

Nicollet County Board of Commissioners Meeting



February 23, 2021

Nicollet County Government Center 501 South Minnesota Avenue, St. Peter, MN 56082

Commissioners – Terry Morrow, Chair; Jack Kolars; John Luepke; Marie Dranttel; Denny Kemp

9:00 a.m. Call Board of Commissioners Meeting to Order: Chair Morrow

1. Flag Pledge
2. Silence Your Cell Phones and Mute Microphones
3. Meeting Notice – MN Statute 13D.021
4. Approval of Agenda

Consent Agenda

1. [Approval of February 9, 2021 Board Minutes](#)
2. [Approval of County Law Library Program Agreement](#)
3. [End of Probations](#)
4. Approval of Bills

Public Appearances

9:05 a.m. Call Drainage Authority Meeting to Order: Chair Morrow
Drainage Authority Agenda Items

1. Consent Agenda
 - a. [Approval of February 9, 2021 Drainage Authority Minutes](#)
2. [CD 77 Lateral 2 Re-Bid Recommendation](#)

Adjourn Drainage Authority Meeting

9:20 a.m. Health and Human Services

1. [COVID-19 Update](#)

9:30 a.m. Human Resources

1. **This portion of the meeting is closed for labor negotiations pursuant to MN Statutes Chapter 13D.03.**
2. [Approval of Non Licensed Union Contract for 2021](#)

9:45 a.m. Chair's Report

Commissioner Committee Reports

Commissioners Meetings & Conferences

Approve Per Diems and Expenses

Adjourn Board of Commissioners Meeting

Continued...

Vision Statement

Setting the standard for providing superior and efficient county government services through leadership, accountability and innovation to a growing and diverse society.

**Leadership. Efficiency. Accountability.
Innovation. Integrity.**

Mission Statement

Providing efficient services with innovation and accountability

Nicollet County Board of Commissioners Meeting



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Notice of Scheduled Meetings

The following is a notice of scheduled meetings. Pursuant to Minnesota Statute 13D.04, this notice of meetings also serves as notice of regular and special meetings of the Nicollet County Board of Commissioners. Meetings with a quorum of Nicollet County Board of Commissioners expected to attend is noted with an asterisk (*).

NOTICE REGARDING NICOLLET COUNTY MEETINGS DURING THE COVID-19 PANDEMIC
Due to the COVID-19 (coronavirus) pandemic and resulting state and federal emergency declarations, these and future Nicollet County meetings will be conducted under Minnesota Statute 13D.021 – Meetings by Telephone or Other Electronic Means.

Questions or comments regarding any Nicollet County meeting and requests to participate in any meeting can be directed to Ryan Krosch, Nicollet County Administrator, at 507-934-7204 or rkrosch@co.nicollet.mn.us.

February 22 – Board of Adjustment and Appeals/Planning & Zoning Advisory Commission Meeting, 7 p.m., Nicollet County Board Room, St. Peter*

February 23 – County Board of Commissioners Meeting, 9 a.m., Virtual Meeting*

February 23 – County Drainage Authority Meeting, 9 a.m., Virtual Meeting*

February 25 – BNCHB Executive Committee Meeting, 8:15 a.m., Virtual Meeting

March 3 – SWCD Board Meeting, 8:30 a.m.

March 4 – Highway 169 Coalition Meeting

March 9 – County Board of Commissioners Meeting, 9 a.m., Virtual Meeting*

March 9 – County Drainage Authority Meeting, 9 a.m., Virtual Meeting*

March 10 – Region 9 Board of Directors Meeting, 4:30 p.m.

March 15 – Board of Adjustment and Appeals/Planning & Zoning Advisory Commission Meeting, 7 p.m., Nicollet County Board Room, St. Peter*

March 16 – Individual Department Head Meeting with Property & Public Services, 8:15 a.m., Virtual Meeting*

March 16 – County Board Workshop, 9:30 a.m., Virtual Meeting*

March 23 – County Board of Commissioners Meeting, 9 a.m., Virtual Meeting*

March 23 – County Drainage Authority Meeting, 9 a.m., Virtual Meeting*

March 25 – BNCHB Executive Committee Meeting, 8:15 a.m., Virtual Meeting

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OFFICIAL PROCEEDINGS OF THE
BOARD OF COUNTY COMMISSIONERS FOR
NICOLLET COUNTY, MINNESOTA
FEBRUARY 9, 2021

The Nicollet County Board of Commissioners met in regular session on Tuesday, February 9, 2021, at 9:05 a.m. Commissioners Denny Kemp, Jack Kolars, Marie Dranttel, Terry Morrow and John Luepke were present. Also present were County Administrator Ryan Krosch, County Attorney Michelle Zehnder Fischer and Recording Secretary Abigail Lewis.

The meeting was held via teleconference pursuant to Minnesota Statute 13D.021 due to the coronavirus pandemic. Zoom meeting technology was used to conduct the meeting. Chair Morrow, Administrator Krosch and Recording Secretary Lewis were in attendance at the County Board Room. All others participated via Zoom. The meeting was also video recorded.

Approval of Agenda

Motion by Commissioner Kemp and seconded by Commissioner Luepke to approve the agenda with the addition of Business Grant Update. Motion carried with all voting in favor on a roll call vote.

Consent Agenda

Motion by Commissioner Kemp and seconded by Commissioner Dranttel to approve the consent agenda items as follows: January 26, 2021 Board Meeting minutes, approval of the 2020 County Feedlot Officer Annual and Financial Reports, approval of the end of probation for Shannon Ness, effective January 16, 2021, and Samantha Bennett, effective February 18, 2021, and approval of the Commissioner Warrants as presented for the following amounts: General Revenue Fund - \$96,884.43, Road & Bridge Fund - \$271,660.10, Human Services Fund - \$172,470.38 and acknowledge review of the Auditor's Warrants. Motion carried with all voting in favor on a roll call vote.

Public Appearances

There were no public appearances.

