

Nicollet County Board of Commissioners Meeting



April 13, 2021

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

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

NOTICE REGARDING NICOLLET COUNTY BOARD OF COMMISSIONERS MEETING AND DRAINAGE AUTHORITY MEETING

APRIL 13, 2021

9:00 A.M.

**NICOLLET COUNTY GOVERNMENT CENTER BOARD ROOM
501 SOUTH MINNESOTA AVENUE
ST. PETER, MN**

Due to the COVID-19 (coronavirus) pandemic and resulting state and federal emergency declarations and guidance about limiting unnecessary person-to-person contact, the April 13, 2021 Nicollet County Board meeting and Drainage Authority meeting will be conducted under Minnesota Statute 13D.021 – Meetings by Telephone or Other Electronic Means. County Board and Drainage Authority members will participate by telephone or other electronic means.

How members of the public can participate in the meeting:

Join Zoom Meeting

<https://us02web.zoom.us/j/86002279795?pwd=aBlCkhtNkRzQW9janBZMnIXc0lTZz09>

Meeting ID: 860 0227 9795

Passcode: 105326

Mobile

+16465588656,,86002279795#,,,,*105326# US (New York)

+13017158592,,86002279795#,,,,*105326# US (Washington DC)

The meeting can also be viewed at www.co.nicollet.mn.us/642/County-Board-Meeting-Videos. A copy of the meeting agenda and packet is available at www.co.nicollet.mn.us/AgendaCenter/Board-of-Commissioners-3.

Questions or comments regarding agenda items and viewing or listening to the meeting can be directed to Mandy Landkamer, Interim County Administrator, at 507-934-7204 or mandy.landkamer@co.nicollet.mn.us.

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

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- 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 March 23, 2021 Board Minutes](#)
 2. [Approval of April 1, 2021 Special Board Minutes](#)
 3. Approval of Bills
- Public Appearances
- 9:05 a.m.** Motion to approve the separation agreement with Jamie Haefner
Board appointments for vacant positions
- 9:10 a.m.** Attorney's Office
1. [Proclamation for Crime Victims' Rights Week](#)
- 9:25 a.m.** Administration
1. Hiring Process for County Administrator and Human Resources Director
- 9:35 a.m.** Chair's Report
- Commissioner Committee Reports
- Commissioners Meetings & Conferences
- Approve Per Diems and Expenses
- Adjourn Board of Commissioners Meeting
- 9:20 a.m.** Call Drainage Authority Meeting to Order: Chair Morrow
Drainage Authority Agenda Items
1. Consent Agenda
 - a. [Approval of March 23, 2021 Drainage Authority Minutes](#)

Continued...

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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 Mandy Landkamer, Nicollet County Interim Administrator, at 507-934-7204 or mandy.landkamer@co.nicollet.mn.us.

- April 13 – County Board of Commissioners Meeting, 9 a.m., Virtual Meeting*
- April 13 – County Drainage Authority Meeting, 9 a.m., Virtual Meeting*
- April 14 – Region 9 Development Commission
- April 19 – Board of Adjustment and Appeals/Planning & Zoning Advisory Commission Meeting, 7 p.m., Nicollet County Board Room, St. Peter*
- April 20 – Individual Department Head Meeting with Probation, 8:15 a.m., Virtual Meeting*
- April 20 – County Board Workshop, 9:30 a.m., Virtual Meeting*
- April 23 – BNCHB Full Board Meeting, 9:00 a.m., Virtual Meeting
- April 27 – County Board of Commissioners Meeting, 9 a.m., Virtual Meeting*
- April 27 – County Drainage Authority Meeting, 9 a.m., Virtual Meeting*
- May 3 – Mankato Rehabilitation Center
- May 5 – SWCD Board Meeting
- May 6 – Highway 169 Coalition Meeting
- May 11 – County Board of Commissioners Meeting, 9 a.m., Virtual Meeting*
- May 11 – County Drainage Authority Meeting, 9 a.m., Virtual Meeting*
- May 12 – Region 9 Development Commission, Board of Directors Meeting
- May 17 – Board of Adjustment and Appeals/Planning & Zoning Advisory Commission Meeting, 7 p.m., Nicollet County Board Room, St. Peter*
- May 18 – Individual Department Head Meeting with Sheriff's Office, 8:15 a.m., Virtual Meeting*
- May 18 – County Board Workshop, 9:30 a.m., Virtual Meeting*
- May 25 – County Board of Commissioners Meeting, 9 a.m., Virtual Meeting*
- May 25 – County Drainage Authority Meeting, 9 a.m., Virtual Meeting*
- May 27 – 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
MARCH 23, 2021

The Nicollet County Board of Commissioners met in regular session on Tuesday, March 23, 2021, at 9:01 a.m. Commissioners Denny Kemp, Jack Kolars, Marie Dranttel, Terry Morrow and John Luepke were present. Also present were 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, 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. Motion carried with all voting in favor on a roll call vote.

