% of the littoral area, which for Clear Lake is 82 acres. Therefore, we are looking to raise enough funds to cover the additional 52 acres. All donations go directly towards the weed control and not to the lakes association administrative costs. Any excess amounts will be applied to 2022 applications.

If you prefer not to donate online you can make checks payable to the Waseca Lakes Association and send to

Waseca Lakes Association

604 9th Street NE

Waseca, MN 56093

Thank you for your support!

MINUTES
REGULAR WASECA CITY COUNCIL MEETING
TUESDAY, JUNE 1, 2021

6A

CALL TO ORDER/ROLL CALL

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

Councilmembers Present: Mayor Roy Srp Ted Conrath
John Mansfield Daren Arndt
Jeremy Conrath Mark Christiansen
Allan Rose

Staff Present: Lee Mattson, City Manager
Mike Anderson, Assistant to the City Manager

MOMENT OF SILENT PRAYER/PLEDGE OF ALLEGIANCE

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

APPROVAL OF AGENDA

3 Motion was made by Arndt, seconded by Jeremy Conrath to approve the agenda as presented. Motion carried 7-0.

PUBLIC COMMENT

4 None

REQUESTS AND PRESENTATIONS

5 None

CONSENT AGENDA

6 It was moved by J. Conrath, seconded by Rose, to approve the Consent Agenda as presented. The motion carried 7-0 and included:

- A. Minutes –Regular City Council Meeting & Work Session May 18
- B. Payroll & Expenditures
- C. Accepting Lucas Kruse EDA Application
- D. Approval of Contract Payment: Ulland Bro's
- E. Approval of Extension of Premise: Boxcar Bar Annual Event

ACTION AGENDA

7A. RCCA: Review First Addendum to City Manager's Employment Agreement

The Council gave a quick review of the City Manager's performance from discussion at the December 2020 meeting. Everything was satisfactory.

Motion was made by Mansfield, seconded by J. Conrath to approve the Step Increase and COLA retroactive to January 2021 as allowed per the first addendum to the City Managers agreement. Motion carried 7-0.

REPORTS

8 A. City Manager's Report

- Kristy Larson, Human Resources Director received Certification from the International Public Management Association for Human Resources
- Jan Ferguson has accepted the Utilities position and begins late June
- Water Park opens June 5
- 2021 Constructions projects are underway
- No Gaiter Lake update

B. Commission Reports

Fire Relief

- Still working on the By-laws
- Talked about pension increase request to the City
- Looking at new fryers for the Onion Ring stand in 2022

ANNOUNCEMENTS

- 9 Christiansen – The Marching Jays had a good Branson trip
Mansfield – Thanks all those who helped support the Arik Matson event
Srp – Thanked all those involved in the Matson event. Excited for the pool opening and kudos to Parks Department for the assisting with the interactive family activity at Northeast Park sponsored by Thrivent and the American Red Cross

ADJOURNMENT

- 10 There being no further business to be brought before the Council, it was moved by Arndt seconded by J. Conrath, to adjourn the meeting at 7:25 p.m.; Motion carried 7-0.

R. D. SRP
MAYOR

MIKE ANDERSON
ASSISTANT TO THE CITY MANAGER

MINUTES
CITY COUNCIL WORK SESSION
TUESDAY, JUNE 1, 2021

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

Councilmembers present: Roy Srp Allan Rose
Ted Conrath John Mansfield
Jeremy Conrath Mark Christiansen
Daren Arndt

Staff present: Lee Mattson, City Manager
Mike Anderson, Assistant to the City Manager
Alicia Fischer, Finance Director
Kristy Larson, Human Resources Director

Water Tower/Sign Ordinance/City Manager Addendum Agreement

The Work Session began at 6:00 P.M. and included the following discussions:

Water tower/Westward Expansion – City Manager discussed potential water tower site along with what is needed for future expansion to the West/Northwest.

Political Signs – Council discussed regulation of political signs in residential neighborhoods. After discussion, they indicated they preferred increased deference to speech issues in residential neighborhoods.

City Manager Employment Agreement Addendum – Council went over options for the City Managers contract and had to wait for the regular meeting to act.

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

R. D. SRP
MAYOR

MIKE ANDERSON
ASSISTANT TO THE CITY MANAGER

Micah Fischer

6B

LIST OF EXPENDITURES

June 15, 2021

Lee A. Miller

City Council	0.00	
Streets	26,427.82	
Parks	15,898.17	
Wastewater	6,785.00	
Utility Administration	4,850.92	
Utility Billing	7,989.63	
Electric	14,638.34	
Water	9,513.93	
Building and Code Compliance	2,753.73	
Police	62,041.49	
Administration	7,506.72	
Community Aides	892.25	
Fire	8,947.95	
Paid On Call Fire Department	7,887.23	
Election Judges	0.00	
Finance	9,195.09	
Connections	2,480.87	
Community Development	6,594.18	
Engineering	16,040.90	
Recreation	4,906.91	
Econ Development	<u>6,202.19</u>	
Total Gross Payroll	221,553.32	
*Less- Payroll Deductions	<u>(74,634.40)</u>	
Net Payroll Cost		\$ 146,918.92

*These costs are included in Accounts Payable totals below

Accounts Payable

Expenditures dated: May 29, 2021-June 11, 2021 Includes check #'s156795-156854 Bank ACH Withdrawals.....	<u>769,897.70</u>
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GRAND TOTAL EXPENDITURES \$ 916,816.62

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Check Amount
General Fund					
06/03/2021	62105	ACH Internal Revenue Service	FEDERAL WITHHOLDING TAX Pay Period: 5/30/2021	101-21701-0000	19,461.36
Total 101217010000:					19,461.36
06/03/2021	62101	MN Department of Revenue	STATE WITHHOLDING TAX Pay Period: 5/30/2021	101-21702-0000	9,020.31
Total 101217020000:					9,020.31
06/03/2021	62105	ACH Internal Revenue Service	SOCIAL SECURITY Pay Period: 5/30/2021	101-21703-0000	8,939.24
06/03/2021	62105	ACH Internal Revenue Service	SOCIAL SECURITY Pay Period: 5/30/2021	101-21703-0000	8,939.24
Total 101217030000:					17,878.48
06/03/2021	62102	Public Employees Retirement Assn (ACH	PERA COORD Emplr 1% Pay Period: 5/30/2021	101-21704-0000	1,379.45
06/03/2021	62102	Public Employees Retirement Assn (ACH	PERA COORDINATED Employee Pay Period: 5/30/2021	101-21704-0000	8,966.34
06/03/2021	62102	Public Employees Retirement Assn (ACH	PERA POLICE Employee Pay Period: 5/30/2021	101-21704-0000	7,818.56
06/03/2021	62102	Public Employees Retirement Assn (ACH	PERA COORDINATED Employer Pay Period: 5/30/2021	101-21704-0000	8,966.34
06/03/2021	62102	Public Employees Retirement Assn (ACH	PERA POLICE Employer Pay Period: 5/30/2021	101-21704-0000	11,727.83
Total 101217040000:					38,858.52
06/02/2021	156795	IBEW	IBEW UNION DUES Pay Period: 5/30/2021	101-21707-0000	342.73
06/02/2021	156796	IUOE Local #70	FIRE UNION DUES Pay Period: 5/30/2021	101-21707-0000	133.78
06/02/2021	156796	IUOE Local #70	IUOE UNION DUES Pay Period: 5/30/2021	101-21707-0000	549.10
06/02/2021	156797	Law Enforcement Labor Services	POLICE UNION DUES Pay Period: 5/30/2021	101-21707-0000	698.50
Total 101217070000:					1,724.11
06/02/2021	156798	MN Life	Arik Mattson June Cobra	101-21710-0000	26.80
06/02/2021	156798	MN Life	LIFE INSURANCE MN Pay Period: 5/30/2021	101-21710-0000	713.50
06/02/2021	156798	MN Life	LIFE INSURANCE MN Pay Period: 5/30/2021	101-21710-0000	1,146.75
Total 101217100000:					1,887.05
06/03/2021	62105	ACH Internal Revenue Service	MEDICARE Pay Period: 5/30/2021	101-21712-0000	2,960.49
06/03/2021	62105	ACH Internal Revenue Service	MEDICARE Pay Period: 5/30/2021	101-21712-0000	2,960.49
Total 101217120000:					5,920.98
06/03/2021	62107	MSRS- (DEF COMP)	MSRS - ROTH (AFTER TAX) Pay Period: 5/30/2021	101-21713-0000	1,165.00
06/03/2021	62107	MSRS- (DEF COMP)	MSRS - DEF COMP Pay Period: 5/30/2021	101-21713-0000	669.00
Total 101217130000:					1,834.00
06/03/2021	62104	Vantagepoint Transfer Agents 457	ICMA - ROTH (AFTER TAX) Pay Period: 5/30/2021	101-21714-0000	150.00
06/03/2021	62104	Vantagepoint Transfer Agents 457	ICMA DEF COMPENSATION Pay Period: 5/30/2021	101-21714-0000	2,384.00
Total 101217140000:					2,534.00
06/11/2021	62112	Further	HSA/Flex Reimbursement	101-21716-0000	697.62 M
06/03/2021	62108	Further	VEBA Contributions Pay Period: 5/30/2021	101-21716-0000	21,006.14
06/03/2021	62108	Further	Timlin June VEBA	101-21716-0000	513.17
06/03/2021	62109	Further	HSA Contribution Pay Period: 5/30/2021	101-21716-0000	485.25
06/03/2021	62108	Further	HSA Contribution Pay Period: 5/30/2021	101-21716-0000	5,544.93

M = Manual Check, V = Void Check

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Check Amount
Total 101217160000:					28,247.11
06/03/2021	62103	MN Child Support Payment Center	CHILD SUPPORT FLAT AMT Pay Period: 5/30/2021	101-21717-0000	951.53
Total 101217170000:					951.53
06/03/2021	62106	Delta Dental	DENTAL EE + SPOUSE Pay Period: 5/30/2021	101-21719-0000	297.25
06/03/2021	62106	Delta Dental	Rugger June Cobra	101-21719-0000	114.00
06/03/2021	62106	Delta Dental	McKay June Cobra	101-21719-0000	29.00
06/03/2021	62106	Delta Dental	Ziemke June Cobra	101-21719-0000	29.00
06/03/2021	62106	Delta Dental	DENTAL SINGLE Employee Pay Period: 5/30/2021	101-21719-0000	522.00
06/03/2021	62106	Delta Dental	DENTAL FAMILY Employee Pay Period: 5/30/2021	101-21719-0000	1,368.00
Total 101217190000:					2,359.25
06/03/2021	62110	VSP	VISION FAMILY Employee Pay Period: 5/30/2021	101-21722-0000	148.33
06/03/2021	62110	VSP	Rugger June Cobra	101-21722-0000	12.23
06/03/2021	62110	VSP	VISION SINGLE Employee Pay Period: 5/30/2021	101-21722-0000	60.93
06/03/2021	62110	VSP	Ziemke June Cobra	101-21722-0000	6.77
06/03/2021	62110	VSP	VISION + ONE Employee Pay Period: 5/30/2021	101-21722-0000	61.15
Total 101217220000:					289.41
06/11/2021	156850	Waseca Education Association	Reservation Cancellation Refund	101-34785-0000	168.75
Total 101347850000:					168.75
06/11/2021	20210432	Waseca Hardware LLC	Parts & Supplies	101-41110-2170	3.99
Total 101411102170:					3.99
06/11/2021	156851	Waseca Floral	Hanging Flower Baskets	101-41110-4450	1,995.00
Total 101411104450:					1,995.00
06/11/2021	20210406	Discover Waseca Tourism	City Contribution	101-41110-4455	1,500.00
06/11/2021	20210406	Discover Waseca Tourism	City Contribution- Fireworks	101-41110-4455	1,500.00
06/11/2021	20210426	Southern MN Initiative Fund	City Contribution	101-41110-4455	2,000.00
06/11/2021	156847	Waseca Area Neighborhood Service Cen	City Contribution	101-41110-4455	2,850.00
06/11/2021	20210431	Waseca Art Center	1st Half City Contribution	101-41110-4455	1,500.00
06/11/2021	156848	Waseca County Agricultural Society	City Contribution	101-41110-4455	1,000.00
06/11/2021	156849	Waseca County Historical Society	1st Half City Contribution	101-41110-4455	2,250.00
06/11/2021	156852	Waseca Lakes Association	City Contribution	101-41110-4455	2,000.00
Total 101411104455:					14,600.00
06/03/2021	62111	Reliance Standard	June LTD Insurance	101-41320-1340	52.19
06/03/2021	62111	Reliance Standard	June LTD Insurance	101-41320-1340	12.74
Total 101413201340:					64.93
06/11/2021	20210397	APG Media of So MN LLC	Meeting notice for Ord 1087 & 1088	101-41320-3400	52.54
06/11/2021	20210430	U.S. Bank - CC	Redacting Markers for Job Applications	101-41320-3400	25.38

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Check Amount
Total 101413203400:					77.92
06/11/2021	20210418	MSDS Online Inc	Safety Program	101-41320-4940	3,299.00
Total 101413204940:					3,299.00
06/11/2021	20210395	A. H. Hermel Company	Pop for vending machine	101-41320-4945	27.68
Total 101413204945:					27.68
06/03/2021	62111	Reliance Standard	June LTD Insurance	101-41500-1340	73.08
Total 101415001340:					73.08
06/11/2021	62113	Further	Admin Fees	101-41500-1600	272.80 M
Total 101415001600:					272.80
06/11/2021	20210430	U.S. Bank - CC	WP/ TLCF Cash Drawers & Receipt Printers	101-41920-2050	1,095.45
Total 101419202050:					1,095.45
06/11/2021	20210423	Pantheon Computer Systems Inc.	2021 Maintenance Agreement	101-41920-3100	6,811.62
Total 101419203100:					6,811.62
06/11/2021	20210411	Innovative Office Supply	Office Supplies	101-41940-2000	65.52
06/11/2021	156833	Quadient Leasing	Lease Payment	101-41940-2000	435.00
Total 101419402000:					500.52
06/11/2021	156835	Red Feather Paper Company	Janitorial supplies	101-41940-2170	456.05
Total 101419402170:					456.05
06/11/2021	156815	Bizzy Bee Cleaning LLC	June Cleaning Service	101-41940-3100	475.00
06/11/2021	156819	Cintas Corporation	Floor mat service	101-41940-3100	45.53
06/11/2021	156832	Orkin Pest Control	City Hall Pest Control	101-41940-3100	95.00
06/11/2021	20210434	Waste Management of Southern MN	May Service	101-41940-3100	194.92
Total 101419403100:					810.45
06/11/2021	62115	City of Waseca	May Utilities	101-41940-3800	1,860.74 M
Total 101419403800:					1,860.74
06/11/2021	20210432	Waseca Hardware LLC	Parts & Supplies	101-41940-4000	36.99
Total 101419404000:					36.99
06/03/2021	62111	Reliance Standard	June LTD Insurance	101-41950-1340	56.33
Total 101419501340:					56.33
06/11/2021	20210435	WSB & Associates Inc	Planning Services	101-41950-3000	1,658.00

