

REGULAR WASECA CITY COUNCIL MEETING
TUESDAY, JANUARY 21, 2020 7 p.m.
AGENDA

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

Those wishing to speak must state their name and address for the record after they reach the podium. Each person will have three (3) minutes to make his/her remarks. Speakers will address all comments to the City Council as a whole and not one individual councilmember. The Council may not take action on an item presented during the Public Comment period, unless the item is already on the agenda for action. When appropriate, the Council may refer inquiries and items brought up during the Public Comment period to the City Manager for follow up.

- 5 REQUESTS AND PRESENTATIONS
- 6 CONSENT AGENDA
 - A. Minutes –Regular City Council Meeting January 7, 2020
 - B. Payroll & Expenditures
 - C. Resolution 20-05: Approving Tax Abatement Application
 - D. RCCA: Approval of Airport Consultant Services & Selection Committee Search
 - E. RCCA: Solar Electric Rates
 - F. RCCA: 2019 Annual Solar Report
 - G. Approval of Change Order Request: Hwy 14 Project
 - H. Approval of IUOE Contract 2020-2022
- 7 ACTION AGENDA
 - A. **Ordinance 1074:** Roesler Annexation & Public Hearing
 - B. **RCCA:** SCDP Grant Application
- 8 REPORTS
 - A. City Manager’s Report
 - B. Commission Reports
 - EDA (Srp, Johnson)
 - Planning Commission (Arndt)
 - Tourism (Conrath)
- 9 ANNOUNCEMENTS
- 10 ADJOURNMENT

MINUTES
REGULAR WASECA CITY COUNCIL MEETING
TUESDAY, JANUARY 7, 2020

6A

CALL TO ORDER/ROLL CALL

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

Councilmembers Present: Jeremy Conrath Darren Arndt
 Mark Christiansen Larry Johnson
 Roy Srp Les Tlougan
 Allan Rose

Councilmembers Absent: None

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

Residents Present: James Christiansen

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 Staff asked that item 6I be removed from the Consent Agenda and placed as item 7B for discussion. It was moved by Conrath, seconded by Arndt, to approve the agenda as amended. Motion carried 7-0.

PUBLIC COMMENT

4 Resident James Christiansen approached the Council with questions regarding the 2020 street projects.

5 **REQUESTS AND PRESENTATIONS**

CONSENT AGENDA

6 Motion was made by Conrath, seconded by Arndt to approve the consent agenda. Motion carried 7-0 and contained the following items:

- A. Minutes- Regular City Council Meeting December 17, 2019
- B. Payroll & Expenditures
- C. Resolution 20-01: Limited Use Permit with MNDOT
- D. Resolution 20-02: Feasibility Study for 2020 Reconstruction Project
- E. Resolution 20-03: Tort Liability Limits
- F. Resolution 20:04 Designation of City Depositories
- G. Approval of Contract Payment: APX Construction
- H. Approval of LELS Contract 2020-2022

ACTION AGENDA

7A **Appointing Mayor Pro Tem**

Motion was made by Conrath to elect Al Rose as Mayor Pro Tem, seconded by Arndt to approve Al Rose. Motion carried 7-0.

7B **Approval of IBEW Contract 2020-2022**

Staff asked Council to remove some language in the contract that wasn't supposed to be included in the draft provided.

City Manager Mattson asked for a Council motion of approval with the language discussed as being stricken from the contract.

Motion was made by Rose, seconded by Tlougan to approve the contract as amended. Motion carried 7-0.

REPORTS

8 **City Manager's Report**

- There is private utility work being done on 3rd St NE.

8B **Commission Reports**

- HPC: Tlougan
 - Approved meeting dates for 2020.
 - Discussed public education for building owners regarding the downtown historic district.
 - Talked about local designations for property owners.
- Park Board: Christiansen
 - Looking into grants for the dog park.
 - Emerald Ash Borer presentation will be February 4 at the Public Safety Building.
 - Ice rinks at Trowbridge and Hartley are now up and running.
- Airport Board: Rose
 - Had discussions on the FBO Hanger and Airport Consultant.
 - Selection Committee for consultant will be at the February meeting.
 - Board is discussing a change to the ordinance for membership requirements.
 - Will be asking Council for a line item in future budgets for maintenance.

ANNOUNCEMENTS

- 9 City Council sent prayers to the Matson family and the residents of Waseca.

ADJOURNMENT

- 10 There being no further business to be brought before the Council, it was moved by Arndt, seconded by Conrath, to adjourn the meeting at 7:33 p.m.; the motion carried 7-0.

R.D. SRP
MAYOR

MIKE ANDERSON
ASSISTANT TO THE CITY MANAGER

LIST OF EXPENDITURES

January 7, 2020




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City Council	4,250.00
Streets	52,429.70
Parks	19,224.15
Wastewater	21,467.23
Utility Administration	9,144.91
Utility Billing	14,931.29
Electric	27,537.38
Water	11,068.31
Building and Code Compliance	5,092.46
Police	120,374.55
Administration	9,404.91
Community Aides	1,543.50
Fire	17,131.44
Paid On Call Fire Department	3,367.70
Election Judges	0.00
PEG	0.00
Finance	21,991.03
Connections	4,170.05
Community Development	10,122.82
Engineering	30,907.62
Recreation	5,754.95
Econ Development	<u>5,215.48</u>
Total Gross Payroll	395,129.48
*Less- Payroll Deductions	<u>(134,681.65)</u>

Net Payroll Cost \$ 260,447.83

*These costs are included in Accounts Payable totals below

Accounts Payable

Expenditures dated:	
January 4, 2020-January 17, 2020	
Includes check #'s 154529-154638	
Bank ACH Withdrawals.....	<u>1,360,813.66</u>

GRAND TOTAL EXPENDITURES \$ 1,621,261.49

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Check Amount	
General Fund						
01/17/2020	12025	ACH Internal Revenue Service	FEDERAL WITHHOLDING TAX Pay Period: 1/12/2020	101-21701-0000	20,592.01	M
Total 101217010000:					20,592.01	
01/17/2020	12011	MN Department of Revenue	STATE WITHHOLDING TAX Pay Period: 1/12/2020	101-21702-0000	9,130.14	M
Total 101217020000:					9,130.14	
01/17/2020	12025	ACH Internal Revenue Service	SOCIAL SECURITY Pay Period: 1/12/2020	101-21703-0000	8,191.58	M
01/17/2020	12025	ACH Internal Revenue Service	SOCIAL SECURITY Pay Period: 1/12/2020	101-21703-0000	8,191.58	M
Total 101217030000:					16,383.16	
01/17/2020	12022	Public Employees Retirement Assn (ACH	PERA COORD Emplr 1% Pay Period: 1/12/2020	101-21704-0000	1,302.33	M
01/17/2020	12022	Public Employees Retirement Assn (ACH	PERA COORDINATED Employee Pay Period: 1/12/2020	101-21704-0000	8,464.91	M
01/17/2020	12022	Public Employees Retirement Assn (ACH	PERA POLICE Employee Pay Period: 1/12/2020	101-21704-0000	7,944.26	M
01/17/2020	12022	Public Employees Retirement Assn (ACH	DEF CONTRIBUTION/EMPL Pay Period: 1/12/2020	101-21704-0000	88.05	M
01/17/2020	12022	Public Employees Retirement Assn (ACH	PERA COORDINATED Employer Pay Period: 1/12/2020	101-21704-0000	8,464.91	M
01/17/2020	12022	Public Employees Retirement Assn (ACH	PERA POLICE Employer Pay Period: 1/12/2020	101-21704-0000	11,916.38	M
01/17/2020	12022	Public Employees Retirement Assn (ACH	DEF CONT Employer Pay Period: 1/12/2020	101-21704-0000	88.05	M
Total 101217040000:					38,268.89	
01/17/2020	20200066	Greater Mankato Area United Way	UNITED WAY Pay Period: 1/12/2020	101-21708-0000	55.00	
Total 101217080000:					55.00	
01/17/2020	154614	MN Life	January Life Insurance	101-21710-0000	628.30	
Total 101217100000:					628.30	
01/17/2020	154617	NCPERS Minnesota - 8266711	LIFE INSURANCE - PERA Pay Period: 1/12/2020	101-21711-0000	208.00	
Total 101217110000:					208.00	
01/17/2020	12025	ACH Internal Revenue Service	MEDICARE Pay Period: 1/12/2020	101-21712-0000	2,847.89	M
01/17/2020	12025	ACH Internal Revenue Service	MEDICARE Pay Period: 1/12/2020	101-21712-0000	2,847.89	M
Total 101217120000:					5,695.78	
01/17/2020	12027	MSRS- (DEF COMP)	MSRS - ROTH (AFTER TAX) Pay Period: 1/12/2020	101-21713-0000	1,000.00	M
01/17/2020	12027	MSRS- (DEF COMP)	MSRS - DEF COMP Pay Period: 1/12/2020	101-21713-0000	495.00	M
Total 101217130000:					1,495.00	
01/17/2020	12024	Vantagepoint Transfer Agents 457	ICMA DEF COMPENSATION Pay Period: 1/12/2020	101-21714-0000	440.00	M
Total 101217140000:					440.00	
01/17/2020	12021	AFLAC	AFLAC AFTER TAX Pay Period: 1/12/2020	101-21715-0000	325.78	M
01/17/2020	12021	AFLAC	AFLAC PRE TAX Pay Period: 1/12/2020	101-21715-0000	643.61	M
01/17/2020	12021	AFLAC	AFLAC AFTER TAX Pay Period: 12/29/2019	101-21715-0000	325.78	M
01/17/2020	12021	AFLAC	AFLAC PRE TAX Pay Period: 12/29/2019	101-21715-0000	643.61	M

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Check Amount	
Total 101217150000:					1,938.78	
01/17/2020	12019	Further	Flex/HSA Reimbursement	101-21716-0000	10.00	M
01/17/2020	12020	Further	Flex/HSA Reimbursement	101-21716-0000	188.48	M
01/17/2020	12014	Further	HSA DEDUCTION Pay Period: 1/12/2020	101-21716-0000	380.28	M
Total 101217160000:					578.76	
01/17/2020	12023	MN Child Support Payment Center	CHILD SUPPORT FLAT AMT Pay Period: 1/12/2020	101-21717-0000	1,220.57	M
Total 101217170000:					1,220.57	
01/17/2020	12026	Delta Dental	DENTAL SINGLE Employee Pay Period: 1/12/2020	101-21719-0000	29.00-	M
Total 101217190000:					29.00-	
01/17/2020	154615	MN Public Employees Insurance Progra	PEIP Single Pay Period: 1/12/2020	101-21720-0000	12,774.72	
01/17/2020	154615	MN Public Employees Insurance Progra	PEIP Employee + 1 Pay Period: 1/12/2020	101-21720-0000	1,127.88	
01/17/2020	154615	MN Public Employees Insurance Progra	PEIP Employee + 1 Pay Period: 1/12/2020	101-21720-0000	4,511.79	
01/17/2020	154615	MN Public Employees Insurance Progra	PEIP Family Pay Period: 1/12/2020	101-21720-0000	2,828.12	
01/17/2020	154615	MN Public Employees Insurance Progra	Seberson	101-21720-0000	1,663.66-	
01/17/2020	154615	MN Public Employees Insurance Progra	PEIP Family Pay Period: 1/12/2020	101-21720-0000	11,312.99	
01/17/2020	154615	MN Public Employees Insurance Progra	Timlin	101-21720-0000	1,663.66	
01/17/2020	154615	MN Public Employees Insurance Progra	Buenzow	101-21720-0000	608.32	
01/17/2020	154615	MN Public Employees Insurance Progra	PEIP Single Pay Period: 12/29/2019	101-21720-0000	12,774.72	
01/17/2020	154615	MN Public Employees Insurance Progra	PEIP Employee + 1 Pay Period: 12/29/2019	101-21720-0000	1,127.88	
01/17/2020	154615	MN Public Employees Insurance Progra	PEIP Employee + 1 Pay Period: 12/29/2019	101-21720-0000	4,511.79	
01/17/2020	154615	MN Public Employees Insurance Progra	PEIP Family Pay Period: 12/29/2019	101-21720-0000	2,828.12	
01/17/2020	154615	MN Public Employees Insurance Progra	PEIP Family Pay Period: 12/29/2019	101-21720-0000	11,312.99	
Total 101217200000:					65,719.32	
01/17/2020	154610	MN Department of Labor & Industry	4th qtr bldg permit surcharge to state	101-32280-0000	931.15	
Total 101322800000:					931.15	
01/17/2020	20200086	Srp, Roy D.	Technology Reimbursement-2020	101-41110-3200	173.93	
Total 101411103200:					173.93	
01/17/2020	20200092	Waseca Area Senior Citizens Center	City Contribution	101-41110-4455	1,125.00	
Total 101411104455:					1,125.00	
01/17/2020	12015	Further	VEBA/HSA submittal Jan	101-41320-1310	564.89	M
01/17/2020	12015	Further	VEBA/HSA submittal Jan	101-41320-1310	256.59	M
01/17/2020	12015	Further	VEBA/HSA submittal Jan	101-41320-1310	177.25	M
Total 101413201310:					998.73	
01/17/2020	154614	MN Life	January Life Insurance	101-41320-1330	35.62	
Total 101413201330:					35.62	
01/17/2020	12029	Reliance Standard	Jan LTD Insurance	101-41320-1340	50.54	M

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Check Amount	
01/17/2020	12029	Reliance Standard	Jan LTD Insurance	101-41320-1340	9.15	M
01/17/2020	12029	Reliance Standard	Jan LTD Insurance	101-41320-1340	11.93	M
Total 101413201340:					71.62	
01/17/2020	20200051	APG Media of So MN LLC	Board Vacancy Notice	101-41320-3400	78.00	
01/17/2020	20200051	APG Media of So MN LLC	Full time recovery employee	101-41320-3400	255.55	
01/08/2020	154529	International Econ Development Council	Recovery coordinator advertisement	101-41320-3400	425.00-	V
01/17/2020	20200091	U.S. Bank - CC	Recovery Coordinator job posting	101-41320-3400	175.00	
01/17/2020	20200091	U.S. Bank - CC	Recovery coordinator Job posting	101-41320-3400	225.00	
01/17/2020	20200091	U.S. Bank - CC	Recovery Coordinator job posting	101-41320-3400	425.00	
Total 101413203400:					733.55	
01/17/2020	154624	South Central College	Safety Program	101-41320-4940	1,260.00	
Total 101413204940:					1,260.00	
01/17/2020	20200048	A. H. Hermel Company	Pop for vending machine	101-41320-4945	57.19	
Total 101413204945:					57.19	
01/17/2020	12015	Further	VEBA/HSA submittal Jan	101-41500-1310	1,637.42	M
Total 101415001310:					1,637.42	
01/17/2020	154614	MN Life	January Life Insurance	101-41500-1330	57.75	
Total 101415001330:					57.75	
01/17/2020	12029	Reliance Standard	Jan LTD Insurance	101-41500-1340	75.98	M
Total 101415001340:					75.98	
01/17/2020	20200070	Innovative Office Supply	New furniture for Payroll Clerk	101-41500-2000	2,325.56	
01/17/2020	20200070	Innovative Office Supply	Notary Stamp-Seberson	101-41500-2000	27.00	
01/17/2020	20200082	Personalized Printing Inc.	Finance envelopes	101-41500-2000	213.40	
Total 101415002000:					2,565.96	
01/17/2020	20200091	U.S. Bank - CC	Desk riser for Markeson	101-41500-2200	667.00	
01/17/2020	20200091	U.S. Bank - CC	Hand pallet jack for WWTP	101-41500-2200	401.49	
Total 101415002200:					1,068.49	
01/17/2020	154603	League of MN Cities	LEAD Academy Mini Certifications	101-41500-3300	600.00	
Total 101415003300:					600.00	
01/17/2020	20200064	Flaherty & Hood PA	Labor and employment consult services	101-41600-3000	1,218.90	
01/17/2020	20200064	Flaherty & Hood PA	December Legal Fees	101-41600-3000	435.00	
01/17/2020	20200072	Kennedy & Kennedy Law Office	December Legal Fees	101-41600-3000	396.00	
01/17/2020	154636	Waseca County Treasurer	Legal Services Contract payment	101-41600-3000	5,370.33	
Total 101416003000:					7,420.23	

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Check Amount
01/17/2020	20200081	Pantheon Computer Systems Inc.	Printer for Electric	101-41920-2050	249.00
01/17/2020	20200081	Pantheon Computer Systems Inc.	Speakers for Anderson	101-41920-2050	19.95
01/17/2020	20200081	Pantheon Computer Systems Inc.	Computer for PD	101-41920-2050	773.95
Total 101419202050:					1,042.90
01/17/2020	20200081	Pantheon Computer Systems Inc.	November Maintenance agreement	101-41920-3100	6,343.75
Total 101419203100:					6,343.75
01/17/2020	20200059	Civic Systems LLC	1st half 2020 Software support	101-41920-4950	7,029.40
01/17/2020	154619	PermitWorks LLC	Software support	101-41920-4950	3,585.00
Total 101419204950:					10,614.40
01/17/2020	20200070	Innovative Office Supply	Office Supplies	101-41940-2000	17.58
Total 101419402000:					17.58
01/17/2020	20200055	Border States Electric Supply	Occupancy Sensors	101-41940-2170	132.13
01/17/2020	20200077	Napa Auto Parts	Parts	101-41940-2170	4.34
01/17/2020	154623	Red Feather Paper Company	Bathroom Supplies	101-41940-2170	110.60
01/17/2020	20200091	U.S. Bank - CC	Coffee creamer for city hall breakroom	101-41940-2170	3.66
01/17/2020	20200091	U.S. Bank - CC	Coffee creamer for city hall breakroom	101-41940-2170	14.36
01/17/2020	20200091	U.S. Bank - CC	Plates for employees	101-41940-2170	7.92
Total 101419402170:					273.01
01/17/2020	154596	Goodin Company	Toilet	101-41940-2230	208.07
Total 101419402230:					208.07
01/17/2020	154589	Cintas Corporation	Floor Mats	101-41940-3100	61.50
01/17/2020	20200061	Culligan	RO Lease	101-41940-3100	28.95
01/17/2020	154618	Orkin Pest Control	Pest control-City Hall	101-41940-3100	93.29
01/17/2020	20200084	ServiceMaster of Mankato/Waseca	Janitorial Services	101-41940-3100	1,556.00
01/17/2020	20200095	Waste Management of Southern MN	December Service	101-41940-3100	181.44
01/17/2020	20200097	Ziegler Inc	service ageement	101-41940-3100	3,729.55
01/17/2020	20200097	Ziegler Inc	generator contract work	101-41940-3100	331.34
Total 101419403100:					5,982.07
01/17/2020	12030	City of Waseca	December Utilities	101-41940-3800	1,664.04 M
Total 101419403800:					1,664.04
01/17/2020	20200094	Waseca Hardware LLC	Parts & Supplies	101-41940-4000	65.25
Total 101419404000:					65.25
01/17/2020	12015	Further	VEBA/HSA submittal Jan	101-41950-1310	825.98 M
Total 101419501310:					825.98
01/17/2020	154614	MN Life	January Life Insurance	101-41950-1330	30.19

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Check Amount
Total 101419501330:					30.19
01/17/2020	12029	Reliance Standard	Jan LTD Insurance	101-41950-1340	53.77 M
Total 101419501340:					53.77
01/17/2020	20200070	Innovative Office Supply	Office Supplies	101-41950-2000	9.20
Total 101419502000:					9.20
01/17/2020	154634	Waseca County License Bureau	REgistration renewal	101-41950-2170	94.25
Total 101419502170:					94.25
01/17/2020	20200051	APG Media of So MN LLC	Ordinance adoption meeting	101-41950-3400	53.63
01/17/2020	154635	Waseca County Recorder	Abstract Recording	101-41950-3400	92.00
Total 101419503400:					145.63
01/17/2020	12015	Further	VEBA/HSA submittal Jan	101-42100-1310	7,318.34 M
01/17/2020	12015	Further	VEBA/HSA submittal Jan	101-42100-1310	513.17 M
Total 101421001310:					7,831.51
01/17/2020	154614	MN Life	January Life Insurance	101-42100-1330	330.00
Total 101421001330:					330.00
01/17/2020	12029	Reliance Standard	Jan LTD Insurance	101-42100-1340	491.79 M
Total 101421001340:					491.79
01/17/2020	154590	Condon Farm Service	command trailer fuel	101-42100-2120	35.72
01/17/2020	154590	Condon Farm Service	command trailer fuel	101-42100-2120	28.20
01/17/2020	154633	Waseca County Highway Department	Monthly billing	101-42100-2120	2,217.13
Total 101421002120:					2,281.05
01/17/2020	154592	Express Pressure Washers Inc	Cleaner	101-42100-2170	69.95
01/17/2020	20200091	U.S. Bank - CC	Extension Cord for PD Garage	101-42100-2170	11.44
01/17/2020	20200091	U.S. Bank - CC	Shipping for spotting scope repairs	101-42100-2170	26.32
01/17/2020	20200091	U.S. Bank - CC	Gloves	101-42100-2170	106.71
01/17/2020	20200091	U.S. Bank - CC	Small hazardous containers	101-42100-2170	69.24
01/17/2020	20200091	U.S. Bank - CC	Detection powder and PET evidence collection jars	101-42100-2170	55.41
01/17/2020	20200091	U.S. Bank - CC	Dustpan Nozzle and Hose washers for PD garage	101-42100-2170	30.03
Total 101421002170:					369.10
01/17/2020	20200067	Grotberg, Angie	2019 Uniform Allowance	101-42100-2180	120.01
01/17/2020	20200074	Matson, Arik	Uniform allowance	101-42100-2180	576.76
01/17/2020	20200075	Maziarka, Chris	Uniform Allowance	101-42100-2180	102.84
01/17/2020	20200075	Maziarka, Chris	Uniform Allowance	101-42100-2180	522.84
01/17/2020	20200087	Streicher's	uniform expense	101-42100-2180	58.99
01/17/2020	20200087	Streicher's	Uniform expense	101-42100-2180	444.98
01/17/2020	20200087	Streicher's	Uniform expense	101-42100-2180	32.99