Property Services

January 25, 2021 Planning and Zoning Advisory Commission Meeting

Planning and Zoning Director, Mandy Landkamer, appeared before the Board to request approval on one item from the January 26, 2021 Planning and Zoning Advisory Meeting.

- 1.) New Ulm Quartzite Quarries, Inc. - Three-year review of mineral extraction permit to mine, crush, process, and stockpile quartzite, including an asphalt hot mix plant and concrete batch plant. There was no public testimony.

Brenda Guldán inquired about the proposal prior to the meeting. She did not object to the request.

Motion by Commissioner Luepke and seconded by Commissioner Kemp to accept the Planning and Zoning Advisory Commission's January 26, 2021 report, recommendations and findings as submitted therein, which included the following:

New Ulm Quartzite Quarries, Inc.	PLN21-02	Three-year review of a mineral extraction permit to mine, crush, process, and stockpile quartzite, including an asphalt hot mix plant and concrete batch plant.
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Motion carried with all voting in favor on a roll call vote.

Finance

Quarter 4 2020 Donation

Finance Director, Heather McCormick, appeared before the Board to request approval of the quarter four 2020 donations as listed below:

Donations received by Nicollet County
October 1 through December 31, 2020

<u>FROM WHOM</u>	<u>AMOUNT</u>	<u>PURPOSE</u>
Francis Tuff Miller	\$ 50.00	Veteran's Services
Various Donations	\$ 620.00	Veteran's Services
Alan Boehning	\$1,259.00	Park Bench
Various Donations	\$ 425.00	Loan Closet
<i>Total</i>	<i>\$ 2,354.00</i>	

Motion by Commissioner Kolars and seconded by Commissioner Kemp to approve the Resolution Approving the Acceptance of Donations as presented. Motion carried with all voting in favor on a roll call vote.

Public Works

Consider MnDOT Agreement No. 1045974 and Resolution

Public Works Director, Seth Greenwood, appeared before the Board to request approval on MnDOT Agreement no. 1054974.

Included in the packet is the MnDOT Agreement No. 1045974 and resolution that provides for the reimbursement of preliminary engineering (PE) services that the County will need to develop the permanent repair project to address the slope failure and stability issues on CSAH 21 along the Minnesota River near CSAH 14. Since this is a federal disaster project the County is eligible for 80% of these preliminary engineering services costs to be reimbursed using federal disaster funds. The remaining 20% is anticipated to

be covered by either State Aid Disaster Account funds or Minnesota State Emergency Disaster Funds (HSEM).

Total PE is anticipated to exceed the agreement amount of \$140,000 but at this time only the \$140,000 is authorized. A subsequent amendment to this agreement will be developed and approved authorizing the additional PE amount. Approval of the current agreement and amount at this time will allow the County's engineering consultant to begin design work immediately.

Motion by Commissioner Luepke and seconded by Commissioner Kemp to approve MnDOT Agreement no. 1045974 and resolution as presented. Motion carried with all voting in favor on a roll call vote.

Consider Professional Service Proposal for CSAH 21 Slope Repair Project

Director Greenwood is requesting approval of the SRF Professional Services Proposal no. 13321.02 and authorization to sign the proposal as presented.

Included in the packet is the Professional Service Proposal from SRF Consulting to provide engineering services to develop the necessary plans, specifications, environmental documentation/permits, and State/Federal approvals for the CSAH 21 permanent slope repair and remediation work. Director Greenwood noted that Gale-Tec Engineering is providing geotechnical expertise to SRF as a sub-consultant. Gale-Tec's fees are included in SRF's overall proposal amount of \$204,200.

The CSAH 21 slope was damaged due to flooding rains and high Minnesota River levels in the summer of 2020. This damage was then declared a disaster by Governor Walz which allows the project to be a Federal Highway Administration (FHWA) Emergency Disaster project. Emergency repair work occurred in the fall of 2020 to temporarily stabilize and allow CSAH 21 to reopen to two-lanes of traffic until permanent repairs can be completed.

SRF/Gale Tec is the same engineering design team that the County used for the CSAH 14 slope repair project that is currently under construction.

Motion by Commissioner Morrow and seconded by Commissioner Luepke to approve the Professional Service Proposal for the CSAH 21 Slope Repair Project Agreement with SRF and authorize Director Greenwood to sign the proposal once MnDOT returns the pre-award audit changes to the agreement. Any significant changes to the agreement from the audit will be presented to the Board Chair for approval prior to final signature. Motion carried with all voting in favor on a roll call vote.

Consider Final Payment for 2020 Aggregate Materials Project

Director Greenwood requested approval on final payment for the 2020 Aggregate Materials Project.

Work has been completed on the 2020 Aggregate Materials Project and the contractor has returned all project documentation for project closeout. The final payment amount is \$19,017.29.

Motion by Commissioner Kemp and seconded by Commissioner Luepke to approve final payment for 2020 Aggregate Materials Project. Motion carried with all voting in favor on a roll call vote.

Administration

Government Center Reopening

County Administrator, Ryan Krosch, appeared before the Board to discuss the reopening of the Government Center, which has been closed to walk-in services due to the COVID-19 pandemic.

Services in the Government Center have been operating on an appointment only basis since November 30, 2020. Property and Public Services Director Mandy Landkamer and Public Services Manager Jaci Kopet are supportive of reopening to general public walk-in services for the License Center. Appointments will be encouraged for Property Services and the Records Office. The Health and Human Services building will remain closed and available by appointments only.

Commissioners supported having the Government Center building reopening on Tuesday, February 16, 2021.

Business Relief Grant

Administrator Krosch provided an update to the Board on the Business Relief Grant. This funding was provided by the State of Minnesota to assist businesses affected by the COVID-19 pandemic. As of today, 87 businesses have been awarded the grant with a monetary amount totaling \$583,000. Nicollet County received a total of \$660,000 from the State, which leaves \$77,000 to still be allocated at this time. Administrator Krosch recommends leaving the grant open for applicants and will reach out to cities in Nicollet County to inquire if there are businesses that were missed that would qualify. At the conclusion of the grant program Administrator Krosch will provide final tabulations.