M = Manual Check, V = Void Check

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Check Amount
Total 101419503000:					1,658.00
06/11/2021	20210430	U.S. Bank - CC	Chevy Bolt Carwash for SMMMPA	101-41950-3350	10.00
Total 101419503350:					10.00
06/11/2021	20210397	APG Media of So MN LLC	Notice of meeting on Ord 1086 & 1089	101-41950-3400	273.00
Total 101419503400:					273.00
06/03/2021	62111	Reliance Standard	June LTD Insurance	101-42100-1340	516.21
Total 101421001340:					516.21
06/11/2021	20210410	Innovative Office Solutions LLC	office supplies-police	101-42100-2000	19.26
06/11/2021	20210410	Innovative Office Solutions LLC	office supplies-police	101-42100-2000	75.64
06/11/2021	20210410	Innovative Office Solutions LLC	office supplies-police	101-42100-2000	53.44
Total 101421002000:					148.34
06/11/2021	20210430	U.S. Bank - CC	PD Evidence Supplies	101-42100-2170	260.71
Total 101421002170:					260.71
06/11/2021	20210398	Armendariz, James	Uniform Expense	101-42100-2180	153.00
06/11/2021	20210427	Streicher's	uniform expense - initial issue	101-42100-2180	109.99
06/11/2021	20210427	Streicher's	Uniform Allowance -TS	101-42100-2180	109.99
06/11/2021	20210427	Streicher's	Uniform Allowance -TS	101-42100-2180	79.99
06/11/2021	20210427	Streicher's	uniform expense - initial issue	101-42100-2180	79.99
Total 101421002180:					532.96
06/11/2021	156820	Cintas Corporation	First Aid - Police	101-42100-2190	47.79
Total 101421002190:					47.79
06/11/2021	156815	Bizzy Bee Cleaning LLC	June Cleaning Service	101-42100-3100	237.50
06/11/2021	156819	Cintas Corporation	Floor Mats	101-42100-3100	9.37
06/11/2021	156819	Cintas Corporation	Floor Mats	101-42100-3100	9.37
06/11/2021	156832	Orkin Pest Control	Pest control	101-42100-3100	94.00
06/11/2021	156841	Thomson Reuters - West	West information	101-42100-3100	267.41
06/11/2021	20210434	Waste Management of Southern MN	May Service	101-42100-3100	88.73
Total 101421003100:					706.38
06/11/2021	156845	Verizon Wireless	Monthly Billing	101-42100-3200	942.83
06/11/2021	156845	Verizon Wireless	Monthly Billing	101-42100-3200	41.51
Total 101421003200:					984.34
06/11/2021	20210430	U.S. Bank - CC	PD Conference Hotel - Vought, Grotberg, Hartle, Girtler	101-42100-3300	1,009.32
06/11/2021	20210430	U.S. Bank - CC	SWAT Training Meal- Harren	101-42100-3300	12.83
06/11/2021	20210430	U.S. Bank - CC	PD Conference Gas - Vought, Grotberg, Hartle, Girtler	101-42100-3300	30.00
06/11/2021	20210430	U.S. Bank - CC	PD Conference Meal - Vought, Grotberg, Hartle, Girtler	101-42100-3300	73.09

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Check Amount
Total 101421003300:					1,125.24
06/11/2021	62115	City of Waseca	May Utilities	101-42100-3800	724.86 M
Total 101421003800:					724.86
06/11/2021	20210430	U.S. Bank - CC	POST License- Bendorf	101-42100-4330	90.00
06/11/2021	20210430	U.S. Bank - CC	POST License- Bendorf	101-42100-4330	2.24
Total 101421004330:					92.24
06/11/2021	156821	Creative Services of New England	Prevention programs expense	101-42100-4640	244.95
Total 101421004640:					244.95
06/03/2021	62111	Reliance Standard	June LTD Insurance	101-42200-1340	63.54
Total 101422001340:					63.54
06/11/2021	20210400	Central Fire Protection Inc.	extinguisher	101-42200-2160	25.00
Total 101422002160:					25.00
06/11/2021	20210412	Jefferson Fire & Safety Inc	Foam	101-42200-2170	90.00
06/11/2021	20210432	Waseca Hardware LLC	Parts & Supplies	101-42200-2170	68.97
Total 101422002170:					158.97
06/11/2021	20210430	U.S. Bank - CC	FD Uniforms- Forshee	101-42200-2180	497.86
Total 101422002180:					497.86
06/11/2021	156820	Cintas Corporation	First Aid - Fire	101-42200-2190	39.05
Total 101422002190:					39.05
06/02/2021	156711	Fire Safety USA Inc.	Fire hose parts	101-42200-2210	200.00- V
Total 101422002210:					200.00-
06/11/2021	156815	Bizzy Bee Cleaning LLC	June Cleaning Service	101-42200-3100	237.50
06/11/2021	156819	Cintas Corporation	Floor Mats	101-42200-3100	9.37
06/11/2021	156819	Cintas Corporation	Floor Mats	101-42200-3100	9.37
06/11/2021	156827	Kirvida Fire Inc.	521 Pump Test	101-42200-3100	473.53
06/11/2021	156827	Kirvida Fire Inc.	525 Pump Test	101-42200-3100	481.93
06/11/2021	156827	Kirvida Fire Inc.	523 Pump Test	101-42200-3100	481.93
06/11/2021	20210434	Waste Management of Southern MN	May Service	101-42200-3100	88.74
Total 101422003100:					1,782.37
06/11/2021	156845	Verizon Wireless	Monthly Billing	101-42200-3200	46.51
Total 101422003200:					46.51
06/11/2021	156818	Centerpoint Energy	May Service	101-42200-3800	20.95

M = Manual Check, V = Void Check

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Check Amount	
06/11/2021	62115	City of Waseca	May Utilities	101-42200-3800	724.85	M
06/11/2021	62115	City of Waseca	May Utilities	101-42200-3800	39.95	M
Total 101422003800:					785.75	
06/03/2021	62111	Reliance Standard	June LTD Insurance	101-42400-1340	24.46	
06/03/2021	62111	Reliance Standard	June LTD Insurance	101-42400-1340	7.28	
Total 101424001340:					31.74	
06/11/2021	20210402	City Building Inspection Services LLC	building inspections	101-42400-3000	13,112.18	
Total 101424003000:					13,112.18	
06/11/2021	156845	Verizon Wireless	Monthly Billing	101-42400-3200	24.39	
Total 101424003200:					24.39	
06/03/2021	62111	Reliance Standard	June LTD Insurance	101-43000-1340	7.50	
06/03/2021	62111	Reliance Standard	June LTD Insurance	101-43000-1340	105.02	
Total 101430001340:					112.52	
06/11/2021	156845	Verizon Wireless	Monthly Billing	101-43000-3200	41.51	
Total 101430003200:					41.51	
06/03/2021	62111	Reliance Standard	June LTD Insurance	101-43100-1340	101.15	
06/03/2021	62111	Reliance Standard	June LTD Insurance	101-43100-1340	2.23	
Total 101431001340:					103.38	
06/11/2021	20210430	U.S. Bank - CC	Concrete Form	101-43100-2170	526.12	
06/11/2021	20210432	Waseca Hardware LLC	Parts & Supplies	101-43100-2170	10.26	
Total 101431002170:					536.38	
06/11/2021	156846	W W Blacktopping Inc.	Hot Mix	101-43100-2171	369.41	
06/11/2021	20210433	Waseca Sand & Gravel Inc.	concrete	101-43100-2171	3,774.00	
Total 101431002171:					4,143.41	
06/11/2021	20210396	AmeriPride Services Inc	uniform-service	101-43100-2180	178.18	
06/11/2021	20210396	AmeriPride Services Inc	uniform-service	101-43100-2180	178.18	
Total 101431002180:					356.36	
06/11/2021	20210430	U.S. Bank - CC	Door for Kritzer Building	101-43100-2230	353.00	
Total 101431002230:					353.00	
06/11/2021	20210434	Waste Management of Southern MN	May Service	101-43100-3100	178.37	
Total 101431003100:					178.37	
06/11/2021	20210403	Clarke Environmental Mosquito Mgmt Inc	mosquito contract	101-43100-3101	8,300.00	

M = Manual Check, V = Void Check

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Check Amount
Total 101431003101:					8,300.00
06/11/2021	156818	Centerpoint Energy	May Service	101-43100-3800	20.96
06/11/2021	62115	City of Waseca	May Utilities	101-43100-3800	39.94 M
06/11/2021	62115	City of Waseca	May Utilities	101-43100-3800	699.71 M
Total 101431003800:					760.61
06/03/2021	62111	Reliance Standard	June LTD Insurance	101-43125-1340	26.22
06/03/2021	62111	Reliance Standard	June LTD Insurance	101-43125-1340	2.23
Total 101431251340:					28.45
06/03/2021	62111	Reliance Standard	June LTD Insurance	101-43170-1340	5.62
Total 101431701340:					5.62
06/11/2021	62115	City of Waseca	May Utilities	101-43170-3800	185.85 M
Total 101431703800:					185.85
06/03/2021	62111	Reliance Standard	June LTD Insurance	101-43220-1340	9.37
Total 101432201340:					9.37
06/03/2021	62111	Reliance Standard	June LTD Insurance	101-45130-1340	15.63
Total 101451301340:					15.63
06/11/2021	156812	Amazon	Stands for tablets	101-45130-2000	88.40
06/11/2021	20210430	U.S. Bank - CC	WP Office Supplies	101-45130-2000	139.78
Total 101451302000:					228.18
06/11/2021	156825	Hawkins Inc	WP Chemicals	101-45130-2165	5,490.96
Total 101451302165:					5,490.96
06/11/2021	156820	Cintas Corporation	First Aid Supplies	101-45130-2170	126.50
06/11/2021	20210421	On Point Awards	Capacity Sign	101-45130-2170	49.99
06/11/2021	20210430	U.S. Bank - CC	WP Sunscreen	101-45130-2170	38.85
06/11/2021	20210430	U.S. Bank - CC	Exit Signs	101-45130-2170	107.76
06/11/2021	20210430	U.S. Bank - CC	Exit Signs	101-45130-2170	154.41
06/11/2021	156843	USA Blue Book	Chemical Signs	101-45130-2170	71.16
06/11/2021	20210432	Waseca Hardware LLC	Parts & Supplies	101-45130-2170	76.90
Total 101451302170:					625.57
06/11/2021	20210395	A. H. Hermel Company	Janitorial Supplies	101-45130-2175	677.81
06/11/2021	20210395	A. H. Hermel Company	Concession Supplies	101-45130-2175	220.59
06/11/2021	20210432	Waseca Hardware LLC	Parts & Supplies	101-45130-2175	11.98
Total 101451302175:					910.38
06/11/2021	156812	Amazon	Boiler manometer	101-45130-2210	12.25

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Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Check Amount
06/11/2021	156825	Hawkins Inc	Chlorine Rotometers (2)	101-45130-2210	860.50
06/11/2021	20210409	Horizon Commercial Pool Supply	Temp Sesor	101-45130-2210	108.87
06/11/2021	20210430	U.S. Bank - CC	Lifeguard stand seats	101-45130-2210	53.66
06/11/2021	20210430	U.S. Bank - CC	WP Boiler Filters	101-45130-2210	35.52
06/11/2021	156843	USA Blue Book	Guages	101-45130-2210	141.49
06/11/2021	20210432	Waseca Hardware LLC	Parts & Supplies	101-45130-2210	48.95
Total 101451302210:					1,261.24
06/11/2021	20210395	A. H. Hermel Company	Concession supplies	101-45130-2500	5,189.81
06/11/2021	20210395	A. H. Hermel Company	Concession Supplies	101-45130-2500	59.61
06/11/2021	20210395	A. H. Hermel Company	Concession Supplies	101-45130-2500	156.96
06/11/2021	20210395	A. H. Hermel Company	WP Concession	101-45130-2500	1,087.44
06/11/2021	20210395	A. H. Hermel Company	WP Concession	101-45130-2500	639.48
06/11/2021	156828	Lau's Meat Market	WP hotdogs and buns	101-45130-2500	243.60
Total 101451302500:					7,376.90
06/11/2021	20210434	Waste Management of Southern MN	Waste Mgmt	101-45130-3100	93.07
Total 101451303100:					93.07
06/11/2021	62115	City of Waseca	May Utilities	101-45130-3800	644.11 M
Total 101451303800:					644.11
06/11/2021	156823	Ferguson Enterprises Inc	Plumbing Materials	101-45130-4000	672.64
06/11/2021	156823	Ferguson Enterprises Inc	Plumbing valve	101-45130-4000	53.20
06/11/2021	156853	Winegar, Dave	Access Ramp	101-45130-4000	950.00
Total 101451304000:					1,675.84
06/11/2021	20210432	Waseca Hardware LLC	Parts & Supplies	101-45180-2210	23.97
Total 101451802210:					23.97
06/11/2021	20210395	A. H. Hermel Company	TLCF Concession	101-45180-2500	179.12
06/11/2021	156828	Lau's Meat Market	Hot dogs and buns for TLCF	101-45180-2500	129.82
Total 101451802500:					308.94
06/11/2021	20210434	Waste Management of Southern MN	TLCF - May Waste Management Service	101-45180-3100	38.21
Total 101451803100:					38.21
06/11/2021	156830	MN Department of Agriculture	Retail Food Handler License	101-45180-4500	77.00
Total 101451804500:					77.00
06/03/2021	62111	Reliance Standard	June LTD Insurance	101-45200-1340	94.50
06/03/2021	62111	Reliance Standard	June LTD Insurance	101-45200-1340	3.91
Total 101452001340:					98.41
06/11/2021	156822	DH Athletics LLC	Ballfield Pitching Rubbers	101-45200-2170	66.00
06/11/2021	156822	DH Athletics LLC	CLP Tennis Nets	101-45200-2170	470.00