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Check Amount
01/17/2020	20200091	U.S. Bank - CC	Uniform purchase for Wellman	101-42100-2180	168.32
Total 101421002180:					2,027.73
01/17/2020	20200061	Culligan	Culligan Water	101-42100-3000	29.95
01/17/2020	154591	Driver and Vehicle Services	vehicle registration	101-42100-3000	16.00
01/17/2020	154591	Driver and Vehicle Services	vehicle registration	101-42100-3000	16.00
Total 101421003000:					61.95
01/17/2020	154587	Bock's Service Inc.	Bock's	101-42100-3100	75.00
01/17/2020	154589	Cintas Corporation	Floor Mats	101-42100-3100	14.29
01/17/2020	154589	Cintas Corporation	Floor Mat	101-42100-3100	14.29
01/17/2020	154589	Cintas Corporation	Floor Mats	101-42100-3100	14.29
01/17/2020	20200084	ServiceMaster of Mankato/Waseca	Janitorial Services	101-42100-3100	423.81
01/17/2020	154629	Thomson Reuters - West	Information Charges	101-42100-3100	254.68
01/17/2020	20200095	Waste Management of Southern MN	December Service	101-42100-3100	57.54
Total 101421003100:					853.90
01/17/2020	20200091	U.S. Bank - CC	Meal while at Homicide Training	101-42100-3300	7.65
01/17/2020	20200091	U.S. Bank - CC	Meal while at Homicide Training	101-42100-3300	17.90
01/17/2020	20200091	U.S. Bank - CC	Meal while at Homicide Training	101-42100-3300	7.64
01/17/2020	20200091	U.S. Bank - CC	Meal while at Homicide Training	101-42100-3300	14.83
01/17/2020	20200091	U.S. Bank - CC	Lodging while at Homicide Training	101-42100-3300	498.09
01/17/2020	20200091	U.S. Bank - CC	Meal during SWAT training-3 officers	101-42100-3300	40.95
01/17/2020	20200091	U.S. Bank - CC	Lunch while at drug training	101-42100-3300	36.31
Total 101421003300:					623.37
01/17/2020	12030	City of Waseca	December Utilities	101-42100-3800	774.73 M
Total 101421003800:					774.73
01/17/2020	20200091	U.S. Bank - CC	Gift cards for Shop with a hero	101-42100-4640	1,000.00
01/17/2020	20200091	U.S. Bank - CC	Gift cards for Shop with a hero	101-42100-4640	1,000.00
Total 101421004640:					2,000.00
01/17/2020	12015	Further	VEBA/HSA submittal Jan	101-42200-1310	1,310.67 M
Total 101422001310:					1,310.67
01/17/2020	154614	MN Life	January Life Insurance	101-42200-1330	49.50
Total 101422001330:					49.50
01/17/2020	12029	Reliance Standard	Jan LTD Insurance	101-42200-1340	61.74 M
Total 101422001340:					61.74
01/17/2020	154633	Waseca County Highway Department	Monthly billing	101-42200-2120	121.40
Total 101422002120:					121.40
01/17/2020	20200094	Waseca Hardware LLC	Parts & Supplies	101-42200-2170	19.99

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Check Amount
Total 101422002170:					19.99
01/17/2020	20200080	Owatonna Shoe Company	Safety boots-Youngberg	101-42200-2180	185.00
Total 101422002180:					185.00
01/17/2020	20200085	Sportsmans Stop Inc.	Shipping for charger repair	101-42200-2210	32.75
Total 101422002210:					32.75
01/17/2020	154634	Waseca County License Bureau	Registration Renewal	101-42200-2220	19.25
01/17/2020	154634	Waseca County License Bureau	Registration Renewal	101-42200-2220	19.25
01/17/2020	154634	Waseca County License Bureau	Registration Renewal	101-42200-2220	19.25
Total 101422002220:					57.75
01/17/2020	154589	Cintas Corporation	Floor Mats	101-42200-3100	14.29
01/17/2020	154589	Cintas Corporation	Floor Mat	101-42200-3100	14.29
01/17/2020	154589	Cintas Corporation	Floor Mats	101-42200-3100	14.29
01/17/2020	20200084	ServiceMaster of Mankato/Waseca	Janitorial Services	101-42200-3100	423.82
01/17/2020	154626	Stryker Sales Corporation	lucas device	101-42200-3100	1,315.80
01/17/2020	20200095	Waste Management of Southern MN	December Service	101-42200-3100	57.54
Total 101422003100:					1,840.03
01/17/2020	12030	City of Waseca	December Utilities	101-42200-3800	774.73 M
01/17/2020	12030	City of Waseca	December Utilities	101-42200-3800	34.82 M
Total 101422003800:					809.55
01/17/2020	154604	Lexipol LLC	Implementation Service 2020	101-42200-4330	2,100.00
01/17/2020	154604	Lexipol LLC	Fire Policy Manual Subscription	101-42200-4330	4,549.00
01/17/2020	154628	The Free Press	2020 subscription	101-42200-4330	329.99
Total 101422004330:					6,978.99
01/17/2020	12015	Further	VEBA/HSA submittal Jan	101-42400-1310	443.00 M
01/17/2020	12015	Further	VEBA/HSA submittal Jan	101-42400-1310	116.99 M
Total 101424001310:					559.99
01/17/2020	154614	MN Life	January Life Insurance	101-42400-1330	5.45
01/17/2020	154614	MN Life	January Life Insurance	101-42400-1330	16.50
Total 101424001330:					21.95
01/17/2020	12029	Reliance Standard	Jan LTD Insurance	101-42400-1340	22.93 M
01/17/2020	12029	Reliance Standard	Jan LTD Insurance	101-42400-1340	6.87 M
Total 101424001340:					29.80
01/17/2020	20200058	City Building Inspection Services LLC	building inpections	101-42400-3000	4,727.05
Total 101424003000:					4,727.05

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Check Amount
01/17/2020	20200073	Lenz Lawn Care & Landscaping Inc.	Ice and snow removal-621 N state Street	101-42400-3100	225.00
Total 101424003100:					225.00
01/17/2020	154608	MN Association of Housing Code Official	MAHCO 2020 Membership	101-42400-3300	50.00
Total 101424003300:					50.00
01/17/2020	12015	Further	VEBA/HSA submittal Jan	101-43000-1310	120.53 M
01/17/2020	12015	Further	VEBA/HSA submittal Jan	101-43000-1310	1,339.88 M
Total 101430001310:					1,460.41
01/17/2020	154614	MN Life	January Life Insurance	101-43000-1330	5.61
01/17/2020	154614	MN Life	January Life Insurance	101-43000-1330	74.74
Total 101430001330:					80.35
01/17/2020	12029	Reliance Standard	Jan LTD Insurance	101-43000-1340	7.08 M
01/17/2020	12029	Reliance Standard	Jan LTD Insurance	101-43000-1340	104.27 M
Total 101430001340:					111.35
01/17/2020	154633	Waseca County Highway Department	Monthly billing	101-43000-2120	42.74
Total 101430002120:					42.74
01/17/2020	20200091	U.S. Bank - CC	Hex Probe	101-43000-2170	94.00
Total 101430002170:					94.00
01/17/2020	154634	Waseca County License Bureau	Lund Boat Registration	101-43000-2220	21.10
01/17/2020	154634	Waseca County License Bureau	Registration Renewal	101-43000-2220	19.25
01/17/2020	154634	Waseca County License Bureau	Registration Renewal	101-43000-2220	19.25
Total 101430002220:					59.60
01/17/2020	20200085	Sportsmans Stop Inc.	Communications	101-43000-3200	13.05
Total 101430003200:					13.05
01/17/2020	12015	Further	VEBA/HSA submittal Jan	101-43100-1310	1,894.23 M
01/17/2020	12015	Further	VEBA/HSA submittal Jan	101-43100-1310	51.32 M
Total 101431001310:					1,945.55
01/17/2020	154614	MN Life	January Life Insurance	101-43100-1330	89.10
01/17/2020	154614	MN Life	January Life Insurance	101-43100-1330	1.65
Total 101431001330:					90.75
01/17/2020	12029	Reliance Standard	Jan LTD Insurance	101-43100-1340	102.85 M
01/17/2020	12029	Reliance Standard	Jan LTD Insurance	101-43100-1340	2.03 M
Total 101431001340:					104.88

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Check Amount
01/17/2020	154633	Waseca County Highway Department	Monthly billing	101-43100-2120	2,521.38
01/17/2020	154633	Waseca County Highway Department	Monthly billing	101-43100-2120	229.14
01/17/2020	20200094	Waseca Hardware LLC	Parts & Supplies	101-43100-2120	7.99
Total 101431002120:					2,758.51
01/17/2020	20200056	Boss Supply Inc.	brine tank fitting	101-43100-2170	45.73
01/17/2020	154588	Builders First Source Inc	Lumber	101-43100-2170	153.65
01/17/2020	154593	Farm-Rite Equipment Inc	Trailer	101-43100-2170	1,646.00
01/17/2020	154600	Iteris	weather forecasting support	101-43100-2170	1,200.00
01/17/2020	20200077	Napa Auto Parts	Parts	101-43100-2170	46.89
01/17/2020	20200094	Waseca Hardware LLC	Parts & Supplies	101-43100-2170	56.51
Total 101431002170:					3,148.78
01/17/2020	20200050	AmeriPride Services Inc	uniform-service	101-43100-2180	191.90
01/17/2020	20200050	AmeriPride Services Inc	uniform-service	101-43100-2180	191.89
Total 101431002180:					383.79
01/17/2020	154634	Waseca County License Bureau	Registration renewal	101-43100-2220	19.25
01/17/2020	154634	Waseca County License Bureau	Registration Renewal	101-43100-2220	19.25
01/17/2020	154634	Waseca County License Bureau	Registration Renewal	101-43100-2220	19.25
01/17/2020	154634	Waseca County License Bureau	Registration Renewal	101-43100-2220	19.25
01/17/2020	154634	Waseca County License Bureau	Registration Renewal	101-43100-2220	19.25
01/17/2020	154634	Waseca County License Bureau	Registration Renewal	101-43100-2220	19.25
01/17/2020	154634	Waseca County License Bureau	Registration Renewal	101-43100-2220	19.25
01/17/2020	154634	Waseca County License Bureau	Registration Renewal	101-43100-2220	19.25
01/17/2020	154634	Waseca County License Bureau	Registration renewal	101-43100-2220	19.25
01/17/2020	154634	Waseca County License Bureau	Registration Renewal	101-43100-2220	19.25
01/17/2020	154634	Waseca County License Bureau	Registration Renewal	101-43100-2220	19.25
01/17/2020	154634	Waseca County License Bureau	Registration Renewal	101-43100-2220	19.25
01/17/2020	154634	Waseca County License Bureau	Registration Renewal	101-43100-2220	19.25
01/17/2020	154634	Waseca County License Bureau	Registration Renewal	101-43100-2220	19.25
01/17/2020	154634	Waseca County License Bureau	Registration Renewal	101-43100-2220	19.25
01/17/2020	154634	Waseca County License Bureau	Registration Renewal	101-43100-2220	19.25
01/17/2020	154634	Waseca County License Bureau	Registration Renewal	101-43100-2220	19.25
01/17/2020	154634	Waseca County License Bureau	Registration Renewal	101-43100-2220	19.25
01/17/2020	154634	Waseca County License Bureau	Registration Renewal	101-43100-2220	19.25
01/17/2020	154634	Waseca County License Bureau	Registration Renewal	101-43100-2220	19.25
01/17/2020	154634	Waseca County License Bureau	Registration renewal	101-43100-2220	19.25
Total 101431002220:					385.00
01/17/2020	154588	Builders First Source Inc	lumber	101-43100-2230	52.74
Total 101431002230:					52.74
01/17/2020	154594	First Source Solutions	Drug Screen	101-43100-3100	56.38
01/17/2020	154601	Jones Haugh & Smith Inc	Survey	101-43100-3100	1,300.00
01/17/2020	20200084	ServiceMaster of Mankato/Waseca	janitorial service	101-43100-3100	286.00
01/17/2020	20200095	Waste Management of Southern MN	December Service	101-43100-3100	158.10
01/17/2020	20200097	Ziegler Inc	generator contract work	101-43100-3100	784.75
Total 101431003100:					2,585.23
01/17/2020	12030	City of Waseca	December Utilities	101-43100-3800	34.83 M

M = Manual Check, V = Void Check

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Check Amount	
01/17/2020	12030	City of Waseca	December Utilities	101-43100-3800	803.69	M
Total 101431003800:					838.52	
01/17/2020	12015	Further	VEBA/HSA submittal Jan	101-43125-1310	491.10	M
01/17/2020	12015	Further	VEBA/HSA submittal Jan	101-43125-1310	51.32	M
Total 101431251310:					542.42	
01/17/2020	154614	MN Life	January Life Insurance	101-43125-1330	23.10	
01/17/2020	154614	MN Life	January Life Insurance	101-43125-1330	1.65	
Total 101431251330:					24.75	
01/17/2020	12029	Reliance Standard	Jan LTD Insurance	101-43125-1340	26.66	M
01/17/2020	12029	Reliance Standard	Jan LTD Insurance	101-43125-1340	2.03	M
Total 101431251340:					28.69	
01/17/2020	154600	Iteris	weather forecasting support	101-43125-2170	1,200.00	
Total 101431252170:					1,200.00	
01/17/2020	12015	Further	VEBA/HSA submittal Jan	101-43170-1310	105.24	M
Total 101431701310:					105.24	
01/17/2020	154614	MN Life	January Life Insurance	101-43170-1330	4.95	
Total 101431701330:					4.95	
01/17/2020	12029	Reliance Standard	Jan LTD Insurance	101-43170-1340	5.71	M
Total 101431701340:					5.71	
01/17/2020	20200076	M-R Sign Company Inc.	Signs	101-43170-2170	702.46	
01/17/2020	20200094	Waseca Hardware LLC	Parts & Supplies	101-43170-2170	3.99	
Total 101431702170:					706.45	
01/17/2020	12030	City of Waseca	December Utilities	101-43170-3800	194.49	M
Total 101431703800:					194.49	
01/17/2020	12015	Further	VEBA/HSA submittal Jan	101-43220-1310	175.39	M
Total 101432201310:					175.39	
01/17/2020	154614	MN Life	January Life Insurance	101-43220-1330	8.25	
Total 101432201330:					8.25	
01/17/2020	12029	Reliance Standard	Jan LTD Insurance	101-43220-1340	9.52	M
Total 101432201340:					9.52	

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Check Amount
01/17/2020	20200094	Waseca Hardware LLC	Parts & Supplies	101-45100-2175	13.99
	Total 101451002175:				13.99
01/17/2020	20200069	Independent School District #829	City Contribution Com Ed	101-45100-3100	8,333.33
	Total 101451003100:				8,333.33
01/17/2020	12015	Further	VEBA/HSA submittal Jan	101-45130-1310	283.60 M
	Total 101451301310:				283.60
01/17/2020	154614	MN Life	January Life Insurance	101-45130-1330	19.80
	Total 101451301330:				19.80
01/17/2020	12029	Reliance Standard	Jan LTD Insurance	101-45130-1340	19.09 M
	Total 101451301340:				19.09
01/17/2020	20200094	Waseca Hardware LLC	Parts & Supplies	101-45130-2000	3.59
	Total 101451302000:				3.59
01/17/2020	154633	Waseca County Highway Department	Monthly billing	101-45130-2120	24.80
	Total 101451302120:				24.80
01/17/2020	20200091	U.S. Bank - CC	Towel hooks for waterpark restrooms	101-45130-2170	47.15
01/17/2020	20200091	U.S. Bank - CC	Accidental Charge on city credit card	101-45130-2170	33.48
01/17/2020	20200091	U.S. Bank - CC	Cleaning supplies	101-45130-2170	90.34
01/17/2020	154634	Waseca County License Bureau	Registration Renewal	101-45130-2170	19.25
01/17/2020	20200094	Waseca Hardware LLC	Parts & Supplies	101-45130-2170	10.58
	Total 101451302170:				200.80
01/17/2020	20200094	Waseca Hardware LLC	Parts & Supplies	101-45130-2175	26.95
	Total 101451302175:				26.95
01/17/2020	154596	Goodin Company	Toilet Repair Parts	101-45130-2210	76.32
	Total 101451302210:				76.32
01/17/2020	154606	Martin-McAllister	Conference	101-45130-3000	300.00
	Total 101451303000:				300.00
01/17/2020	20200068	Horizon Seminars	CPO Certification Seminar	101-45130-3300	285.00
	Total 101451303300:				285.00
01/17/2020	20200051	APG Media of So MN LLC	Discover Waseca Guide	101-45130-3400	248.00
	Total 101451303400:				248.00

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Check Amount	
01/17/2020	12030	City of Waseca	December Utilities	101-45130-3800	515.65	M
Total 101451303800:					515.65	
01/17/2020	20200091	U.S. Bank - CC	Roll up door for waterpark shed	101-45130-4000	289.00	
Total 101451304000:					289.00	
01/17/2020	154586	ASCAP	License renewal	101-45130-4330	181.50	
Total 101451304330:					181.50	
01/17/2020	154586	ASCAP	License renewal	101-45180-4330	181.50	
Total 101451804330:					181.50	
01/17/2020	12015	Further	VEBA/HSA submittal Jan	101-45200-1310	1,418.00	M
01/17/2020	12015	Further	VEBA/HSA submittal Jan	101-45200-1310	70.90	M
Total 101452001310:					1,488.90	
01/17/2020	154614	MN Life	January Life Insurance	101-45200-1330	74.25	
01/17/2020	154614	MN Life	January Life Insurance	101-45200-1330	4.95	
Total 101452001330:					79.20	
01/17/2020	12029	Reliance Standard	Jan LTD Insurance	101-45200-1340	85.16	M
01/17/2020	12029	Reliance Standard	Jan LTD Insurance	101-45200-1340	4.77	M
Total 101452001340:					89.93	
01/17/2020	20200091	U.S. Bank - CC	Desk mouse for computer	101-45200-2000	25.98	
Total 101452002000:					25.98	
01/17/2020	154633	Waseca County Highway Department	Monthly billing	101-45200-2120	259.67	
Total 101452002120:					259.67	
01/17/2020	20200094	Waseca Hardware LLC	Parts & Supplies	101-45200-2210	8.99	
Total 101452002210:					8.99	
01/17/2020	154634	Waseca County License Bureau	Registration Renewal	101-45200-2220	19.25	
01/17/2020	154634	Waseca County License Bureau	Registration Renewal	101-45200-2220	19.25	
01/17/2020	154634	Waseca County License Bureau	Registration renewal	101-45200-2220	19.25	
01/17/2020	154634	Waseca County License Bureau	Registration renewal	101-45200-2220	19.25	
01/17/2020	154634	Waseca County License Bureau	Registration Renewal	101-45200-2220	19.25	
01/17/2020	154634	Waseca County License Bureau	Registration Renewal	101-45200-2220	19.25	
01/17/2020	154634	Waseca County License Bureau	Registration Renewal	101-45200-2220	19.25	
01/17/2020	154634	Waseca County License Bureau	Registration Renewal	101-45200-2220	19.25	
Total 101452002220:					154.00	
01/17/2020	20200091	U.S. Bank - CC	Coat hanger hooks and mop head	101-45200-2280	21.42	
01/17/2020	20200094	Waseca Hardware LLC	Parts & Supplies	101-45200-2280	46.25	

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Check Amount
Total 101452002280:					67.67
01/17/2020	154607	McClune's Tree Service	SW Area Tree Trimming	101-45200-3100	3,520.00
01/17/2020	154607	McClune's Tree Service	SE Tree Trimming	101-45200-3100	6,480.00
Total 101452003100:					10,000.00
01/17/2020	12030	City of Waseca	December Utilities	101-45200-3800	434.23 M
Total 101452003800:					434.23
01/17/2020	20200071	JT Services of MN	NEP Light Pole	101-45200-4000	1,748.89
01/17/2020	20200094	Waseca Hardware LLC	Parts & Supplies	101-45200-4000	51.96
Total 101452004000:					1,800.85
01/17/2020	154609	MN Department of Agriculture	2020 Pesticide Renewal	101-45200-4330	30.00
Total 101452004330:					30.00
01/17/2020	154623	Red Feather Paper Company	Restroom supplies	101-45500-2170	287.00
Total 101455002170:					287.00
01/17/2020	154618	Orkin Pest Control	Library-Pest control	101-45500-3100	69.00
01/17/2020	20200084	ServiceMaster of Mankato/Waseca	Monthly Janitorial	101-45500-3100	790.00
01/17/2020	20200095	Waste Management of Southern MN	Library service	101-45500-3100	33.53
Total 101455003100:					892.53
01/17/2020	12030	City of Waseca	December Utilities	101-45500-3800	732.34 M
Total 101455003800:					732.34
01/17/2020	20200055	Border States Electric Supply	LED's	101-45500-4000	624.23
01/17/2020	20200055	Border States Electric Supply	LED's	101-45500-4000	203.25
01/17/2020	20200055	Border States Electric Supply	LED's	101-45500-4000	203.25-
01/17/2020	154611	MN Department of Labor & Industry	Elevator Inspection	101-45500-4000	100.00
01/17/2020	20200091	U.S. Bank - CC	Emergency light batteries	101-45500-4000	45.94
01/17/2020	20200091	U.S. Bank - CC	Emergency light batteries	101-45500-4000	27.97
Total 101455004000:					798.14
Total General Fund:					288,547.17
Airport					
01/17/2020	20200064	Flaherty & Hood PA	December Legal Fees	230-49810-3000	36.25
01/17/2020	20200089	Toltz King Duvall Anderson & Assoc Inc.	JAZB Work	230-49810-3000	5,490.00
Total 230498103000:					5,526.25
01/17/2020	154625	Stensrud Aviation	Airport Contract Payment	230-49810-3100	2,300.00
Total 230498103100:					2,300.00

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Check Amount	
01/17/2020	12028	CenturyLink	Anti-Virus Protection	230-49810-3200	2.95	M
Total 230498103200:					2.95	
01/17/2020	12030	City of Waseca	December Utilities	230-49810-3800	55.79	M
01/17/2020	154638	Xcel Energy	December Service	230-49810-3800	177.61	
01/17/2020	154638	Xcel Energy	December Service	230-49810-3800	260.71	
Total 230498103800:					494.11	
Total Airport:					8,323.31	
Economic Development-General f						
01/17/2020	12015	Further	VEBA/HSA submittal Jan	261-46700-1310	177.25	M
Total 261467001310:					177.25	
01/17/2020	154614	MN Life	January Life Insurance	261-46700-1330	4.13	
Total 261467001330:					4.13	
01/17/2020	12029	Reliance Standard	Jan LTD Insurance	261-46700-1340	11.93	M
Total 261467001340:					11.93	
01/17/2020	20200051	APG Media of So MN LLC	Discover Waseca Guide	261-46700-3500	475.00	
01/17/2020	154595	Four Seasons Athletics	Small Business Revolution t-shirts	261-46700-3500	1,343.00	
01/17/2020	154620	Quality Print of Waseca Inc.	Signs-Small Business Revolution	261-46700-3500	40.00	
Total 261467003500:					1,858.00	
01/17/2020	154597	Greenseam LLC	1st year pledge	261-46700-4330	7,500.00	
Total 261467004330:					7,500.00	
Total Economic Development-General f:					9,551.31	
Safe Haven Grant						
01/17/2020	12015	Further	VEBA/HSA submittal Jan	279-46350-1310	443.00	M
Total 279463501310:					443.00	
01/17/2020	154614	MN Life	January Life Insurance	279-46350-1330	16.50	
Total 279463501330:					16.50	
01/17/2020	12029	Reliance Standard	Jan LTD Insurance	279-46350-1340	16.31	M
Total 279463501340:					16.31	
01/17/2020	20200091	U.S. Bank - CC	Office and program supplies for Connections	279-46350-2000	127.11	
Total 279463502000:					127.11	
01/17/2020	20200091	U.S. Bank - CC	Crafts for connections	279-46350-2170	58.77	

