



## WHO HANDLES WHAT?

9/2/2011

Abstracts	Waseca County	835-0679
Alcohol licensing	Mary Buenzow	835-9740
Alley Light/Street Lights	Waseca Utilities	835-9718
Animal Control Complaints	Waseca Police Dept. - days	835-9720
	Waseca County Dispatch-night	835-0500
Animal Control Questions	Waseca Police Dept. - days	835-9720
	Waseca County Dispatch-night	835-0500
Annexations	Kim Johnson	835-9741
Approaches (driveways)	Paul Bruder	835-9730
Assessments (payment of)	Lorene Worke	835-9744
Attorney (Civil)	Kennedy & Kennedy Law Office	507-345-4582
Attorney (Prosecuting)	Waseca County	835-0520
Barking Dog Complaints	Waseca Police Dept. - days	835-9720
	Waseca County Dispatch - nights	835-0500
Beer Licenses	Mary Buenzow	835-9740
Bicycles - found, stolen, complaints	Waseca Police Dept. - days	835-9720
Block Party	Mary Buenzow	835-9740
Brush Piles	Waseca County Recycling	835-0662
Building Official	Mike Benson	835-9742
Building Permits	Mike Benson	835-9742
Building Requirements	Mike Benson	835-9742
Burning Complaints	Waseca Fire Department	835-3210
Burning Permits (outside City limits)	Waseca Fire Department	835-3210
Business (Opening up to check zoning)	Kim Johnson	835-9741
Business Development	Kim Johnson	835-9741
Census Information	Kim Johnson	835-9741
City Manager	Crystal Prentice	835-9747
City Clerk Questions	Mary Buenzow	835-9740
City Council Information	Mary Buenzow	835-9740
City Hall Room Reservations	Mary Buenzow or Michelle Murphy	835-9700
City Newsletter	Michelle Murphy	835-9743
Civic Events (Runs, Celebrations)	Mary Buenzow	835-9740
Closing a Street (Street Closure)	Street Department	835-9710
Code Enforcement (building)	Building Inspector - Mike Benson	835-9742
Code Enforcement (zoning)	Kim Johnson	835-9741
Commissions (Boards)	Mary Buenzow	835-9740
Community Education (Enrollment)	Community Ed	835-5626
Composting	County Recycling Center	835-0662
Conditional Use Permits	Kim Johnson	835-9741
County Roads	County Highway Department	835-0660
Crime Prevention	Waseca Police Department	835-9720
Curb Cuts/Curbs	Paul Bruder	835-9730

Dog Impounds/Releases/Licensing	Waseca Police Department	835-9720
Driveways	Paul Bruder	835-9730
Easements (Utility & Drainage)	Engineering	835-9730
Economic Development Programs	Kim Johnson	835-9741
Elections	Mary Buenzow	835-9740
Electrical Code	State Insp. - Steve Kletschka	507-333-0359
Electrical Inspections	State Insp. - Steve Kletschka	507-333-0359
Electrical Permits	State Insp. - Steve Kletschka	507-333-0359
Emergency Planning	Police Chief, Penny Vought	835-9721
Employment Verification	Sharon Dodson	835-9748
Engineer	Russ Stammer	835-9716
Fences	Kim Johnson	835-9741
Finance Director	Nathan Reinhardt	835-9746
Fire Department & Prevention	Waseca Fire Department	835-3210
Franchise Agreements	Crystal Prentice	835-9747
Gambling Permits	Mary Buenzow	835-9740
Gambling Regulations	State of MN Gambling Board	651-639-4000
Garbage Hauler License	Mary Buenzow	835-9740
Garbage Houses	Building Inspector - Mike Benson	835-9742
General Property Complaints	Waseca Police Dept. - Days	835-9720
Grants for House Rehabilitation	Kim Johnson	835-9741
Grass Complaints	Waseca Police Dept. - Days	835-9720
Hazardous Buildings	Building Inspector- Mike Benson	835-9742
Hazardous Materials	Fire Department	835-3210
Health Inspector/Environmental Health	County Offices	835-0651
Home Occupation Permits	Kim Johnson	835-9741
Homestead	Waseca County Assessor	835-0640
Housing Complaints (Rental)	Waseca Police Dept. - Days	835-9720
Housing Inspector (Rental)	Building Inspector - Mike Benson	835-9742
Inspections (Fire)	Fire Department	835-3210
Juvenile Questions/Issues	Police Captain, Kris Markeson	835-9735
Lawn Complaints	Waseca Police Dept. - Days	835-9720
Leash Laws	Waseca Police Dept. - Days	835-9720
Legal Descriptions	Waseca County Assessor	835-0640
Library	408 N State Street	835-2910
Liquor Licenses	Mary Buenzow	835-9740
Lodging Tax	Finance Department	835-9746
Lot Lines/Size	Kim Johnson	835-9741
Manufactured Homes Regulations	Building Inspector - Mike Benson	835-9742
Mayor	R. D. Srp	835-2206
Meter Reading	Utility Billing	835-9718