Commissioner Committee Reports

The Commissioners reported on various meetings and activities including:

Commissioner Marie Dranttel

- Board Meeting
- Pre-Construction Meeting County Ditch 86A
- Legislative Meeting
- Union Negotiations
- One Watershed One Plan

Commissioner Terry Morrow

- Board Meeting
- Legislative Meeting
- AMC DHS Budget Meeting
- Vaccination calls

Commissioner Denny Kemp

- Board Meeting
- MRCI Executive Board Meeting
- Multi-County HRA Meeting
- Statewide Communications Board Meeting
- South Central EMS Meeting
- Legislative Meeting

- MRCI Executive Board Stakeholders for Educational Success Meeting
- MRCI Finance Meeting
- MRCI Full Board Meeting

Commissioner Jack Kolars

- Board Meeting
- Legislative Meeting
- Union Negotiations
- Traverse des Sioux Library Meeting

Commissioner John Luepke

- Board Meeting
- County Ditch 86A
- Legislative Meeting
- Extension Meeting
- Soil and Water Conservation District Meeting
- One Watershed One Plan Meeting
- Judson Legislative Meeting

Approve Per Diems and Expenses

Motion by Commissioner Kemp and seconded by Commissioner Luepke to approve the expenses and per diems for the meetings noted above during the Commissioner Reports and/or as submitted on approved expense reports, and authorize payment of those expenses and per diems by the Finance Office. Motion carried with all voting in favor on a roll call vote.

Adjourn

The meeting adjourned at 9:54 a.m.

TERRY MORROW, CHAIR
BOARD OF COMMISSIONERS

ATTEST:

RYAN KROSCH
CLERK TO THE BOARD

Nicollet County Board of Commissioners
Board Meeting Agenda Item



Agenda Item:	
Approval of County Law Library Program Agreement	
Primary Originating Division/Dept.: County Law Library Contact: M. Zehnder Fischer Title: County Attorney Amount of Time Requested 5 minutes Presenter: M. Zehnder Fischer Title: County Attorney	Meeting Date: 2/23/2021 Item Type: (Select One) Consent Agenda Attachments: <input checked="" type="radio"/> Yes <input type="radio"/> No
County Strategy: (Select One) Programs and Services - deliver value-added quality services	
BACKGROUND/JUSTIFICATION: This contract is for professional law library services between the Minnesota State Law Library and the Nicollet County Law Library for the period of March 1, 2021 through February 28, 2022. This contract is similar to the contract used in past years.	
Supporting Documents: <input checked="" type="radio"/> Attached <input type="radio"/> In Signature Folder <input type="radio"/> None	
Prior Board Action Taken on this Agenda Item: <input type="radio"/> Yes <input checked="" type="radio"/> No If "yes", when? (provide year; mm/dd/yy if known)	
Approved by County Attorney's Office: <input checked="" type="radio"/> Yes <input type="radio"/> No <input type="radio"/> N/A	
ACTION REQUESTED: Approval and signature of County Law Library Program Agreement.	
FISCAL IMPACT: Included in current budget (Select One) If "Other", specify	FUNDING County Dollars = Grant (Select One) Total
FTE IMPACT: No FTE change (Select One) If "Increase or "Decrease" specify: Related Financial/FTE Comments:	



MINNESOTA STATE LAW LIBRARY COUNTY LAW LIBRARY PROGRAM AGREEMENT

This contract is for professional law library services between the Minnesota State Law Library, address below ("State Law Library") and the Nicollet County Law Library, address 501 South Minnesota Ave., St. Peter, MN 56082 ("County Law Library").

1. SERVICES

By written acceptance below, the State Law Library agrees to perform the following work for County Law Library:

Initial choice below:

 X Tier 1:

- Provide print copies of: *Minnesota Statutes* (market value \$280) and *Minnesota Rules* (market value \$310) to be sent as they are published. This includes interim year supplements.
- Brief phone and/or email assistance with any or all of the following: collection development/maintenance, fees, policies and procedures, hiring, vendor questions, billing issues, and other related library management issues.

OR

 Tier 2:

- All tier 1 services
- One annual on-site visit to a County Law Library location by the State Law Librarian or designee.
- Evaluation of library's print and electronic resource contracts. Recommendations will be provided.
- Evaluation of existing print collection. Recommendations for additions or weeding will be provided.
- Advice on setting up and maintaining a legal clinic, if desired.
- Advice on law library budget, including a review of current expenses.
- Creation of, or the annual updating of, a resource list of free and trustworthy internet legal research resources for Minnesota, including local municipalities.
- Creation of, or the annual updating of, a social and legal service provider list specific to the county.
- Access to a toll free phone number to the State Law Library reference desk, which can be posted in the County Law Library for use by County Law Library patrons and/or staff.
- If desired, assistance collaborating with the local public library for shared collection, shared services, research training or other cooperative partnerships.
- Attendance at a Law Library Board of Trustees meeting – via phone, or during in-person visit.
- Guidance on changing law library fees/fines.

2. CONSIDERATION

As consideration for the aforementioned services, the County Law Library agrees to pay the State Law Library according to the following schedule:

Tier 1: \$300 per year

OR

Tier 2: 3% of the County Law Library's annual civil fee and criminal fine revenue or \$2000, whichever is lower.

As a means of ascertaining the appropriate Tier 2 fee, the State Law Library will obtain an income report from State Court Administration for the fiscal year (July 1 – June 30) immediately preceding this agreement.

The payment of the *Tier 2* fee by the County Law Library may be aggregated and paid quarterly or semi-annually at the discretion of the County Law Library.

Indicate billing preference (applies to *Tier 2 only*):

_____ Quarterly _____ Semi-Annually _____ Annually

Payment is due within 30 days after receipt of the invoice, unless other arrangements are made. Failure to pay the fee may result in the termination of services.

3. TERM OF AGREEMENT

This Contract shall be effective on March 1, 2021, and shall remain in effect until February 28, 2022.

4. CANCELLATION

This Contract may be cancelled only by written agreement of the parties.