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Check Amount
Total 279463502170:					58.77
Total Safe Haven Grant:					661.69
PEG Channel					
01/17/2020	20200052	B & H Photo	Vented shelf	290-41920-5400	72.11
01/17/2020	20200052	B & H Photo	Server rack	290-41920-5400	114.11
01/17/2020	20200055	Border States Electric Supply	Replacement batteries for PEG	290-41920-5400	278.67
Total 290419205400:					464.89
Total PEG Channel:					464.89
2014A GO Bonds					
01/17/2020	12016	U.S. Bank	Bond Series 2014A	390-47000-6000	285,000.00 M
Total 390470006000:					285,000.00
01/17/2020	12016	U.S. Bank	Bond Series 2014A	390-47000-6100	48,500.01 M
Total 390470006100:					48,500.01
01/17/2020	20200053	Baker Tilly Municipal Advisors LLC	2019 Disclosure Services	390-47000-6200	425.00
01/17/2020	154630	U.S. Bank	Fiscal Agent Fee 2014A	390-47000-6200	500.00
Total 390470006200:					925.00
Total 2014A GO Bonds:					334,425.01
2014B Refunding Bond					
01/17/2020	12017	U.S. Bank	Bond Series 2014B	395-47000-6000	65,000.00 M
Total 395470006000:					65,000.00
01/17/2020	12017	U.S. Bank	Bond Series 2014B	395-47000-6100	19,650.00 M
Total 395470006100:					19,650.00
01/17/2020	20200053	Baker Tilly Municipal Advisors LLC	2019 Disclosure Services	395-47000-6200	425.00
Total 395470006200:					425.00
Total 2014B Refunding Bond:					85,075.00
Capital Improvement					
01/17/2020	20200064	Flaherty & Hood PA	December Legal Fees	430-43010-3000	1,885.00
Total 430430103000:					1,885.00
01/17/2020	154588	Builders First Source Inc	Aquatic Center Improvements	430-43010-5260	374.00
01/17/2020	154588	Builders First Source Inc	Aquatic Center Improvements	430-43010-5260	462.24
01/17/2020	154588	Builders First Source Inc	Aquatic Center Improvements	430-43010-5260	1,266.50
01/17/2020	154588	Builders First Source Inc	Aquatic Center Improvements	430-43010-5260	987.53
01/17/2020	20200083	Restoration Services Inc	Aquatic Center Improvements	430-43010-5260	2,500.00
01/17/2020	20200083	Restoration Services Inc	Aquatic Center Improvements	430-43010-5260	3,700.00

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Check Amount
01/17/2020	20200083	Restoration Services Inc	Materials for WP floor repair	430-43010-5260	10,000.00
Total 430430105260:					19,290.27
01/17/2020	154613	MN Department of Transportation	Materials Testing 3rd St NE	430-43010-5560	500.43
01/17/2020	20200096	WSB & Associates Inc	3rd St NE Engineering Services	430-43010-5560	146.00
Total 430430105560:					646.43
01/17/2020	154596	Goodin Company	City Hall Improvements	430-43010-5770	2,317.14
01/17/2020	154596	Goodin Company	City Hall Improvements	430-43010-5770	461.95
Total 430430105770:					2,779.09
Total Capital Improvement:					24,600.79
Water					
01/17/2020	154632	Waseca County Fair	Interest on overbilled charges	601-36210-0000	.67
Total 601362100000:					.67
01/17/2020	154632	Waseca County Fair	Refund of overbilled utility charges	601-37000-3802	239.40
Total 601370003802:					239.40
01/17/2020	154632	Waseca County Fair	Refund of overbilled utility charges	601-37000-3905	136.36
Total 601370003905:					136.36
01/17/2020	12030	City of Waseca	December Utilities	601-49401-3800	7,865.41 M
01/17/2020	154638	Xcel Energy	December Service	601-49401-3800	202.31
Total 601494013800:					8,067.72
01/17/2020	20200055	Border States Electric Supply	LED's	601-49401-4000	26.62
01/17/2020	20200055	Border States Electric Supply	LED's	601-49401-4000	26.62
01/17/2020	20200055	Border States Electric Supply	Repair & Maintenance	601-49401-4000	26.62
01/17/2020	154598	Hawkins Inc	Well chlorine actuators testing	601-49401-4000	394.62
01/17/2020	20200085	Sportsmans Stop Inc.	Chlorine shut off testing	601-49401-4000	28.75
01/17/2020	20200097	Ziegler Inc	Generator Maintenance	601-49401-4000	5,210.32
Total 601494014000:					5,660.31
01/17/2020	154612	MN Department of Natural Resources-O	Water Appropriation Fee	601-49401-4500	6,010.74
Total 601494014500:					6,010.74
01/17/2020	12015	Further	VEBA/HSA submittal Jan	601-49430-1310	354.50 M
01/17/2020	12015	Further	VEBA/HSA submittal Jan	601-49430-1310	2,071.13 M
Total 601494301310:					2,425.63
01/17/2020	154614	MN Life	January Life Insurance	601-49430-1330	16.50
01/17/2020	154614	MN Life	January Life Insurance	601-49430-1330	20.62

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Check Amount
Total 601494301330:					37.12
01/17/2020	12029	Reliance Standard	Jan LTD Insurance	601-49430-1340	25.56 M
01/17/2020	12029	Reliance Standard	Jan LTD Insurance	601-49430-1340	26.51 M
Total 601494301340:					52.07
01/17/2020	154633	Waseca County Highway Department	Monthly billing	601-49430-2120	344.87
Total 601494302120:					344.87
01/17/2020	20200060	Core & Main LP	water service inventory	601-49430-2170	325.90
Total 601494302170:					325.90
01/17/2020	20200078	Northern Safety Co. Inc.	Safety Glasses	601-49430-2180	58.55
Total 601494302180:					58.55
01/17/2020	154634	Waseca County License Bureau	Registration Renewal	601-49430-2220	19.25
01/17/2020	154634	Waseca County License Bureau	Registration Renewal	601-49430-2220	19.25
01/17/2020	154634	Waseca County License Bureau	REgistration renewal	601-49430-2220	19.25
01/17/2020	154634	Waseca County License Bureau	Registration Renewal	601-49430-2220	19.25
01/17/2020	154634	Waseca County License Bureau	Registration Renewal	601-49430-2220	19.25
01/17/2020	154634	Waseca County License Bureau	Registration Renewal	601-49430-2220	19.25
Total 601494302220:					115.50
01/17/2020	20200050	AmeriPride Services Inc	uniform service	601-49430-3100	12.84
01/17/2020	20200050	AmeriPride Services Inc	uniform service	601-49430-3100	12.84
01/17/2020	20200065	Gopher State One-Call Inc	Location calls - December	601-49430-3100	9.90
Total 601494303100:					35.58
01/17/2020	154627	Texas Section AWWA	Water Risk Assessment Webinar	601-49430-3300	85.00
Total 601494303300:					85.00
01/17/2020	12015	Further	VEBA/HSA submittal Jan	601-49585-1310	107.77 M
01/17/2020	12015	Further	VEBA/HSA submittal Jan	601-49585-1310	336.07 M
Total 601495851310:					443.84
01/17/2020	154614	MN Life	January Life Insurance	601-49585-1330	18.25
Total 601495851330:					18.25
01/17/2020	12029	Reliance Standard	Jan LTD Insurance	601-49585-1340	21.47 M
Total 601495851340:					21.47
01/17/2020	20200079	On Target Inc.	Quarterly CASS address certification	601-49585-3500	42.64
01/17/2020	20200082	Personalized Printing Inc.	Utility receipts	601-49585-3500	50.40

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Check Amount
Total 601495853500:					93.04
01/17/2020	12015	Further	VEBA/HSA submittal Jan	601-49586-1310	42.54 M
01/17/2020	12015	Further	VEBA/HSA submittal Jan	601-49586-1310	147.67 M
Total 601495861310:					190.21
01/17/2020	154614	MN Life	January Life Insurance	601-49586-1330	3.47
01/17/2020	154614	MN Life	January Life Insurance	601-49586-1330	1.98
01/17/2020	154614	MN Life	January Life Insurance	601-49586-1330	2.72
Total 601495861330:					8.17
01/17/2020	12029	Reliance Standard	Jan LTD Insurance	601-49586-1340	4.30 M
01/17/2020	12029	Reliance Standard	Jan LTD Insurance	601-49586-1340	2.65 M
01/17/2020	12029	Reliance Standard	Jan LTD Insurance	601-49586-1340	13.81 M
Total 601495861340:					20.76
01/17/2020	20200072	Kennedy & Kennedy Law Office	December Legal Fees	601-49586-3000	60.00
Total 601495863000:					60.00
01/17/2020	20200059	Civic Systems LLC	1st half 2020 Software support	601-49586-4950	1,004.20
01/17/2020	20200081	Pantheon Computer Systems Inc.	November Maintenance agreement	601-49586-4950	906.25
Total 601495864950:					1,910.45
01/17/2020	154588	Builders First Source Inc	well maintenance	601-49593-5400	4.59
Total 601495935400:					4.59
01/17/2020	12017	U.S. Bank	Bond Series 2014B	601-49980-6000	3,631.00 M
Total 601499806000:					3,631.00
01/17/2020	12017	U.S. Bank	Bond Series 2014B	601-49980-6100	516.76 M
Total 601499806100:					516.76
01/17/2020	20200053	Baker Tilly Municipal Advisors LLC	2019 Disclosure Services	601-49980-6200	425.00
01/17/2020	154630	U.S. Bank	Fiscal Agent Fee 2014B	601-49980-6200	250.00
Total 601499806200:					675.00
Total Water:					31,188.96
Sanitary Sewer					
01/17/2020	154632	Waseca County Fair	Refund of overbilled utility charges	602-37000-3902	117.74
Total 602370003902:					117.74
01/17/2020	154632	Waseca County Fair	Refund of overbilled utility charges	602-37000-3905	153.64

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Check Amount
Total 602370003905:					153.64
01/17/2020	12015	Further	VEBA/HSA submittal Jan	602-49470-1310	631.41 M
01/17/2020	12015	Further	VEBA/HSA submittal Jan	602-49470-1310	51.32 M
Total 602494701310:					682.73
01/17/2020	154614	MN Life	January Life Insurance	602-49470-1330	29.70
01/17/2020	154614	MN Life	January Life Insurance	602-49470-1330	1.65
Total 602494701330:					31.35
01/17/2020	12029	Reliance Standard	Jan LTD Insurance	602-49470-1340	34.28 M
01/17/2020	12029	Reliance Standard	Jan LTD Insurance	602-49470-1340	2.03 M
Total 602494701340:					36.31
01/17/2020	154634	Waseca County License Bureau	Registration Renewal	602-49470-2210	19.25
01/17/2020	154634	Waseca County License Bureau	Registration Renewal	602-49470-2210	19.25
Total 602494702210:					38.50
01/17/2020	20200065	Gopher State One-Call Inc	Location calls - December	602-49470-3100	9.90
01/17/2020	20200097	Ziegler Inc	generator contract work	602-49470-3100	3,390.54
Total 602494703100:					3,400.44
01/17/2020	12030	City of Waseca	December Utilities	602-49470-3800	1,419.38 M
Total 602494703800:					1,419.38
01/17/2020	20200097	Ziegler Inc	Generator Maintenance	602-49470-4000	3,938.91
Total 602494704000:					3,938.91
01/17/2020	12015	Further	VEBA/HSA submittal Jan	602-49480-1310	265.88 M
Total 602494801310:					265.88
01/17/2020	154614	MN Life	January Life Insurance	602-49480-1330	61.88
Total 602494801330:					61.88
01/17/2020	12029	Reliance Standard	Jan LTD Insurance	602-49480-1340	76.68 M
Total 602494801340:					76.68
01/17/2020	154623	Red Feather Paper Company	Lab towels	602-49480-2170	39.45
01/17/2020	20200091	U.S. Bank - CC	Lab water	602-49480-2170	11.52
01/17/2020	20200091	U.S. Bank - CC	Lab supplies	602-49480-2170	25.44
01/17/2020	20200091	U.S. Bank - CC	General supplies	602-49480-2170	15.82
01/17/2020	20200091	U.S. Bank - CC	Printer ink	602-49480-2170	45.89
01/17/2020	20200091	U.S. Bank - CC	General supplies	602-49480-2170	15.84
01/17/2020	154631	USA Blue Book	Lab Supplies	602-49480-2170	217.96
01/17/2020	20200094	Waseca Hardware LLC	Parts & Supplies	602-49480-2170	32.93

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Check Amount
Total 602494802170:					404.85
01/17/2020	154634	Waseca County License Bureau	Registration Renewal	602-49480-2220	19.25
01/17/2020	154634	Waseca County License Bureau	Registration renewal	602-49480-2220	19.25
01/17/2020	154634	Waseca County License Bureau	Registration Renewal	602-49480-2220	19.25
01/17/2020	154634	Waseca County License Bureau	Registration Renewal	602-49480-2220	19.25
01/17/2020	154634	Waseca County License Bureau	Registration Renewal	602-49480-2220	19.25
Total 602494802220:					96.25
01/17/2020	154589	Cintas Corporation	Floor mat service	602-49480-3100	19.28
01/17/2020	20200084	ServiceMaster of Mankato/Waseca	Janitorial Services	602-49480-3100	350.00
01/17/2020	20200095	Waste Management of Southern MN	Waste Mgmt	602-49480-3100	315.55
01/17/2020	20200097	Ziegler Inc	Generator Maintenance	602-49480-3100	7,421.20
Total 602494803100:					8,106.03
01/17/2020	154616	MN Wastewater Operators Association	MWOA Section meeting	602-49480-3300	60.00
01/17/2020	20200091	U.S. Bank - CC	Training certificate for Rugger	602-49480-3300	20.00
Total 602494803300:					80.00
01/17/2020	12030	City of Waseca	December Utilities	602-49480-3800	590.78 M
Total 602494803800:					590.78
01/17/2020	12015	Further	VEBA/HSA submittal Jan	602-49585-1310	107.77 M
01/17/2020	12015	Further	VEBA/HSA submittal Jan	602-49585-1310	336.07 M
Total 602495851310:					443.84
01/17/2020	154614	MN Life	January Life Insurance	602-49585-1330	18.25
Total 602495851330:					18.25
01/17/2020	12029	Reliance Standard	Jan LTD Insurance	602-49585-1340	21.47 M
Total 602495851340:					21.47
01/17/2020	20200079	On Target Inc.	Quarterly CASS address certification	602-49585-3500	42.65
01/17/2020	20200082	Personalized Printing Inc.	Utility receipts	602-49585-3500	50.40
Total 602495853500:					93.05
01/17/2020	12015	Further	VEBA/HSA submittal Jan	602-49586-1310	42.54 M
01/17/2020	12015	Further	VEBA/HSA submittal Jan	602-49586-1310	147.67 M
Total 602495861310:					190.21
01/17/2020	154614	MN Life	January Life Insurance	602-49586-1330	3.47
01/17/2020	154614	MN Life	January Life Insurance	602-49586-1330	1.98
01/17/2020	154614	MN Life	January Life Insurance	602-49586-1330	2.72
Total 602495861330:					8.17

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Check Amount	
01/17/2020	12029	Reliance Standard	Jan LTD Insurance	602-49586-1340	4.30	M
01/17/2020	12029	Reliance Standard	Jan LTD Insurance	602-49586-1340	2.65	M
01/17/2020	12029	Reliance Standard	Jan LTD Insurance	602-49586-1340	13.81	M
Total 602495861340:					20.76	
01/17/2020	20200064	Flaherty & Hood PA	December Legal Fees	602-49586-3000	725.00	
Total 602495863000:					725.00	
01/17/2020	20200059	Civic Systems LLC	1st half 2020 Software support	602-49586-4950	1,004.20	
01/17/2020	20200081	Pantheon Computer Systems Inc.	November Maintenance agreement	602-49586-4950	906.25	
Total 602495864950:					1,910.45	
01/17/2020	154621	R & H Painting LLC	Manhole Repair	602-49593-5300	47,701.50	
01/17/2020	154621	R & H Painting LLC	Manhole Repair	602-49593-5300	8,343.00	
Total 602495935300:					56,044.50	
01/17/2020	12017	U.S. Bank	Bond Series 2014B	602-49980-6000	61,369.00	M
Total 602499806000:					61,369.00	
01/17/2020	12017	U.S. Bank	Bond Series 2014B	602-49980-6100	8,733.24	M
Total 602499806100:					8,733.24	
01/17/2020	20200053	Baker Tilly Municipal Advisors LLC	2019 Disclosure Services	602-49980-6200	425.00	
01/17/2020	154630	U.S. Bank	Fiscal Agent Fee 2014B	602-49980-6200	250.00	
Total 602499806200:					675.00	
Total Sanitary Sewer:					149,754.29	
Electric Utility						
01/17/2020	12018	SMMPA	SMMPA	604-49550-3810	408,138.42	M
Total 604495503810:					408,138.42	
01/17/2020	12015	Further	VEBA/HSA submittal Jan	604-49570-1310	60.61	M
Total 604495701310:					60.61	
01/17/2020	154614	MN Life	January Life Insurance	604-49570-1330	2.11	
Total 604495701330:					2.11	
01/17/2020	12029	Reliance Standard	Jan LTD Insurance	604-49570-1340	3.29	M
Total 604495701340:					3.29	
01/17/2020	12030	City of Waseca	December Utilities	604-49570-3800	117.52	M
Total 604495703800:					117.52	

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Check Amount	
01/17/2020	12015	Further	VEBA/HSA submittal Jan	604-49571-1310	1,337.17	M
Total 604495711310:					1,337.17	
01/17/2020	154614	MN Life	January Life Insurance	604-49571-1330	46.60	
Total 604495711330:					46.60	
01/17/2020	12029	Reliance Standard	Jan LTD Insurance	604-49571-1340	72.61	M
Total 604495711340:					72.61	
01/17/2020	154633	Waseca County Highway Department	Monthly billing	604-49571-2120	434.89	
Total 604495712120:					434.89	
01/17/2020	154588	Builders First Source Inc	Building Supplies	604-49571-2170	12.65	
01/17/2020	20200062	Ditch Witch of Minnesota	drill rig supplies	604-49571-2170	21.25	
01/17/2020	154605	Locators & Supplies Inc.	measuring wheel	604-49571-2170	69.99	
01/17/2020	154622	RadioShack	Battery	604-49571-2170	13.98	
01/17/2020	20200094	Waseca Hardware LLC	Parts & Supplies	604-49571-2170	45.43	
Total 604495712170:					163.30	
01/17/2020	20200049	Amaril Uniform Co.	FR Work Clothes	604-49571-2180	689.95	
01/17/2020	154605	Locators & Supplies Inc.	Winter Safety Jacket & Gloves	604-49571-2180	54.95	
Total 604495712180:					744.90	
01/17/2020	154634	Waseca County License Bureau	Registration Renewal	604-49571-2220	19.25	
01/17/2020	154634	Waseca County License Bureau	Registration Renewal	604-49571-2220	19.25	
01/17/2020	154634	Waseca County License Bureau	Registration renewal	604-49571-2220	19.25	
01/17/2020	154634	Waseca County License Bureau	Registration Renewal	604-49571-2220	19.25	
01/17/2020	154634	Waseca County License Bureau	Registration Renewal	604-49571-2220	19.25	
01/17/2020	154634	Waseca County License Bureau	Registration renewal	604-49571-2220	19.25	
01/17/2020	154634	Waseca County License Bureau	REgistration Renewal	604-49571-2220	19.25	
01/17/2020	154634	Waseca County License Bureau	Registration Renewal	604-49571-2220	19.25	
01/17/2020	154634	Waseca County License Bureau	Registration Renewal	604-49571-2220	19.25	
01/17/2020	154634	Waseca County License Bureau	Registration Renewal	604-49571-2220	19.25	
01/17/2020	154634	Waseca County License Bureau	Registration Renewal	604-49571-2220	19.25	
01/17/2020	154634	Waseca County License Bureau	Registration Renewal	604-49571-2220	19.25	
01/17/2020	154634	Waseca County License Bureau	Registration Renewal	604-49571-2220	19.25	
01/17/2020	154634	Waseca County License Bureau	Registration Renewal	604-49571-2220	19.25	
01/17/2020	154634	Waseca County License Bureau	Registration Renewal	604-49571-2220	19.25	
Total 604495712220:					288.75	
01/17/2020	20200064	Flaherty & Hood PA	December Legal Fees	604-49571-3000	108.75	
Total 604495713000:					108.75	
01/17/2020	20200065	Gopher State One-Call Inc	Location calls - December	604-49571-3100	9.90	
Total 604495713100:					9.90	
01/17/2020	12015	Further	VEBA/HSA submittal Jan	604-49572-1310	134.47	M