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Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Check Amount
06/11/2021	156842	Tlusty, Rick	Turf Supplies	101-45200-2170	244.75
Total 101452002170:					780.75
06/11/2021	20210422	Owatonna Shoe Company	Safety Boot - Tlusty	101-45200-2190	182.75
Total 101452002190:					182.75
06/11/2021	20210432	Waseca Hardware LLC	Parts & Supplies	101-45200-2210	14.18
Total 101452002210:					14.18
06/11/2021	156823	Ferguson Enterprises Inc	Hose Bibs & Shipping	101-45200-2230	149.28
06/11/2021	20210430	U.S. Bank - CC	Park Shop Vacuum	101-45200-2230	199.00
06/11/2021	20210432	Waseca Hardware LLC	Parts & Supplies	101-45200-2230	71.12
Total 101452002230:					419.40
06/11/2021	20210413	Jobs Plus Inc.	City Parks - May Jobs Plus	101-45200-3100	951.74
06/11/2021	20210434	Waste Management of Southern MN	May Service	101-45200-3100	27.85
06/11/2021	20210434	Waste Management of Southern MN	Parks - May Waste Management Service	101-45200-3100	1,197.18
Total 101452003100:					2,176.77
06/11/2021	156829	Mediacom	TLCF Internet	101-45200-3200	182.24
Total 101452003200:					182.24
06/11/2021	62115	City of Waseca	May Utilities	101-45200-3800	393.52 M
Total 101452003800:					393.52
06/11/2021	156836	Rent 'N' Save Portable Services	April Parks - Portable Toilets	101-45200-4100	297.25
Total 101452004100:					297.25
06/11/2021	156832	Orkin Pest Control	Library-Pest control	101-45500-3100	70.00
06/11/2021	156839	ServiceMaster by Ayotte	Library service	101-45500-3100	790.00
06/11/2021	20210434	Waste Management of Southern MN	Library service	101-45500-3100	56.73
Total 101455003100:					916.73
06/11/2021	62115	City of Waseca	May Utilities	101-45500-3800	752.24 M
Total 101455003800:					752.24
Total General Fund:					226,968.86
Airport					
06/11/2021	20210432	Waseca Hardware LLC	Parts & Supplies	230-49810-2170	14.99
Total 230498102170:					14.99
06/11/2021	62115	City of Waseca	May Utilities	230-49810-3800	98.64 M

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Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Check Amount
Total 230498103800:					98.64
Total Airport:					113.63
Recovery Coordinator Grant					
06/03/2021	62111	Reliance Standard	June LTD Insurance	256-46500-1340	29.61
Total 256465001340:					29.61
Total Recovery Coordinator Grant:					29.61
Economic Development-General f					
06/03/2021	62111	Reliance Standard	June LTD Insurance	261-46700-1340	12.75
Total 261467001340:					12.75
06/11/2021	20210411	Innovative Office Supply	Office Supplies	261-46700-2170	10.12
Total 261467002170:					10.12
Total Economic Development-General f:					22.87
Safe Haven Grant					
06/03/2021	62111	Reliance Standard	June LTD Insurance	279-46350-1340	18.05
Total 279463501340:					18.05
06/11/2021	20210430	U.S. Bank - CC	Connections Supplies	279-46350-2170	226.89
Total 279463502170:					226.89
06/11/2021	156845	Verizon Wireless	Monthly Billing	279-46350-3200	41.51
Total 279463503200:					41.51
Total Safe Haven Grant:					286.45
PEG Channel					
06/11/2021	20210432	Waseca Hardware LLC	Parts & Supplies	290-41920-2170	52.96
Total 290419202170:					52.96
Total PEG Channel:					52.96
Capital Improvement					
06/11/2021	156846	W W Blacktopping Inc.	Hot Mix	430-43010-3103	2,437.47
Total 430430103103:					2,437.47
06/11/2021	156816	Braun Intertec Corporation	Old Hwy 14 Petrofund	430-43010-5560	715.00
Total 430430105560:					715.00
06/11/2021	20210415	Malo Roofing Inc.	Re-roof north section	430-43010-5770	56,229.55

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Check Amount
Total 430430105770:					56,229.55
Total Capital Improvement:					59,382.02
Water					
06/11/2021	20210432	Waseca Hardware LLC	Parts & Supplies	601-49401-2230	45.14
Total 601494012230:					45.14
06/11/2021	62115	City of Waseca	May Utilities	601-49401-3800	7,360.24 M
06/11/2021	156854	Xcel Energy	May Service	601-49401-3800	146.43
Total 601494013800:					7,506.67
06/03/2021	62111	Reliance Standard	June LTD Insurance	601-49430-1340	22.62
06/03/2021	62111	Reliance Standard	June LTD Insurance	601-49430-1340	27.31
Total 601494301340:					49.93
06/11/2021	20210430	U.S. Bank - CC	Knife -Gerber	601-49430-2170	29.97
06/11/2021	156843	USA Blue Book	Gaskets for hydrants fittings	601-49430-2170	40.44
Total 601494302170:					70.41
06/11/2021	20210430	U.S. Bank - CC	Diverter Assembly for 53 Hydrant	601-49430-2230	31.26
06/11/2021	20210433	Waseca Sand & Gravel Inc.	Concrete for Water Main Repair	601-49430-2230	297.00
Total 601494302230:					328.26
06/11/2021	20210396	AmeriPride Services Inc	uniform service	601-49430-3100	17.25
06/11/2021	20210396	AmeriPride Services Inc	uniform service	601-49430-3100	17.25
06/11/2021	20210408	Gopher State One-Call Inc	Location calls - May	601-49430-3100	69.30
06/11/2021	156844	Utility Consultants Inc	Bacteria Testing	601-49430-3100	180.00
Total 601494303100:					283.80
06/11/2021	156834	RAW Construction LLC	Water Main Repair	601-49430-4000	3,955.00
Total 601494304000:					3,955.00
06/11/2021	20210411	Innovative Office Supply	Office Supplies	601-49585-2000	1.47
Total 601495852000:					1.47
06/11/2021	156833	Quadient Leasing	Lease Payment	601-49585-3100	575.00
Total 601495853100:					575.00
06/11/2021	20210416	MAS Communications Inc.	Answering service - June	601-49585-3200	52.99
Total 601495853200:					52.99
06/03/2021	62111	Reliance Standard	June LTD Insurance	601-49586-1340	5.16
06/03/2021	62111	Reliance Standard	June LTD Insurance	601-49586-1340	2.94
06/03/2021	62111	Reliance Standard	June LTD Insurance	601-49586-1340	14.22

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Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Check Amount
Total 601495861340:					22.32
06/11/2021	20210397	APG Media of So MN LLC	Utility billing job posting	601-49586-3400	19.10
06/11/2021	20210430	U.S. Bank - CC	Job Advertisement for Utility Tech	601-49586-3400	4.94
Total 601495863400:					24.04
06/11/2021	20210423	Pantheon Computer Systems Inc.	2021 Maintenance Agreement	601-49586-4950	973.09
Total 601495864950:					973.09
06/11/2021	20210405	Core & Main LP	Valve Parts	601-49593-5300	355.88
Total 601495935300:					355.88
Total Water:					14,244.00
Sanitary Sewer					
06/03/2021	62111	Reliance Standard	June LTD Insurance	602-49470-1340	33.72
06/03/2021	62111	Reliance Standard	June LTD Insurance	602-49470-1340	2.23
Total 602494701340:					35.95
06/11/2021	20210408	Gopher State One-Call Inc	Location calls - May	602-49470-3100	69.30
Total 602494703100:					69.30
06/11/2021	156845	Verizon Wireless	Monthly Billing	602-49470-3200	120.05
06/11/2021	156845	Verizon Wireless	Monthly Billing	602-49470-3200	40.01
Total 602494703200:					160.06
06/11/2021	20210430	U.S. Bank - CC	License Renewal- Parpart	602-49470-3300	23.00
06/11/2021	20210430	U.S. Bank - CC	License Renewal- Parpart	602-49470-3300	.57
Total 602494703300:					23.57
06/11/2021	62115	City of Waseca	May Utilities	602-49470-3800	1,333.81 M
Total 602494703800:					1,333.81
06/11/2021	20210404	Cole's Electric Inc.	VFD repair	602-49470-4020	225.00
Total 602494704020:					225.00
06/03/2021	62111	Reliance Standard	June LTD Insurance	602-49480-1340	67.84
Total 602494801340:					67.84
06/11/2021	156838	Schaeffer Manufacturing Co.	Gear Lube	602-49480-2120	994.08
Total 602494802120:					994.08
06/11/2021	156825	Hawkins Inc	Chlorine & Sulfur	602-49480-2170	2,529.60

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Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Check Amount
Total 602494802170:					2,529.60
06/11/2021	20210432	Waseca Hardware LLC	Parts & Supplies	602-49480-2230	104.38
Total 602494802230:					104.38
06/11/2021	156814	Barnum Gate Services Inc	Gate Service	602-49480-3100	360.00
06/11/2021	156819	Cintas Corporation	Floor mats	602-49480-3100	19.10
06/11/2021	156820	Cintas Corporation	Cintas	602-49480-3100	47.51
06/11/2021	20210417	MN Valley Testing Labs Inc.	Permit testing	602-49480-3100	2,386.50
06/11/2021	20210420	North Shore Analytical Inc.	Permit testing	602-49480-3100	410.00
06/11/2021	156844	Utility Consultants Inc	Permit testing	602-49480-3100	2,487.02
06/11/2021	20210434	Waste Management of Southern MN	Waste Mgmt	602-49480-3100	318.96
Total 602494803100:					6,029.09
06/11/2021	156845	Verizon Wireless	Monthly Billing	602-49480-3200	41.51
Total 602494803200:					41.51
06/11/2021	62115	City of Waseca	May Utilities	602-49480-3800	700.61 M
Total 602494803800:					700.61
06/03/2021	62111	Reliance Standard	June LTD Insurance	602-49585-1340	22.43
06/03/2021	62111	Reliance Standard	June LTD Insurance	602-49585-1340	22.43
Total 602495851340:					44.86
06/11/2021	20210411	Innovative Office Supply	Office Supplies	602-49585-2000	1.47
Total 602495852000:					1.47
06/11/2021	156833	Quadient Leasing	Lease Payment	602-49585-3100	575.00
Total 602495853100:					575.00
06/11/2021	20210416	MAS Communications Inc.	Answering service - June	602-49585-3200	52.99
Total 602495853200:					52.99
06/03/2021	62111	Reliance Standard	June LTD Insurance	602-49586-1340	5.16
06/03/2021	62111	Reliance Standard	June LTD Insurance	602-49586-1340	2.94
06/03/2021	62111	Reliance Standard	June LTD Insurance	602-49586-1340	14.22
Total 602495861340:					22.32
06/11/2021	20210423	Pantheon Computer Systems Inc.	Docking station adapter	602-49586-2050	69.95
Total 602495862050:					69.95
06/11/2021	20210397	APG Media of So MN LLC	Utility billing job posting	602-49586-3400	19.10
06/11/2021	20210430	U.S. Bank - CC	Job Advertisement for Utility Tech	602-49586-3400	4.95

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Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Check Amount
Total 602495863400:					24.05
06/11/2021	20210423	Pantheon Computer Systems Inc.	2021 Maintenance Agreement	602-49586-4950	973.09
Total 602495864950:					973.09
06/11/2021	156840	Streamline Communications LLC	City Hall Connectivity	602-49593-5300	3,885.00
Total 602495935300:					3,885.00
Total Sanitary Sewer:					17,963.53
Electric Utility					
06/11/2021	62114	SMMPA	SMMPA Power	604-49550-3810	377,862.04 M
Total 604495503810:					377,862.04
06/03/2021	62111	Reliance Standard	June LTD Insurance	604-49570-1340	3.45
Total 604495701340:					3.45
06/11/2021	62115	City of Waseca	May Utilities	604-49570-3800	71.96 M
Total 604495703800:					71.96
06/03/2021	62111	Reliance Standard	June LTD Insurance	604-49571-1340	76.08
Total 604495711340:					76.08
06/11/2021	20210430	U.S. Bank - CC	Chevy Bolt Carwash Card	604-49571-2170	70.00
06/11/2021	20210432	Waseca Hardware LLC	Parts & Supplies	604-49571-2170	63.91
Total 604495712170:					133.91
06/11/2021	20210422	Owatonna Shoe Company	Safety Boots - KM	604-49571-2180	182.75
Total 604495712180:					182.75
06/11/2021	20210414	M & R Electric Inc.	LCU Air Conditioner	604-49571-2295	66.53
Total 604495712295:					66.53
06/11/2021	20210408	Gopher State One-Call Inc	Location calls - May	604-49571-3100	69.30
06/11/2021	20210430	U.S. Bank - CC	Calibration of Cable Locators	604-49571-3100	182.43
06/11/2021	20210430	U.S. Bank - CC	Calibration of Cable Locators	604-49571-3100	127.00
Total 604495713100:					378.73
06/11/2021	156845	Verizon Wireless	Monthly Billing	604-49571-3200	80.04
Total 604495713200:					80.04
06/03/2021	62111	Reliance Standard	June LTD Insurance	604-49572-1340	7.65

