

Nicollet County Board of Commissioners Meeting



January 4, 2022

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

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

- 9:00 a.m.** Call Board of Commissioners Meeting to Order: Chair Morrow
1. Flag Pledge
 2. Silence Your Cell Phones
 3. 2022 Board of Commissioners Chair Appointment
 4. Approval of Agenda

Consent Agenda

1. Approval of December 14, 2021 Board Minutes
2. 2022 Solid Waste Collection and Transportation License Applicants
3. CVSO Operational Enhancement Grant Program Resolution for FY2022
4. Resolution to Delegate EFT Authority
5. South Central Community-Based Initiative 2022 Purchase of Service Agreement
6. 2022 Master Contract for MFIP/DWP and Notice of Funds Available
7. Resolution Approving the Official Newspaper for Publications in 2022
8. Publication of Transportation Advertisement for Bids on the Nicollet County Website
9. 2022 Gopher Bounty
10. 2022 Board Meeting and Workshop Schedule
11. End of Probations
12. Approval of Bills

Public Appearances

- 9:05 a.m.** Public Works and Attorney
1. Eminent Domain Proceedings for County Road 15 Reconstruction

- 9:10 a.m.** Administration
1. Resolution Setting the Minimum Salary for the County Sheriff and Attorney
 2. Amendment to the 2022 Elected Officials Compensation and Per Diem Resolution
 3. Resolution Establishing the 2022 Committee and Board Assignments and Meetings that Qualify for a Per Diem Payment

- 9:40 a.m.** County Attorney Update
Chair's Report
Commissioner Committee Reports

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



January 4, 2022

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

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

Commissioners Meetings & Conferences

Approve Per Diems and Expenses

Adjourn Board of Commissioners Meeting

9:45 a.m. Call Drainage Authority Meeting to Order:

Drainage Authority Agenda Items

1. Consent Agenda
 - a. Approval of December 14, 2021 Drainage Authority Minutes
- 9:50 a.m.** 2. Set Public Hearing Date for CD79 for Final Acceptance of Improvement Project Contract & Levy
- 9:55 a.m.** 3. County Ditch 86A Request for Mediation involving Lametti and Sons, Inc.
A portion of the meeting is closed for attorney-client privileged communication to discuss threatened litigation pursuant to MN Statutes Chapter 13D

Adjourn Drainage Authority Meeting

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 (*).

Questions or comments regarding any Nicollet County meeting and requests to participate in any meeting can be directed to Mandy Landkamer, Nicollet County Administrator, at 507-934-7074 or mandy.landkamer@co.nicollet.mn.us.

January 4 – County Board of Commissioners Meeting, 9 a.m., Nicollet County Board Room, St. Peter *

January 4 – County Drainage Authority Meeting, 9 a.m., Nicollet County Board Room, St. Peter *

January 5 – Personnel Committee, 10:00 a.m., Nicollet Room, St. Peter

January 18 – County Board Workshop, 9:30 a.m., Nicollet County Board Room, St. Peter *

January 18 – Facilities and Maintenance Individual Department Head meeting, 8:15 a.m.

January 24 – Board of Adjustment and Appeals/Planning & Zoning Advisory Commission Meeting, 7 p.m., Nicollet County Board Room, St. Peter*

January 25 – County Board of Commissioners Meeting, 9 a.m., Nicollet County Board Room, St. Peter *

January 25 – County Drainage Authority Meeting, 9 a.m., Nicollet County Board Room, St. Peter *

February 2 – St. Peter Liaison Meeting, 10:30 a.m., Nicollet County Board Room, St. Peter

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OFFICIAL PROCEEDINGS OF THE
BOARD OF COUNTY COMMISSIONERS FOR
NICOLLET COUNTY, MINNESOTA
DECEMBER 14, 2021

The Nicollet County Board of Commissioners met in regular session on Tuesday, December 14, 2021, at 9:00 a.m. Commissioners Terry Morrow, Marie Dranttel, Jack Kolars, and John Luepke were present. Also present were County Administrator Mandy Landkamer, County Attorney Michelle Zehnder Fischer and Recording Secretary Sarah Frahm.

Approval of Agenda

Motion by Commissioner Luepke and seconded by Commissioner Dranttel to approve the agenda with the omission of item five on the agenda. Motion carried with all voting in favor.