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Check Amount
Total 604495721310:					134.47
01/17/2020	154614	MN Life	January Life Insurance	604-49572-1330	4.69
Total 604495721330:					4.69
01/17/2020	12029	Reliance Standard	Jan LTD Insurance	604-49572-1340	7.30 M
Total 604495721340:					7.30
01/17/2020	12015	Further	VEBA/HSA submittal Jan	604-49573-1310	242.43 M
Total 604495731310:					242.43
01/17/2020	154614	MN Life	January Life Insurance	604-49573-1330	8.45
Total 604495731330:					8.45
01/17/2020	12029	Reliance Standard	Jan LTD Insurance	604-49573-1340	13.16 M
Total 604495731340:					13.16
01/17/2020	12015	Further	VEBA/HSA submittal Jan	604-49574-1310	68.18 M
Total 604495741310:					68.18
01/17/2020	154614	MN Life	January Life Insurance	604-49574-1330	2.38
Total 604495741330:					2.38
01/17/2020	12029	Reliance Standard	Jan LTD Insurance	604-49574-1340	3.70 M
Total 604495741340:					3.70
01/17/2020	20200071	JT Services of MN	Supplies	604-49574-2230	313.89
Total 604495742230:					313.89
01/17/2020	154638	Xcel Energy	December Service	604-49574-3800	484.40
Total 604495743800:					484.40
01/17/2020	12015	Further	VEBA/HSA submittal Jan	604-49584-1310	51.15 M
Total 604495841310:					51.15
01/17/2020	154614	MN Life	January Life Insurance	604-49584-1330	1.77
Total 604495841330:					1.77
01/17/2020	12029	Reliance Standard	Jan LTD Insurance	604-49584-1340	2.78 M
Total 604495841340:					2.78
01/17/2020	12015	Further	VEBA/HSA submittal Jan	604-49585-1310	87.24 M

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Check Amount	
01/17/2020	12015	Further	VEBA/HSA submittal Jan	604-49585-1310	338.18	M
Total 604495851310:					425.42	
01/17/2020	154614	MN Life	January Life Insurance	604-49585-1330	18.36	
Total 604495851330:					18.36	
01/17/2020	12029	Reliance Standard	Jan LTD Insurance	604-49585-1340	21.61	M
Total 604495851340:					21.61	
01/17/2020	20200079	On Target Inc.	Quarterly CASS address certification	604-49585-3500	42.64	
01/17/2020	20200082	Personalized Printing Inc.	Utility receipts	604-49585-3500	50.40	
Total 604495853500:					93.04	
01/17/2020	12015	Further	VEBA/HSA submittal Jan	604-49586-1310	81.54	M
01/17/2020	12015	Further	VEBA/HSA submittal Jan	604-49586-1310	147.66	M
Total 604495861310:					229.20	
01/17/2020	154614	MN Life	January Life Insurance	604-49586-1330	2.81	
01/17/2020	154614	MN Life	January Life Insurance	604-49586-1330	3.80	
01/17/2020	154614	MN Life	January Life Insurance	604-49586-1330	2.81	
Total 604495861330:					9.42	
01/17/2020	12029	Reliance Standard	Jan LTD Insurance	604-49586-1340	3.48	M
01/17/2020	12029	Reliance Standard	Jan LTD Insurance	604-49586-1340	5.09	M
01/17/2020	12029	Reliance Standard	Jan LTD Insurance	604-49586-1340	14.22	M
Total 604495861340:					22.79	
01/17/2020	20200054	Barr Engineering Company	Engineering	604-49586-3000	335.52	
01/17/2020	20200072	Kennedy & Kennedy Law Office	December Legal Fees	604-49586-3000	300.00	
Total 604495863000:					635.52	
01/17/2020	20200059	Civic Systems LLC	1st half 2020 Software support	604-49586-4950	1,004.20	
01/17/2020	20200081	Pantheon Computer Systems Inc.	November Maintenance agreement	604-49586-4950	906.25	
Total 604495864950:					1,910.45	
01/17/2020	20200055	Border States Electric Supply	Conversion Materials	604-49593-5300	113.58	
01/17/2020	20200062	Ditch Witch of Minnesota	Boring Supplies	604-49593-5300	772.42	
01/17/2020	20200071	JT Services of MN	Conversion Supplies	604-49593-5300	101.26	
01/17/2020	154605	Locators & Supplies Inc.	boring supplies	604-49593-5300	218.20	
Total 604495935300:					1,205.46	
01/17/2020	20200094	Waseca Hardware LLC	Parts & Supplies	604-49593-5400	948.99	
Total 604495935400:					948.99	

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Check Amount
Total Electric Utility:					418,387.83
Storm Water Utility					
01/17/2020	12015	Further	VEBA/HSA submittal Jan	651-43140-1310	210.47 M
Total 651431401310:					210.47
01/17/2020	154614	MN Life	January Life Insurance	651-43140-1330	9.90
Total 651431401330:					9.90
01/17/2020	12029	Reliance Standard	Jan LTD Insurance	651-43140-1340	11.43 M
Total 651431401340:					11.43
01/17/2020	154600	Iteris	Weather forecasting support	651-43140-2170	1,200.00
Total 651431402170:					1,200.00
01/17/2020	154634	Waseca County License Bureau	Registration renewal	651-43140-2220	19.25
Total 651431402220:					19.25
01/17/2020	12030	City of Waseca	December Utilities	651-43140-3800	349.32 M
Total 651431403800:					349.32
01/17/2020	20200093	Waseca Glass Inc.	Alum Building Door Repair	651-43140-4000	109.95
Total 651431404000:					109.95
01/17/2020	12015	Further	VEBA/HSA submittal Jan	651-49585-1310	53.18 M
Total 651495851310:					53.18
01/17/2020	154614	MN Life	January Life Insurance	651-49585-1330	2.89
Total 651495851330:					2.89
01/17/2020	12029	Reliance Standard	Jan LTD Insurance	651-49585-1340	3.40 M
Total 651495851340:					3.40
Total Storm Water Utility:					1,969.79
Central Garage Services					
01/17/2020	12015	Further	VEBA/HSA submittal Jan	701-43180-1310	872.38 M
Total 701431801310:					872.38
01/17/2020	154614	MN Life	January Life Insurance	701-43180-1330	28.05
Total 701431801330:					28.05
01/17/2020	12029	Reliance Standard	Jan LTD Insurance	701-43180-1340	34.44 M

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Check Amount
Total 701431801340:					34.44
01/17/2020	154633	Waseca County Highway Department	Monthly billing	701-43180-2120	84.28
Total 701431802120:					84.28
01/17/2020	154599	Huber Supply Co Inc	tank lease	701-43180-2170	22.19
01/17/2020	154602	Kimball Midwest	Shop supplies	701-43180-2170	254.88
01/17/2020	154602	Kimball Midwest	equip. yellow&gray primer	701-43180-2170	278.88
01/17/2020	20200088	Terminal Supply Co	shop suplies	701-43180-2170	278.62
Total 701431802170:					834.57
01/17/2020	20200057	Christensen Tire Service	Tire repair	701-43180-2210	36.15
01/17/2020	20200063	Emergency Automotive Technologies Inc.	strobe replacement lens's	701-43180-2210	153.74
01/17/2020	20200077	Napa Auto Parts	Parts	701-43180-2210	253.37
01/17/2020	20200091	U.S. Bank - CC	Illuminated rocker switches	701-43180-2210	92.24
01/17/2020	20200094	Waseca Hardware LLC	Parts & Supplies	701-43180-2210	81.97
01/17/2020	154637	Winegar, Dave	HLA plow repair	701-43180-2210	1,497.00
Total 701431802210:					2,114.47
01/17/2020	154634	Waseca County License Bureau	Registration Renewal	701-43180-2220	19.25
01/17/2020	154634	Waseca County License Bureau	Registration renewal	701-43180-2220	19.25
Total 701431802220:					38.50
01/17/2020	20200090	Tool Sales Company	Tools	701-43180-2400	70.00
Total 701431802400:					70.00
01/17/2020	20200091	U.S. Bank - CC	Monthly charge for diagnostic program	701-43180-3100	149.00
Total 701431803100:					149.00
01/17/2020	20200091	U.S. Bank - CC	Heated wiper blades	701-43180-4000	156.00
Total 701431804000:					156.00
Total Central Garage Services:					4,381.69
Equipment Replacement Fund					
01/17/2020	20200063	Emergency Automotive Technologies Inc.	new squad expense	705-49920-5400	3,056.93
Total 705499205400:					3,056.93
Total Equipment Replacement Fund:					3,056.93
Grand Totals:					1,360,388.66

Report Criteria:

Report type: GL detail

[Report].Amount = {<>} 0

RESOLUTION NO. 20-05**A RESOLUTION OF CITY OF WASECA, MINNESOTA
APPROVING A RESIDENTIAL PROPERTY TAX ABATEMENT PROGRAM**

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

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

WHEREAS, the parcels of real property for which abatements of City of Waseca-imposed property taxes are conditionally approved herein are identified and legally described in Resolution 17-40, Appendix A (the “eligible parcels”), and generally consist of every current vacant, unimproved parcel of property in a residential zoning district in the City of Waseca that are served by municipal infrastructure including central water and sanitary sewer service; and

WHEREAS, the City will use tax abatement for the purposes provided for in the Abatement Law and the City’s approved Tax Abatement to match the proposed term of the abatements for each eligible property that satisfies the conditions for abatement established herein (“the qualifying parcels described in Resolution 17-40, Appendix A”); and

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

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

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

NOW, THEREFORE, BE IT RESOLVED that the City Council approve the Tax Abatement Application substantially in form as presented, submitted by Larry & LuAnne Huber (809 11th St SE) Parcel ID #17.535.0290.

Adopted this 21st day of January, 2020.

R.D. SRP
MAYOR

ATTEST:

MIKE ANDERSON
ASSISTANT TO CITY MANAGER

Title:	2020 AIRPORT ENGINEERING CONSULTANT SERVICES AND SELECTION COMMITTEE		
Meeting Date:	January 21, 2020	Agenda Item Number:	6D
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:	None
Originating Department:	Engineering	Presented By:	City Engineer
Approved By City Manager: <input checked="" type="checkbox"/>	Proposed Action: Motion to Authorize Advertising for Airport Engineering Consultant Services and Approve the Recommended Selection Committee		
How does this item pertain to Vision 2030 goals?	Creating high quality community assets.		

BACKGROUND: The FAA requires the City must go through the process of selecting an airport engineering consultant every five years. TKDA is our current airport engineering consultant. TKDA's Professional Services Agreement with the City expired on December 31, 2019. The City needs to go through the airport engineering consultant selection process in 2020 to meet FAA requirements.

The City also needs to appoint a selection committee to select the next airport engineering consultant. The committee must be comprised of at least three members. We are recommending the committee be made up of Allan Rose, Maynard Stensrud and Tom Kellogg.

BUDGET IMPACT: There are no budget impacts to the airport engineering consultant selection process. All efforts in this process will be done in house.

RECOMMENDATION: Staff recommends the Waseca City Council pass a motion to appoint Allan Rose, Maynard Stensrud and Tom Kellogg to the selection committee and authorize staff to advertise for airport engineering consultant services.



Request for City Council Action

Title:	Cogeneration and Small Power Production Tariff (Solar Electric Rates)		
Meeting Date:	January 21, 2020	Agenda Item Number:	6E
Action:	<input checked="" type="checkbox"/> MOTION <input type="checkbox"/> REQUESTS/PRESENTATIONS <input type="checkbox"/> RESOLUTION <input type="checkbox"/> ORDINANCE <input type="checkbox"/> DISCUSSION	Supporting Documents:	Schedule 1–Average Retail Utility Energy Rates and Schedule 4–Average Incremental Cost
Originating Department:	Electric Utility	Presented By:	City Administration
Approved By City Manager: <input checked="" type="checkbox"/>	Proposed Action: City Council accepts the tariff report.		
How does this item pertain to Vision 2030 goals?	The Electric Utility works with customers to review and approve, as appropriate, solar interconnection installations as a tool to expand high quality community assets.		

BACKGROUND: The Electric Utility must submit/file the annual tariff report to the City Council as the Governance Board for the Utility in compliance with Minnesota State Rules 7835.0300-7835.1200. This filing complies with the public availability (transparency) requirement of the State Rule.

The purpose of this filing is also to provide the calculation of average retail utility energy rates as mandated by State Rules. Other requirements include safety standards, operating procedures, and functions to be performed by protective equipment installed at the solar interconnection site as protection for the City electric line staff against stray voltage. Previously approved documents pertaining to solar interconnection continue to apply to all customer requests for interconnection.

All Utility rates and an information packet for solar interconnection installations are available at the Utility Billing Office in City Hall and on the City’s website.

RECOMMENDATION: City Council accepts the tariff report.

Title:	ANNUAL SOLAR REPORT - 2019		
Meeting Date:	January 21, 2020	Agenda Item Number:	6F
Action:	<input checked="" type="checkbox"/> MOTION <input type="checkbox"/> REQUESTS/PRESENTATIONS <input type="checkbox"/> RESOLUTION <input type="checkbox"/> ORDINANCE <input type="checkbox"/> DISCUSSION	Supporting Documents:	2019 Qualifying Facilities Report
Originating Department:	Electric Utility	Presented By:	City Administration
Approved By City Manager: <input checked="" type="checkbox"/>	Proposed Action: Staff recommends Council accept the 2019 Annual Solar Report on behalf of the Waseca Electric Utility.		
How does this item pertain to Vision 2030 goals?	Good governance requires compliance with State mandates.		

BACKGROUND: Minnesota Statute 7835.1400 requires annual notification to the local Municipal Electric Utility Governance Board, Waseca City Council, of how the utility provided for net billing of solar power. The attached spreadsheet shows that Waseca had five solar customers in 2019. Solar power is referred to as photovoltaic, or PV power in this spreadsheet. The electric usage for the five solar customers is combined in the spreadsheet due to State data privacy rules, Minnesota Statute 13.685.

The kilowatt-hour (kWh) summary for the five solar customers combined shows 10,006 kWh of electricity provided to the utility (exports), 111,257 kWh provided from the utility to the customers (imports), and a net metered kWh purchased by the utility from one customer in the months of April, May, June, August and September of 881 kWh.

RECOMMENDATION: Staff recommends Council accept the 2019 Annual Solar Report on behalf of the Waseca Electric Utility.

**CHANGE ORDER NO. 12
LEVEL 2**

CONTRACTOR: Ulland Brothers Inc.	FEDERAL PROJECT NO. STPMF 8116(169)	STATE PROJECT NO. S.P. 172-010-003, SP 8103-115, SP 8104-42 & SAP 081-614-011
ADDRESS: 2400 Myers Road, Albert Lea, MN 56007	LOCATION OF WORK: City of Waseca – Old TH 14 Reconstruction	
This Contract uses MnDOT Standard Specifications for Construction 2016 Edition		


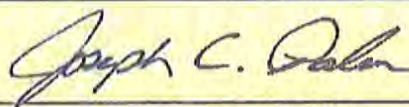
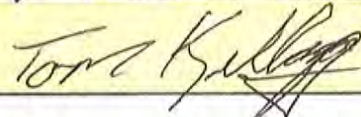
This Contract is between the City of Waseca, and Contractor as follows:

Issue:
The Original Contract and subsequent Change Orders stipulate that project work shall be substantially complete by November 15, 2018, with final completion by June 8, 2019. Failure to meet the specified completion dates subjects the Contractor to potential Liquidated Damages as discussed in Article 4 of the Contract Agreement Form.

The Engineer has determined the Contract needs to be revised in accordance with the terms and conditions of the project's EJCDC C-700 Std. General Conditions of the Construction Contract (2007 Edition) and the associated Supplementary Conditions.

Resolution and Authorization:
In accordance with the terms of this Contract, the Owner has evaluated the option to assess Liquidated Damages as provided for within the Contract. Since the work contained with the original Contract was substantially completed and the project was in a condition for safe and convenient use of the traveling public prior to the final Contract completion date and the Contractor agreed to complete additional work (via Change Order) that was not included in the original Contract, the Owner will waive Liquidated Damages in accordance with MnDOT 1807.2 and Article 4 of the Contract Agreement Form.

**CHANGE ORDER NO. 12
LEVEL 2**

	Signature	Date
MnDOT Assistant District Engineer – Construction Roger Risser, PE		
Contractor: Ulland Brothers Inc. Andrew Erichson, Vice President – General Manager		1-7-2020
District State Aid Engineer Lisa Bigham		
Waseca City Manager Lee Mattson		
Consultant Contract Administration: Stantec – Joseph Palen (Recommendation for approval)		1/7/2020
Waseca City Engineer Tom Kellogg – (if funded wholly or in part by Local Agency funds)		1/16/2020

- * Required for Change Order Level 2 that exceed \$25,000.00
- ** Required if work funded wholly or in part by a Local Agency
- *** Recommendation for Approval

ATTACHMENTS: By signing this agreement, the Contractor acknowledges receipt of the specified attachments (if applicable.)

- Plans
- Specifications
- Other _____

DSAE Portion: The State of Minnesota is not a participant in this contract. Signature by the District State Aid Engineer is for FUNDING PURPOSES ONLY and for compliance with State and Federal Aid Rules/Policy. Eligibility does not guarantee funds will be available.

This work is eligible for: _____ Federal Funding _____ State Aid Funding _____ Local funds

District State Aid Engineer: _____ Date: _____

Title:	IUOE Public Works Contract		
Meeting Date:	January 21, 2020	Agenda Item Number:	6.H.
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:	Draft, marked up contract
Originating Department:	Administration	Presented By:	City Manager
Approved By City Manager: <input checked="" type="checkbox"/>	Proposed Action: Motion to approve the contract.		
How does this item pertain to Vision 2030 goals?	Good Government		

BACKGROUND: The International Union of Operating Engineers has indicated that the Public Works Contract has been accepted by the Union. A contract showing all changes from the previous contract is attached for your review.

Staff have identified one error in the draft and it is in Article 14. We believe the second paragraph should read “An employee called in for work on holidays or weekends will be paid for a minimum of four (4) hours worked.” As the City does not have access to the contract in amendable form, we have asked the union if this amendment is acceptable to them and if they will make the change. We expect the union to approve the change as the error was in the City’s favor. If the union desires further discussion, we will remove this item from the consent agenda.

Please note the Letters of Agreement that are also part of the contract.

BUDGET IMPACT: 2020 and 2021 Cost of Living Adjustments under this contract are identical to the IBEW and LELS contracts that were previously approved by the City Council. There is a 3% increase in both 2020 and 2021. Unlike the other contracts, there is no wage increase, or range or wage increase, set for 2022. Instead there is a wage reopener for 2022. This is consistent with the last three-year contract the City signed with IUOE.

POLICY QUESTION: Will the Council approve the union contract negotiated by staff?

ALTERNATIVES CONSIDERED: None.

RECOMMENDATION: Staff recommends approval of the contract.

AGREEMENT

between

CITY OF WASECA

and

**INTERNATIONAL UNION OF OPERATING ENGINEERS
LOCAL NO. 70**

PUBLIC WORKS

January 1, ~~2017~~ 2020 through December 31, ~~2019~~ 2022

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ARTICLE 1 - PURPOSE OF AGREEMENT

THIS AGREEMENT made and entered into as of the 1st day of January, ~~2017~~ 2020, by and between the CITY OF WASECA, a municipal corporation, (hereinafter referred to as the City) and the INTERNATIONAL UNION OF OPERATING ENGINEERS, LOCAL NO. 70 (hereinafter referred to as the Union) as exclusive bargaining agent for the employees in the bargaining unit set forth in Article 1 below.

WHEREAS, Minnesota Legislature has endorsed the practices and procedures of collective bargaining as a fair and only way of conducting its relations with its employees, and relations of any political subdivision with its employees, insofar as such practices and procedures are appropriate to the function of obligations of the City to retain the right effectively to operate in a responsible and efficient manner and are so consonant with the paramount of the City and its citizens;

WHEREAS, it is the intention of this Agreement to set forth the entire Agreement of the parties covering the employment conditions not otherwise mandated by statute, charter or ordinance, to maintain and increase the individual productivity in the quality of services, to prevent interruption of work and interference of the efficient operation of the City and to provide an orderly and prompt method for handling and processing grievances;

WHEREAS, the parties recognize that this Agreement is not intended to modify and of the discretionary authority vested in the City by statutes of the State of Minnesota, City Charter, and City Ordinances and City Resolutions.

ARTICLE 2 - RECOGNITION

The Employer recognizes the Union as the Exclusive Representative for all Water Operators, Wastewater Treatment Operators, Public Works Maintenance Workers, Mechanics, and Assistant Mechanics, excluding supervisory, confidential and all other employees of the Employer.

ARTICLE 3 – UNION SECURITY

In recognition of the Union as the exclusive representative the Employer shall:

Section 1. Deduct from each payroll period an amount sufficient to provide the payment of dues established by the Union from the wages of all employees authorizing in writing such deduction; and

Section 2. Remit such deduction to the appropriate designated officer of the Union.

Section 3. The Union may designate two (2) employees from the bargaining unit to act as steward and shall inform the Employer in writing of such choice.

Section 4. ~~In accordance with PELRA, any employee included in the appropriate unit who is not a member of the exclusive representative may be required by the exclusive representative to contribute a fair share fee for services rendered as exclusive representative. The fair share fee for any employee shall be in an amount equal to the regular membership dues of the exclusive representative less the cost of benefits financed through the dues and available only to members of the exclusive representative, but in no event shall the fee exceed eighty-five percent (85%) of the regular membership dues. Upon thirty (30) days' notice in writing to the payroll office of the name of the employee and the amount of the fair share fee certified by the Exclusive Representative, the City will deduct such fair share fee in installments from such employee's paycheck each month, and will forward such fees to the exclusive representative. The exclusive representative agrees to notify the City promptly whenever any employee subject to a fair share fee deduction becomes a member of the Exclusive Representative, and no further fair share fee deductions for such employee will thereafter be made. Any dispute as to the amount of such fee shall be solely between the Exclusive Representative and the employee involved and shall not be subject to the grievance procedure. Fair share fees shall commence thirty-one (31) days from the date of employment.~~

The exclusive representative hereby warrants and covenants that it will defend, indemnify, and save the City of Waseca harmless from any and all actions, duties, claims, damages, judgments and executions or other forms of liability, liquidated or unliquidated, which any person may have or claim to have, now or in the future, arising out of or by reason of the deduction of the fair share fee specified by the Exclusive Representative as provided herein.

ARTICLE 4 – EMPLOYER AUTHORITY

Section 1. The Employer retains the full and unrestricted right to operate and manage all manpower, facilities, and equipment; to establish functions and programs; to set and amend budgets; to determine the utilization of technology; to establish and modify the organizational structure; to select, direct and determine the number of personnel to establish work schedules; and to perform any inherent managerial function not specifically limited by this Agreement.

Section 2. Any term and condition of employment not specifically established or modified by this Agreement shall remain solely within the discretion of the Employer to modify, establish, or eliminate.