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Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Check Amount
Total 604495721340:					7.65
06/03/2021	62111	Reliance Standard	June LTD Insurance	604-49573-1340	13.79
Total 604495731340:					13.79
06/03/2021	62111	Reliance Standard	June LTD Insurance	604-49574-1340	3.88
Total 604495741340:					3.88
06/11/2021	62115	City of Waseca	May Utilities	604-49574-3800	95.79 M
06/11/2021	156854	Xcel Energy	May Service	604-49574-3800	469.76
Total 604495743800:					565.55
06/03/2021	62111	Reliance Standard	June LTD Insurance	604-49584-1340	2.91
Total 604495841340:					2.91
06/03/2021	62111	Reliance Standard	June LTD Insurance	604-49585-1340	22.57
Total 604495851340:					22.57
06/11/2021	20210411	Innovative Office Supply	Office Supplies	604-49585-2000	1.47
Total 604495852000:					1.47
06/11/2021	156833	Quadient Leasing	Lease Payment	604-49585-3100	575.00
Total 604495853100:					575.00
06/11/2021	20210416	MAS Communications Inc.	Answering service - June	604-49585-3200	52.98
Total 604495853200:					52.98
06/03/2021	62111	Reliance Standard	June LTD Insurance	604-49586-1340	4.17
06/03/2021	62111	Reliance Standard	June LTD Insurance	604-49586-1340	5.63
06/03/2021	62111	Reliance Standard	June LTD Insurance	604-49586-1340	14.65
Total 604495861340:					24.45
06/11/2021	20210397	APG Media of So MN LLC	Utility billing job posting	604-49586-3400	19.10
06/11/2021	20210430	U.S. Bank - CC	Job Advertisement for Utility Tech	604-49586-3400	4.95
Total 604495863400:					24.05
06/11/2021	156831	MN Department of Commerce	Dept of Commerce	604-49586-4330	1,372.42
Total 604495864330:					1,372.42
06/11/2021	20210423	Pantheon Computer Systems Inc.	2021 Maintenance Agreement	604-49586-4950	973.09
Total 604495864950:					973.09
06/11/2021	20210399	Border States Electric Supply	conversion supplies	604-49593-5300	985.73

M = Manual Check, V = Void Check

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Check Amount
06/11/2021	20210399	Border States Electric Supply	Project Materials	604-49593-5300	1,343.79
Total 604495935300:					2,329.52
06/11/2021	20210428	Stuart C. Irby Company	S&C Switch (2)	604-49593-5400	38,800.00
06/11/2021	20210428	Stuart C. Irby Company	S&C Switch	604-49593-5400	19,400.00
Total 604495935400:					58,200.00
Total Electric Utility:					443,024.82
Storm Water Utility					
06/03/2021	62111	Reliance Standard	June LTD Insurance	651-43140-1340	11.24
Total 651431401340:					11.24
06/11/2021	62115	City of Waseca	May Utilities	651-43140-3800	116.69 M
Total 651431403800:					116.69
06/11/2021	156824	Hancock Concrete Products LLC	Adjust rings	651-43140-4000	1,296.63
Total 651431404000:					1,296.63
06/03/2021	62111	Reliance Standard	June LTD Insurance	651-49585-1340	3.55
Total 651495851340:					3.55
Total Storm Water Utility:					1,428.11
Central Garage Services					
06/03/2021	62111	Reliance Standard	June LTD Insurance	701-43180-1340	37.87
Total 701431801340:					37.87
06/11/2021	156826	Huber Supply Co Inc	welding gases	701-43180-2170	11.87
Total 701431802170:					11.87
06/11/2021	156813	Auto Value Waseca	Parts and supplies	701-43180-2210	18.99
06/11/2021	156813	Auto Value Waseca	Parts and supplies	701-43180-2210	25.98
06/11/2021	156813	Auto Value Waseca	Parts and supplies	701-43180-2210	31.99
06/11/2021	156813	Auto Value Waseca	Parts and supplies	701-43180-2210	13.96
06/11/2021	156813	Auto Value Waseca	Parts and supplies	701-43180-2210	11.96
06/11/2021	156813	Auto Value Waseca	Parts and supplies	701-43180-2210	374.94
06/11/2021	156813	Auto Value Waseca	Parts and supplies	701-43180-2210	37.98
06/11/2021	156813	Auto Value Waseca	Parts and supplies	701-43180-2210	15.70
06/11/2021	20210401	Christensen Tire Service	New tires	701-43180-2210	383.88
06/11/2021	20210401	Christensen Tire Service	New tires	701-43180-2210	813.60
06/11/2021	20210401	Christensen Tire Service	tires & alingment	701-43180-2210	162.79
06/11/2021	20210401	Christensen Tire Service	New Tires	701-43180-2210	576.88
06/02/2021	156716	Kibble Equipment	Air Filters	701-43180-2210	70.46- V
06/11/2021	20210419	Napa Auto Parts	Tools	701-43180-2210	495.94
06/11/2021	156837	Road Machinery & Supplies Co.	Equipment parts	701-43180-2210	274.83
06/11/2021	20210424	Sanco Equipment LLC	switch	701-43180-2210	54.58
06/11/2021	20210425	Smiths Mill Implement Inc.	Chop saw parts	701-43180-2210	158.77

M = Manual Check, V = Void Check

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Check Amount
06/11/2021	20210429	Truck Center Companies	exhaust parts	701-43180-2210	161.98
06/11/2021	20210429	Truck Center Companies	exhaust parts	701-43180-2210	252.14
06/11/2021	20210430	U.S. Bank - CC	Parks Truck Oil Cap	701-43180-2210	24.29
06/11/2021	20210432	Waseca Hardware LLC	Parts & Supplies	701-43180-2210	4.18
06/11/2021	156853	Winegar, Dave	Metal fab / hydro cylinder repair	701-43180-2210	841.25
06/11/2021	156853	Winegar, Dave	Metal fab and repair	701-43180-2210	60.00
06/11/2021	156853	Winegar, Dave	metal fab / hydro cylinder repair	701-43180-2210	511.00
Total 701431802210:					5,237.15
06/11/2021	156813	Auto Value Waseca	Parts and supplies	701-43180-2400	39.96
06/11/2021	20210419	Napa Auto Parts	Tools	701-43180-2400	54.99
Total 701431802400:					94.95
06/11/2021	156817	C & D Oil Services of Waseca LLC	Oil Filter Disposal	701-43180-3100	50.00
06/11/2021	20210430	U.S. Bank - CC	Monthly Diagoastic Program Fee	701-43180-3100	149.00
Total 701431803100:					199.00
Total Central Garage Services:					5,580.84
Property and Liability Insuran					
06/11/2021	20210407	First National Insurance	June Agency Fee	702-49955-3000	800.00
Total 702499553000:					800.00
Total Property and Liability Insuran:					800.00
Grand Totals:					769,897.70

Report Criteria:

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



Minnesota Department of Public Safety
 Alcohol and Gambling Enforcement Division
 445 Minnesota Street, Suite 222, St. Paul, MN 55101
 651-201-7500 Fax 651-297-5259 TTY 651-282-6555

6C

**APPLICATION AND PERMIT FOR A 1 DAY
 TO 4 DAY TEMPORARY ON-SALE LIQUOR LICENSE**

Name of organization	Date organized	Tax exempt number	
American Legion	1919	41-0649424	
Address	City	State	Zip Code
700 South State Street	Waseca	Minnesota	56093
Name of person making application	Business phone	Home phone	
Erica Joecks	507-833-9935		
Date(s) of event	Type of organization		
July 14-17, 2021	<input type="checkbox"/> Club <input type="checkbox"/> Charitable <input type="checkbox"/> Religious <input checked="" type="checkbox"/> Other non-profit		
Organization officer's name	City	State	Zip Code
Lamar Kuster	Waseca	Minnesota	56093
Organization officer's name	City	State	Zip Code
Sara Rudy	Waseca	Minnesota	56093
Organization officer's name	City	State	Zip Code
Erica Joecks	Waseca	Minnesota	56093
Organization officer's name	City	State	Zip Code
		Minnesota	

Location where permit will be used. If an outdoor area, describe.
 Waseca County Fairgrounds Legion Stand.

If the applicant will contract for intoxicating liquor service give the name and address of the liquor license providing the service.
 Waseca American Legion
 700 South State Street Waseca MN 56093

If the applicant will carry liquor liability insurance please provide the carrier's name and amount of coverage.
 Acord \$1,000,000

APPROVAL

APPLICATION MUST BE APPROVED BY CITY OR COUNTY BEFORE SUBMITTING TO ALCOHOL AND GAMBLING ENFORCEMENT

Waseca
 City or County approving the license

\$40
 Fee Amount

6/3/21
 Date Fee Paid

6/15/21
 Date Approved

7/14 - 7/17 2021
 Permit Date

Mikea@ci.waseca.mn.us
 City or County E-mail Address

507-835-9741
 City or County Phone Number

Signature City Clerk or County Official

Approved Director Alcohol and Gambling Enforcement

CLERKS NOTICE: Submit this form to Alcohol and Gambling Enforcement Division 30 days prior to event.

**ONE SUBMISSION PER EMAIL, APPLICATION ONLY.
 PLEASE PROVIDE A VALID E-MAIL ADDRESS FOR THE CITY/COUNTY AS ALL TEMPORARY PERMIT APPROVALS WILL BE SENT
 BACK VIA EMAIL. E-MAIL THE APPLICATION SIGNED BY CITY/COUNTY TO AGE.TEMPORARYAPPLICATION@STATE.MN.US**



Minnesota Department of Public Safety
 Alcohol and Gambling Enforcement Division
 445 Minnesota Street, Suite 222, St. Paul, MN 55101
 651-201-7500 Fax 651-297-5259 TTY 651-282-6555
**APPLICATION AND PERMIT FOR A 1 DAY
 TO 4 DAY TEMPORARY ON-SALE LIQUOR LICENSE**

Name of organization: American Legion Date organized: 1919 Tax exempt number: 41-0649424

Address: 700 South State Street City: Waseca State: Minnesota Zip Code: 56093

Name of person making application: Erica Joecks Business phone: 507 833 9935 Home phone: _____

Date(s) of event: July 18, 2021 Type of organization: Club Charitable Religious Other non-profit

Organization officer's name: Lamar Kuster City: Waseca State: Minnesota Zip Code: 56093

Organization officer's name: Sara Rudy City: Waseca State: Minnesota Zip Code: 56093

Organization officer's name: Erica Joecks City: Waseca State: Minnesota Zip Code: 56093

Organization officer's name: _____ City: _____ State: Minnesota Zip Code: _____

Location where permit will be used. If an outdoor area, describe.

Waseca County Fairgrounds Legion Stand.

If the applicant will contract for intoxicating liquor service give the name and address of the liquor license providing the service.

Waseca American Legion
700 South State Street Waseca MN 56093

If the applicant will carry liquor liability insurance please provide the carrier's name and amount of coverage.

Acord \$1,000,000

APPROVAL

APPLICATION MUST BE APPROVED BY CITY OR COUNTY BEFORE SUBMITTING TO ALCOHOL AND GAMBLING ENFORCEMENT

Waseca
 City or County approving the license

860
 Fee Amount

6/3/21
 Date Fee Paid

6/15/21
 Date Approved

7/18/21
 Permit Date

Mikea @ ci.waseca.mn.us
 City or County E-mail Address

507-835-9741
 City or County Phone Number

[Signature]
 Signature City Clerk or County Official

Approved Director Alcohol and Gambling Enforcement

CLERKS NOTICE: Submit this form to Alcohol and Gambling Enforcement Division 30 days prior to event.

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**APPLICATION AND PERMIT FOR A 1 DAY
 TO 4 DAY TEMPORARY ON-SALE LIQUOR LICENSE**

Name of organization	Date organized	Tax exempt number
Waseca County Agricultural Society/Waseca County Free Fair	1879	N/A

Address	City	State	Zip Code
409 8th Ave NE	Waseca	Minnesota	56093

Name of person making application	Business phone	Home phone
Robin Dulas	507-461-0314	same

Date(s) of event	Type of organization
July 14-17, 2021	<input type="checkbox"/> Club <input type="checkbox"/> Charitable <input type="checkbox"/> Religious <input checked="" type="checkbox"/> Other non-profit

Organization officer's name	City	State	Zip Code
Mike Harguth	Waseca	Minnesota	56093

Organization officer's name	City	State	Zip Code
Jared Krassin	Waseca	Minnesota	56093

Organization officer's name	City	State	Zip Code
Kelly Martens	New Richland	Minnesota	56072

Organization officer's name	City	State	Zip Code
Robin Dulas	Waseca	Minnesota	56093

Location where permit will be used. If an outdoor area, describe.
 Waseca County Fairgrounds: Beer Garden building & outdoor patio area

If the applicant will contract for intoxicating liquor service give the name and address of the liquor license providing the service.
 Waseca County Agricultural Society /Waseca County Free Fair
 409 8th Ave NE Waseca, MN 56093

If the applicant will carry liquor liability insurance please provide the carrier's name and amount of coverage.
 MN Joint Underwriting Association \$50,000 each person \$100,000 each occurrence

APPROVAL

APPLICATION MUST BE APPROVED BY CITY OR COUNTY BEFORE SUBMITTING TO ALCOHOL AND GAMBLING ENFORCEMENT

City or County approving the license	Date Approved
Fee Amount	Permit Date
Date Fee Paid	City or County E-mail Address
	City or County Phone Number

Signature City Clerk or County Official _____ Approved Director Alcohol and Gambling Enforcement _____

CLERKS NOTICE: Submit this form to Alcohol and Gambling Enforcement Division 30 days prior to event.

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 Alcohol and Gambling Enforcement Division
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**APPLICATION AND PERMIT FOR A 1 DAY
 TO 4 DAY TEMPORARY ON-SALE LIQUOR LICENSE**

Name of organization		Date organized	Tax exempt number
Waseca County Agricultural Society/Waseca County Free Fair		1879	N/A
Address	City	State	Zip Code
409 8th Ave NE	Waseca	Minnesota	56093
Name of person making application		Business phone	Home phone
Robin Dulas		507-461-0314	same
Date(s) of event	Type of organization		
July 18, 2021	<input type="checkbox"/> Club <input type="checkbox"/> Charitable <input type="checkbox"/> Religious <input checked="" type="checkbox"/> Other non-profit		
Organization officer's name	City	State	Zip Code
Mike Harguth	Waseca	Minnesota	56093
Organization officer's name	City	State	Zip Code
Jared Krassin	Waseca	Minnesota	56093
Organization officer's name	City	State	Zip Code
Kelly Martens	New Richland	Minnesota	56072
Organization officer's name	City	State	Zip Code
Robin Dulas	Waseca	Minnesota	56093

Location where permit will be used. If an outdoor area, describe.
 Waseca County Fairgrounds: Beer Garden building & outdoor patio area

If the applicant will contract for intoxicating liquor service give the name and address of the liquor license providing the service.
 Waseca County Agricultural Society /Waseca County Free Fair
 409 8th Ave NE Waseca, MN 56093

If the applicant will carry liquor liability insurance please provide the carrier's name and amount of coverage.
 MN Joint Underwriting Association \$50,000 each person \$100,000 each occurrence

APPROVAL

APPLICATION MUST BE APPROVED BY CITY OR COUNTY BEFORE SUBMITTING TO ALCOHOL AND GAMBLING ENFORCEMENT

City or County approving the license	Date Approved
Fee Amount	Permit Date
Date Fee Paid	City or County E-mail Address
Signature City Clerk or County Official	City or County Phone Number
Approved Director Alcohol and Gambling Enforcement	

CLERKS NOTICE: Submit this form to Alcohol and Gambling Enforcement Division 30 days prior to event.