5. AUTHORIZED REPRESENTATIVE.

The State's authorized representative for purposes of administration of this contract is Liz Reppe, State Law Librarian. Mailing address: Minnesota State Law Library, G25 Minnesota Judicial Center, 25 Rev. Dr. Martin Luther King Blvd., St. Paul, MN 55155.

6. AMENDMENT

Any amendments to this agreement shall be in writing, and shall be executed by the same parties who executed the original agreement, or their successors in office.

7. JURISDICTION AND VENUE

This agreement is governed by the laws of the State of Minnesota. Venue for all legal proceedings arising out of this agreement, or breach thereof, will be in the state or federal court with competent jurisdiction in Ramsey County, Minnesota.

6. INTERPRETATION; INTEGRATION

Failure by either Party at any time to enforce any of the provisions of this contract or any right or remedy available under this contract or at law or in equity, or to exercise any option in this contract, shall not constitute a waiver of such provision, right, remedy or option or in any way affect the validity of this contract. The waiver of any default by either Party shall not be deemed a continuing waiver, but shall apply solely to the instance to which such waiver is directed. Every provision of this contract shall be construed, to the extent possible, so as to be valid and enforceable. If any provision of this contract so construed is held by a court of competent jurisdiction to be invalid, illegal or otherwise unenforceable, such provision shall be deemed severed from this contract, and all other provisions shall

remain in full force and effect. This contract sets forth the entire agreement and understanding between the Parties regarding the subject matter of the contract and supersedes any prior representations, statements, proposals, negotiations, discussions, understandings, or agreements regarding the same subject matter; provided that all terms and conditions of all preexisting contracts or agreements between the parties shall continue in full force and effect except as supplemented, modified or superseded by this contract.

7. LIABILITY

The County Law Library and the State Law Library agree that each party will be responsible for its own acts and the results thereof to the extent authorized by law and shall not be responsible for the acts of the other and the results thereof. The County Law Library liability shall be governed by Minnesota Statutes, Section 466.04, and the State Law Library liability shall be governed by the provisions of the Minnesota Tort Claims Act, Minnesota Statutes, Section 3.735, and other applicable law.

The County Law Library must sign its approval in the designated signature block and return the two original signed Agreements to the address indicated in section 5 above, prior to the commencement of services. The State Law Library will remit an executed copy to the County Law Library once all signatures have been obtained.

I. COUNTY LAW LIBRARY:

Person signing attests that he or she is legally authorized to bind County Law Library under applicable by-laws, articles, resolutions or ordinance.

Signed:
Printed Name: Terry Morrow
Title: Nicollet County Board of Commissioners Chair
Date:

II. STATE LAW LIBRARY: (authorized signature)

By:
Title: State Law Librarian
Date:

COUNTY LAW LIBRARY CONTACT (To whom and where we should send resources and email.)
Please indicate if *contracts* should be sent elsewhere.

Contact's Name:	Carol Weikle
Address: (If different from address listed above)	501 South Minnesota Ave. St. Peter, MN 56082
Email	carol.weikle@courts.state.mn.us
Phone	507-934-7846

Nicollet County Board of Commissioners
Board Meeting Agenda Item



Agenda Item: End of Probations		
Primary Originating Division/Dept.: Human Resources		Meeting Date: 02/23/2021
Contact: Jamie Haefner	Title: Human Res. Dir.	Item Type: (Select One) Consent Agenda
Amount of Time Requested	minutes	
Presenter: Jamie Haefner	Title: Human Res. Dir.	Attachments: <input checked="" type="radio"/> Yes <input type="radio"/> No
County Strategy: (Select One) Facilities and Space - preserve, maintain and build our assets		
BACKGROUND/JUSTIFICATION: <p>Public Works Public Works Director Seth Greenwood has requested the end of probation for Devron Havemeier, Highway Maintenance Supervisor, effective March 4, 2021.</p> <p>Sheriff's Office Sheriff Dave Lange has requested the end of probation for Eliza Smith, 911 Dispatcher, effective February 24, 2021.</p>		
Supporting Documents: <input type="radio"/> Attached <input checked="" type="radio"/> In Signature Folder <input type="radio"/> None		
Prior Board Action Taken on this Agenda Item: <input checked="" type="radio"/> Yes <input type="radio"/> No		
If "yes", when? (provide year; mm/dd/yy if known)		
Approved by County Attorney's Office: <input type="radio"/> Yes <input type="radio"/> No <input checked="" type="radio"/> N/A		
ACTION REQUESTED: Grant end of probationary status		
FISCAL IMPACT: Other (Select One) If "Other", specify		FUNDING County Dollars = Grant (Select One)
FTE IMPACT: No FTE change (Select One) If "Increase or "Decrease" specify: Related Financial/FTE Comments:		Total

OFFICIAL PROCEEDINGS OF THE
NICOLLET COUNTY DRAINAGE AUTHORITY
February 9, 2021

The Nicollet County Drainage Authority met in regular session on Tuesday, February 9, 2021 at 9:54 a.m. with Chair Terry Morrow presiding. Commissioners Marie Dranttel, John Luepke, Jack Kolars, Denny Kemp and Terry Morrow were present. Also present were County Administrator Ryan Krosch, Recording Secretary Abigail Lewis and County Attorney Michelle Zehnder Fischer.

The meeting was held via teleconference pursuant to Minnesota Statute 13D.021 due to the coronavirus pandemic. Zoom meeting technology was used to conduct the meeting.

Consent Agenda

Motion by Commissioner Kemp and seconded by Commissioner Luepke to approve the consent agenda items as follows: approval of the January 26, 2021 Drainage Authority minutes and Ditch Repair Report 21-001. Motion carried with all voting in favor on a roll call vote.

Reimbursement Resolution for CD86A Improvement Project

Public Services Manager, Jaci Kopet, appeared before the Board to request approval of the Reimbursement Resolution for the CD86A Improvement Project.

It is the intent that Nicollet County will be bonding for this project, but not until firm numbers on the cost of the project are received. This reimbursement resolution is in effect for 18 months after payments are made by the County.