ARTICLE 5 – EMPLOYEE RIGHTS/GRIEVANCE PROCEDURE

Section 1. A grievance shall be defined as a dispute of disagreement raised by an employee against the City involving the interpretation or application of the specific express provisions of this Agreement. It is specifically understood that any matters covered by Minnesota statutory provisions, City Charter provisions, City Ordinances, and City Resolutions shall not be considered grievances and subject to the grievance hereto set forth. Grievances, as herein defined, shall be processed in the following manner:

Section 2. Processing of a Grievance. It is recognized and accepted by the Union and the Employer that the processing of grievances as hereinafter provided is limited by the job duties and responsibilities of the Employees and shall therefore be accomplished during normal working hours only when consistent with such Employee duties and responsibilities. The aggrieved Employee and the Union Representative shall be allowed a reasonable amount of time without loss in pay when a grievance is investigated and presented to the Employer during normal working hours provided the Employee and the Union Representative have notified and received the approval of the designated supervisor who has determined that such absence is reasonable and would not be detrimental to the work programs of the Employer.

Section 3. Procedure. Grievances, as defined by Article 5, Section 1, shall be resolved in conformance with the following procedure:

Step 1. An Employee claiming a violation concerning the interpretation or application of this Agreement shall, within twenty-one (21) calendar days after such alleged violation has occurred, present such grievance in writing to the Employee's supervisor as designated by the Employer. The Employer-designated representative will discuss and give an answer to such Step 1 grievance within ten (10) calendar days after receipt. A grievance not resolved in Step 1 and appealed to Step 2 shall be placed in writing setting forth the nature of the grievance, the facts on which it is based, the provision or provisions of the Agreement allegedly violated, and the remedy requested and shall be appealed to Step 2 within ten (10) calendar days after the Employer -designated representative's final answer in Step 1. Any grievance not appealed in writing to Step 2 by the Union within ten (10) calendar days shall be considered waived.

Step 2. If appealed, the written grievance shall be presented by the Union and discussed with the Employer-designated Step 2 representative. The Employer-designated representative shall give the Union the Employer's Step 2 answer in writing within ten (10) calendar days after receipt of such Step 2 grievance. A grievance not resolved in Step 2 may be appealed to Step 3 within ten (10) calendar days following the Employer-designated representative's final Step 2 answer. Any grievance not appealed in writing to Step 3 by the Union within ten (10) calendar days shall be considered waived.

Step 3. If the grievance is not resolved in Step 2, the parties, by mutual agreement, may submit the matter to mediation with the State of Minnesota, Bureau of Mediation Services. Submitting the grievance to mediation preserves the tolls and timelines for Step 4 of the grievance procedure through the conclusion of mediation.

Step 4. A grievance unresolved in Step 3 and appealed in Step 4 shall be submitted to arbitration. The Employer and the Union representative shall endeavor to select a mutually acceptable arbitrator to hear and decide the grievance. If the parties cannot agree on an arbitrator, the selection of an arbitrator shall be made in accordance with the Rules established by the Bureau of Mediation Services.

Section 4. Arbitrator's Authority.

- A. The arbitrator shall have no right to amend, modify, nullify, ignore, add to, or subtract from the terms and conditions of this Agreement. The arbitrator shall consider and decide only the specific issue(s) submitted in writing by the Employer and the Union, and shall have no authority to make a decision on any other issue not so submitted.

- B. The arbitrator shall be without power to make decisions contrary to, or inconsistent with, or modifying or varying in any way the application of laws, rules, or regulations having the force and effect of law. The arbitrator's decision shall be submitted in writing within thirty (30) days following the close of the hearing or the submission of briefs by the parties, whichever be later, unless the parties agree to an extension. The decision shall be binding on both the Employer and the Union and shall be based solely on the arbitrator's interpretation or application of the express terms of this Agreement and to the facts of the grievance presented.

- C. The fees and expenses for the arbitrator's services and proceedings shall be borne equally by the Employer and the Union provided that each party shall be responsible for compensating its own representatives and witnesses. If either party desires a verbatim record of the proceedings, it may cause such a record to be made, providing it pays for the record. If both parties desire a verbatim record of the proceedings the cost shall be shared equally.

Section 5. Waiver. If a grievance is not presented within the time limits set forth above, it shall be considered "waived". If a grievance is not appealed to the next step within the specified time limit or any agreed extension thereof, it shall be considered settled on the basis of the Employer's last answer. If the Employer does not answer a grievance or an appeal thereof within the specified time limits, the Union may elect to treat the grievance as denied at that step and immediately appeal the grievance to the next step. The time limit in each step may be extended by mutual agreement of the Employer and the Union.

ARTICLE 6 – DEFINITIONS

<u>UNION:</u>	International Union of Operating Engineers Local No. 70
<u>EMPLOYER:</u>	The City of Waseca
<u>UNION MEMBER:</u>	A member of the International Union of Operating Engineers, Local No. 70
<u>EMPLOYEE:</u>	A member of the exclusively recognized bargaining unit.
<u>BASE PAY RATE:</u>	The employee’s hourly pay rate exclusive of longevity or any other special allowance.
<u>SENIORITY:</u>	Length of continuous service with the Employer.

ARTICLE 7 – UNFAIR LABOR PRACTICES

The City and the Union recognize that the Minnesota Public Employees Labor Relations Act (PELRA) in 179.68 list specific activities that the City and the Union may not engage in. The City and the Union in the interest of serving the public agree not to encourage or participate in any activities which are listed in 179.68 as Unfair Labor Practices.

ARTICLE 8 – UNION DUTIES

Neither the Union, its officers or agents, nor any of the employees covered by this Agreement, can engage in, encourage, sanction, support or suggest any strikes, slow-downs, mass resignations, mass absenteeism, willful absence of one’s position, the stoppage of work or the abstinence in whole or in part of the full, faithful and proper performance and duties of employment. In the event that any employee violates this Article, the Union shall immediately notify any such employee in writing to cease and desist from such action and shall instruct them to immediately return to their normal duties. Any or all employees who violate any of the provisions of this Article may be discharged or otherwise disciplined. The City agrees that there shall be no lockouts of the employees.

ARTICLE 9 – UNION OFFICIALS

Section 1. There shall be no more than one Union Steward for the Public Works Maintenance Department, and no more than one Union Steward for the Wastewater Department. The Steward and other Union Officials shall not leave their work stations without prior permission of their supervisor and then only for such activities as are specifically provided for in this Agreement. They shall notify their supervisor upon return to their work stations. The Union shall furnish the City with a complete and current list of its Union official and Stewards who will represent the Union in all matters of this Agreement.

Section 2. Representatives of the Union, previously accredited to the City in writing by the Union, shall be permitted to come on the premises of the City for the purposes of investigating or discussing grievances if they have first obtained permission from the City Manager or his/her designated representative, provided that the Union representative does not interfere with the work of the employees.

Section 3. The Union agrees that there shall be no solicitation for membership, signing up of members, collection of initiation fees, dues, fines or assessments, meetings or any other activities on City time.

ARTICLE 10 – DISCIPLINE AND DISCHARGE

Section 1. Disciplinary action may be imposed upon an employee only for just cause. Initial reprimand for minor infractions, irregularities or deficiencies shall be done in a manner that will not embarrass the employee before other employees or the public, and any disciplinary action imposed upon an employee may be processed through the grievance procedure. The normal disciplinary procedure shall be as follows:

1. Oral reprimand.
2. Written reprimand (copy to the Union and City HR Technician)
3. Suspension or demotion (copy to the Union and City HR Technician)
4. Discharge (copy to the Union and City HR Technician)

When any disciplinary action more severe than an oral reprimand is intended, the Employer shall, before or at the time of such action is taken, notify the employee in writing of the specific reason(s) for such action.

Section 2. At his or her request, an employee shall have the opportunity to have a Union representative present during an investigation that may result in disciplinary action against the employee. The Union shall have the right to take up a suspension and/or discharge or demotion as a grievance at the second step of the grievance procedure and the matter shall be handled in accordance with the grievance procedure through the arbitration step if deemed necessary.

Section 3. The Employer shall not discharge any employee without just cause. If the Employer feels there is just cause for discharge the employee shall be suspended for ten (10) working days and the employee will be notified in writing, that he/she is subject to discharge and shall be furnished with the reason(s) therefore.

Section 4. An oral reprimand shall not become part of an employee's personnel record. Each employee shall be furnished with a copy of all evaluative and disciplinary entries into his/her personnel office record and shall be entitled to have his/her written response included therein. All disciplinary entries in the personnel office record shall state the corrective action expected of the employee.

The contents of an employee's personnel office record shall be disclosed to him/her by the Finance Director upon request and to the employee's Union representative upon the written request of the employee.

ARTICLE 11 – SENIORITY

Section 1. Seniority shall be defined as the length of continuous service from most recent date of hire (including the probationary period). Seniority preference shall be granted to an employee in connection with layoff, recall, promotion or transfer, in recognition of his/her length of continuous service in a classification covered by this Agreement. A seniority roster will be posted in an appropriate location and maintained by the Employer. Within each department,

seniority will be the determining criterion for transfer, promotion and layoffs when the job relevant qualifications and performance factors are equal.

Section 2. Employees on layoff shall be recalled in reverse order of layoff. Laid off employees shall have recall rights for twelve (12) months after layoff. A laid off employee may extend their recall right an additional one (1) year by serving written request via certified mail to the Employer within the initial twelve-month period of layoff. Recalled employees must return to work within five (5) work days after recall notification by certified mail to the last known address the employee furnished to the Employer.

Section 3. In the event that an employee is laid off from a position of higher rank as determined by level of pay, he/she may exercise his/her seniority privilege to assume a lower grade position for which he/she is qualified and is more senior than the employee being displaced within the department. This provision may not be exercised to assume a position outside the employee's department or jurisdiction of this Agreement.

Section 4. In the event of a job opening, the position shall be posted on the employee's bulletin board for a period of five (5) working days.

ARTICLE 12 – PROBATION

Section 1. An employee under the provisions of this Agreement shall serve a probationary period of the first six (6) months of continuous service, during which time the Employer shall have the unqualified right to discharge or otherwise discipline such employee, with or without cause. Such discharge will not be subject to the Grievance procedure in this Agreement. Probationary employees shall have the right to bring a grievance on any other provision of the contract alleged to have been violated.

Section 2. Current employees who progress to a different classification shall serve a ninety (90) day probationary period, during which time the employee may elect to return to his/her former position. Likewise, the Employer, during the same period may return such employee to his/her former position if job performance is not to standard.

Section 3. The probationary periods in Sections 1 and 2 of this Article, may be extended by mutual agreement of the Employer, the employee and the Union.

ARTICLE 13 - HOURS

Section 1. This Article is intended only to define the normal hours of the week and to provide the basis of calculation of overtime pay.

Section 2. The normal work week for all employees except Water/Wastewater Treatment Operators shall be five (5) consecutive days commencing on Monday and ending on Friday, inclusive for a total of forty (40) hours per week.

Section 3. The normal work hours for the Water/Wastewater Treatment Operator will be eighty (80) hours in each fourteen (14) days.

ARTICLE 14 - CALL BACK

An employee called in for work at a time other than his/her normal scheduled shift will be paid for a minimum of ~~two (2)~~ **three (3)** hours.

An employee called in for work on holidays, will be paid for a minimum of ~~three (3)~~ **four (4)** hours worked.

ARTICLE 15 – WAGES

Section 1. The following step plans shall apply:

Public Works Maintenance Worker; Water/Wastewater Treatment Operator

Effective January 6, 2020:

Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7
\$23.76	\$24.75	\$25.73	\$26.73	\$27.72	\$28.70	\$29.70

Effective January 4, 2021

Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7
\$24.47	\$25.49	\$26.51	\$27.53	\$28.55	\$29.57	\$30.59

Mechanic

Effective January 6, 2020:

Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7
\$25.63	\$26.70	\$27.77	\$28.84	\$29.91	\$30.97	\$32.04

Effective January 4, 2021

Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7
\$26.40	\$27.50	\$28.60	\$29.70	\$30.80	\$31.90	\$33.00

*There will be an annual wage only reopener for 2022.

New employees shall be brought in at the appropriate step, as determined by the Employer, based on relevant education and experience.

Employees brought in at Step 1 will move to Step 2 after six (6) months of employment, contingent on their meeting the expectations for the position. They will subsequently be moved to Step 3 at their one-year anniversary, contingent on their meeting the expectations for the position.

All employees on Step 3 thru Step 6 will move to the next step on the anniversary date of their employment, contingent on their meeting the expectations for the position, except that employees employed by the City of Waseca as of January 1, 2017 who will move to the next step on **the first full**

pay period following July 1, which will be treated as their anniversary date for the purpose of moving steps going forward.

Failure to perform a performance review prior to the date the employee would receive their next step increase will result in the employee receiving the step increase, and for the purposes of, the increase will be considered meeting the expectations for the position. Failure to perform a timely review, and providing the employee a step increase does not indicate an employee is performing satisfactorily for the reasons of future disciplinary actions or performance improvement measures.

Water/Wastewater Treatment Operators will be required to complete and maintain Water or Wastewater licensing, whichever is applicable as determined by the City, during the course of their employment in order to meet the expectations for the position and progress on the Step Plan. The requirement shall be as follows:

Required License	Required for:
Class D License	Step 7

Incentive pay shall be provided to Water/Wastewater Treatment Operators who achieve and maintain the following certifications:

License & Certification	Incentives
Type IV Certification	+1.45%
Class C License	+1.45%
Class B License	+1.45%
Class A License	+1.45%

Section 2. Shift Differential. A shift differential of 10% of base salary shall be paid to regular employees for work performed on days or hours other than Monday through Friday between 6:00 AM and 6:00 PM, unless it falls outside of the employees scheduled hours as set by the end of shift the preceding Friday or last scheduled day worked, whichever is earlier. If a holiday falls on Monday through Friday, scheduled and/or call out work shall be paid the shift differential.

Typical work hours shall be between 7:00 AM and 3:30 PM, except as where the employee's supervisor informs the employee of the change in schedule by the preceding Friday or last scheduled day worked, whichever is earlier.

Shift Differential will not be paid in conjunction with Overtime.

ARTICLE 16 - OVERTIME

Section 1. All work performed after eight (8) consecutive hours in one day or forty (40) hours in any one week shall be considered as overtime and shall be paid for at the rate of one and one-half (1-1/2) times the hourly rate as specified in Article 15. Employees shall not be required to take time off for the overtime worked.

Section 2. Employees may be assigned overtime work or assigned shifts at the discretion of the Employer. Overtime shall be divided as equally as practicable. Employees shall be required to work overtime unless excused by the Employer. Employees who refuse to work overtime may be subject to disciplinary action.

ARTICLE 17 - LONGEVITY

~~Each Employee governed hereby will receive in addition to the regular compensation provided herein, longevity at the rate of fifteen dollars (\$15.00) per month for each four (4) years of service commencing at the end of four (4) full years.~~

ARTICLE 18 17 - VACATIONS

Section 1. All regular Employees employed by this Agreement shall be entitled to a vacation with pay as specified in Article 15 each year in accordance with the following schedule:

One (1) year but less than
Twelve (12) years of employment

Three (3) weeks containing
fifteen (15), working days
120 hours per year

Twelve (12) years or more of

Four (4) weeks containing

employment

twenty (20) working days
160 hours per year

Section 2. All full-time Employees in service will accrue vacation days in accordance with the schedule listed above. Vacation shall accrue to all full-time employees for continuous service from the date of initial employment to a full-time position, at the rate of ten (10) hours shall be earned for each month of service where three (3) weeks of vacation applies and 13- 1/3 hours shall be earned for each month of service where four (4) weeks of vacation is entitled.

Section 3. Vacation schedules shall be determined by each department head in accordance with departmental requirements. Earned vacation may be accumulated up to a maximum of twenty-five (25) days. Vacation will not accrue or accumulate for more than twenty-five (25) days except upon approval of the City Manager.

Section 4. Vacation time shall be compensated at the Employees regular rate of pay. When a holiday occurs during a regular vacation, said holiday shall not be charged against earned vacation time; pay for such holiday shall be added to the Employee's vacation pay. Since the purpose of a vacation is to give an Employee an opportunity to rest and relax, no additional compensation will normally be paid an employee in lieu of vacation.

Section 5. Each Employee who leaves the City employment for any reason, whether voluntary or involuntary, will be paid for earned, unused vacation days that have been earned and not taken.

Section 6. Unauthorized time off will be charged against vacation, if vacation is exhausted time will be charged against sick time.

Section 7. Where there are conflicts over a particular period, the senior Employee shall be given the preference. National Guard and Army Reserve or related leaves will take precedence over vacations where only a limited number of Employees can be let off at any one time.

ARTICLE 19 18 - LEAVES OF ABSENCE

Section 1. An unauthorized absence from duty during required hours of attendance, whether for a day or more, or for any part of a day, shall be treated as absence without leave. Such absences may be made the grounds for disciplinary action. Where conditions warrant and adequate reasons are given for failure to secure prior authorization, the absence may be authorized by a later grant of leave. If an employee is absent without leave for two (2) calendar weeks, his/her employment with the City automatically terminates.

Section 2. If any Employee is either on an approved leave of absence without pay, or is suspended, or is absent without leave, without securing subsequent authorization for such leave, he/she shall not accrue any vacation or sick leave for the time they were absent or suspended. Vacation and sick leave accruals will be prorated as necessary in order to accomplish this. Any holidays occurring in conjunction with absence without leave, or leave without pay shall be forfeited by the employee.

Section 3. When the interests of the City can be benefited, the City Manager may grant a leave of absence without pay for special reasons for periods beyond those allowable for pay provided the appointing authority is willing, either to allow the position from which leave is taken to remain vacant, or to fill it by temporary appointment until the expiration of such leave.

Section 4. FMLA leaves shall be granted per state and federal laws.

ARTICLE 20 19 - HOLIDAYS

Section 1. The following days shall be recognized as guaranteed, paid holidays:

- | | |
|----------------------------|------------------------|
| New Year's Day | Labor Day |
| Martin Luther King Jr. Day | Veteran's Day |
| President's Day | Thanksgiving Day |
| Good Friday | Day after Thanksgiving |
| Memorial Day | Christmas Eve Day |
| Independence Day | Christmas Day |

Section 2. When any of the mentioned holidays fall on a Saturday, the preceding day will be the observed holiday. When any of the mentioned holidays fall on a Sunday, the following day will be the observed holiday. All regular Employees required to work on the day recognized as one of the above designated holidays shall receive, in lieu of the holiday, pay at two and one-half (2-1/2) times regular pay as specified in Article 15. Any other than the above municipal holidays, created by the State Legislature, are not guaranteed holidays.

Section 3. Each full-time Employee will be entitled to one (1) **floating holiday personal day** which must be used within the calendar year that it is earned. The day of the use of the **floating holiday personal day** will be at the Employee's discretion subject to approval by the department head.

ARTICLE ~~21~~ 20 – SICK LEAVE

Section 1. Each Employee shall earn sick leave from date of employment at the rate of eight hours per month. Employees are entitled to paid leave for illness to the extent of accumulated sick leave.

Section 2. An employee may use personal sick leave benefits provided by the Employer for absences due to an illness of or injury to the employee's child, as defined in section 181.940, subdivision 4, adult child, spouse, sibling, parent, mother-in-law, father-in-law, grandchild, grandparent, or stepparent, for reasonable periods of time as the employee's attendance may be necessary, on the same terms upon which the employee is able to use sick leave benefits for the employee's own illness or injury.

- A. For the purpose of this section, "child" includes a stepchild and a biological, adopted, and foster child.
- B. For the purpose of this section, "grandchild" includes a step-grandchild, and a biological, adopted, and foster grandchild.

~~Section 3. Employees shall accrue twenty-four (24) hours of deferred leave annually after reaching the cap of one hundred twenty-five (125) days and maintains the 125-day cap for seventy-five percent (75%) of the year. Use of deferred sick leave would be for illness, involuntary physical/mental illness or~~

~~injury to the employee or their family member when all other sick leave has been exhausted.~~

Section 4.3. Employees may apply sick leave for personal medical care requiring the services of a doctor, dentist, optometrist or other professional medical services.

Section 5.4. Employees are required to follow the following three steps to be eligible for sick leave:

1. Report immediately to the Employer the reason for the absence.
2. If the absence is more than three (3) days in length, the Employee must keep the Employer informed of the Employee's physical condition; and
3. If required by the Employer, Employees must submit proper medical certificate for absences exceeding three (3) days.

Section 6.5. Employees who claim sick leave when physically and mentally fit unless under specific provision of this Agreement shall be subject to disciplinary action.

ARTICLE 22 21 – INSURANCE

Section 1. The City will contribute eighty percent (80%) of the cost of family coverage for major medical coverage, hospitalization plan to cover all Employees, during the life of this agreement. For Employees electing single coverage for major medical coverage and hospitalization, the City will pay 100% of the premium cost for such single coverage and shall rebate to the Employee taking single coverage, the sum of \$100.00 for each full month the employee does not take family coverage.

The City will pay the full premium for up to one hundred thousand dollars (\$100,000.00) in term life insurance coverage for each employee. Employees not choosing dependent coverage cannot be covered at Employer's expense for any additional insurance than the individual group health and life insurance. Additional life insurance can be purchased by employees at the employee's expense to the extent allowed under the Employer's group policy.

The City will pay the full premium for disability coverage for each employee. Such disability coverage will provide for a ninety (90) day waiting period before eligibility for payment after a disability, with such disability payments to be 66-2/3rds of employee's base salary to a maximum of six thousand dollars \$6,000.000 per month.

Section 2. Employees eligible for retirement and who retire from City employment may elect to leave with the City monies otherwise due them in the form of severance pay for the purpose of City payment of health insurance contributions under the following conditions:

1. The amount of severance pay due is more than four thousand (\$4,000.00) dollars;
2. The employee signs a form indicating that the employee gives up any and all rights to the severance pay monies in perpetuity and that any monies in the account revert to the City in the event of the death of the employee and dependent (if any dependent is named); and
3. The Federal Internal Revenue Service (IRS) agrees that payments by the City of insurance premiums from City retained individual employee severance pay accounts can be a tax free payment from a non-taxed account as described above.

A ruling from the IRS that such accounts are taxable to the employee or that the amount of payments from such accounts is taxable to the employee will terminate this provision and result in City payment of all monies in such accounts to the employees with all legally required deductions.

Section 3. Annuity. The Employer has an annuity that employees may participate in, at the employee's own expense (see Employee's Benefit book).

ARTICLE ~~23~~ 22 – BEREAVEMENT LEAVE

~~Employees shall receive a maximum of four (4) days leave with pay during each calendar year of employment after completion of the initial probationary period because of a death in the immediate family of the employee including spouse, children, step children, parents, brothers, brother-in-law, sisters,~~

~~sister-in-law, spouse's parents, grandparents, grandparents-in-law, and grandchildren. Such leave shall not be accumulative in the event it is not used during that period.~~

Employees will be granted up to four days of funeral leave per year. Funeral leave shall not accrue from year to year. Employees will be permitted to use up to four consecutive working days per year, with pay, as funeral leave upon the death of an immediate family member. This paid leave will not be deducted from the employee's vacation or sick leave balance. Immediate family members (for purposes of funeral leave) are an employee's parent, step-parent, spouse, child or step-child, sibling or step-sibling, grandparent or step-grandparent, grandchild or step-grandchild, mother-in-law or father-in-law, grandparent-in-law, sibling-in-law or member of the immediate household.