**ONE SUBMISSION PER EMAIL, APPLICATION ONLY.
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 BACK VIA EMAIL. E-MAIL THE APPLICATION SIGNED BY CITY/COUNTY TO AGE.TEMPORARYAPPLICATION@STATE.MN.US**

From: [STEPHANIE WENDLAND](#)
To: [Mike Anderson](#)
Subject: Premises extension
Date: Friday, June 11, 2021 3:45:29 PM

I Shane Wendland, owner of Bardens Bar, would like to ask the city council's permission to extend our premises to the back parking lot for July 2nd from 7-10 pm. Thank you

Get [Outlook for Android](#)

Title:	RESOLUTION 21-25: AUTHORIZATION OF THREE (3) 2-HOUR PARKING SPACES ALONG 2 ND AVENUE NE AT THE BAILEY-LEWER HOUSE (401 2 ND AVE NE)		
Meeting Date:	June 15, 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:	A – Location Map
Originating Department:	Engineering	Presented By:	City Manager
Approved By City Manager: <input checked="" type="checkbox"/>	Proposed Action: Approve Resolution 21-25 authorizing three (3) 2-hour parking spaces along 2 nd Avenue NE at the Bailey-Lewer House (401 2 nd Ave NE).		
How does this item pertain to Vision 2030 goals?	Creating high quality community assets		

BACKGROUND: On May 13, 2021, City staff received a request from Dave Dunn, a Waseca County Historical Society Board Member, for three (3) 2-hour parking spaces along 2nd Ave NE in front of the Bailey-Lewer House at 401 2nd Ave NE. In his request, Mr. Dunn stated that many of their members are older and that they would benefit from this type of parking arrangement. Back in April of 2010, the same type of 2-hour parking was requested and granted along 2nd Ave NE for the Waseca County Historical Society at 315 2nd Ave NE (see Attachment A).

This request was presented at the June 8th Planning and Zoning Commission Meeting, where it was recommended for approval by a vote of 4 to 0.

If approved, the 2-hour parking area would be approximately 66 feet in length (22 feet per stall) and begin at least 30 feet from the curb line of 4th Street NE.

BUDGET IMPACT: City staff installation labor and the materials for two new signs would cost approximately \$500.

RECOMMENDATION: It is recommended that the City Council approve Resolution 21-25 authorizing three (3) 2-hour parking spaces along 2nd Ave NE in front of the Bailey-Lewer House.

RESOLUTION NO. 21-25

**AUTHORIZATION OF A 2-HOUR PARKING RESTRICTION
ON 2ND AVENUE NE AT THE BAILEY-LEWER HOUSE
LOCATED AT 401 2ND AVENUE NE**

WHEREAS, the Planning and Zoning Commission has recommended that a 2-hour parking restriction be implemented on a portion of the 400 block of 2nd Avenue NE, and;

WHEREAS, the parking restriction was requested by an authorized representative of the owner of the property adjacent to the requested restriction, and;

WHEREAS, the City Council has determined that it is in the best interest of the City to establish the requested parking restriction.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Waseca that a 2-hour maximum parking restriction during business hours be implemented along the north side of 2nd Avenue NE from the east property line of 401 2nd Avenue NE (Bailey-Lewer House) to 66 feet west.

Adopted this 15th day of June, 2021.

R.D. SRP
MAYOR

ATTEST:

MIKE ANDERSON
ASSISTANT TO THE CITY MANAGER

Attachment A: Request for 2-Hour Parking Location Map

3rd Ave NE

4th St NE

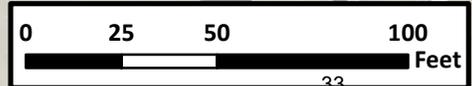
Waseca County
Historical Society

401 2nd Ave NE
(Bailey-Lewer House)

2nd Ave NE

Existing 2-Hour Parking

Requested 2-Hour Parking
(Approximately 66 feet)



Title:	Resolution No. 21-26 Approving a Variance to construct a detached accessory structure (Garage) which is closer to the front property line than the principal structure, and to allow a driveway that does not meet the minimum length of 20 feet from the front property line for the property located at 1405 5 th Ave Ct NW.		
Meeting Date:	June 15, 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:	PC Memo Resolution No. 21-26 EXHIBIT A
Originating Department:	Community Development	Presented By:	Felix Danso Asante
Approved by City Manager: <input checked="" type="checkbox"/>	Proposed Action: Motion to adopt Resolution No. 21-26, A Resolution of the Waseca City Council Approving a Variance to construct a detached accessory structure (Garage) which is closer to the front property line than the principal structure, and to allow a driveway that does not meet the minimum length of 20 feet from the front property line for the property located at 1405 5th Ave Ct NW.		
How does this item pertain to Vision 2030 goals?	Supporting this variance promotes Good Governance.		

BACKGROUND: Brenda Byron, owner of the property is requesting for a variance to build an 840 square foot detached accessory structure (garage) on the west side of her property. The total area of the garage and the existing detached accessory structure (shed) on the property does not exceed the 1,100 square feet total allowed for detached accessory structures on a property. City Code requires that detached accessory structures in the R-2 District must not be closer to the front property line than the principal structure, and any driveway terminating at a garage shall provide at least 20 feet of parking space between the garage door and a property boundary line, a sidewalk, or a private access road. The applicant proposes a 14-foot setback from the front property line. A variance is required to reduce this setback for the project.

The Variances are from Section 154.016 Table 4-10 and 154.155 (F) to allow for the construction of a detached accessory structure (garage) closer to the front property line than the principal structure, and to allow a driveway that does not meet the minimum length of 20 feet.

The Planning Commission held a public hearing on the Variance request on June 8, 2021. The Planning Commission voted 4-0 recommending approval to the City Council.

BUDGET IMPACT: None

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

ALTERNATIVES CONSIDERED: None

RECOMMENDATION: Motion to adopt Resolution No. 21-26 A Resolution of the Waseca City Council Approving a Variance to decrease the size of the setback to construct a detached accessory structure (Garage) which is closer to the front property line than the principal structure, and to allow a driveway that does not meet the minimum length of 20 feet from the front property line for the property located at 1405 5th Ave Ct NW.

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

TO: Daren Arndt, Chair
Waseca Planning Commission

FROM: Felix Danso Asante
Community Development Intern

MEETING DATE: June 8, 2021

SUBJECT: Public Hearing-Action No. 21-06 – VAR – Brenda Byron – 1405 5th Ave Ct NW

ATTACHMENTS: Application Narrative
Site Location Map
Site Photos
Site Plan

APPLICANT

The applicant is Brenda Byron, owner of the property. A complete application was received April 19, 2021. Final action, which is required within 60 days of the complete application date, must be taken by June 17, 2021.

REQUEST

The applicant is requesting approval of a variance to decrease the size of the setback from the property line to construct a detached accessory structure (Garage) which is closer to the front property line than the principal structure, and to allow a driveway that does not meet the minimum length of 20 feet from the front property line.

LOCATION

The property is located at 1405 5th Ave Ct NW in Waseca, MN and is described as:

**Lot 3, 4 and 5, Block 1, WOODVILLE MEADOWS, according to the recorded plat
thereof, City of Waseca, Waseca County, Minnesota.**

CURRENT LAND USE

The property consists of one parcel. The property is currently developed with a single-family dwelling and one detached accessory structure.

PROPOSED LAND USE

Single family home with two detached accessory structures. Single family dwellings and detached accessory structures are a permitted use in the R-2 District.

ZONING

The property is currently zoned R-2, Urban Residential District. Adjacent zoning is R-M, Manufactured Home Community District to the west, R-4, Multi-Family High Density District to the south, and County Agriculture to the north and east.

ENVIRONMENTAL

There are no environmental concerns at this time.

CODE OF ORDINANCES

Section 154.016 Table 4-10, Requirement for Detached Accessory Structures, R-2 District:

	<i>One- or Two-Family Residential Use</i>	<i>Multiple-Family Residential Use</i>	<i>Permitted Non-Residential Use</i>
Number of structures allowed	3	3	3
Maximum accessory structure square footage - all allowable accessory structures combined	1,100 sf	1,100 sf	1,100 sf
Lot coverage maximum	10 %	10 %	10 %
Height maximum - garage	20	20	20
Side wall height max -			
Garage*	9	9	9
Height maximum - other	12	12	12
Minimum setbacks	No closer than principal	No closer than principal	No closer than principal
Front	3	3	3
Side	No closer than principal	No closer than principal	No closer than principal
Corner side	3	3	3
Rear	6	6	6
From principal structure	5	5	5
From alley			

Section 154.155 (F), Driveways and Private Internal Access Roads:

(F) Minimum length of driveways. Any driveway terminating at a garage shall provide at least **20 feet** of parking space between the garage door and a property boundary line, a sidewalk, or a private access road.

PUBLIC UTILITIES

The site is currently served by public utilities. No new public utilities are proposed or required for this action.

REVIEW

The City of Waseca received a completed application for a Variance for the property located at 1405 5th Ave Ct NW from Brenda Byron, owner of the property. The property owner legally combined 3 parcels through a Minor Subdivision process with the City in 2014. The requested Variance area is located to the west of the house. The property owner wishes to construct a 28-foot x 30-foot Detached Garage.

Brenda Byron, owner of the property is requesting for a variance to build an 840 square foot detached accessory structure (garage) on the west side of her property. The total area of the of the garage and the existing detached accessory structure (shed) on the property does not exceed the 1,100 square feet total allowed for detached accessory structures on a property.

The construction of this accessory structure (garage) requires a variance process because it will not meet the minimum setbacks from the front property line. City Code requires that detached accessory structures in the R-2 District must not be closer to the front property line than the principal structure, and any driveway terminating at a garage shall provide at least 20 feet of parking space between the garage door and a property boundary line, a sidewalk, or a private access road. The applicant proposes a 14-foot setback from the accessory structure (garage) to the front property line where the driveway will be located. A variance is required to reduce this setback for the project.

The Variances are from Section 154.016 Table 4-10 and 154.155 (F) to allow for the construction of a detached accessory structure (garage) closer to the front property line than the principal structure, and to allow a driveway that does not meet the minimum length of 20 feet.

PUBLIC COMMENTS

As of _____, there were ____ public comments regarding the Variance.

FINDINGS

In granting a Variance, the following findings shall be made:

- The Variance is in harmony with the purposes and intent of the ordinance.
- The use and variance is consistent with the comprehensive plan.
- The proposal puts the property to use in a reasonable manner.
- There are unique circumstances to the property not created by the landowner.
- The Variances, if granted, will not alter the essential character of the locality.

RECOMMENDATION

Staff recommends approval of the Variances to allow for the construction of the detached accessory structure (garage) closer to the front property line than the principal structure and to allow a driveway that does not meet the minimum length of 20 feet from the front property line, for the property located at 1405 5th Ave Ct NW subject to the following conditions:

1. The property shall be developed according to the approved site plan, which shall be attached as Exhibit A to the approving resolution.
2. The property owner shall verify property line locations prior to any development.
3. All development on the property shall comply with the Waseca Code of Ordinances and State and Local Building codes.
4. All costs associated shall be paid by the property owner.
5. The Building Permit Application shall be submitted to the City within 2 years of approval of this variance.

REQUESTED ACTION

Hold a public hearing on the Variance and take action on a recommendation to be forwarded to the City Council for consideration at their June 15, 2021 meeting.

1405 5th Ave Ct NW – B Byron



View from North



View from north – Area for detached garage

RESOLUTION NO. 21-26

**A RESOLUTION OF THE WASECA CITY COUNCIL
GRANTING A VARIANCE TO DECREASE THE SIZE OF THE SETBACK TO
CONSTRUCT A DETACHED ACCESSORY STRUCTURE (GARAGE) LOCATED AT
1405 5TH AVE CT NW.**

WHEREAS, application has been made to the City Council of the City of Waseca by Brenda Byron, owner of the property, for approval of variances from the provisions of Chapter 154 of the Waseca City Code to allow for the construction of a detached accessory that is closer to the front property line than the principal structure, and to allow a driveway that does not meet the minimum length of 20 feet from the front property line. The property is located at 1405 5th Ave Ct NW and is described as:

Lot 3, 4 and 5, Block 1, WOODVILLE MEADOWS, according to the recorded plat thereof, City of Waseca, Waseca County, Minnesota.

And,

WHEREAS, the Waseca Planning Commission held a public hearing on the request at its June 8, 2021 meeting, and all interested parties were provided an opportunity to comment; and

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

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

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

NOW THEREFORE, BE IT RESOLVED by the City Council of the City of Waseca that the variance from the provisions of Chapter 154, Section 154.016 Table 4-10 and 154.155 (F): Detached accessory structures in the R-2 District must not be closer to the front property line than the principal structure, and any driveway terminating at a garage shall provide at least 20 feet of parking space between the garage door and a property boundary line, a sidewalk, or a private access road, is subject to the following conditions:

1. The property shall be developed according to the approved site plan, which shall be attached as **EXHIBIT A** to the approving resolution.
2. The property owner shall verify property line locations prior to any development.
3. All development on the property shall comply with the Waseca Code of Ordinances and State and Local Building codes.

4. All costs associated shall be paid by the property owner.
5. The Building Permit Application shall be submitted to the City within 2 years of approval of this variance.