Consent Agenda

Motion by Commissioner Kemp and seconded by Commissioner Luepke to approve the consent agenda items as follows: March 9, 2021 Board Meeting minutes, approval of the end of probation for Ashlyn Hansen effective April 6, 2021, Susan Sunderland March 24, 2021 and approval of the Commissioner Warrants as presented for the following amounts: General Revenue Fund - \$184,023.47, Road & Bridge Fund - \$114,660.60, Human Services Fund - \$199,449.49 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.

Health and Human Services

COVID-19 Update

Health and Human Services Director, Cassie Sassenberg, provided an update on the COVID-19 efforts by the Public Health team.

Director Sassenberg noted that both the St. Peter and North Mankato Health and Human Services building lobbies will be opening on March 29, 2021.

County Updates

Directors and managers provided updates on their respective departments.

Commissioner Committee Reports

The Commissioners reported on various meetings and activities including:

Commissioner Marie Dranttel

- Department Head
- Board Workshop
- Special Board Meeting

Commissioner Terry Morrow

- Board Workshop

Commissioner Denny Kemp

- Statewide Emergency Communications Board Finance Committee Meeting
- AMC Executive Committee Meeting for Public Safety
- Workforce Joint Powers
- Department Head Meeting
- Special Board Meeting
- Board Workshop

Commissioner Jack Kolars

- CHS Personnel
- Area Transportation Meeting
- Minnesota Valley Action Council
- Board Workshop
- Special Board Meeting
- Traverse des Sioux
- REDA

Commissioner John Luepke

- Courtland and Bernadette Township Meeting
- Extension Hiring Meetings
- Special Board Meeting
- Board Workshop
- Rural MN Energy Board

Approve Per Diems and Expenses

Motion by Commissioner Kemp and seconded by Commissioner Kolars 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 9:30 a.m.

TERRY MORROW, CHAIR
BOARD OF COMMISSIONERS

ATTEST:

JACI KOPET
CLERK TO THE BOARD

DRAFT

OFFICIAL PROCEEDINGS OF THE
BOARD OF COUNTY COMMISSIONERS FOR
NICOLLET COUNTY, MINNESOTA
APRIL 1, 2021

The Nicollet County Board of Commissioners met in special session on Thursday, April 1, 2021, at 9:13 a.m. Commissioners Denny Kemp, Jack Kolars, Marie Dranttel, Terry Morrow and John Luepke were present. Also present were County Attorney Michelle Zehnder Fischer, Property and Public Services Director Mandy Landkamer 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, 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 Kolars and seconded by Commissioner Kemp to approve the agenda with the removal of item seven. Motion carried with all voting in favor on a roll call vote.

Public Appearances

There were no public appearances.

Separation Agreement with Ryan Krosch

A motion was made by Commissioner Kemp and seconded by Commissioner Dranttel to approve the separation agreement with Ryan Krosch. Motion carried with all voting in favor on a roll call vote.

Resignation of Jamie Haefner

A motion was made by Commissioner Kemp and seconded by Commissioner Kolars to approve the resignation of Jamie Haefner. Motion carried with all voting in favor on a roll call vote.

Designations and Appointments

A motion was made by Commissioner Kolars and seconded by Commissioner Dranttel to appoint Mandy Landkamer as the Phase 1 interim County Administrator. Motion carried with all voting in favor on a roll call vote.

A motion was made by Commissioner Kolars and seconded by Commissioner Dranttel to designate Mandy Landkamer as our responsible authority. Motion carried with all voting in favor on a roll call vote.

A motion was made by Commissioner Dranttel and seconded by Commissioner Kolars to appoint Jaci Kopet, County Auditor, as Clerk of the Board. Motion carried with all voting in favor on a roll call vote.

A motion was made by Commissioner Kemp and seconded by Commissioner Luepke to authorize the Personnel Committee to make hiring and salary offers upon consultation with the Department Heads. Motion carried with all voting in favor on a roll call vote.

Board Committee Assignments

Chair Morrow appointed Interim County Administrator, Mandy Landkamer, to fill the vacant positions on various Board Committees that were previously held by the County Administrator and Human Resources Director.

COVID-19

Jaci Kopet, County Auditor, provided an update on the reopening of the License Center and Public Services Department after the temporary closure due to COVID-19.

American Rescue Plan

Chair Morrow provided an overview of the American Rescue Plan.

Adjourn

The meeting adjourned at 9:33 a.m.