Motion by Commissioner Dranttel and seconded by Commissioner Kemp to approve the Reimbursement Resolution for the CD86A Improvement Project. Motion passed 4-0 in favor on a roll call vote with Commissioner Luepke abstaining.

NICOLLET COUNTY, MINNESOTA
RESOLUTION DECLARING THE OFFICIAL INTENT OF NICOLLET COUNTY TO REIMBURSE
CERTAIN EXPENDITURES FROM THE PROCEEDS OF BONDS TO BE ISSUED BY THE COUNTY

WHEREAS, the Internal Revenue Service has issued Treas. Reg. § 1.150-2 (the "Reimbursement Regulations") providing that proceeds of tax-exempt bonds used to reimburse prior expenditures will not be deemed spent unless certain requirements are met; and

WHEREAS, Nicollet County, Minnesota (the "County") expects to incur certain expenditures that may be financed temporarily from sources other than bonds, and reimbursed from the proceeds of a tax-exempt bond; and

WHEREAS, the County has determined to make this declaration of official intent (the "Declaration") to reimburse certain costs from proceeds of bonds in accordance with the Reimbursement Regulations.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF NICOLLET COUNTY, MINNESOTA AS FOLLOWS:

1. The County proposes to undertake the CD86A Improvement Project which includes the construction of certain improvements to ditches located in the County (the "Project").

2. The County reasonably expects to reimburse the expenditures made for certain costs of the Project from the proceeds of bonds in an estimated maximum principal amount of \$2,300,000. All reimbursed expenditures will be capital expenditures, costs of issuance of the bonds, or other expenditures eligible for reimbursement under Section 1.150-2(d)(3) of the Reimbursement Regulations.

3. This Declaration has been made not later than sixty (60) days after payment of any original expenditure to be subject to a reimbursement allocation with respect to the proceeds of bonds, except for the following expenditures: (a) costs of issuance of bonds; (b) costs in an amount not in excess of \$100,000 or five percent (5%) of the proceeds of an issue; or (c) "preliminary expenditures" up to an amount not in excess of twenty percent (20%) of the aggregate issue price of the issue or issues that finance or are reasonably expected by the County to finance the project for which the preliminary expenditures were incurred. The term "preliminary expenditures" includes architectural, engineering, surveying, bond issuance, and similar costs that are incurred prior to commencement of acquisition, construction or rehabilitation of a project, other than land acquisition, site preparation, and similar costs incident to commencement of construction.

4. This Declaration is an expression of the reasonable expectations of the County based on the facts and circumstances known to the County as of the date hereof. The anticipated original expenditures for the Project and the principal amount of the bonds described in paragraph 2 are consistent with the County's budgetary and financial circumstances. No sources other than proceeds of bonds to be issued by the County are, or are reasonably expected to be, reserved, allocated on a long-term basis, or otherwise set aside pursuant to the County's budget or financial policies to pay

such Project expenditures.

5. This Declaration is intended to constitute a declaration of official intent for purposes of the Reimbursement Regulations.

Chair Morrow adjourned the meeting at 9:58 a.m.

TERRY MORROW, CHAIR
BOARD OF COMMISSIONERS

ATTEST:

RYAN KROSCH
CLERK TO THE BOARD

**Nicollet County Drainage
Authority Meeting
Agenda Item**



Agenda Item: CD 77 Lateral 2 Re-Bid Recommendation		
Primary Originating Division/Dept.: Public Services Contact: Jaci Kopet Title: Public Services Amount of Time Requested 5 minutes Presenter: Jaci Kopet Title: Public Services	Meeting Date: 02/23/2021 Item Type: Regular Agenda <small>(Select One)</small> Attachments: <input checked="" type="radio"/> Yes <input type="radio"/> No	
County Strategy: Programs and Services - deliver value-added quality services <small>(Select One)</small>		
BACKGROUND/JUSTIFICATION: On Wednesday, October 21, 2020, Bids were received for the Nicollet County Ditch No. 77 . A total of three bids were received ranging from \$266,955.95 to \$325,008.59. Please see the attached letter from ISG for more details and their recommendation. The board will need to make a determination to accept or reject the bids. Chuck Brandel from ISG will be in attendance.		
Supporting Documents: <input checked="" type="radio"/> Attached <input type="radio"/> In Signature Folder <input type="radio"/> None		
Prior Drainage Authority Action Taken on this Item: <input type="radio"/> Yes <input checked="" type="radio"/> No If yes, when? (provide year; mm/dd/yy if known)		
Approved by County Attorney's Office: <input checked="" type="radio"/> Yes <input type="radio"/> No <input type="radio"/> N/A		
ACTION REQUESTED: To accept or reject the bids		
FISCAL IMPACT: Other <small>(Select One)</small> If "Other", specify FTE IMPACT: No FTE change <small>(Select One)</small> If "Increase or "Decrease" specify: Related Financial/FTE Comments:	FUNDING Drainage Authority Dollars = Grant <small>(Select One)</small> Total	

Bid Recommendation

FEBRUARY 15, 2021

Nicollet County Drainage Authority
1700 Sunrise Drive
St. Peter, MN 56082



RE: Bid Award Recommendation for Nicollet County Ditch No. 77 Re-Bid

Drainage Authority,

On Wednesday, January 13, 2021, Bids were received for the Nicollet County Ditch No. 77 Re-Bid (CD 77). A total of six bids were received ranging from \$285,023.72 to \$419,700.79. During the bid letting, ISG accepted all of the Contractors that provided the following bidding requirements.

- 5% Bid bond
- Prime Contractor Response Form (Responsible Contractor Form)
- First-Tier Subcontractor List
- Available Equipment List
- Reference List of similar work within the past 5 years.

The apparent low bidder for Nicollet County Ditch No. 77 Re-Bid is Molnau Trucking LLC from Norwood, MN, with a base bid price of \$285,023.72. The second lowest bidder was Jensen Excavating & Trucking, LLC from Albert Lea, MN, with a base bid price of \$287,906.38. The Engineer's estimate was \$293,771.52 for the base bid. Table 1, below for a summary of the bid results with a complete bid tabulation attached to this letter.