Consent Agenda

Motion by Commissioner Kolars and seconded by Commissioner Luepke to approve the consent agenda items as follows:

- November 23, 2021 Board Meeting Minutes;
 - December 2, 2021 Budget and Tax Levy Minutes;
 - 2022 Child Welfare and Juvenile Justice Screening Grant Award;
 - 2022-23 State of Minnesota - County Child Support Program Interagency Cooperative Agreement;
 - ~~Farm Lease Renewals~~ moved to the Regular Agenda
 - ~~Purchase of Service Agreement—2022 Brown County Evaluation Center, Inc.~~ - omitted
 - 2021 Federal Boat Equipment Grant
 - End of Probations for Christal Mercier, HCBS Case Manager;
 - Approval of the Commissioner Warrants as presented for the following amounts:
General Revenue Fund - \$66,660.80, Road & Bridge Fund - \$56,094.18, Human Services Fund - \$193,247.43, 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.

Public Works

Highway 169 Corridor Study Presentation – Charles Androsky, MAPO and Rhonda Allis, MNDOT, and Resolution of Support for the Highway 169 Corridor Study

Charles Androsky, MAPO Transportation Planner and Rhonda Allis, MNDOT District 7 Planning Director, provided a high-level overview of the MAPO recommendations for the Highway 169 Corridor.

Motion by Commissioner Kolars and seconded by Commissioner Dranttel to approve the resolution of support related to the outcomes and recommendations of the Highway 169 Corridor Study. Motion carried with all voting in favor on a roll call vote.

Health and Human Services

County, City, Tribal, and State Health and Human Services Worker Day Proclamation

Motion by Commissioner Luepke and seconded by Commissioner Kolars to proclaim Wednesday, December 8, 2021 as County, City, Tribal and State Health and Human Services Worker Day. Motion carried with all voting in favor on a roll call vote.

At this time, Commissioner Morrow moved to take item six, Purchase of Service Agreement – 2022 Brown County Evaluation Center, Inc., off the agenda to review the language used and make sure it is not exclusionary. Motion was seconded by Commissioner Luepke to reconsider the consent agenda. Motion carried with all voting in favor.

Attorney

Contract with Diversion Services

Motion by Commissioner Luepke and seconded by Commissioner Dranttel to approve the contract with Diversion Solutions to increase lawful driving on Nicollet County roads. Motion carried with all voting in favor.

Finance

Public Hearing for 2022-2026 Capital Improvement Plan and Resolution

Following MN State Statute 373.40, Nicollet County is holding a public hearing to present the 5-year Capital Improvement Plan. The purpose of this hearing is to review, discuss, and approve the proposed 2022-2026 Capital Improvement Plan for Nicollet County. The plan identifies estimated capital expenditures and funding sources for a five-year period.

Commissioner Morrow opened the Public Hearing. No comments were made, and the Public Hearing was closed. Motion by Commissioner Dranttel and seconded by Commissioner Kolars to approve the resolution for the 2022-2026 Capital Improvement Plan as presented. Motion carried with all voting in favor on a roll call vote.

Reimbursement Resolution for CSAH 15 Road Construction Project

Motion by Commissioner Dranttel and seconded by Commissioner Kolars to approve the reimbursement resolution regarding bonding and expenses for the CSAH 15 Road Construction Project. Motion carried with all voting in favor on a roll call vote.

Administration

2022 Fee Schedule Public Hearing and Resolution

The 2022 Fee Schedule came before the Board in a Public Hearing to consider the proposed changes. No comments were made, and the Public Hearing was closed. Motion by Commissioner Kolars and seconded by Commissioner Morrow to approve the proposed changes and resolution for an implementation date of January 1, 2022. Motion carried unanimously on a roll call vote.

2022 Budget Resolution

Motion by Commissioner Luepke and seconded by Commissioner Dranttel to approve the resolution setting the 2022 Nicollet County Budget at \$49,348,079.00. Motion carried with all voting in favor on a roll call vote.

2022 Tax Levy Resolution

Motion by Commissioner Kolars and seconded by Commissioner Dranttel to approve the resolution setting the 2022 Nicollet County net property tax levy at \$24,257,237.00, which is a 2% increase from the 2021 net property tax levy. Motion carried with all voting in favor on a roll call vote.

2022 Elected Officials Compensation and Per Diem Resolution

Motion by Commissioner Dranttel and seconded by Commissioner Kolars to approve the resolution identifying a 2.5% pay increase for County Commissioners, a 3.5% increase for

elected department heads, and a per diem rate of \$70/day. Motion carried with all voting in favor on a roll call vote.

Rural Minnesota Energy Board JPA

Motion by Commissioner Luepke and seconded by Commissioner Kolars to approve the amended Joint Powers Agreement (JPA) with the Rural Minnesota Energy Board (RMEB). Motion carried with all voting in favor.