The actual amount of time off, and funeral leave approved, will be determined by the supervisor or Director depending on individual circumstances (such as the closeness of the relative, arrangements to be made, distance to funeral, etc.).

ARTICLE 24 23 - INJURY LEAVE

Section 1. Injury leave, as distinguished from sick leave, shall mean leave with pay given to an employee due to absences from duty caused by accident or injury as defined in the Worker's Compensation Act of the State of Minnesota as amended, arising out of and in the course of City employment.

Section 2. The employee agrees and shall be obligated to turn over to the City all amounts he receives as temporary weekly compensation under the Act.

Section 3. Any full-time employee who has been employed by the City at least six (6) months, injured on his regular job, shall be entitled to full pay to a period of ninety (90) calendar days while he is absent from work by reason of such injury and receiving Worker's Compensation payments for lost time. If any portion of the day is reimbursed to the employee by Worker's Compensation for lost time, that portion will be counted toward the ninety (90) day time period. These benefit checks will be endorsed over to the City. At the employee's option the accrued sick leave will not be charged until after and beginning with the ninety first (91st) day of absence from work by reason of such injury. An

employee who claims an absence from work due to any injury sustained on his regular job is subject to examination to be made on behalf of the City by a person competent to perform the same and as is designated by the City. Where doubt exists as to the employee's physical and mental capability to perform the Employer shall have the right to require the employee to take a medical examination at the City's expense at a reasonable time.

Section 4. Nothing in this Article shall be construed to limit the City's rights and authority as specified in Article 4.

ARTICLE ~~25~~ 24 - MILITARY LEAVE TRAINING

Each employee of the City who is a member of a Reserve or National Guard unit shall be entitled to a Military Leave not to exceed two (2) weeks in any calendar year when required to engage in duty in such unit. No such employee shall be subjected to any loss or reduction of vacation or holiday privileges due to such absences. While engaged in such duty the City shall pay the difference, if any, between the employee's compensation for military activities and his/her regular compensation.

ARTICLE ~~26~~ 25 - JURY SERVICE

When an employee has been absent from work because of jury service, he/she shall be paid his/her regular salary by the Employer with the understanding that, at the completion of his/her jury service, he/she shall present their jury service check to the Finance Director.

ARTICLE ~~27~~ 26 - SEVERANCE PAY

Employees retiring and leave employment in good standing after reaching the minimum age established by the Public Employees Retirement Act shall receive forty-two percent (42%) of his or her accumulated sick leave, up to a maximum of 520 hours as severance pay. Severance pay **MUST** be remitted by the City to the Minnesota State Retirement System to be deposited in a Post-Retirement Health Care Savings Plan for the employee as authorized and governed by Minnesota Statutes Section 352.98. The employee will not have the option of receiving these funds in cash or having them applied for any

other purpose. No employer contribution shall be made to the Plan, and the City shall have no responsibility or liability for management or disbursement of any funds remitted to the Plan.

In the event of death or permanent disability, employees or their legal survivors shall receive this severance pay.

A ruling from the IRS that such accounts are taxable to the employee or that the amount of payments from such accounts is taxable to the employee terminates this provision and results in City payment of all monies in such accounts to the employees with all legally required deductions.

ARTICLE 28 27 – TRAINING

Section 1. The need for training is always indicated by the existence of some particular condition or group of conditions, or by some situation which, if improved or modified, will increase the efficiency of the employees. The City of Waseca encourages employees to recommend specific areas of training needs or training programs which may bring about improvements in their productivity.

Section 2. When a training program is selected by the City and the employee is assigned to attend, reasonable costs incurred in such training shall be paid according to City policy. For non-exempt employees, overtime will be paid only when an hourly employee is required by the Employer to attend the training and actual training and travel time is in excess of eight (8) hours per day.

Section 3. The City shall cover the costs related to Water/Wastewater Operators obtaining and maintaining licensure when that license is required and approved by the City Manager or his/her designee. Related to costs for licensure exams, the City shall pay for no more than two (2) attempts for each level of licensure.

ARTICLE 29 28 – EQUIPMENT

Section 1. The City agrees to provide safe working conditions for its employees, and employees agree that they will be aware of, know the uses of and will in all instances use all the safety equipment furnished to them by the City.

Section 2. The City shall furnish all rubber coats, hats, boots, rubber boots, gloves, hard hats and all other necessary equipment meeting OSHA standards for employee protection, as determined by the Employer, and it is the rule of the parties hereto that such protective equipment be used.

Safety Shoes/Boots. The City will provide any necessary safety shoes/boots and insulated shoes/boots as required under Section 2 of this Article for the safety and well-being of the employees. The Employer shall determine the need for such equipment on a case-by-case basis and based on the requirements of the employee's job duties.

Safety Glasses. The City will reimburse employees up to ~~two hundred dollars (\$200)~~ \$350.00 for the purchase or repair of prescription or non-prescription OSHA and ANSI Z87.1(current standard) approved safety glasses. This reimbursement shall be for up to one (1) pair of glasses per employee per year. In the event of damage or destruction that is work related, the City may replace or repair the damaged/destroyed safety glasses without regard to this limitation.

Safety Equipment. Specific safety equipment may be identified after departmental or project review. Should such equipment needs be identified, the CITY will purchase the equipment needed by departmental employees.

Requests for reimbursement must be accompanied by a copy of the receipt.

Section 3. The City will provide suitable outer garments intended to protect employees clothing from usual wear and damage from oils, grease, tar or sewage, e.g., while performing such duties as automotive maintenance, crack filling, work in inclement weather or sewage pumping. Such clothing will remain in the property of the City and will be maintained and replaced by the City as needed.

ARTICLE ~~30~~ 29 - WAIVERS

Therefore, the City and the Union, for the life of this Agreement, each voluntarily and unqualifiedly waives the right, and each agrees that the other shall not be obligated to bargain collectively with respect to any subject or matter referred to or covered in this Agreement or with respect to any subject

or matter may not have been within the knowledge or contemplation of either or both of the parties at the time that they negotiated or signed this Agreement.

ARTICLE ~~31~~ 30 - AFFIRMATIVE ACTION

The Union agrees that this Agreement is subject to the Affirmative Action Policy of the Employer and that cooperation will be given to ensure that no individual shall be discriminated against with respect to compensation, hours or conditions of employment because of race, color, religion, sex or national origin.

ARTICLE ~~32~~ 31 - SAVINGS CLAUSE

This Agreement is subject to the laws of the United States, the State of Minnesota and the signed municipality. In the event any provision of this Agreement shall be held to be contrary to law by a court of competent jurisdiction, from whose final judgment or decree no appeal has been taken within the time provided, such provision shall be voided. All other provisions shall continue in full force and effect. The parties will attempt to work out an alternative solution to the voided provision.

ARTICLE ~~33~~ 32 - TERMINATION

This Agreement shall remain in full force and effect from the 1st day of January, ~~2017~~ 2020, to the 31st day of December ~~2019~~ 2022, with an annual wage only reopener in year 2 and 3 of the Agreement, and shall be automatically renewed from year to year thereafter unless either of the parties shall notify the other in writing by July 1, ~~2019~~ 2022, or July 1 of each succeeding year that it desires to modify or terminate this Agreement.

IN WITNESS WHEREOF, the parties have executed this Agreement as follows:

For: City of Waseca

For: International Union of
Operating Engineers Local 70

Lee Mattson, City Manager

David Monsour, Business Manager

Michael Dowdle, President

Linda Powers, Recording Secretary

Dan Wietman, Business Representative

Jason Schmidt, Steward

Jason Muellerlelie, Steward

Date:

Date:

JCB/ jcb /opeiu#12
Contracts/City Waseca PW

LETTER OF AGREEMENT #1

City of Waseca, hereinafter referred to as the Employer, and the International Union of Operating Engineers, Local 70, AFL-CIO, hereinafter referred to as the Union, agree to the following:

The current policy which was approved by Council action on November 16, 2004 is as follows and will be followed for the duration of the contract effective January 1, ~~2017~~ 2020.

Compensatory Time: The following conditions shall apply to the accrual and use of compensatory time for all City employees eligible to receive compensatory time. Employees will be compensated for authorized overtime work by either allowing the employee time off or by monetary compensation both at a rate of one and one half (1-1/2) times regular pay. Adequate records will be maintained by the employee and the Finance Department. Prior to working overtime hours, an employee must receive authorization from his/her supervisor and an agreement must be made whether the time will be compensated monetarily or with compensatory time. Unless otherwise specified by a labor contract, one and one half (1-1/2) hours of compensatory time shall be earned for each full hour of authorized overtime worked. Employees may earn a maximum total of forty (40) hours of compensatory time in anyone fiscal year. Once an employee has accumulated forty (40) hours of compensatory time, all further hours for overtime or stand by shall be compensated at the rate of time and one half the employee's regular rate of pay.

Compensatory time will be paid out or taken before the first pay period in December.

For the term of this agreement only, Public Works employees classified as Public Works Maintenance Workers, Mechanic and Assistant Mechanic only, may earn a maximum total of eighty (80) hours of compensatory time.

For: City of Waseca

For: International Union of
Operating Engineers Local 70

Lee Mattson, City Manager

David Monsour, Business Manager

Dan Wietman, Business Representative

Jason Schmidt, Steward

Jason Muellerlelie, Steward

Date:

Date:

JCB/ jcb /opeiu#12

LETTER OF AGREEMENT #2
General Wage Increase

City of Waseca, hereinafter referred to as the Employer, and the International Union of Operating Engineers, Local 70, AFL-CIO, hereinafter referred to as the Union, agree to the following:

This correspondence serves to confirm the bargaining unit's agreement to apply the 'Me Too' agreement for wages in the ~~2017–2019~~ 2020 – 2022 calendar years.

The 'Me Too' agreement assures that if any general wage increase (Cost of Living Adjustment) is given to any employee(s) at the City of Waseca, it will also be given to all IUOE Local 70 represented employees, employed by the City. The wage increase shall be implemented for all union employees using the same provisions as used for the initial employee(s) wage increase.

For: City of Waseca

For: International Union of
Operating Engineers Local 70

Lee Mattson, City Manager

David Monsour, Business Manager

Dan Wietman, Business Representative

Jason Schmidt, Steward

Jason Muellerlelie, Steward

Date:

Date:

JCB/ jcb /opeiu#12

LETTER OF AGREEMENT #3
Seasonal Work Hours Agreement
(For Public Works Maintenance Worker (Streets division only),
Mechanic and Assistant Mechanic)

City of Waseca, hereinafter referred to as the Employer, and the International Union of Operating Engineers, Local 70, AFL-CIO, hereinafter referred to as the Union, agree to the following:

- Monday thru Thursday work hours 6:30 a.m. to 5:00 p.m. with a thirty (30) minute unpaid lunch period. This equals four (4) ten (10) hour days for a total of forty (40) hours.
- One Maintenance Worker and either one Mechanic or Assistant Mechanic employee (alternating) will work five (5) eight (8) hour days so that someone is available on Friday. Hours for these employees will be Monday thru Thursday from 6:30 a.m. to 3 p.m. with a thirty (30) minute unpaid lunch period and Friday from 7:00 a.m. to 3:30 p.m. with a thirty (30) minute unpaid lunch period.
- A time-off request for Friday by the employee working the five (5) eight (8) hour days shall not be approved without alternate coverage approval of the supervisor.
- A work week that includes a paid holiday shall revert to eight (8) hour work days.
- On the ten (10) hour work days, overtime compensation is eligible after the ten (10) hour work day.
- The summer work hours shall be in effect from May through October.
- The City or the Union may end the summer hours for any reason at any time based on unforeseen circumstances. Any changes will begin on the first day of the work week.

- The City or the Union agree that the summer hours shall maintain existing work coverage and work expectations of the City as an agreement of good faith.
- Employee benefits not addressed in this agreement are not changed because of this agreement.
- Employee time off requests (sick and vacation) shall be based on a ten (10) hour work day.
- Shift differential shall only be paid once seasonal work hours have been satisfied. This shall include the employees working Monday through Friday after they have satisfied their seasonal work hours.

For: City of Waseca

For: International Union of
Operating Engineers Local 70

Lee Mattson, City Manager

David Monsour, Business Manager

Dan Wietman, Business Representative

Jason Schmidt, Steward

Jason Muellerlelie, Steward

Date:

Date:

JCB/ jcb /opeiu#12

LETTER OF AGREEMENT #4

This Letter of Agreement (“LOA”) is made by and between the City of Waseca (“Employer”) and International Union of Operating Engineers, Local No. 70 (“Union”).

WHEREAS, the Union is the exclusive representative for certain employees of the Employer in the appropriate unit (“Bargaining Unit Employees”), including employees in the position of Water Utility/Wastewater Treatment Plant Operator;

WHEREAS, the Employer and Union are parties to a labor contract (the “Agreement”);

WHEREAS, no Employer employee will be in the position of Supervisor – WWTP, a non-bargaining unit position, effective October 13, 2014 and for an indefinite time;

WHEREAS, as a result of this, Employer may deem it necessary to assign employees in the position of Water Utility/Wastewater Treatment Plant Operator to perform certain additional duties and responsibilities that were performed by Supervisor - WWTP;

WHEREAS, the assignment of these duties and responsibilities may in certain circumstances result in a material increase in the nature, level and/or quantity of work for the Bargaining Unit Employees assigned; and

WHEREAS, the City and Union desire to establish the wage differential to be paid to Bargaining Unit Employees assigned to perform these certain additional duties and responsibilities in the absence of an employee in the position of Supervisor - WWTP.

NOW, THEREFORE, all parties hereto, in consideration of their mutual covenants and understandings to be performed, as hereinafter set forth, understand as follows:

Article 1. Wage Differential

A Bargaining Unit Employee in the position of Water Utility/Wastewater Treatment Plant Operator shall be paid the following in addition to any other compensation otherwise owing to the employee, subject to Employer discretion and any employee performance review process established by the Employer, for such time worked in which he or she is expressly assigned on an ongoing basis to perform the following duties and responsibilities of the Supervisor – WWTP position by Utilities Director or his or her designee:

- A. Laboratory Assistant Coordinator: up to 5.0% of base hourly rate of the Bargaining Unit Employee specified Article 15, Sections 1 and 2 of the Labor understanding.

- B. Biosolids Assistant Coordinator = up to 5.0% of base hourly rate of the Bargaining Unit Employee specified Article 15, Sections 1 and 2 of the Labor understanding.
- C. NPDES Permit Assistant Coordinator = up to 1.0% of base hourly rate of Bargaining Unit Employee specified Article 15, Sections 1 and 2 of the Labor understanding.

The performance of any employee being paid a wage differential will be reviewed by the Employer. Based on the review, the Employer may change or eliminate the wage differential for the employee. This wage differential is wholly independent of and shall not be included in determining pay owing to the employee related to time not worked, which includes, but is not limited to, holiday, sick leave and vacation time. This wage differential shall be included in determining pay owing to the employee related to time worked while assigned the above-duties and responsibilities, which includes, but is not limited to, overtime and call back time.

Article 2. Entire Understanding

This LOA constitutes the entire understanding among the parties hereto. No representations, warranties, covenants, or inducements have been made to any party concerning this LOA, other than the representations, covenants, or inducements contained and memorialized in this LOA. This LOA supersedes all prior negotiations, oral and written understandings, policies and practices with respect thereto addressing the specific subject matter addressed in this LOA.

Article 3. Waiver of Bargaining

While this LOA is in full force and effect, Employer and Union each voluntarily and unqualifiedly waives the right and each agrees that the other shall not be obligated to bargain collectively with respect to any subject or matter referred to or covered in this LOA.

Article 4. Limitations

This LOA is intended for the sole and limited purpose specified herein. This LOA cannot be construed to be nor does it constitute or establish any admission of the Employer, precedent, past practice or otherwise place any prohibition or limitation on any management right of the Employer except as otherwise prohibited or limited by the express terms of this LOA. The Employer expressly reserves the right to exercise all of its management rights without limitation, including the right to make any decision and implement any such decision related to the assignment at issue in its sole discretion.

Article 5. Amendment or Modification

This LOA or any of its terms may only be amended or modified by a written instrument that: (1) expressly states it is amending or modifying the LOA; and (2) is signed by or on behalf of all of the parties hereto or their successors in interest.

Article 6. Voluntary Understanding of the Parties

The parties hereto acknowledge and agree that this LOA is voluntarily entered into by all parties hereto as the result of arm's-length negotiations during which all such parties were represented.

Article 7. Effective Date

This LOA is effective on the latest date affixed to the signatures on the next page.

Article 8. Termination

This LOA may only be terminated by a written instrument that: (i) expressly states it is terminating the LOA, (ii) is signed by or on behalf of either party and (iii) is delivered either: (a) at least 30 calendar days both before: (1) the date the party desires that the LOA be terminated and (2) the expiration date of this LOA as stated in Article 9, personally with written acknowledgment of receipt completed by the recipient in which case the LOA will terminate on the desired termination date or (b) at least 33 calendar days both before: (1) the date the party desires that the LOA be terminated and (2) the expiration date of this LOA as stated in Article 9, by certified mail, return receipt requested in which case the LOA will terminate on the desired termination date. To be effective, the notice must be delivered to the designated representatives of the other party below.

A. To City:

City Manager
City of Waseca
508 South State Street
Waseca, MN 56093-3033

B. To Union:

~~John Hane~~ Dan Wietman
International Union of Operating Engineers Local Union No.70
2722 County Road D East
White Bear Lake, MN 55110

Until the LOA is terminated as described in this Article, the LOA in its entirety shall remain in full force and effect. If the LOA is terminated as described in this Article, the LOA will no longer be in force or effect, effective the calendar day after the termination date and components of items addressed in and related to Article 1 of this LOA in effect as of the calendar day immediately preceding the effective date of this LOA; including, but not limited to, practices, Labor Agreement language and other aids in contract interpretation; will revert back to the status quo as of the calendar day immediately preceding the effective date of this LOA and treated as if this LOA were never negotiated nor entered into.

Article 9. Expiration

This LOA will expire and no longer be in force or effect, effective on the effective date of the subsequent Labor Agreement between the parties.

IN WITNESS HEREOF, the parties hereto have made this LOA on the latest date affixed to the signatures hereto.

For: City of Waseca

For: International Union of
Operating Engineers Local 70

Lee Mattson, City Manager

David Monsour, Business Manager

Dan Wietman, Business Representative

Jason Schmidt, Steward

Jason Muellerlelie, Steward

Date:

Date:

JCB/ jcb /opeiu#12

Title:	Ordinance No. 1074: An Ordinance of the Waseca City Council Annexing the Property Owned by Edward C. Roesler and Barbara A. Roesler Revocable Trust. (Lot 1, Block 1, West Acre subdivision, Woodville Township)		
Meeting Date:	January 21, 2020	Agenda Item Number:	7A
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:	Ord. No. 1074 w/Exhibits PC Memo Township Waiver
Originating Department:	Community Development	Presented By:	City Manager
Approved By City Manager: <input checked="" type="checkbox"/>	Proposed Action: Motion to adopt Ordinance No. 1074, Approving Annexing Lot 1, Block 1 West Acre, owned by Edward C. and Barbara A. Revocable Trust (Woodville Township)		
How does this item pertain to Vision 2030 goals?	Good Governance		

BACKGROUND: A petition for annexation was received on November 5, 2019 for annexation of the subject property. The property is located at the southwest corner of 9th Avenue Northwest and 10th Street Northwest. The property is currently undeveloped and is being used for agriculture. The Waseca Comprehensive Plan guides this property for Medium Density Residential use.

The purpose of the annexation is to allow the property owner to construct a new single-family home that has access to municipal utilities. Upon Annexation it is recommended that the property be zoned R-2, Urban Residential District. This zoning is consistent with the guidance of the Comprehensive Plan, and allows the petitioner to build a single-family home on the property following annexation..

The Planning Commission held a public hearing on the Annexation and Rezoning requests on January 14, 2020. The Planning Commission voted 3-0 recommending approval to the City Council.

BUDGET IMPACT: Tax revenue from the property.

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

ALTERNATIVES CONSIDERED: None.

RECOMMENDATION: Staff is recommending adoption of Ordinance No. 1074.

ORDINANCE NO. 1074

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

WHEREAS, Edward C. Roesler and Barbara A. Roesler Revocable Trust, are the owners of the property, incorporated herein by this reference (the Property); and

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

WHEREAS, the Waseca City Council finds that the Property abuts the limits of the City of Waseca; the Property is less than 60 acres; the above described party is the sole owner of the Property and has petitioned for annexation; and the Property is not included with any other municipality.

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

- Section 1. That the Property abuts the City of Waseca.
- Section 2. That the Property is less than 60 acres in size.
- Section 3. That the above described party is the sole owner of the Property and has petitioned for annexation.
- Section 4. The corporate limits of the City of Waseca area extended to include the Property.
- Section 5. Certified copies of this Ordinance shall be filed with Municipal Boundary Adjustments Office, the Minnesota Secretary of State, the Waseca County Auditor, the Waseca County Recorder, and the Clerk of the Woodville Township Board.
- Section 6. This Ordinance shall be effective: upon passage and legal publication and the filing of the certified copies as described in Section 5; and, upon approval of the Ordinance by the Municipal Boundary Adjustments Office.
- Section 7. Upon annexation this parcel will be zoned R-2, Urban Residential District.
- Section 8. The Waseca Zoning Map shall be amended as shown in the attached **EXHIBIT C**.

Section 9. The City and Township have mutually agreed, pursuant to Minnesota Statutes 414.036, reimbursements from the City to the Town shall occur for the taxes collected on land annexed into the City according to the following conditions:

- a. All reimbursements will be based on the valuation of the tax capacity of the land as it exists in the town at the time of annexation.
- b. The reimbursement of said land shall be based on a four (4) year schedule with the percentage of taxes reimbursed to the town as follows:

Year 1	100%
Year 2	75%
Year 3	50%
Year 4	25%

- c. After the fourth year, and every year thereafter, all pertinent tax revenues will be the property of the City.

Adopted by the City Council of Waseca, Minnesota, this 21st day of January, 2020.