Table 1: Bid Results Summary Table

Contractor	Base Bid
Molnau Trucking LLC	\$285,023.72
Jensen Excavating & Trucking LLC	\$287,906.38
Holtmeier Construction, Inc.	\$355,487.30
Freeborn Construction, Inc.	\$370,973.89
Noomen Excavating LLC	\$374,212.71
LinnCo, Inc.	\$419,700.79

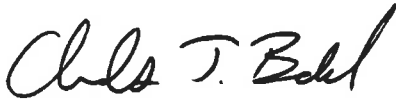
ISG has worked with Molnau Trucking LLC on one project previously, Nicollet County Ditch No. 79 which was substantially completed in December 2020. The original completion date was November 13, 2020 and during the preconstruction meeting Molnau told ISG, County Staff and Landowners at the June preconstruction meeting that they would be completed in early fall. There were no weather delays as this fall was one of the driest falls compared to recent years. During the project Molnau did not notify the engineer when they showed up onsite and had to perform rework on portions of the project and the project was completed over a month behind schedule. The References List provided by Molnau Trucking LLC with the bid did not satisfy the requirements outlined in the specifications section 00 4114.04 as 5 references projects with a preference for public work was required. There were no references for public tile included until asking for them twice, in which a reference for less than 2000 linear feet of public tile was supplied. Molnau has public open ditch experience but appears to have very little public tile experience and the agricultural tile projects seem to be smaller private tiling projects.

LETTER OF RECOMMENDATION

ISG has previous experience working with the second low bidder, Jensen Excavating & Trucking LLC with positive results. Jensen has provided references that meet all of the requirements of specifications section 00 4114.04.

The CD 77 project consists of large tile, 42-inch and 36-inch tile that has deep excavations near other existing tile. Also, landowners have expressed concerns that the project area can flood at times and needs to be completed in a timely manner as to not disrupt farming activities or damage crops outside of the construction areas. It has been ISG's experience that contractors with little to no experience with this type of installation have not performed well with tile failures and extensive crop damage. Based on previous work experience and the complexities of this project, ISG recommends awarding the project to Jensen Excavating & Trucking LLC out of Albert Lea, MN. ISG has contracted Jensen Excavating & Trucking LLC and they would like to start the project as soon as contracts are fully executed dependent on weather. The Substantial Completion deadline for the project is November 30, 2021. If there any questions about the bidder, please do not hesitate to ask.

