



WHO HANDLES WHAT?

12/29/2014

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| 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 |
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| 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 (nuisance) | Bill Green | 835-9738 |
| 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 |
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| Census Information | Kim Johnson | 835-9741 |
| City Manager | Danny Lenz | 835-9747 |
| City Clerk Questions | Shelly Kolling, Finance Director | 835-9746 |
| City Council Information | Mary Buenzow | 835-9740 |
| City Hall Room Reservations | Michelle Murphy | 835-9743 |
| City Newsletter | Michelle Murphy | 835-9743 |
| Civic Events (Runs, Celebrations) | Mary Buenzow | 835-9740 |
| Closing a Street (Street Closure) | Police Dept. - Kris Markeson | 835-9735 |
| 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 |
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| Dog Impounds/Releases/Licensing | Waseca Police Department | 835-9720 |
| Driveways | Paul Bruder | 835-9730 |
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| Easements (Utility & Drainage) | Engineering | 835-9730 |
| Economic Development Programs | Kim Johnson | 835-9741 |
| Elections | Mary Buenzow | 835-9740 |
| Electrical Code | State Insp. - Mike Anthony | 507-838-5418 |
| Electrical Inspections | State Insp. - Mike Anthony | 507-838-5418 |
| Electrical Permits | State Insp. - Mike Anthony | 507-838-5418 |
| Emergency Planning | Police Chief, Penny Vought | 835-9721 |
| Employment Verification | Sharon Dodson | 835-9748 |
| Engineer | Mark Duchene | 835-9716 |
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| Fences | Kim Johnson | 835-9741 |
| Finance Director | Shelly Kolling | 835-9746 |
| Fire Department & Prevention | Waseca Fire Department | 835-3210 |
| Franchise Agreements | City Manager - Danny Lenz | 835-9747 |
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| 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 - Exterior | Bill Green | 835-9738 |
| General Property Complaints | Bill Green | 835-9738 |
| Grants for House Rehabilitation | Kim Johnson | 835-9741 |
| Grass Complaints | Bill Green | 835-9738 |
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| 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 |
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| Inspections (Fire) | Fire Department | 835-3210 |
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| Juvenile Questions/Issues | Police Captain, Kris Markeson | 835-9735 |
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| Lawn Complaints | Bill Green | 835-9738 |
| 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 | Shelly Kolling, Finance Director | 835-9746 |
| Lot Lines/Size | Kim Johnson | 835-9741 |
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| Manufactured Homes Regulations | Building Inspector - Mike Benson | 835-9742 |
| Mayor | John Clemons | 835-9700 |
| 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 |

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| Noise Complaints | Waseca Police Dept. - Days | 835-9720 |
| Nuisance Complaints | Bill Green | 835-9738 |
| 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 | City Hall | 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 | wesh@ci.waseca.mn.us |
| 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 | Michelle Murphy | 835-9743 |
| Reservations; parks | Michelle Murphy | 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. - Tim Roessler | 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. - Tim Roessler | 835-9710 |
| Subdivisions/Plats | Kim Johnson | 835-9741 |

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| 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 |
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| Utility Bills | Utility Billing | 835-9718 |
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| 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 |
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| Water Bills | Utility Billing | 835-9718 |
| Weed Complaints | Bill Green | 835-9738 |
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| Zoning Applications | Kim Johnson | 835-9741 |
| Zoning Complaints | Kim Johnson | 835-9741 |
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