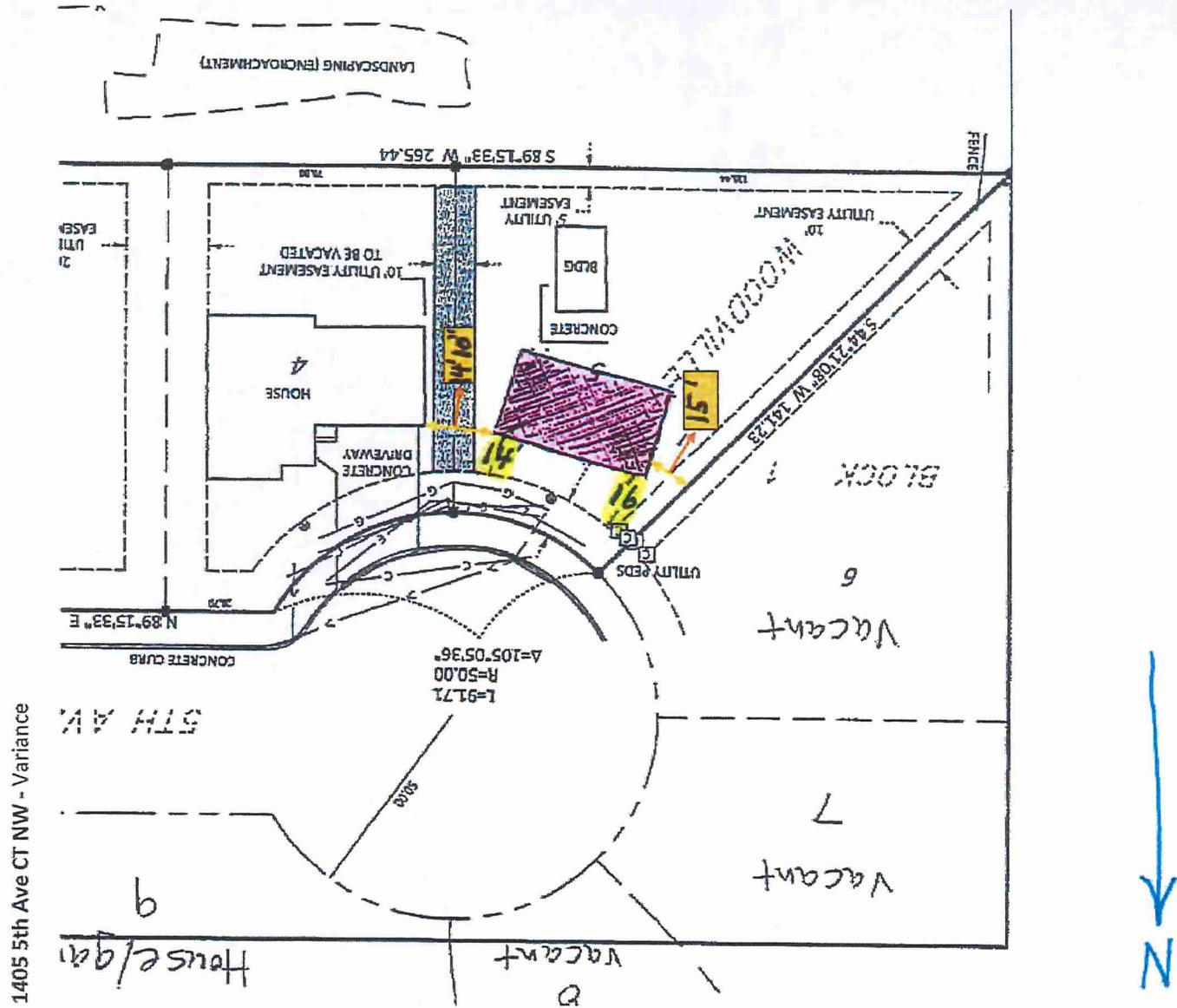
Adopted this 15th day of June 2021.

R.D. SRP
MAYOR

ATTEST:

MIKE ANDERSON
ASSISTANT TO THE CITY MANAGER

EXHIBIT A



Title:	Ordinance No. 1092, Approving the Rezoning of Parcel PID#17.017.2400 from R-1 to B-3, for property currently located at 1317 8 th St SE in Waseca.		
Meeting Date:	June 15, 2021	Agenda Item Number:	7C
Action:	<input type="checkbox"/> MOTION <input type="checkbox"/> RESOLUTION <input checked="" type="checkbox"/> ORDINANCE <input type="checkbox"/> DISCUSSION	Supporting Documents:	PC Memo Ordinance No. 1092 EXHIBITS A, B
Originating Department:	Community Development	Presented By:	Bill Green
Approved By City Manager: <input checked="" type="checkbox"/>	Proposed Action: Conduct a Public Hearing on Ordinance No. 1092, Approving the Rezoning of Parcel PID#17.017.2400 from R-1 to B-3, for property currently located at 1317 8 th St SE in Waseca.		

BACKGROUND: Jay Robert Jellum, owner of the properties located at 1317 8th St SE, is requesting a rezoning of the north parcel, PID #17.017.2400, from R-1, Suburban Residential District to B-3, Neighborhood Transition Business District.

The property consists of three (3) separate parcels and are occupied by the former Viking Woodcraft business structure and one detached accessory structure. The existing principal structure is approximately 5,000 square feet and the accessory structure is approximately 264 square feet. The principal structure is currently vacant with no current use.

The north parcel is zoned R-1 and currently undeveloped. The owner is requesting rezoning to be consistent with the other two parcels to the south to aid in future development. Possible uses for the vacant parcel once rezoned may include a parking lot, a storage garage, a daycare playground area, or other B-3 permitted uses. These proposed uses would enhance the development within the B-3, Neighborhood Transition Business District property.

The Planning Commission held a public hearing on the request on June 8, 2021. The Planning Commission voted to recommend approval of the Rezoning by a vote of 4-0.

BUDGET IMPACT: None

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

ALTERNATIVES CONSIDERED: None

RECOMMENDATION: Conduct a Public Hearing and adopt Ordinance No. 1092, Approving the Rezoning of Parcel PID#17.017.2400 from R-1 to B-3, for property currently located at 1317 8th St SE in Waseca.

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

TO: Daren Arndt, Chair
Waseca Planning Commission

FROM: Bill Green
Planning & Zoning Coordinator

MEETING DATE: June 8, 2021

SUBJECT: Public Hearing-Action No. 21-09 – (RZ) – Jellum – 1317 8th St SE

ATTACHMENTS: Application w/Narrative
Site Location & Rezoning Map
City Zoning Map
Site Photos
Structure Elevation Drawings

APPLICANT

Jay Robert Jellum, owner of the property located at 1317 8th St SE. A complete application has not been received as of May 28, 2021. Final action, which is required within 60 days of the complete application date, must be taken within 60 days of the complete application date.

REQUEST

The applicant is requesting rezoning of his property from R-1, Suburban Residential District, to B-3, Neighborhood Transition Business District.

LOCATION

The property is located at 1317 8th St SE and is described as:

EXHIBIT A

LAND USE

Vacant, undeveloped lot.

ZONING

The property is zoned R-1, Suburban Residential District. Adjacent properties are zoned R-1, Suburban Residential District to the west and north; B-3, Neighborhood Transition Business District to the south; and R-3, Multi-Family Low and Medium Density District to the east.

ENVIRONMENTAL

There are no environmental concerns at this time.

CODE OF ORDINANCES

Section 154.011 General Provisions
(C) District boundaries

(3) New base district lines or rezoning lines shall follow parcel lines

REVIEW

Jay Robert Jellum, owner of the properties located at 1317 8th St SE, is requesting a rezoning of the north parcel, PID #17.017.2400, from R-1, Suburban Residential District to B-3, Neighborhood Transition Business District.

The property consists of three (3) separate parcels and are occupied by the former Viking Woodcraft business structure and one detached accessory structure. The existing principal structure is approximately 5,000 square feet and the accessory structure is approximately 264 square feet. The principal structure is currently vacant with no current use.

The north parcel is zoned R-1 and currently undeveloped. The owner is requested rezoning to be consistent with the other two parcels to the south to aid in future development. Possible uses for the vacant parcel once rezoned may include a parking lot, a storage garage, a daycare playground area, or other B-3 permitted uses. These proposed uses would enhance the development within the B-3, Neighborhood Transition Business District property.

154.022 PRINCIPAL AND ACCESSORY USES IN THE BUSINESS DISTRICTS.

Table 5-1: Summary of the Principal Permitted and Conditional Land Uses in the Business Districts

P: Permitted C: Conditional --: Not allowed

Land Uses	Zoning Districts		Specific Development Requirements		
	B1	B2	B3	B4	
Business Uses					
Retail and/or service businesses that deal directly with the final consumer or beneficiary, with building floor areas under 8,000 square feet, but not including drive-through service or drive-in service	P	P	P	P	
Retail and/or service businesses that deal directly with the final consumer or beneficiary, with building floor areas equal to or greater than 8,000 square feet, but not including drive-through or drive-in service	P	P	--	P	
Agricultural commodities sales businesses	C	--	--	P	
Animal veterinary clinics	P	P	P	P	§§ 154.109 - 154.143
Bars or taverns	P	P	--	P	§§ 154.109 - 154.143
Beer micro-breweries	P	P	--	P	As per statute

Car washes, freestanding	--	P	--	P	
Convenience store with fuel sales	--	P	P	--	§§ <u>154.109</u> - <u>154.143</u>
Cultural facilities including museums, libraries, art studios and art galleries	P	P	P	--	
Day care, commercial child	P	P	P	--	§§ <u>154.109</u> - <u>154.143</u>
Drive-through service	--	P	P	P	§§ <u>154.109</u> - <u>154.143</u>
Funeral homes, mortuaries and/or crematoria	P	P	P	P	
Fuel sales and mechanical repair for autos and/or trucks	--	P	P	P	§§ <u>154.109</u> - <u>154.143</u>
Garden supplies, greenhouses and plant nurseries, retail	--	P	P	P	
Hazardous liquid storage	C	C	C	C	§§ <u>154.109</u> - <u>154.143</u>
Hotel or motel	P	P	--	P	
Kennel, commercial	--	--	--	P	§§ <u>154.109</u> - <u>154.143</u>
Mixed-use building, commercial and residential	P	P	P	--	
Nursing homes	P	P	P	--	
Offices or medical clinics	P	P	P	P	
Recreation, entertainment or banquet facilities, including bowling alleys and movie theatres	P	P	--	P	
Restaurants, cafes or supper clubs, including those with outdoor seating	P	P	--	P	§§ <u>154.109</u> - <u>154.143</u>
Restaurant with drive-up window or drive-in service	--	P	P	P	§§ <u>154.109</u>

					- 154.143
Schools, post-secondary	P	P	--	--	
Self-service storage without outdoor storage	--	--	--	P	
Temporary or seasonal businesses	P	P	P	P	§§ 154.109 - 154.143
Tobacco products shop	P	--	--	--	
Truck stops		--	--	P	
Vehicle repair, mechanical	P	P	C	P	§§ 154.109 - 154.143
Vehicle repair, body	--	--	--	P	§§ 154.109 - 154.143
Vehicle sales, automobiles, light trucks, boats, motorcycles or all-terrain vehicles	--	--	--	P	§§ 154.109 - 154.143
Vehicle sales, heavy trucks or recreational vehicles	--	--	--	P	
<i>Public and Semi-Public Uses</i>					
Essential services	P	P	P	P	
Governmental buildings	P	P	P	P	
Hospitals	P	P	--	P	
Public parks; park buildings	P	P	P	P	
Places of public worship	P	P	P	P	
Schools, public or private	P	P	P	P	

Table 5-2: Summary Table of **Accessory Land Uses in the Business Districts**

Land Uses	Zoning Districts				Specific Requirements
	B1	B2	B3	B4	
Car washes	P	P	P	P	§§ 154.109 - 154.143
Cellular telephone relay facilities or other telecommunication towers	--	--	C	C	§§ 154.109 - 154.143

Parking ramp	P	P	P	P	§§ 154.148 - 154.169
Radio antennas, private	P	P	P	P	§§ 154.109 - 154.143
Signs	P	P	P	P	
Solar energy systems	P	P	P	P	§§ 154.109 - 154.143
Storage buildings or garages <1,500 sf	P	P	P	P	§§ 154.109 - 154.143
Storage buildings or garages >1,500 sf	C	P	--	P	§§ 154.109 - 154.143 , §§ 154.148 - 154.169
Temporary or seasonal businesses	P	P	P	P	
Wind energy systems	--	C	--	C	§§ 154.109 - 154.143

As of _____, there were _____ public comments received regarding the rezoning.

FINDINGS

The recommendations and decisions on zoning amendment shall be based on consideration of the following area:

1. Whether the proposed amendment corrects an error in the original text or map
2. Whether the proposed amendment addresses needs arising from a changing condition, trend, or fact affecting the subject property and surrounding area
3. Whether the proposed amendment is consistent with achieving the goals and objectives outlined in the Comprehensive Plan.

RECOMMENDATION

Staff recommends approval of the rezoning.

REQUESTED ACTION

Hold a public hearing on the Rezoning request and adopt a recommendation to be forwarded to the City Council for consideration at their June 8, 2021 meeting.

ORDINANCE NO. 1092

**AN ORDINANCE OF THE CITY OF WASECA, MINNESOTA REZONING
REAL PROPERTY TO B-3, NEIGHBORHOOD TRANSITION BUSINESS DISTRICT**

WHEREAS Jay Robert Jellum, is the owner of the property PID#17.017.2400, located at property currently addressed as 1317 8th St SE in the City of Waseca, which is described as:

EXHIBIT A

And,

WHEREAS the above described property is currently zoned R-1, Suburban Residential District; and

WHEREAS the above described property is currently a vacant parcel, proposed to be developed as a permitted business use, and

WHEREAS Jay Robert Jellum is requesting rezoning of the above-described property to B-3, Neighborhood Transition Business District; and

WHEREAS the Planning Commission on the 8th day of June, 2021 held a public hearing on the proposed rezoning and adopted a recommendation that the City Council rezone the above described property to B-3, Neighborhood Transition Business District; and

WHEREAS the City Council of the City of Waseca has considered the advice and recommendation of the Planning Commission, and the effect of the proposed rezoning on the health, safety, and welfare of the occupants of the surrounding land, and on June 15, 2021, held a public hearing on the proposed rezoning, and all interested parties were provided an opportunity to provide input.

NOW, THEREFORE The City Council of the City of Waseca has hereby determined that said rezoning will bear no negative impact nor will it be a detriment to neighborhood character, surrounding property values, or the general purpose and intent of the ordinance and the Comprehensive Plan, and does hereby determine and ordain this parcel will be zoned B-3, Neighborhood Transition Business District, and the City of Waseca Zoning Map shall be amended as shown in the attached **EXHIBIT B**.

This Ordinance shall take and be in force 10 days after its passage.

Adopted this ____ day of _____, 2021.