Minnesota Relay (deaf & hard of hearing)	State of Minnesota	800-627-3529
Missing dogs/cats	Waseca Police Dept. - Days	835-9720
Motor Homes - parking on streets	Waseca Police Dept. - Days	835-9720
Noise Complaints	Waseca Police Dept. - Days	835-9720
Nuisance Complaints	Waseca Police Dept. - Days	835-9720
On/Off Sale Liquor License	Mary Buenzow	835-9740
Ordinances regarding zoning or setbacks	Kim Johnson	835-9741
Owner of property (who owns it?)	Waseca County Assessor	835-0640
Parade Permits	Mary Buenzow	835-9740
Parking Lots (public)	Street Department	835-9710
Parking Tickets (payment of)	Waseca Police Dept. - Days	835-9720
Parks Department	Mark Bartelt	835-9727
Park Reservations	Mary Buenzow or Michelle Murphy	835-9700
PID's (property identification numbers)	Waseca County Assessor	835-0640
Plan Reviews	Building Inspector	835-9742
Planning Commission	Kim Johnson	835-9741
Plats/Subdivisions	Kim Johnson	835-9741
Plumbing Inspections	Building Inspector	835-9742
Plumbing Permits	Building Inspector	835-9742
Police Administration	Police Chief, Penny Vought	835-9721
Police Investigations	Police Captain, Kris Markeson	835-9735
Police Patrol	Police Captain, Kris Markeson	835-9735
Police Records	Waseca Police Dept. - Days	835-9720
Police Reserves	Police Captain, Kris Markeson	835-9735
Property & Evidence (Police Dept.)	Waseca Police Dept. - Days	835-9720
Public Access Channel (Channel 8)	Wes Hellevik	835-9733
Railroad Crossing Signals	DM&E Railroad	
Recreational Activities	Waseca Community Education	835-5626
Recycling	Waseca County Recycling Center	835-0664
Redevelopment of Commercial Property	Kim Johnson	835-9741
Redevelopment of Residential Property	Kim Johnson	835-9741
Rental Inspections	Building Inspector	835-9742
Rental License	Angie Grotberg	835-9722
Reservations; parks	City Hall	835-9700
Right-Of-Way Permits	Paul Bruder	835-9730
Roofing Inspections/Permit	Building Inspector	835-9742
School Liaison Officer	Jared Chrz	835-9720
Selling door-to-door; peddler's permit	Mary Buenzow	835-9740
Sewer & Water Problems	Utility Billing Department	835-9718
Sewer Connections	Utility Billing Department	835-9718
Sign Regulations	Kim Johnson	835-9741
Signs (Street)	Street Dept. - Clark Fell	835-9710
Solicitors	Mary Buenzow	835-9740
Special Assessments (payment of)	Lorene Worke	835-9744
Storm Water Issues	Paul Bruder	835-9730

Street Light Out	Utility Billing Department	835-9718
Street Projects	Paul Bruder	835-9730
Street Repairs/Plowing	Street Dept. - Clark Fell	835-9710
Subdivisions/Plats	Kim Johnson	835-9741
Taxes (property - payment of)	Waseca County Treasurer	835-0620
Traffic Lights Out	Engineering - Paul Bruder	835-9730
Transient Merchant Licensing	Mary Buenzow	835-9740
Trees - Boulevard	Mark Bartelt	835-9727
Utility Bills	Utility Billing	835-9718
Variances	Kim Johnson	835-9741
Voter Registration	Waseca County Auditor Office	835-0610
Voting Precincts (City)	Mary Buenzow	835-9740
Voting Precincts (County)	Waseca County Auditor Office	835-0610
Water Bills	Utility Billing	835-9718
Weed Complaints	Waseca Police Department	835-9720
Zoning Applications	Kim Johnson	835-9741
Zoning Complaints	Kim Johnson	835-9741