Sincerely,



Chuck Brandel, PE

Vice President

chuck.brandel@ISGInc.com

Line Item	Item Code	Item Description	U of M	Quantity	Engineer Estimate		Almaaz Trucking LLC		Jensen Excavating & Trucking LLC		Hultmeier Construction, Inc.		Freaborn Construction, Inc.		Noonem Excavating LLC		LimaCo, Inc.	
					Unit Price	Extension	Unit Price	Extension	Unit Price	Extension	Unit Price	Extension	Unit Price	Extension	Unit Price	Extension	Unit Price	Extension
1	01.7113.1000.01	MOBILIZATION	LS	1	\$11,720.00	\$11,720.00	\$27,000.00	\$27,000.00	\$11,110.00	\$11,110.00	\$20,118.00	\$20,118.00	\$11,000.00	\$11,000.00	\$11,000.00	\$11,000.00	\$47,000.00	\$47,000.00
2	11.2311.1000.03	DITCH CLEANING (4' WIDE DITCH BOTTOM)	LF	170	\$2.40	\$428.00	\$3.00	\$510.00	\$2.50	\$425.00	\$4.00	\$680.00	\$2.50	\$425.00	\$4.00	\$680.00	\$3.00	\$510.00
3	11.2311.1000.03	DITCH DEPLEYING (4' WIDE DITCH BOTTOM)	LF	5010	\$6.84	\$34,280.40	\$3.50	\$17,535.00	\$5.00	\$25,050.00	\$7.00	\$35,070.00	\$3.50	\$17,535.00	\$7.00	\$35,070.00	\$5.00	\$25,050.00
4	11.2311.1000.07	TOP SOIL STRIP & PLACE SPILLS (IN IN)	CY	11552.30	\$2.50	\$28,880.75	\$0.30	\$3,465.72	\$2.00	\$23,104.78	\$2.00	\$23,104.78	\$4.00	\$46,209.56	\$3.00	\$34,657.17	\$7.00	\$28,177.31
5	11.3700.1000.07	CLASS III RIPRAP WITH GEOTEXTILE FABRIC	CY	90	\$79.80	\$6,882.00	\$79.00	\$6,810.00	\$75.00	\$6,750.00	\$77.50	\$6,975.00	\$78.00	\$7,020.00	\$75.00	\$6,750.00	\$93.00	\$8,370.00
6	12.9210.1000.10	6% BUFFER STRIP SETTING/STED MIX. BUFFER BLEND WITH TYPE 3 MILLION	AC	4.25	\$1,388.40	\$5,900.70	\$4,000.00	\$16,800.00	\$1,435.00	\$6,098.75	\$1,435.00	\$6,098.75	\$1,630.00	\$6,697.50	\$1,630.00	\$6,697.50	\$1,630.00	\$6,697.50
7	12.9210.1000.10	STANDARD 4% SLOPE SETTING/STED MIX. BUFFER BLEND WITH TYPE 3 MILLION	AC	3.87	\$3,353.70	\$12,878.83	\$6,250.00	\$24,387.50	\$4,135.00	\$16,007.43	\$4,135.00	\$16,007.43	\$5,014.00	\$19,404.18	\$5,014.00	\$19,404.18	\$5,014.00	\$19,404.18
8	12.9210.1000.10	BUFFER STRIP MOWING	AC	8.5	\$214.40	\$1,822.40	\$275.00	\$2,337.50	\$25.00	\$212.50	\$25.00	\$212.50	\$88.75	\$754.38	\$100.00	\$850.00	\$125.00	\$1,062.50
9	12.9210.1000.10	WELD SPARKING	AC	12.37	\$307.80	\$3,807.49	\$275.00	\$3,406.25	\$220.00	\$2,722.00	\$220.00	\$2,722.00	\$253.00	\$3,129.61	\$253.00	\$3,129.61	\$253.00	\$3,129.61
10	13.0513.1000.02	FURNISH & INSTALL WATER QUALITY INLET	EA	1	\$1,347.90	\$1,347.90	\$4,072.50	\$4,072.50	\$3,710.00	\$3,710.00	\$3,710.00	\$3,710.00	\$3,710.00	\$3,710.00	\$3,710.00	\$3,710.00	\$3,710.00	\$3,710.00
11	13.0513.1000.03	INSTALL GRASP INTAKE (18-INCH)	EA	3	\$1,075.00	\$3,225.00	\$2,750.00	\$8,250.00	\$7,050.00	\$21,150.00	\$1,715.00	\$5,145.00	\$4,242.00	\$12,726.00	\$1,715.00	\$5,145.00	\$1,715.00	\$5,145.00
12	13.0513.1000.03	CAP DROP INTAKE (18-INCH)	EA	2	\$278.10	\$556.20	\$500.00	\$1,000.00	\$400.00	\$800.00	\$650.00	\$1,300.00	\$1,000.00	\$2,000.00	\$1,000.00	\$2,000.00	\$1,000.00	\$2,000.00
13	13.0513.1000.02	INSTALL 24-INCH AS-RISE ASSEMBLY W/ TRASH GRATE	EA	1	\$1,786.90	\$1,786.90	\$1,900.00	\$1,900.00	\$2,000.00	\$2,000.00	\$1,717.45	\$1,717.45	\$1,775.00	\$1,775.00	\$1,775.00	\$1,775.00	\$1,775.00	\$1,775.00
14	13.0513.1000.02	INSTALL 15-INCH AS-RISE ASSEMBLY W/ TRASH GRATE	EA	4	\$1,477.30	\$5,909.20	\$1,500.00	\$6,000.00	\$1,275.00	\$5,100.00	\$1,366.90	\$5,467.60	\$1,375.00	\$5,500.00	\$1,375.00	\$5,500.00	\$1,375.00	\$5,500.00
15	13.0513.1000.02	INSTALL 12-INCH AS-RISE ASSEMBLY W/ TRASH GRATE	EA	3	\$1,397.60	\$4,192.80	\$1,200.00	\$3,600.00	\$1,150.00	\$3,450.00	\$1,218.10	\$3,654.30	\$1,172.00	\$3,516.00	\$1,172.00	\$3,516.00	\$1,172.00	\$3,516.00
16	13.0513.1000.02	INSTALL 24-INCH AS-OUTLET ASSEMBLY	EA	1	\$1,250.30	\$1,250.30	\$2,137.50	\$2,137.50	\$2,140.00	\$2,140.00	\$4,063.80	\$4,063.80	\$2,061.00	\$2,061.00	\$2,061.00	\$2,061.00	\$2,061.00	\$2,061.00
17	13.0513.1000.02	INSTALL 18-INCH AS-OUTLET ASSEMBLY	EA	1	\$964.20	\$964.20	\$1,633.50	\$1,633.50	\$2,400.00	\$2,400.00	\$3,470.30	\$3,470.30	\$1,477.00	\$1,477.00	\$1,477.00	\$1,477.00	\$1,477.00	\$1,477.00
18	13.0513.1000.02	INSTALL 15-INCH AS-OUTLET ASSEMBLY	EA	4	\$949.70	\$3,798.80	\$1,111.00	\$4,444.00	\$2,000.00	\$8,000.00	\$3,750.00	\$15,000.00	\$1,305.00	\$5,220.00	\$1,305.00	\$5,220.00	\$1,305.00	\$5,220.00
19	13.0513.1000.02	INSTALL 12-INCH AS-OUTLET ASSEMBLY	EA	2	\$1,210.40	\$2,420.80	\$495.00	\$990.00	\$1,800.00	\$3,600.00	\$3,101.40	\$6,202.80	\$1,110.00	\$2,220.00	\$1,110.00	\$2,220.00	\$1,110.00	\$2,220.00
20	13.4510.1000.03	CONNECT EXISTING 10-INCH TILE	EA	2	\$600.00	\$1,200.00	\$978.75	\$1,957.50	\$1,000.00	\$2,000.00	\$1,188.90	\$2,377.80	\$988.00	\$1,976.00	\$988.00	\$1,976.00	\$988.00	\$1,976.00
21	13.4510.1000.03	CONNECT EXISTING 8-INCH TILE	EA	3	\$500.00	\$1,500.00	\$347.00	\$1,041.00	\$300.00	\$900.00	\$1,170.90	\$3,512.70	\$1,170.90	\$3,512.70	\$1,170.90	\$3,512.70	\$1,170.90	\$3,512.70
22	13.4510.1000.03	CONNECT EXISTING 6-INCH TILE	EA	8	\$400.00	\$3,200.00	\$354.00	\$2,832.00	\$275.00	\$2,200.00	\$371.80	\$2,974.40	\$372.30	\$2,978.40	\$372.30	\$2,978.40	\$372.30	\$2,978.40
23	13.4510.1000.03	CONNECT EXISTING 4-INCH TILE	EA	8	\$375.00	\$3,000.00	\$324.00	\$2,592.00	\$300.00	\$2,400.00	\$393.10	\$3,144.80	\$394.00	\$3,152.00	\$394.00	\$3,152.00	\$394.00	\$3,152.00
24	13.4510.1000.02	ARMOR TILE OUTLET (RIPRAP & GEOTEXTILE FABRIC)	EA	18	\$147.30	\$2,651.40	\$150.00	\$2,700.00	\$150.00	\$2,700.00	\$1,194.00	\$21,672.00	\$1,194.00	\$21,672.00	\$1,194.00	\$21,672.00	\$1,194.00	\$21,672.00
25	13.4510.1000.03	12-INCH AGRI-CULTURAL TILE	LF	665	\$90.00	\$59,850.00	\$78.00	\$51,840.00	\$72.00	\$47,880.00	\$87.40	\$58,061.00	\$94.00	\$62,110.00	\$75.00	\$49,875.00	\$82.00	\$54,460.00
26	13.4510.1000.03	16-INCH AGRI-CULTURAL TILE	LF	785	\$76.00	\$59,660.00	\$58.10	\$45,605.50	\$52.00	\$40,840.00	\$58.00	\$45,580.00	\$58.00	\$45,580.00	\$58.00	\$45,580.00	\$58.00	\$45,580.00
27	13.4510.1000.03	10' PERFORATED SINGLE WALL TILE	LF	580	\$16.70	\$9,686.00	\$9.50	\$5,510.00	\$28.00	\$16,240.00	\$17.50	\$10,150.00	\$27.50	\$15,962.50	\$27.50	\$15,962.50	\$27.50	\$15,962.50
28	13.4510.1000.03	INSTALL 12-INCH PERFORATED TILE/WATER QUALITY INLET	LF	30	\$22.30	\$669.00	\$15.00	\$450.00	\$27.00	\$810.00	\$47.80	\$1,434.00	\$100.00	\$3,000.00	\$100.00	\$3,000.00	\$100.00	\$3,000.00
29	13.4510.1000.03	REMOVE EXISTING TILE (TILE & MATERIAL MAY VARY)	LF	580	\$2.70	\$1,566.00	\$6.00	\$3,480.00	\$6.00	\$3,480.00	\$1.00	\$580.00	\$4.00	\$2,320.00	\$4.00	\$2,320.00	\$4.00	\$2,320.00
30	13.4510.1000.02	GRANULAR FILL FOUNDATION	CY	185.53	\$77.40	\$14,363.63	\$25.00	\$4,635.75	\$30.00	\$5,565.90	\$38.90	\$7,213.17	\$47.00	\$8,711.10	\$40.00	\$7,520.00	\$47.00	\$8,711.10
31	13.4510.1000.02	REMOVING CMP OUTLET	EA	6	\$633.40	\$3,800.40	\$600.00	\$3,600.00	\$600.00	\$3,600.00	\$310.00	\$1,860.00	\$600.00	\$3,600.00	\$600.00	\$3,600.00	\$600.00	\$3,600.00
32	13.0100.1000.02	OPEN CUT & RESTORE (GRAVEL ROAD OR DRIVEWAY)	EA	1	\$2,076.40	\$2,076.40	\$15,000.00	\$15,000.00	\$2,000.00	\$2,000.00	\$2,512.40	\$2,512.40	\$1,725.00	\$1,725.00	\$1,725.00	\$1,725.00	\$1,725.00	\$1,725.00
Base Bid Total:						\$293,771.42		\$285,028.72		\$287,906.38		\$355,487.30		\$470,978.99		\$374,212.71		\$419,700.79