R.D. SRP
MAYOR

ATTEST:

MIKE ANDERSON
ASSISTANT TO THE CITY MANAGER

Introduced: June 8, 2021
Adopted: June 15, 2021
Published: June 23, 2021
Effective: June 25, 2021

EXHIBIT A

Loan No: 71300018323

**MORTGAGE
(Continued)**

Page 2

and

Lot 8, Block 8, Original Plat of the City of Waseca, Minnesota, according to the Plat thereof on file and of record in the Office of the County Recorder in and for the County of Waseca and State of Minnesota.

The Real Property or its address is commonly known as 1317 8th Street SE, 106 State Street N, 108 State Street N, Waseca, MN 56093. The Real Property tax identification number is 17.017.2500, 17.017.2400, 17.020.3300, 17.100.1380, 17.100.1370.

13th Ave SE

7th St SE

8th St SE

14 Ave SE

EXHIBIT B

NOTIFICATION
BOUNDARY

NOTIFICATION
BOUNDARY

1304

1301

1305

1308

SUBJECT PARCEL R17.017.2400
CURRENT ZONING: R-1
PROPOSED ZONING: B-3

1312

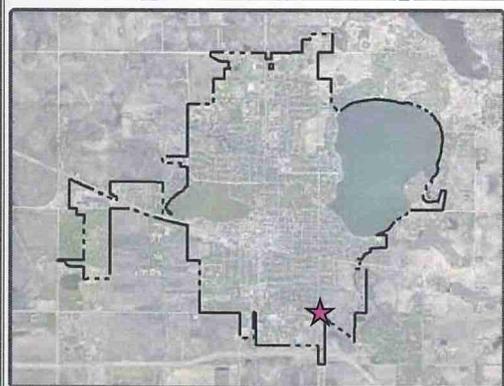
1317

1316

1400

1401

13



JAY JELLUM -- REZONING
1317 8TH STREET SE -- WASECA, MN 56093
REZONING OF PARCEL R17.017.2400 FROM R-1 TO B-3 DISTRICT

0 50 100 150 200 250 Feet

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

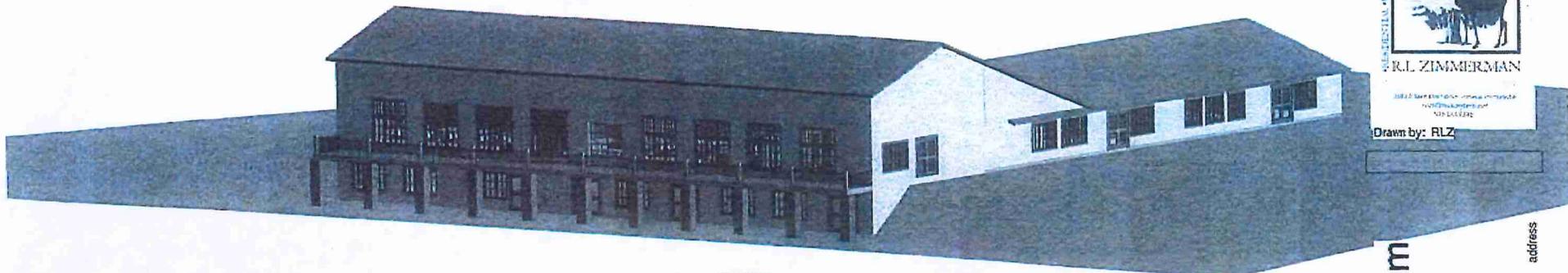




R.L. ZIMMERMAN

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Drawn by: RLZ



1 Exterior View

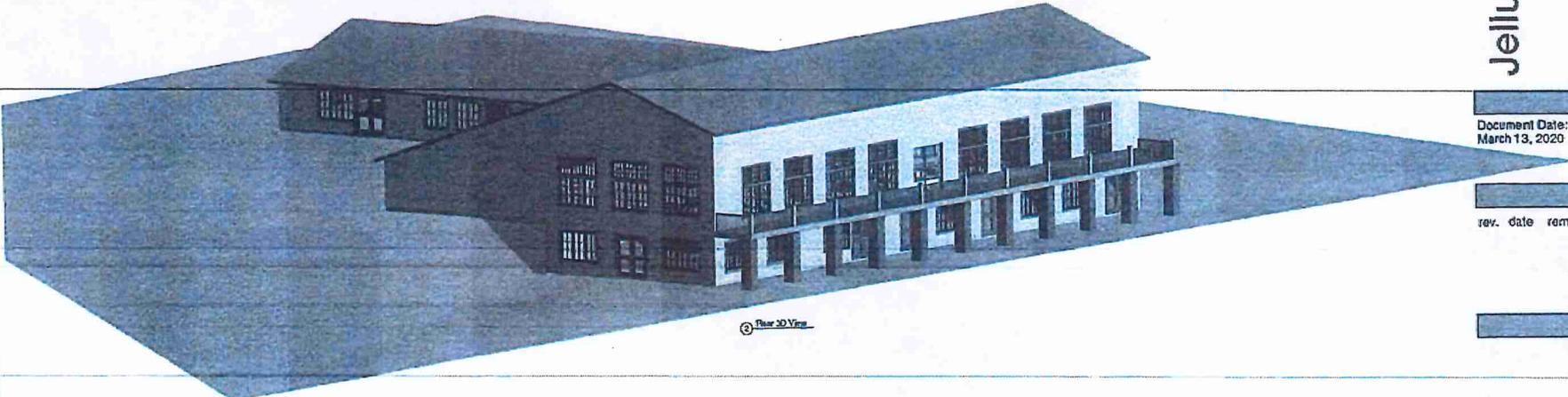
Jellum Com

address

client name

Document Date:
March 13, 2020

rev. date remark



2 Interior View

Title:	Resolution No. 21-27 Approving a Variance to allow non-conforming principal building and drive setback requirements for the property located at 105 15 th Ave NE.		
Meeting Date:	June 15, 2021	Agenda Item Number:	7D
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:	PC Memo Resolution No. 21-27 EXHIBIT A, B
Originating Department:	Community Development	Presented By:	Bill Green
Approved by City Manager: <input checked="" type="checkbox"/>	Proposed Action: Motion to adopt Resolution No. 21-27, A Resolution of the Waseca City Council Approving a Variance to allow non-conforming principal building and drive setback requirements for the property located at 105 15th Ave NE.		
How does this item pertain to Vision 2030 goals?	Supporting this variance promotes Good Governance.		

BACKGROUND: Pat McCann on behalf of Spire Credit Union is requesting a Variance for the property located at 105 15th Ave NE to allow non-conforming building and drive setbacks. The property is zoned B-2, Community Retail and Service Business District.

Section 154.024, Table 5-5 states that properties zoned B-2 require a 20-foot principal building front setback, and a 10-foot rear drive setback. The proposed front building setback on the south side is five (5) feet. The proposed rear setback on the north side for the drive lane is zero (0) feet.

Section 154.120, Article ‘B’ states that drive-up lanes shall conform to the 10-foot setback required for parking lots and circulation aisles.

The Planning Commission held a public hearing on the Variance request on June 8, 2021. The Planning Commission voted 4-0 recommending approval to the City Council.

BUDGET IMPACT: None

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

ALTERNATIVES CONSIDERED: None

RECOMMENDATION: Motion to adopt Resolution No. 21-27 A Resolution of the Waseca City Council Approving a Variance to allow non-conforming principal building and drive setback requirements for the property located at 105 15th Ave NE.

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

TO: Daren Arndt, Chair
Waseca Planning Commission

FROM: Bill Green
Planning and Zoning Coordinator

MEETING DATE: June 8, 2021

SUBJECT: Public Hearing - Action No. 21-10-VAR – SPIRE – 105 15th Ave NE

ATTACHMENTS: Application Narrative
EXHIBIT A – Legal Description
Site Location Map
Site Photos
Site Plan
Site Rendering

APPLICANT

The applicant is Pat McCann on behalf of Spire Credit Union. A complete application was received on May 6, 2021. Final action, which is required within 60 days of the complete application date, must be taken by July 5, 2021.

REQUEST

The applicant is requesting a Variance to allow non-conforming principal building and drive setback requirements. This would allow construction of a credit union facility on property zoned B-2, Community Retail and Service Business District. This is a permitted use in the B-2 District.

LOCATION

The property is located at 105 15th Ave NE and is described as:

EXHIBIT A

LAND USE

The property currently consists of a vacant restaurant and parking lot. The Land Use Plan designates this lot as B-2, Community Retail and Service Business District.

ZONING

Adjacent zoning is B-2, Community Retail and Service Business District to the north, east, south and west.

ENVIRONMENTAL

There are no known environmental issues related to the project.

PUBLIC UTILITIES

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

CODE OF ORDINANCES

A Variance is required for the following codes:

1. Section 154.024, Table 5-5 Required Setbacks, B-2 District
2. Section 154.120, Article 'B' Drive-Up Window Service

REVIEW

Pat McCann on behalf of Spire Credit Union. is requesting a Variance for the property located at 105 15th Ave NE to allow non-conforming building and drive setbacks. The property is zoned B-2, Community Retail and Service Business District. The proposed uses are permitted within this zoning district.

Table 5-5: Required Setbacks, B-2 District

	<i>Front</i>	<i>Interior Side</i>	<i>Corner Side</i>	<i>Rear</i>	<i>From R District</i>	<i>From Alley</i>	<i>From Wetland, Lake or Storm Pond</i>
Principal building	20	20	20	20	50	20	§ 154.169, Wetlands
Accessory structure ¹	40	5	20	5	25	5	
Parking	10	10	20	10	25	5	
Driveway	--	10	20	10	25	--	

Section 154.024, Table 5-5 states that properties zoned B-2 require a 20-foot principal building front setback, and a 10-foot rear drive setback. The proposed front building setback on the south side is five (5) feet. The proposed rear setback on the north side for the drive lane is zero (0) feet.

Section 154.120, Article 'B' states that drive-up lanes shall conform to the 10-foot setback required for parking lots and circulation aisles.

The proposed development will be required to fulfill the vegetation and landscaping requirements within the property limits. The project meets all other zoning requirements.

PUBLIC COMMENTS

As of _____, there were ____ public comments regarding the Variance.

FINDINGS

Criteria for approval of a Variance.

- The Variance is consistent with the Comprehensive Plan.
- The request is in harmony with the purpose and intent of the City Codes.
- The property owner proposes to use the property in a reasonable manner.
- The Variance will maintain the essential character of the locality.

RECOMMENDATION

Staff recommendation is to support the Variance for development of the property located at 105 15th Ave NE based on the following conditions:

- (1) The property shall be developed in accordance with the approved site plan
- (2) Landscaping requirements are met within the property boundary
- (3) No landscaping shall be planted in the city boulevard
- (4) Appropriate signage shall be posted to notify traffic of one-way & bypass lanes
- (5) The property shall conform to all state and local building and fire codes

REQUESTED ACTION

Hold a public hearing on the Variance request and take action on a recommendation to be forwarded to the City Council for consideration at their June 15, 2021 meeting.



A3

Exterior Renderings
SW Perspective
Spire Credit Union
Waseca, MN
5/5/2021



RESOLUTION NO. 21-27

**A RESOLUTION OF THE WASECA CITY COUNCIL
GRANTING A VARIANCE TO ALLOW NON-CONFORMING PRINCIPAL BUILDING
AND DRIVE SETBACK REQUIREMENTS FOR THE PROPERTY LOCATED AT
105 15TH AVE NE**

WHEREAS, application has been made to the City Council of the City of Waseca by Pat McCann on behalf of Spire Credit Union, for approval of variances from the provisions of Chapter 154 of the Waseca City Code to allow non-conforming principal building and drive setback requirements for the property located at 105 15th Ave NE and is described as:

EXHIBIT A

And,

WHEREAS, the Waseca Planning Commission held a public hearing on the request at its June 8, 2021 meeting, and all interested parties were provided an opportunity to comment; and

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

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

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

NOW THEREFORE, BE IT RESOLVED by the City Council of the City of Waseca that the variance from the provisions of Chapter 154, Section 154.024, Table 5-5 states that properties zoned B-2 require a 20-foot principal building front setback, and a 10-foot rear drive setback. The proposed front building setback on the south side is five (5) feet. The proposed rear setback on the north side for the drive lane is zero (0) feet. Section 154.120, Article 'B' states that drive-up lanes shall conform to the 10-foot setback required for parking lots and circulation aisles. This is subject to the following conditions:

1. The property shall generally be developed according to the approved preliminary site plan, which shall be attached as **EXHIBIT B** to the approving resolution.
2. Landscaping requirements are met within the property boundary.
3. No landscaping shall be planted in the city boulevard.
4. Appropriate signage shall be posted to notify traffic of one-way & bypass lanes.

5. The property shall conform to all state and local building and fire codes.

Adopted this 15th day of June 2021.

R.D. SRP
MAYOR

ATTEST:

MIKE ANDERSON
ASSISTANT TO THE CITY MANAGER

EXHIBIT A

Legal Description – 105 15th Avenue NE, Waseca, MN 56093

All that part of Block Two (2), North Ridge, County of Waseca, State of Minnesota, legally described as follows:

Commencing at the Southwest (SW) corner of Block Two (2), North Ridge (point of beginning); thence North Zero Degrees Zero Minutes One Second (00°00'01") West, assumed bearing, One Hundred twenty-seven and Ninety-seven hundredths (127.97) feet along the West line of said Block Two (2); thence South Eighty-nine Degrees Fifty-nine Minutes Fifty-nine Seconds (89°59'59") West Fifteen (15) feet along the boundary line of said Block Two (2); thence North Zero Degrees Zero Minutes One Second (00°00'01") West Twelve and Sixteen hundredths (12.16) feet along the West line of said Block Two (2); thence North Eighty-nine Degrees Forty Minutes Thirteen Seconds (89° 40'13") East Three Hundred Fifty-seven (357) feet thence South Zero Degrees Nineteen Minutes Forty-seven Seconds (00°19'47") East One Hundred Forty-seven and Thirty-three hundredths (147.33) feet to the South line of said Block Two (2); thence Westerly along the South line said Block Two (2) and along a nontangential curve concave to the South, central angle Three Degrees Fourteen Minutes Twenty-seven Seconds (03°14'27"), radius Five Hundred Thirty-three (533) feet, arc length Thirty and Fifteen hundredths (30.15) feet thence Westerly along the South line of said Block Two (2) and along a tangential curve concave to the South, central angle Three Degrees Twenty-two Minutes Forty-seven Seconds (03°22'47"), radius Five Hundred Thirty-three (533) feet arc length Thirty-One and Forty-four hundredths (31.44) feet; thence North Eighty-nine Degrees Forty-four Minutes Three Seconds (89°44'03") West assumed bearing, Two Hundred Eighty-One and Forty-two hundredths (281.42) feet along the South line of said Block Two (2) to the point of beginning, and situate in Waseca County, Minnesota.