TERRY MORROW, CHAIR
BOARD OF COMMISSIONERS

ATTEST:

JACI KOPET
CLERK TO THE BOARD

Nicollet County Board of Commissioners
Board Meeting Agenda Item



Agenda Item: Proclamation for Crime Victims' Rights Week	
Primary Originating Division/Dept.: County Attorney's Office Contact: Michelle Zehnder <input checked="" type="checkbox"/> Title: County Attorney Amount of Time Requested 10 minutes Presenter: Michelle Zehnder <input checked="" type="checkbox"/> Title: County Attorney	Meeting Date: 4/13/2021 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: Michelle Zehnder Fischer will be presenting the attached Proclamation for Board approval and signature.	
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: Proclaim April 18-24, 2021 as Crime Victims' Rights Week.	
FISCAL IMPACT: No fiscal impact <small>(Select One)</small> If "Other", specify	FUNDING County Dollars = Grant <small>(Select One)</small>
FTE IMPACT: No FTE change <small>(Select One)</small> If "Increase or "Decrease" specify: Related Financial/FTE Comments:	Total



PROCLAMATION



WHEREAS, being a victim of crime and navigating the criminal justice system can be a frightening and confusing experience;

WHEREAS, progress in improving the treatment of crime victims has been made through the efforts of thousands of victims and survivors who have turned their own experiences into a force for positive change, ensuring that others can receive justice, meaningful assistance, and compassionate treatment before the law;

WHEREAS, since the passage of the Victims of Crime Act of 1984, and through the dedicated work of advocates, lawmakers, and victim service providers, there is a growing array of services and resources available to victims and their loved ones;

WHEREAS, honoring the rights of victims—including the rights to be heard and to be treated with fairness, dignity, and respect—and working to meet their needs rebuilds their trust in the criminal justice and social service systems;

WHEREAS, individuals' trust in the compassion, understanding, and support of their communities is achieved through sustained, deep-rooted, and coordinated outreach;

WHEREAS, identifying, reaching, and serving all victims of crime—especially those from groups that often have less access to healing services and avenues to justice—is essential;

WHEREAS, our community's continued engagement with the challenges faced by victims of crime will ensure that the progress made to date is not lost, and that new ground is broken to gain greater justice and healing for all victims;

WHEREAS, National Crime Victims' Rights Week provides an opportunity to recommit to ensuring that accessible, appropriate, and trauma-informed services are offered to all victims of crime; and

WHEREAS, Nicollet County is hereby dedicated to supporting victims and survivors in the aftermath of crime, building trust among our clients; collaborating with other service providers, and engaging our community in response efforts;

NOW, THEREFORE, I, as Chairman of the Board of Commissioners of Nicollet County, do hereby proclaim the week of April 18-24, 2021, as

Crime Victims' Rights Week

and reaffirm this County's commitment to continuing a victim service and criminal justice response that assists all victims of crime during Crime Victims' Rights Week and throughout the year; and to express our sincere gratitude and appreciation for those community members, victim service providers, and criminal justice professionals who are committed to improving our response to all victims of crime so that they may find relevant assistance, support, justice, and peace.

April _____, 2021

Terry Morrow, Chair
Nicollet County Board of Commissioners

ATTEST:

Jaci Kopet
Clerk to the Board

OFFICIAL PROCEEDINGS OF THE
NICOLLET COUNTY DRAINAGE AUTHORITY
March 23, 2021

The Nicollet County Drainage Authority met in regular session on Tuesday, March 23, 2021 at 9:30 a.m. with Chair Terry Morrow presiding. Commissioners Marie Dranttel, John Luepke, Jack Kolars, Denny Kemp and Terry Morrow were present. Also present were 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.

Approval of Agenda

Motion by Commissioner Kemp and seconded by Commissioner Dranttel to approve the agenda with the addition of the Selly Excavating Contract for the CD86A Improvement Project. Motion passed 4-0 in favor on a roll call vote with Commissioner Luepke abstaining.

Consent Agenda

Motion by Commissioner Kemp and seconded by Commissioner Dranttel to approve the consent agenda items as follows: approval of the March 9, 2021 Drainage Authority minutes. Motion carried with all voting in favor on a roll call vote.

Consider Approval of the Jensen Excavating Contract for the CD77 Lateral 2 Improvement Project

Public Services Manager, Jaci Kopet, appeared before the Board to request the approval of the Jensen Excavating Contract for the CD77 Lateral 2 Improvement Project.

Motion by Commissioner Luepke and seconded by Commissioner Kemp to approve the Jensen Excavating Contract for the CD77 Lateral 2 Improvement Project. Motion passed on a roll call vote with all voting in favor.

Consider Approval of the Selly Excavating Contract for the CD86A Improvement Project

Public Services Manager, Jaci Kopet, appeared before the Board to request the approval of the Selly Excavating Contract for the CD86A Improvement Project.

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

Chair Morrow adjourned the meeting at 9:35 a.m.

TERRY MORROW, CHAIR
BOARD OF COMMISSIONERS

ATTEST:

JACI KOPET
CLERK TO THE BOARD