R. D. SRP
MAYOR

ATTEST:

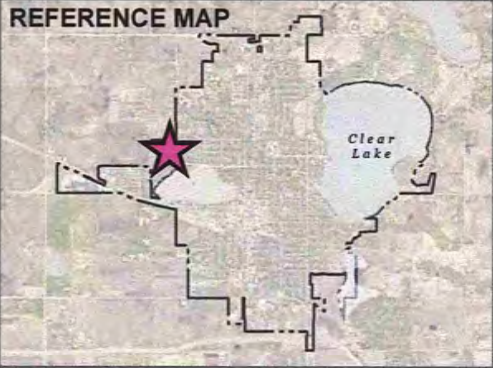
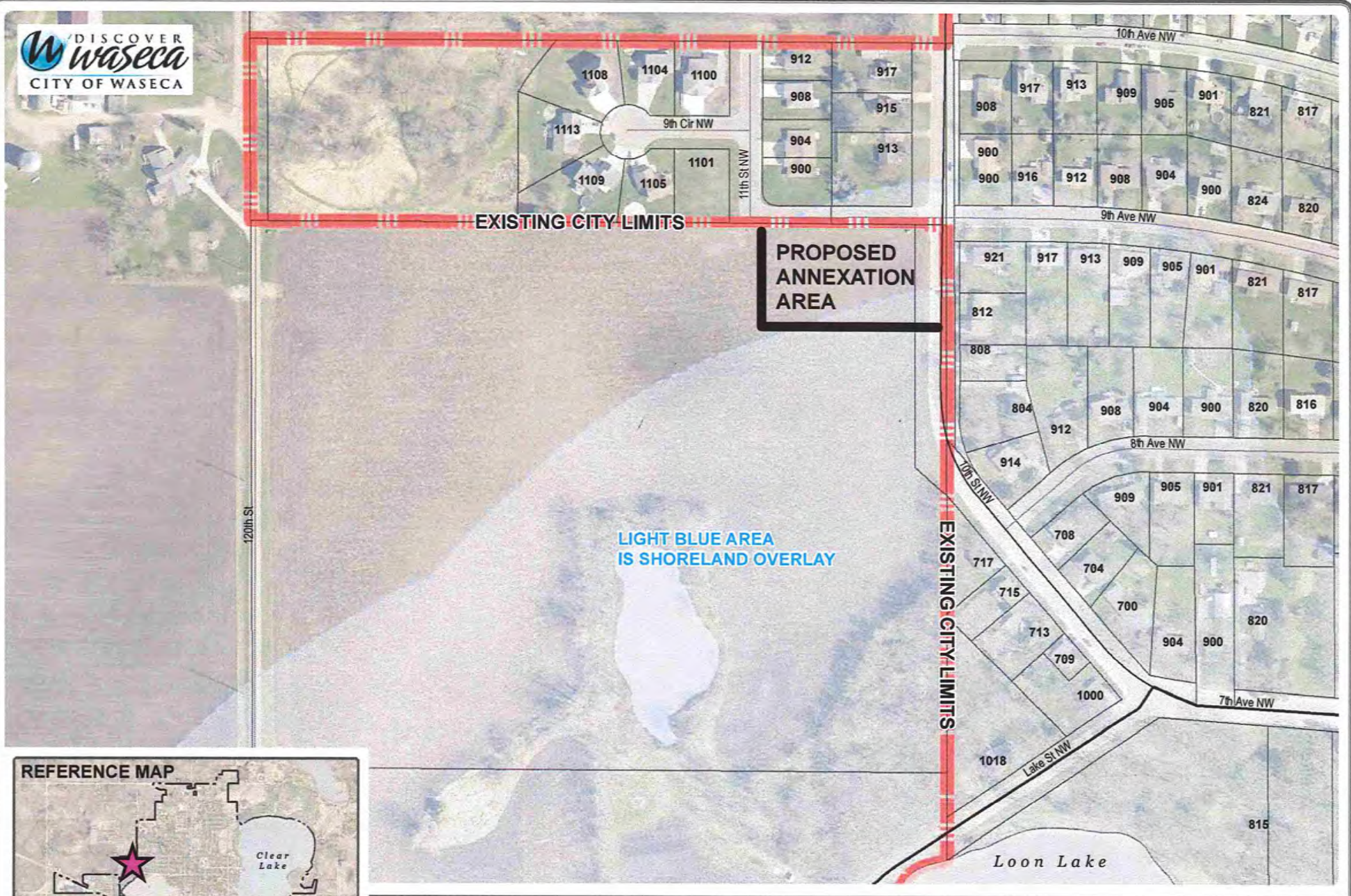
MIKE ANDERSON
ASSISTANT TO THE CITY MANAGER

Introduced:
Adopted:
Published:
Effective:

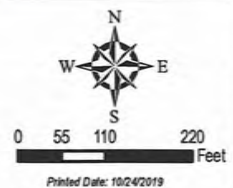
Exhibit A

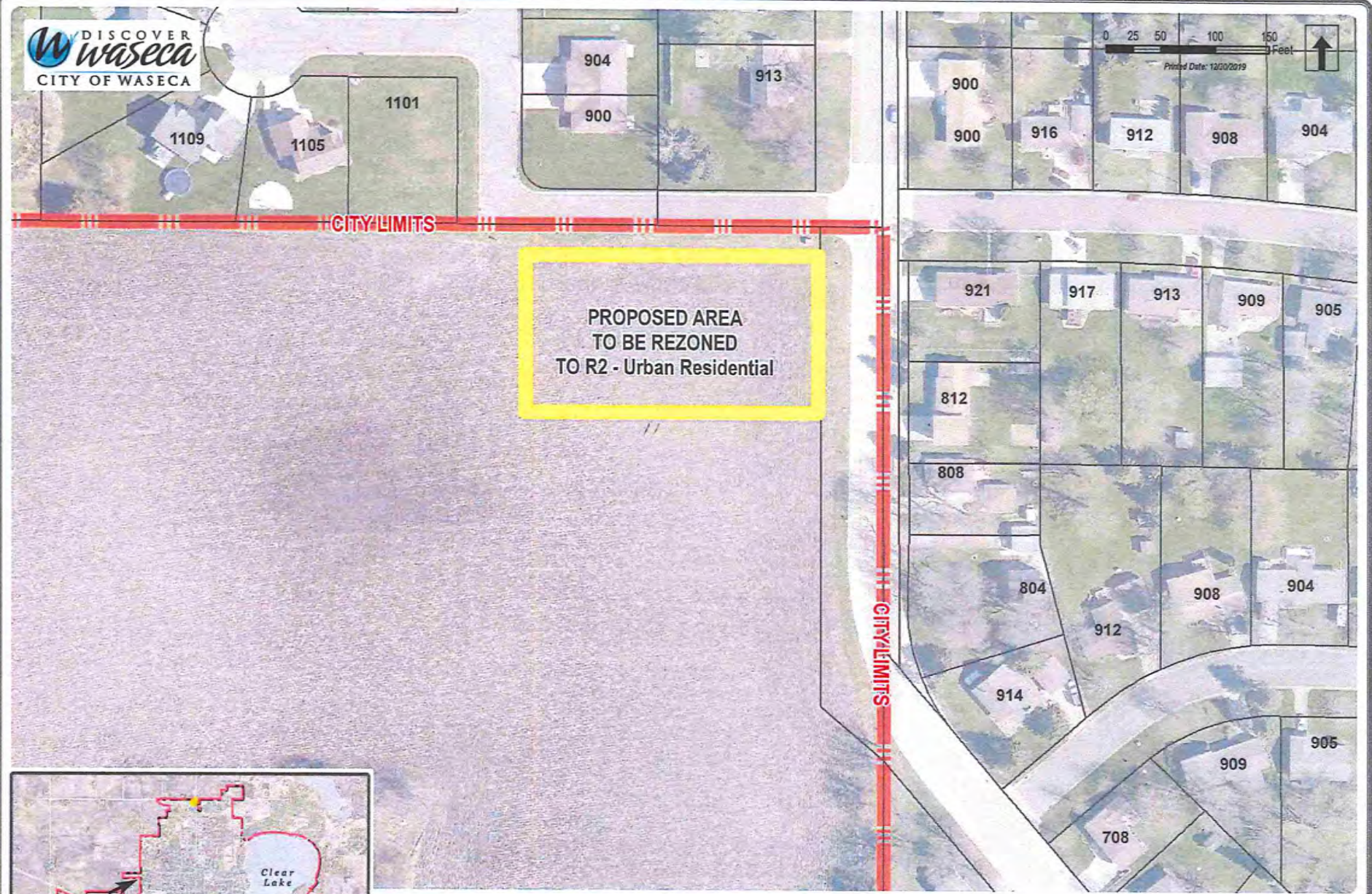
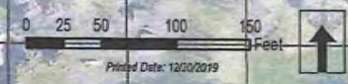
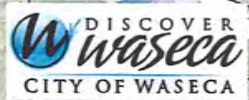
LOT 1, BLOCK 1, WEST ACRE, WASECA COUNTY, MINNESOTA

Exhibit B

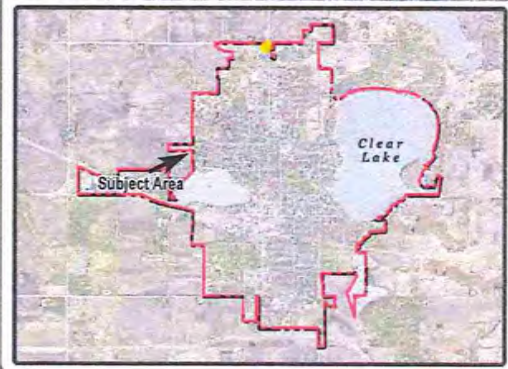


SITE MAP
Annexation
PID 126200100
Edward & Barbara Roesler







PROPOSED AREA
TO BE REZONED
TO R2 - Urban Residential



SITE MAP - PIN: 12.620.0100
West Acre Plat - Lot 1, Block 1
Rezoning

-  Current City Limits
-  Parcel to be Rezoned to R2 (Urban Residential District)

**PLANNING DEPARTMENT
MEMORANDUM**

TO: Daren Arndt, Chair
Waseca Planning Commission

FROM: Bill Green
Planning and Zoning Coordinator

MEETING DATE: January 14, 2020

SUBJECT: Public Hearing-Action No. 20-01 Roesler Annexation and
Rezoning (Lot 1, Block 1, West Acre Subdivision, Woodville
Township)

ATTACHMENTS: Property Owner Petition
Location Map
West Acre Plat
Zoning Map

APPLICANT

The applicants are Edward and Barbara Roesler on behalf of Edward C. and Barbara A. Roesler Revocable Trust. A petition for annexation was received on November 5, 2019.

REQUEST

The applicant is requesting annexation and rezoning of their property.

LOCATION

The unaddressed property is located at PID: 12.620.0100 and is described as:

Lot 1, Block 1, West Acre subdivision, Woodville Township

LAND USE

The subject property is undeveloped and the result of a recent subdivision. The Applicants wish to construct a single family home, with access to City services. Surrounding land uses are single family residential to the north and east, and farmland to the south and west. The Land Use Plan designates this property as medium density residential. The surrounding properties to the south and west are also designated as medium density residential. The properties to the north and east are guided for low density residential land use. Land use policies state the following:

- Guide future development in such a manner so as to prevent premature demands on City utilities and services.
- Allow mixed uses that are well matched in terms of intensity of uses, size of uses, interrelationship and balance of uses. Such mixed uses include Downtown commercial and residential; light industry and commercial; Neighborhood Commercial or Limited Business mixed with residential.

ZONING

The property is proposed to be zoned R-2, Urban Residential District, upon annexation. This district would allow for the proposed single-family residential use, and is also consistent with the medium density residential use for which the property is guided in the Comprehensive Plan. Adjacent zoning to the north is R-2 Urban Residential District, and to the east is R-1 Suburban Residential District. The parcels to the south and west are outside of City Limits, and subject to Waseca County Zoning. The parcel to the south is Limited Residential Zoning and the parcel to the west is Agricultural Protection.

ENVIRONMENTAL

There are no known environmental issues with this project.

PUBLIC UTILITIES

Municipal utilities are located adjacent to the subject property. The applicant is requesting City sewer and water service, which is the purpose of the annexation.

CODE OF ORDINANCES

154.011 GENERAL PROVISIONS. (D) *Zoning classifications for newly annexed property.* Any land annexed to the City in the future shall initially be placed in the R-1, Suburban Residential District, unless placed in another district by action of the City Council after recommendation of the Planning Commission.

154.016 R-2, URBAN RESIDENTIAL DISTRICT. (A) *Purpose.* The purpose of this district is to allow the continuation of existing residential development and infilling of existing lots in the older residential areas of the City where central sewer and water systems are available.

REVIEW

The Applicants are requesting annexation of the subject parcel, containing 1.02 acres of undeveloped land in Woodville Township, and located at the southwest corner of 9th Avenue Northwest and 10th Street Northwest.

Upon annexation, it is proposed that the property be zoned R-2, Urban Residential District, which will accommodate the proposed single family residential use. The purpose of the annexation is to allow the property access to municipal utilities. Municipal sewer and water is located adjacent to the subject property.

Minnesota statutes allows municipalities to annex property by ordinance if the property is abutting the municipality, is 120 acres or less, and is not presently served by public sewer facilities; and provided the municipality receives a petition for annexation from all the property owners of the land. All of these requirements have been satisfied in this case.

Woodville Township has been provided notice of the request for annexation. Township Clerk Larry Tilney has indicated the annexation was discussed at their December 3, 2019 meeting. The Waiver of Objection has been received, and when the City Council adopts an ordinance annexing and rezoning the property, these documents are sent to Municipal Boundary Adjustments. This State agency reviews the request and associated documents and issues an annexation order.

RECOMMENDATION

Staff recommends approval of the request for annexation of the property subject to the following condition:

1. The petitioner shall be responsible for all costs associated with filing and recording of the annexation documents.

Staff recommends approval of the request that the property be zoned R-2 Urban Residential, upon annexation.

REQUESTED ACTION

Hold a public hearing on the annexation and rezoning request and take action on a recommendation to be forwarded to the City Council for consideration at their January 21, 2020 meeting.

PETITION FOR ANNEXATION

TO THE CITY COUNCIL OF THE CITY OF WASECA, MINNESOTA

We, the undersigned, being the owners of the property in the territory described herein, hereby request that the Waseca City Council annex the territory described herein into the City of Waseca under Minnesota Statute 414.033, and to extend the City boundaries to include the same, and for the purpose respectfully state:

1. The territory to be annexed consists of 1.02 acres of unplatted lands, lying entirely within Woodville Township in the County of Waseca, Minnesota, and a description of such lands are contained in Exhibit "A". Said land is to be zoned R-2, Urban Residential.
2. The territory to be annexed is owned by Edward C. Roesler and Barbara A. Roesler
Revocable Trust
3. The territory described above abuts the east/north portion of the City of Waseca.
4. The territory described is urban or suburban in nature or abut to become urban or suburban in nature, and is planned for Urban Residential development.
5. The current population of the territory described is 0.
6. The reason for this petition is: Annexation of Lot 1, Block 1, West Acre.
To build a single family home.
7. The area proposed for annexation is not included in any area that has been designed for orderly annexation pursuant to Minnesota Statutes 414.033.

Dated this 5th day of November, 2019

Michelle Murphy

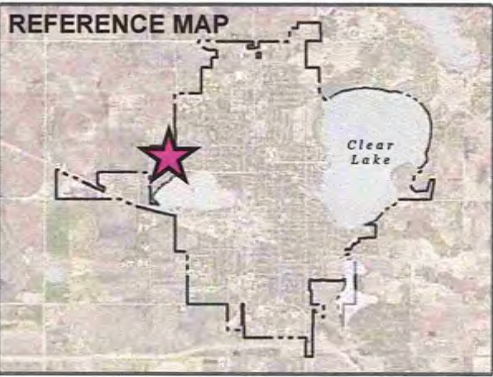
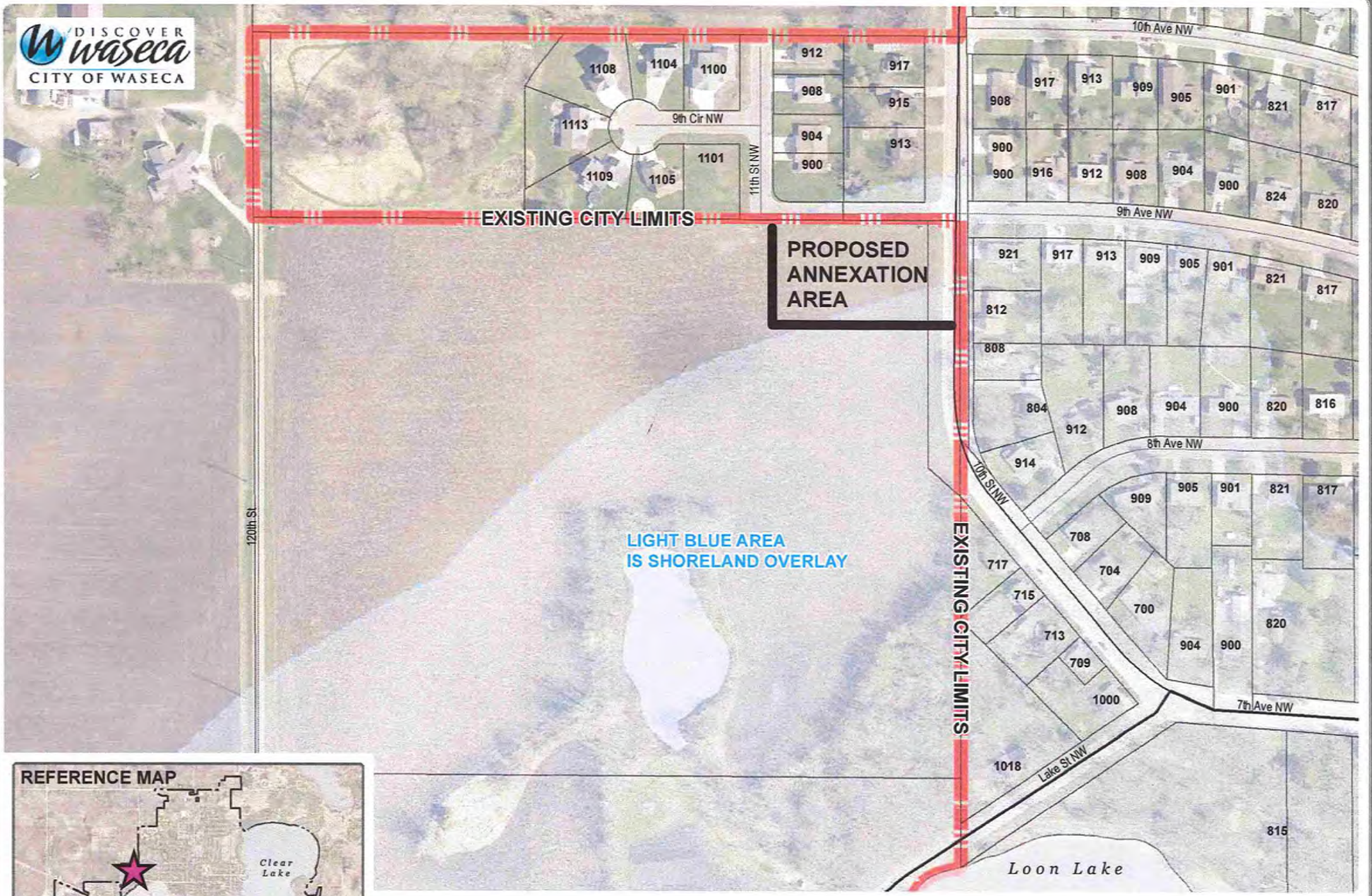


Edward C. Roesler
Property Owner Name (Please Print)

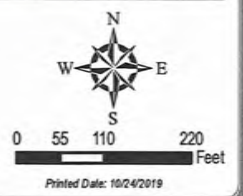
Edward C. Roesler
Property Owner Signature

Barbara A. Roesler
Property Owner Name (Please Print)

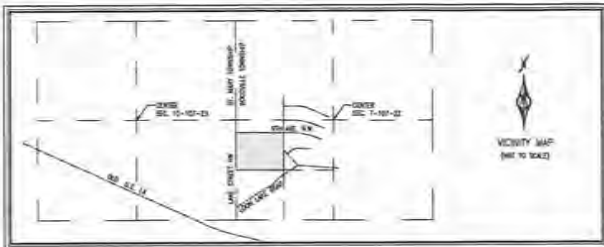
Barbara A. Roesler
Property Owner Signature



SITE MAP
Annexation
PID 126200100
Edward & Barbara Roesler



WEST ACRE



Attachment G

INSTRUMENT OF DEDICATION

Know all persons by these presents that we, Edward C. Roselar, as Trustee of the Amended and Restated Edward C. Roselar Revocable Trust; and Barbara A. Roselar, as Trustee of the Amended and Restated Barbara A. Roselar Revocable Trust, owners of the following described property to-wit:

The NW 1/4 of the SW 1/4 of Sec. 7, Twp. 107 North, Range 22 West, Roseau County, Minnesota, EXCEPT the North 20 rods thereof; AND ALSO EXCEPT: Beginning at a point on the East line of the NW 1/4 of the SW 1/4 of Sec. 7, Twp. 107 North, Range 22 West; said point being 220 feet South of the NE corner of said NW 1/4 of the SW 1/4. Thence West parallel with the North line of the NW 1/4 of the SW 1/4 a distance of 25 feet; thence South parallel to the East line of the NW 1/4 of the SW 1/4 a distance of 444.14 feet; thence deflecting left 40°05' a distance of 102.39 feet to the East line of the NW 1/4 of the SW 1/4, Sec. 7, Twp. 107 North, Range 22 West; thence North along the East line of the NW 1/4 of the SW 1/4 of Sec. 7, Twp. 107 North, Range 22 West to the point of beginning. Containing 25.26 acres.

do hereby declare that we have caused the above described property to be surveyed and plotted and monuments to be set, that we have named said plotted area WEST ACRE, and that we dedicate to the public use the public ways and easements as shown hereon.

Dated this ____ day of _____, 2018 by Edward C. Roselar, Trustee and Barbara A. Roselar, Trustee.

Edward C. Roselar, Trustee
Barbara A. Roselar, Trustee

NOTARY CERTIFICATE

State of Minnesota
County of _____
On this ____ day of _____, 2018, before me a Notary Public within and for said County, personally Edward C. Roselar, Trustee and Barbara A. Roselar, Trustee, known to me to be the persons named in the foregoing instrument and who did acknowledge said instrument to be their free act and deed.