Title:	Ordinance 1068: Regulating Mobile Food Trucks, Vending Wagons, & Food Carts		
Meeting Date:	June 15, 2021	Agenda Item Number:	7E
Action:	<input type="checkbox"/> MOTION <input type="checkbox"/> REQUESTS/PRESENTATIONS <input type="checkbox"/> RESOLUTION <input checked="" type="checkbox"/> ORDINANCE <input type="checkbox"/> DISCUSSION	Supporting Documents:	Ordinance 1068
Originating Department:	Administration	Presented By:	Administration
Approved By City Manager: <input checked="" type="checkbox"/>	Proposed Action: Approve Ordinance 1068		
How does this item pertain to Vision 2030 goals?	Good Governance		

BACKGROUND: Food Trucks have been becoming more and more popular all over the State of MN. Currently they are allowed in Waseca through a “Transient Merchant Permit”. This could be considered an “Out of Date” practice and we need to make changes. The TMP permit is a \$265 fee and is good for 14 days while being in one location. This new Ordinance will allow the City Council to adopt an annual fee to attract more food trucks and bring more options to residents and businesses.

This Ordinance also allows Food Trucks in many locations throughout the City. Currently, they can park in a private parking lot with no permit needed. If they wish to park in a City park, parking lot, residential street this Ordinance will allow it once they receive the permit through the City. The proposed language will not allow Food Trucks to park on North State Street north of 7th St NE due to safety concerns.

All inspections of the food truck are required ahead of time. However, the City does not perform these duties, this is the responsibility of the State and County.

The Planning Commission held a Public Hearing on June 8, 2021, and the Commission is recommending this Ordinance to Council at a unanimous vote.

BUDGET IMPACT: This Ordinance will cost less than \$100 to publish and could potentially bring in some extra revenue that will offset the costs to create such Ordinance.

RECOMMENDATION: The Planning Commission, City Staff along with the Waseca Police Department recommend the approval of this amended language to create Ordinance 1086.

ORDINANCE NO. 120

**AN ORDINANCE OF THE CITY OF WASECA
REGULATING MOBILE FOOD TRUCKS, VENDING WAGONS, & FOOD CARTS**

The City of Waseca does hereby ordain:

That Chapter 120 of the Waseca City Code of Ordinances be repealed in its entirety and replaced with the following labelled 1068:

SECTION 1: DEFINITIONS

FOOD CART – A food and beverage service establishment that is a non-motorized vehicle propelled by the operator.

FOOD VENDING VEHICLE – Every motor vehicle in which foods of any kind are carried for the purposes of selling at retail sale on City streets or other public rights-of-way.

MOBILE FOOD UNIT – A food and beverage service establishment that is a vehicle mounted unit, either: 1) motorized or trailered, operating no more than 21 days annually at any one place, or operating more than 21 days annually at any one place with the approval of the regulatory authority as defined in Minnesota Rules, Part 4626.0020, subpart 70; or (2) operated in conjunction with a permanent business licensed under Minnesota Statutes at the site of the permanent business by the same individual or company, and readily movable, without disassembling, for transport to another location.

OPERATOR – Any person, firm, or corporation who owns, leases, contracts, or in any other fashion permits a person to operate upon the city streets or other public rights-of-way any food vending vehicle for the purpose of vending, or the person driving or operating any such vehicle.

PRE-PACKAGED FOOD TRUCK – A vehicle offering food already prepared and pre-packaged, such as ice cream products.

SEASONAL PERMANENT FOOD STAND – A food and beverage service establishment, which is a permanent food service stand or building, but which operates no more than 21 days annually.

SEASONAL TEMPORARY FOOD STAND – a) a food and beverage service establishment that is a food stand which is disassembled and moved from location to location, but which operates no more than 21 days annually at any one location, except as provided in paragraph (b). b) A seasonal temporary food stand may operate for more than 21 days annually at any one place with the approval of the regulatory authority, as defined in Minnesota Rules, part 4626.0020, subpart 70, that has jurisdiction over the seasonal temporary food stand.

SPECIAL EVENT FOOD STAND – A food and beverage service establishment which is used in conjunction with celebrations and special events, and which operates no more than three times annually for no more than ten (10) total days.

VENDING – Offering food for sale from a motor vehicle on the city streets or other public rights-of-way.

SECTION 2: LICENSE REQUIRED

No operator shall sell food from a food vending vehicle while on public streets or other public rights-of-way within the City unless a license to do so is obtained from the City. The fee for an annual license shall be in an amount as duly established by the City Council from time to time and shall entitle the

operator to vend from one such vehicle for the period of January 1 to December 31 of each year. For each additional individual vehicle utilized by an operator, an additional license fee shall be paid.

The applicant must submit a written application on a form prescribed by the City and include with its application:

- a) A copy of its current Retail Mobile Food Handler license issued by the MN Department of Health. A decal must be displayed on the vehicle as required by the MN Department of Health.
- b) Insurance or certificate for insurance coverage as required under Section 4.
- c) A list of the streets and locations where the applicant desires to operate that are in compliance with the restrictions detailed in Section 8.

The Applicant or licensed operator of any food vending vehicle which traverses the streets of the City for the purpose of vending shall submit to the City Engineer, prior to January 1 of each year hereafter, a detailed listing of the streets on which vending is planned to occur. The applicant can be on, or in, any City Park parking lot, City parking lot, City street (service window facing away from the roadway), and parking spaces in the downtown area (service window facing away from the roadway). The applicant will not be allowed to park along State Street (Hwy 13) except in the downtown area between 4th Avenue North and 300 feet south of 2nd Avenue South. Special exceptions will be allowed with City Manager approval.

No Food Truck shall operate on State Street (Highway 13) north of the 700 block.

The applicant may enter private areas with prior approval from that specific landowner.

Upon receipt of the application, together with proof satisfactory to the City that the applicant has met the other conditions required, the City shall issue a license for each vehicle licensed hereunder which shall be displayed by the operator on the left rear portion of the vehicle.

SECTION 3: FEES

The fee shall be in an amount as established by the City Council from time to time.

An annual fee shall be charged for operation of a vehicle year-round.

SECTION 4: INSURANCE

A Vending Wagon/Food Cart permit is not effective until the applicant has filed with the City evidence of insurance insuring the applicant against liability imposed by law arising out of the ownership, maintenance, or operation of such vending cart in amounts of at least \$500,000 for the injury or death of one person, \$1,500,000 for the injury or death of two or more persons, and \$10,000 for damage to property. The City shall be named as an additional insured in the policy providing such insurance. Such policy shall further provide that it may not be cancelled except upon ten (10) days written notice filed with the City.

The applicant shall also provide evidence of workers' compensation insurance coverage to the City if applicable. A Vending Wagon/Food Cart permit is effective only if the required insurance coverage is constantly maintained and evidence of its continuance is on file with the City.

The certificate shall designate the City of Waseca as an additional insured and shall contain an acknowledgement signed by the insurer that prior to modification, cancellation, or termination of the subject policy, written notice shall first be sent to the City by said insurance company.

SECTION 5: EQUIPMENT REQUIRED FOR FOOD VENDING VEHICLE

In addition to other equipment required by law, every such vehicle shall be equipped with:

1. A convex mirror mounted on the front so the operator can see the area in front of the vehicle obscured by the hood.
2. An audible alarm which is activated when the vehicle is in motion backwards.
3. Proper signage placement in accordance with the City Zoning Ordinance.
4. Waste receptacles must be placed within 30 feet of the vehicle during hours of operation.
5. Generators must be self-contained and screened from view, operating at no more than 70 decibels.

SECTION 6: INSPECTION REPORT

Prior to the initial use and operation of a food vending vehicle, the vehicle shall be thoroughly examined and inspected by a certified mechanic and found to comply with all standards of safety prescribed by the laws of the State, County, and the City.

An inspection report showing that a vehicle has met the standards of safety prescribed by the law must be presented to the City at the time of license application.

SECTION 7: TRAINING OF OPERATORS

An applicant for a license shall provide a description of its operator training program, including material used in said program.

SECTION 8: RESTRICTIONS ON VENDING ACTIVITY

1. An operator shall vend only when the food vending vehicle is lawfully stopped.
2. An operator shall vend only from the side of the vehicle away from moving traffic and as near as possible to the curb or side of the street.
3. An operator shall not vend to any person standing in the roadway, the vehicle must face away from the roadway.
4. An operator shall park a minimum of 30 feet from the nearest intersecting curb line.
5. No vending activity shall occur between 9:00 PM and 8:00 AM on any given day.

SECTION 9: PARKING

Parking on streets is permitted when in compliance with all ordinances, regulations, parking zones, and posted signage. Sales by the licensee shall be made on the curbside only and the vehicle shall be parked within one (1) foot of the curb and a minimum of 30 feet from the nearest intersecting curb line.

Licensee is prohibited from reserving any parking space by blocking, barricading, hooding, signing, or in any other manner preventing another vehicle from occupying the space.

Food vending vehicles on private property are regulated by the Waseca Zoning Ordinance. If the food vending vehicle is located on private property, a written consent or phone message from the property owner must be available upon request by the City.

SECTION 10: OPERATING VEHICLES IN REVERSE

The operator of a food vending vehicle shall not travel in reverse to make, or attempt to make, a sale.

SECTION 11: STORAGE OF VEHICLE WHEN NOT IN USE

When not in use, the food vending vehicle must be stored in compliance with the regulations of the City Zoning Ordinance.

SECTION 12: SIGHT VISIBILITY AND SAFETY

For the safety of the general public, the City Engineer reserves the right to require the immediate relocation of food vending vehicles if their placement substantially restricts the visibility of motorists, bicyclists, or pedestrians, or in any other way impacts roadway conditions in an unsafe manner.

SECTION 13: PENALTY

Any person, firm, or corporation violating any provision of this ordinance shall be guilty of a misdemeanor and a separate offense shall be deemed committed on each day during or on which a violation occurs or continues.

SECTION 14: SEVERABILITY AND SAVINGS CLAUSE

If any section or portion of this ordinance shall be found unconstitutional or otherwise invalid or unenforceable by a court of competent jurisdiction, those findings shall not serve as invalidation or affect the validity and enforceability of any other section or provision of this ordinance.

SECTION 15: EFFECTIVE DATE

This Ordinance shall be in full force 10 days following its passage and publication.

Passed by the City Council of Waseca, Minnesota on this ____ day of ____, 2021

R.D. Srp
Mayor of Waseca

Attested:

Mike Anderson
Assistant to the City Manager

Introduced: June 8, 2021
Adopted: June 15, 2021
Published: June 24, 2021
Effective: June 25, 2021

Title:	Public Nuisance - Set Public Hearing Date of July 6, 2021		
Meeting Date:	June 15, 2021	Agenda Item Number:	7F
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:	Site Photos Attorney Letter
Originating Department:	Community Development	Presented By:	City Manager
Approved By City Manager: <input checked="" type="checkbox"/>	Proposed Action: Motion to set a public hearing date for the summary enforcement and abatement of the property located at 204 12 th Ave NW in the City of Waseca.		
How does this item pertain to Vision 2030 goals?	Promotes good Governance.		

BACKGROUND: The City has received complaints regarding nuisance conditions on the property located at 204 12th Ave NW in Waseca. Per procedure, staff investigated the property and sent correspondence to the property owner on November 20, 2020. The property was re-inspected on December 17, 2020, again on January 27, 2021; February 26, 2021; March 9, 2021; April 9, 2021, and requested nuisance citations from the Waseca Police Department on February 1, 2021 & May 4, 2021. Little progress is evident as of June 11, 2021. The current condition constitutes a public nuisance per City ordinances.

BUDGET IMPACT: Incurred costs for abatement will be charged to the property owner.

POLICY QUESTION: The City Council has the authority to order summary enforcement and the abatement of the nuisance.

ALTERNATIVES CONSIDERED: None.

RECOMMENDATION: Set a public hearing for July 6, 2021, to request the City Council to approve action to enact civil remedies against the property owner and the property for the nuisance.

204 12th Ave NW



April 9, 2021

Shawn Farrenkopf
204 12th Avenue NW
Waseca MN 56093

Re: 204 12th Avenue NW, Waseca

Dear Mr. Farrenkopf:

My office represents the City of Waseca. I have reviewed the city's file in regards to your property. You were provided written notice of concerns regarding the condition of your property and the storage of materials on your property on November 20, 2020. That letter was signed by Bill Green the Planning & Zoning Coordinator for the City of Waseca and Angie Grotberg a Lieutenant with the Waseca Police Department.

Your property was re-inspected on December 17, 2020. The property was still not in compliance. The property was inspected again on January 27, 2021; February 26, 2021. March 9, 2021 and again on April 9, 2021. The property is still being maintained in a manner that is violation of the city code.

As the owner of the property located at 204 12th Avenue NW, Waseca, Minnesota it is your duty to ensure that the property is maintained in compliance with all Federal, State and local laws and ordinances. This includes the nuisance laws. The City has a duty to enforce those laws in order to protect the rights of the other citizens of the City of Waseca.

This property needs to be brought into compliance with the ordinances of the city of Waseca. This means that the unattended or discarded furniture, appliances, materials and debris must be removed from the property or stored in a manner that is permitted under the code. This would include any building materials or tires that are located on the property.

The property needs to be in compliance with all Federal Laws, State Laws and City Ordinances on or before April 26, 2021. At that time the City will again inspect your property and determine how it wants to proceed. The city may bring criminal charges, which may be brought on a daily basis. This matter is a misdemeanor which is punishable by up to a \$1,000.00 and/or 90 days in jail for each violation. The City may also choose to proceed with an abatement. The costs of the abatement will be assessed against you or the property.

CLIENT'S COPY

The City would like to resolve this matter with you without having to take that next step. If you have any questions over what is required, you may call Bill Green the Planning and Zoning Coordinator for the City of Waseca at 835-9738.

Sincerely,

KENNEDY & KENNEDY

Christopher M. Kennedy
CMK/cmK

Cc: Bill Green