Nicollet County Board of Commissioners
Board Meeting Agenda Item



Agenda Item: COVID-19 Update	
Primary Originating Division/Dept.: Health and Human Services Contact: Cassandra Sassenberg Title: HHS Director Amount of Time Requested 10 minutes Presenter: C. Sassenberg Title: HHS Director	Meeting Date: 02-23-2021 Item Type: Regular Agenda <small>(Select One)</small> Attachments: <input type="radio"/> Yes <input checked="" type="radio"/> No
County Strategy: Programs and Services - deliver value-added quality services <small>(Select One)</small>	
BACKGROUND/JUSTIFICATION: HHS Director will provide an update on the response of Health and Human Services to the COVID-19 pandemic.	
Supporting Documents: <input type="radio"/> Attached <input type="radio"/> In Signature Folder <input checked="" type="radio"/> None	
Prior Board Action Taken on this Agenda Item: <input type="radio"/> Yes <input checked="" type="radio"/> No If "yes", when? (provide year; mm/dd/yy if known)	
Approved by County Attorney's Office: <input type="radio"/> Yes <input type="radio"/> No <input checked="" type="radio"/> N/A	
ACTION REQUESTED:	
FISCAL IMPACT: Other <small>(Select One)</small> If "Other", specify FTE IMPACT: No FTE change <small>(Select One)</small> If "Increase or "Decrease" specify: Related Financial/FTE Comments:	FUNDING County Dollars = Other <small>(Select One)</small> Total

Nicollet County Board of Commissioners
Board Meeting Agenda Item



Agenda Item:	
Non Licensed Union Contract for 2021 +	
Primary Originating Division/Dept.: Human Resources Contact: Jamie Haefner Title: HR Director Amount of Time Requested 15 minutes Presenter: Jamie Haefner Title: HR Director	Meeting Date: 2/23/2021 Item Type: (Select One) Regular Agenda Attachments: <input checked="" type="radio"/> Yes <input type="radio"/> No
County Strategy: (Select One) Programs and Services - deliver value-added quality services	
BACKGROUND/JUSTIFICATION: This portion of the meeting is closed for labor negotiations pursuant to MN Statutes Chapter 13D.03 to discuss the Non Licensed Union Contract for 2021.	
Supporting Documents: <input checked="" type="radio"/> Attached <input type="radio"/> In Signature Folder <input type="radio"/> None	
Prior Board Action Taken on this Agenda Item: <input type="radio"/> Yes <input checked="" type="radio"/> No If "yes", when? (provide year; mm/dd/yy if known)	
Approved by County Attorney's Office: <input type="radio"/> Yes <input type="radio"/> No <input checked="" type="radio"/> N/A	
ACTION REQUESTED: Approve the Non Licensed Union Contract for 2021	
FISCAL IMPACT: No fiscal impact (Select One) If "Other", specify	FUNDING County Dollars = Grant (Select One)
FTE IMPACT: No FTE change (Select One) If "Increase or "Decrease" specify:	Total
Related Financial/FTE Comments:	