Notary Public

SURVEYOR'S CERTIFICATE

I, Michael M. Eichers, Professional Land Surveyor, do hereby certify that I have surveyed or directly supervised the survey of the property described on this plat, prepared this plat or directly supervised the preparation of this plat of WEST ACRE; that this plat is a correct representation of the boundary survey; that all mathematical data and labels are correctly designated on this plat; that all monuments indicated on this plat have been set; that all water boundaries and wet lands, as defined in Minnesota Statutes, Section 505.01, Subd. 2, as of the date of the surveyor's certification are shown and labeled on this plat; and all public ways are shown and labeled on this plat.

Michael M. Eichers
Licensed Land Surveyor
Minnesota License No. 46554

On this the ____ day of _____, 2018, before me a Notary Public in and for said County, personally appeared Michael M. Eichers, and being duly sworn did say that he has executed the foregoing instrument.

Notary Public

APPROVALS

We do hereby certify that the within plat of WEST ACRE was duly accepted and approved by the City Council of the City of Roseau, on the ____ day of _____, 2018.

Mayor _____ Attest: _____
City Manager _____ City Engineer _____

I hereby certify that, as per MS 505.03 Subd. 2, this plat of WEST ACRE has been approved this ____ day of _____, 2018.

Roseau County Highway Engineer

TITLE OPINION

I, Keith L. Delke, Licensed Attorney, State of Minnesota, do hereby certify that the owners as indicated hereon represents all ownership interest in the land encompassed by this plat.

Keith L. Delke, Licensed Attorney

COUNTY AUDITOR/TREASURER

I hereby certify that there are no delinquent taxes and/or delinquent special assessments; that the current taxes have been paid and that the transfer has been entered on the land described herein on the ____ day of _____, 2018.

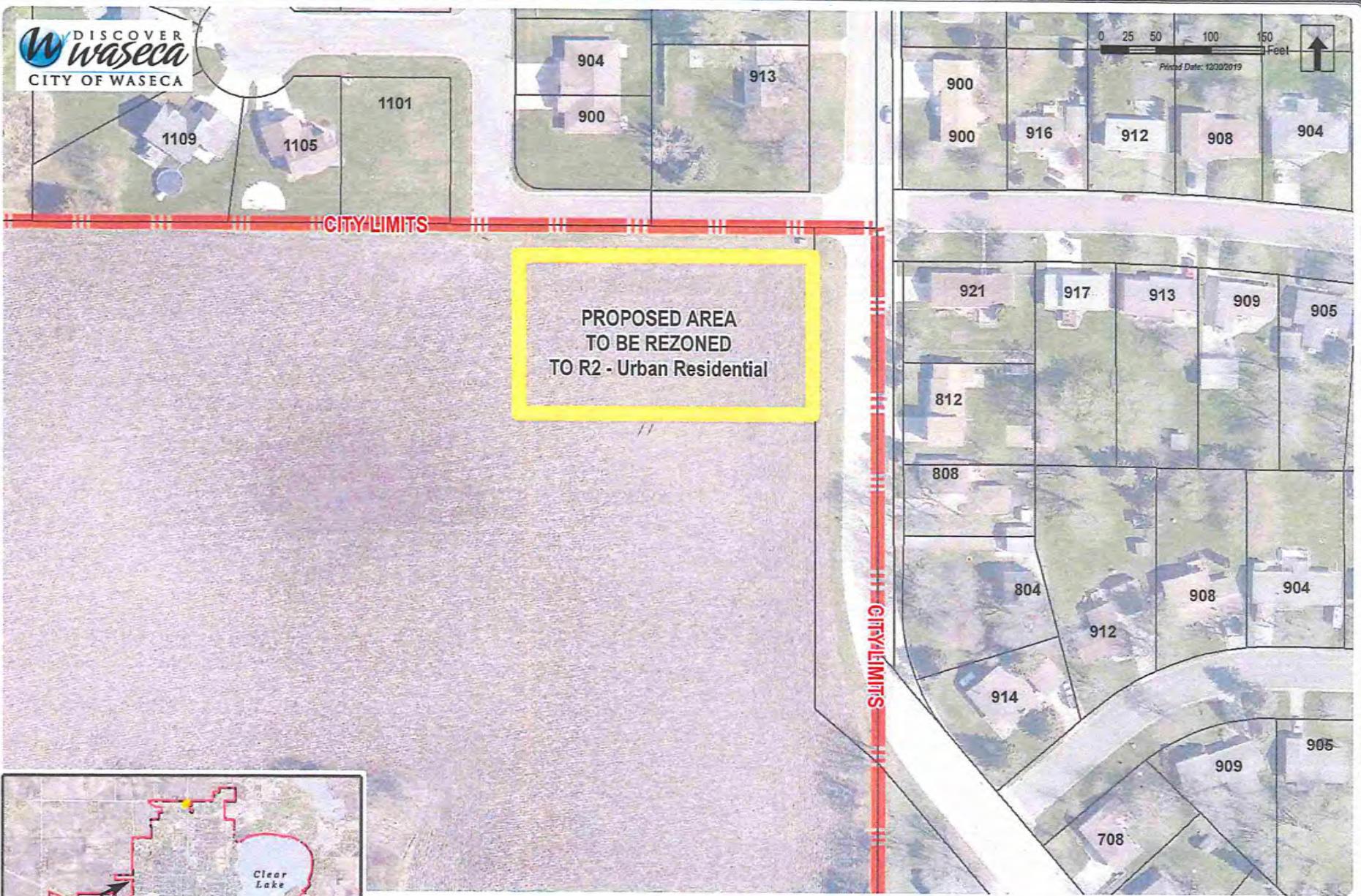
County Auditor/Treasurer

COUNTY RECORDER

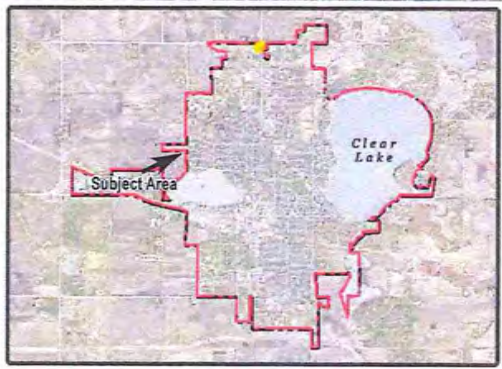
I hereby certify that this instrument was filed in my office for record on this, the ____ day of _____, 2018, at ____ o'clock, ____ m., and that it was duly recorded as Document Number _____.

Roseau County Recorder



FINAL PLAT
PENDING FINAL REVIEW
(02-02-2018)



PROPOSED AREA
TO BE REZONED
TO R2 - Urban Residential



SITE MAP - PIN: 12.620.0100
West Acre Plat - Lot 1, Block 1
Rezoning

-  Current City Limits
-  Parcel to be Rezoned to R2 (Urban Residential District)

**WAIVER OF OBJECTION TO ANNEXATION
AND REIMBURSEMENT REQUEST**

This letter shall serve as notice that the Woodville Township Board has no objection to the annexation of the Roesler property described in the legal description attached as Exhibit A. This waiver has been executed in order to satisfy the requirements of State Statute No. 414.033 Subdivision 5, which allows the Woodville Township 90 days to object to any annexation.


The Woodville Town Board further requests that reimbursement for loss of taxes be paid in one lump sum according to the following schedule:

Tax reimbursements will be based on the valuation of the tax capacity of the land as it exists in the town at the time of annexation. The tax reimbursement shall be based on a four (4) year schedule with the percentage of taxes reimbursed to the town as follows:

Year 1	100%
Year 2	75%
Year 3	50%
Year 4	25%

Dated this 8TH day of JAN, 2020

Woodville Township

By 
Larry J. Tilney
Woodville Township Clerk

Title:	Small Cities Development Program (SCDP) Grant Application		
Meeting Date:	January 21, 2020	Agenda Item Number:	7B
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:	None
Originating Department:	Administration	Presented By:	City Manager
Approved By City Manager: <input checked="" type="checkbox"/>	Proposed Action: Make a motion instructing staff how to proceed, or not proceed, with an SCDP application in early 2020.		
How does this item pertain to Vision 2030 goals?	An SCDP Grant Application can help preserve high quality community assets by preserving housing and improving commercial buildings. It may also foster economic development when used to improve commercial buildings.		

BACKGROUND: Late last year the City of Waseca contracted with Southwest Minnesota Housing Partnership (SWMHP) to draft a preliminary proposal for the Department of Employment and Economic Development’s SCDP program. The application was focused on obtaining rehab dollars to fix owner occupied housing with a grant to the City that would be applied as deferred forgivable mortgages to qualified properties. Statewide, 35 applications were received and the state has allocated \$22.2 million towards the program this year. 8 Cities were found to have “competitive” applications and 25 applications were found to be “marginally competitive”. Waseca’s application was found to be marginally competitive. As such, Waseca was invited to continue on with a full application to the competitive grant process. Conversation with SWMHP suggests that the City might be better served by declining to make a full application at this time and making application for a larger and more varied grant as part of next year’s competitive grant application process. Thoughts and issues discussed include the following:

- In the end, Waseca is looking at applying for eight to ten owner occupied rehab units for the target area. Staff was hoping for an identification of a greater need than this. For Waseca, this is a small application.
- Waseca has over \$100,000 in program income from previous SCDP grants (deferred mortgages that became due when properties were sold before the deferral period had been completed) and this money needs to be spent on projects prior to obtaining any new state funding.
- With \$100,000 in program revenue, Waseca could possible complete three or four housing rehab projects using the same terms and conditions as a regular SCDP program and have no program income remaining that might cause a loss of competitiveness for future grant applications. Current eligible houses that didn’t get money through a city-only program would need to be included in a future grant.
- Program income cannot be used as local match or leveraging funds for SCDP grants and the City needs to leverage other money in order to apply for an SCDP grant.

- A future grant application for a larger housing project area and larger grant amount would likely be viewed as more competitive. A grant that include an application for maintenance, code corrections, or façade work on downtown commercial properties in addition to owner occupied rehab might also be more competitive due to:
 - Larger project
 - Broader housing scope
 - Commercial rehab component
 - Increased leveraging of city and historical preservation funds
- By the next application round, Waseca’s status with regard to Historic District status should be resolved, allowing the City to coordinate the SCDP application with Historic Preservation funding options.
- By delaying an application until late 2020, the City would have an opportunity to spend more time defining our local contribution as well as be more strategic in terms of how we allocate them to a project.

BUDGET IMPACT: Funds for the local contribution would come from monies previously identified specifically for this type of project. At this time, staff does not envision asking for any contribution from the General Fund.

POLICY QUESTION: Assuming the Council wishes to continue to encourage the use of state dollars for residential and commercial rehabilitation efforts, what is the most strategic way to utilize existing money?

ALTERNATIVES CONSIDERED:

- Continue with current grant application.
- Delay grant application until next cycle but use existing program income to complete some owner occupied housing rehab projects now.
- Delay grant application until next cycle and complete no owner occupied projects in 2020.
- Cease all attempts to access SCDP funds to assist in maintaining properties in Waseca.

RECOMMENDATION: Staff recommends delaying an application until a combined application can be submitted in the Fall of 2020. Staff wishes to continue to study to option or using existing program income to complete some owner occupied housing rehab projects in 2020.



Theresa Sunde
Senior Manager, Government Relations

Via USPS Mail

November 21, 2019

Dear Waseca Community Official:

The purpose of this letter is to inform you that with the January, 2020 billing, Mediacom will be implementing the following rate adjustments:¹

Product:	Old Rate:	New Rate:	Net Change:
Local Broadcast Station Surcharge ²	\$14.73	\$16.57	\$1.84
Regional Sports Surcharge	\$4.88	\$1.91	\$6.79
TV Essentials	\$59.95	\$69.95	\$10.00
Family TV	\$80.49	\$84.99	\$4.50
Prime TV	\$96.49	\$100.99	\$4.50
HD DTA	\$3.99	\$6.00	\$2.01
SD DTA	\$3.99	\$6.00	\$2.01
Starz	\$11.00	\$12.00	\$1.00
Xtream Bronze	\$169.98	\$179.98	\$10.00
Xtream Silver	\$189.98	\$199.98	\$10.00
Xtream Gold	\$209.98	\$219.98	\$10.00
Xtream Platinum	\$229.98	\$239.98	\$10.00
TV Essentials 60	\$149.98	\$159.98	\$10.00
Family 60 Plus	\$209.98	\$219.98	\$10.00
Trip Charge	\$29.00	\$49.00	\$20.00

In addition, several packages which are no longer offered for sale to new customers will also be going up in price by \$10.00 per month. Those include the Elite Pak, Whole Home Pak, Performance Pak and One Star Packages.

¹ Depending on the terms of each customer's promotional package, these rate changes may not impact a customer until their current promotional package expires.

² Mediacom bills monthly in advance. As a result, the increases for both the Local Broadcast Surcharge and Regional Sports Surcharge are based on our best estimate of the cost increases our company will incur for broadcast and regional sports programming. Mediacom will "true up" customer bills in a subsequent month if it turns out that our estimate was too high or too low.

The decision to make price adjustments is always a difficult one as we know when we raise prices, we lose customers. This is an issue plaguing our entire industry. Analysts project that cable and satellite companies will lose over 6 million video customers in 2019 and over 6 million more in 2020. AT&T/DirecTV lost over 1.4 million customers in the 3rd quarter of 2019 alone.

Despite massive customer migration away from traditional pay TV services, the owners of the channels we carry continue to raise their rates. Instead of adjusting their prices to help slow customer losses, the channel owners are getting even more aggressive, driving prices higher and higher for the remaining cable and satellite customers. At the same time, many of these same channel owners are making much of their content available direct to consumer over the internet in smaller packages and, in many cases, for better prices.

The long-term effect of all the price increases pushed down by the channel owners onto cable and satellite companies is that traditional video bundle is no longer affordable. This has forced many consumers to migrate to web based over-the-top services for their entertainment needs.

It is becoming more evident that the future of video is over the internet, so we have tried to make it easy for customers to access content online by deploying consumer friendly TiVo devices that easily navigate between traditional television and over-the-top services like Netflix and Hulu. In addition, we have continued to invest in our fiber-rich network to make sure our customers have access to the ultra-fast broadband speeds needed to support bandwidth intensive online video services they are increasingly using.

To accommodate price sensitive customers, Mediacom introduced a lower cost broadband service earlier this year called Access Internet 60 with retail price of \$29.99. In addition, Mediacom has broadly launched a low-cost internet service for low-income customers featuring 10 Mbps download speeds for \$9.95 per month. The service, called Connect2Compete, is offered in partnership with EveryoneOn and is available to families with students participating in the National School Lunch Program. Additional information is available at www.mediacomc2c.com.

Mediacom appreciates the opportunity to continue to serve your community's telecommunications needs. If you have any questions, please contact me directly at (507) 837-4878 or tsunde@mediacomcc.com. Customers with inquiries should call 855-633-4226.

Sincerely,

Theresa Sunde

LOVE WHERE YOU LIVE

a campaign for southern Minnesota

January 2020

Lee Mattson
City of Waseca
508 State St S
Waseca, MN 56093



Dear Mr. Mattson and City Council,

Thank you for your support of Southern Minnesota Initiative Foundation (SMIF) in 2019 totaling \$2,000! We are well on our way to reaching our goal of \$3.5 million by 2021 for the **Love Where You Live** campaign. This campaign will support our three endowment funds, allowing our work to continue in the future. With these dollars, we will be able to increase the number of community members, entrepreneurs and children we impact every year through our programming. We continue to strive for regional vitality through collaboration and partnership. Your support helps our region remain a place where people love to live. Please see the enclosed Impact Report which highlights some of our work made possible by donors like you over the past year.

Also, we hope to see you at the upcoming Sprout! Events. This year we will be in Brown, Rice and Winona Counties. Feel free to bring your friends and family to learn more about what we are doing throughout the region and how we can support your community!

SPROUT!



With gratitude,

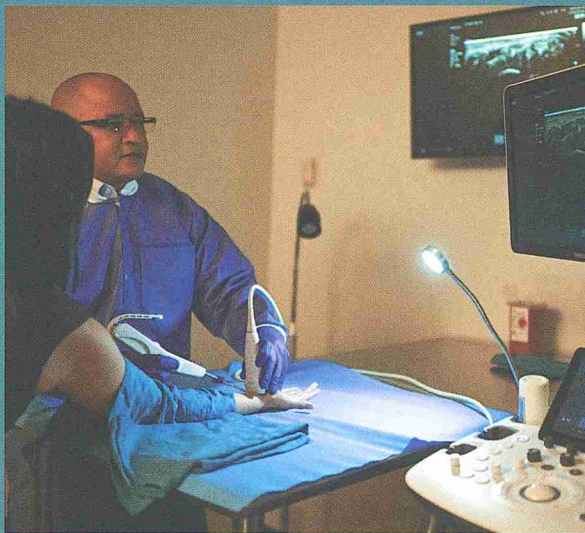
Tim Penny
President & CEO

Southern Minnesota Initiative Foundation is a 501(c) (3) organization; your gift is tax deductible. No goods or services were provided to the donor.

YOUR GIFT helped launch an innovative business product

Doctors Darryl Barnes and Jay Smith in Rochester are both inventors at heart; Barnes, a Sports Medicine physician, and Smith, an expert in Musculoskeletal Ultrasound technology. They wondered if they could use ultrasounds to check patients for bone and muscle deformities instead of performing invasive surgery. In 2014 they co-founded Sonex Health and developed a minimally invasive surgical tool for carpal tunnel syndrome that is guided by ultrasound technology. SMIF provided \$75,000 in equity funding to support the development of the product. The SX-One MicroKnife allows patients to be awake during the procedure, which only takes ten minutes and has minimal recovery time. SMIF recently invested another \$50,000 to support the business's rapid growth.

Rochester, Olmsted County



St. James, Watonwan County

YOUR GIFT supported a small town's effort to embrace diversity

Marta Zelaya, originally from El Salvador, moved to St. James with her family in 1994. A town that has Scandinavian and German origins is now home to large populations of Latinos, many of whom moved there to work in the meat processing industry. With these changes, the town has experienced growing pains and, at times, divisiveness. Two years ago, Zelaya and a group of both Latinos and Anglos received a \$10,000 Small Town Grant from SMIF to launch the Uniting Cultures/Uniendo Culturas organization. They plan programs and events – from community meals to a popular town-wide “fiesta” – that bring people together and create a welcoming environment. The group is seen as a leader and advocate in the community and recently received a second \$10,000 Small Town Grant to plan for their future.

YOUR GIFT supported literacy programs for children

Joey Arceneau started bringing his kids to the Dad and Me Read classes at the Gibbon-Fairfax-Winthrop (GFW) Schools when they were two years old. The program encourages dads to read with their kids – and they get to walk away with free books which are distributed through SMIF's Early Literacy Grant Program. Minnesota Early Learning Standards dictate that the ability to read by the end of third grade is critical for future academic success. The GFW schools have received 2,335 books from SMIF since 2006 to promote early literacy skills in children birth to age five. Tonia Schiro, who facilitates the classes at GFW schools, says the grant program has been essential for getting books into the hands of children in Sibley County, and building their confidence as readers.

Gibbon-Fairfax-Winthrop Schools, Sibley County



Red Wing, Goodhue County • Mankato, Blue Earth County

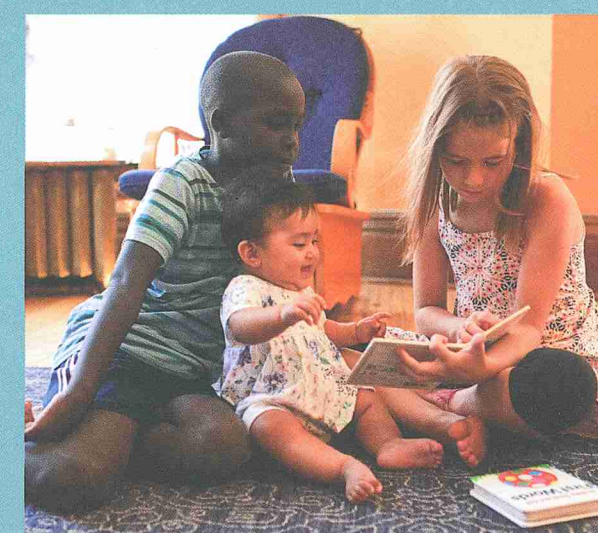
YOUR GIFT spurred the creation of entrepreneurial support systems

For many entrepreneurs, starting a business can be isolating. Fortunately, there are many coworking spaces, incubators and accelerators in southern Minnesota that provide support. Red Wing Ignite launched in 2013 with help from a \$20,000 Incentive Grant from SMIF. Their region-wide network provides resources for all stages of business, always putting the entrepreneur first. In Mankato, the Center for Innovation & Entrepreneurship opened in 2017 to provide a pathway for students to interact with the business community and advance entrepreneurial ideas. They kicked off the process with a \$25,000 Community Growth Initiative Grant, leading to programs that encourage students and community members to grow their businesses. These initial grants have caused a ripple effect, creating an expansion of services for entrepreneurs in the region.

YOUR GIFT created a network for children and families

Austin has always been home to a wide range of early childhood programming and resources, but the organizations providing these services used to work independently. In 2004, local leaders formed an Early Childhood Initiative (ECI), one of 25 coalitions supported by SMIF. This ECI created programs like bussing for preschoolers and support for parents looking for child care. The development of this network created a roadmap to address other important issues in the community. Some ECI members have helped create programming for new immigrant families. Others are developing solutions to the child care crisis in Austin, supported by a grant from SMIF. The ECI is now heavily embedded in the community and looked to as a trusted resource on which families rely.

Austin, Mower County



A message for our partners

At Southern Minnesota Initiative Foundation (SMIF), we are continually amazed at how people in our region invest their time, expertise and dollars to make their communities a better place for all simply because they love living here and want the best for this region's future.

Over the past year we saw many examples of partners who **love where they live**, a handful of which are highlighted in this report. We are able to support these efforts because of donors and partners who love living in southern Minnesota as much as we do and are committed to the place they call home. Thank you for your partnership.

Tim Penny, *President & CEO* Corey Mensink, *Board Chair*

Learn about our Love Where You Live Campaign at smifoundation.org/lovewhereyoulive and discover how you can impact southern Minnesota's future.

Overall program impact

\$1.5 M
invested in
businesses through
Equity Funds

14
towns supported
by Small Town
Grants

210
organizations
supported by
Literacy Grants

\$642 K
invested in
entrepreneurial
support systems

\$1.4 M
invested in
Early Childhood
Initiatives

For full impact stories visit our website: smifoundation.org/impactreport



Tim Penny,
President & CEO



Corey Mensink
Board Chair