PACE of MN Assessment

Motion by Commissioner Dranttel and seconded by Commissioner Kolars to consider the resolution for placement of special assessments on a property for a loan obtained through the Property Assessed Clean Energy Program (PACE). The total loan amount is \$1,000,000.00. The interest rate is 6.13% and will be paid back over a period of 19 years beginning January 1, 2023. Motion carried with all voting in favor on a roll call vote.

Minnesota Opioid Settlement Resolution

Motion by Commissioner Luepke and seconded by Commissioner Dranttel to consider approval of the resolution to participate in the Minnesota Opioid Settlement. Motion carried with all voting in favor on a roll call vote.

Property and Public Services

AgBMP Low Interest Loan Project – Septic Liens

Motion by Commissioner Luepke and seconded by Commissioner Dranttel to approve the resolution that authorizes the placement of liens onto the properties identified below for the total amount of \$31,200.00. Motion carried with all voting in favor.

<u>AgBMP LIEN ATTACHMENT #7</u>		
PARCEL #	ACTUAL COST	LIEN DATE
03.002.0605	\$13,700.00	June 24, 2021
09.034.1100	\$17,500.00	July 13, 2021

Consider Resolution to Apply for Funding for Voting Equipment Grant

Motion by Commissioner Kolars and seconded by Commissioner Luepke to approve the resolution to allow Nicollet County to apply for VEGA-3 funds. Grant money is set to be awarded in February 14, 2022 and equipment would need to be purchased by April 29, 2022. Motion carried with all voting in favor.

Farm Lease Renewals

At this time, Commissioner Morrow opened up discussion of the Farm Lease Renewal item originally on the Consent agenda. It was agreed to move this item to the regular agenda. Motion by Commissioner Luepke and seconded by Commissioner Dranttel to approve the Farm Lease renewals for property located in Brighton Township and Courtland Township. Motion carried with all voting in favor.

Commissioner Committee Reports

The Commissioners reported on various meetings and activities, including:

Chair's Report

Commissioner Marie Dranttel

- Broadband (Nuvera) Meeting
- Liaison Committee
- One Watershed One Plan (1W1P)
- Truth in Taxation
- County Board Meeting

Commissioner Jack Kolars

- Truth in Taxation
- AMC Annual Meeting
- Transportation Meeting
- REDA Meeting
- MAPO Presentation
- County Board Meeting

Commissioner John Luepke

- Soil and Water meeting
- Truth in Taxation
- AMC Meeting
- South Central Clean Energy via Zoom
- County Board Meeting

Approve Per Diems and Expenses

Motion by Commissioner Luepke 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.

Adjourn

Motion by Commissioner Dranttel and seconded by Commissioner Kolars to adjourn the meeting. Motion carried with all voting in favor. The meeting adjourned at 11:11 a.m.

TERRY MORROW, CHAIR
BOARD OF COMMISSIONERS

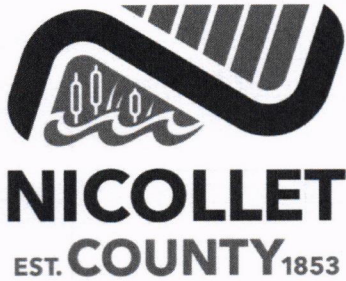
ATTEST:

MANDY LANDKAMER
CLERK TO THE BOARD

Nicollet County Board of Commissioners
Board Meeting Agenda Item



Agenda Item:				
2022 Solid Waste Collection and Transportation License Applicants				
Primary Originating Division/Dept.: Property Services Contact: Ben Rosburg Title: Environmental Spec Amount of Time Requested minutes Presenter: Title:	Meeting Date: 1/4/2022 Item Type: Consent 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: The following companies that wish to offer services in Nicollet County. The application, fee, and required documentation have been received from the following: - Hansen Sanitation, Tami Kopischke, PO Box 9, Kasota MN 56050 - LJP Enterprises, Inc, Jeff Pitcel, 2160 Ringhofer Dr., North Mankato MN 56003 - Clobes Sanitation, John Clobes 403 1st Ave, Fairfax, MN, 55332 - Renville Sibley Sanitation, Bruce Prigge, PO Box 296, Gibbon MN 55335 - River View Sanitation, Rachel Shoen, PO Box 338, New Ulm, MN 56073 - Waste Management, Karyn Block, 739 Beaver Ave, Mankato MN 56001 - West Central Sanitation, Inc, Don Williamson, PO Box 796, Willmar MN 56201 - Dem-Con Companies, Jerome Meyer, 13020 Dem-Con Drive, Shakopee, MN, 55379 -Gaylord Sanitation, Inc., Jess Wibstad, 19 6th St., PO Box 145, Gaylord, MN, 55334				
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: Approval of the nine applicants to offer solid waste collection and transportation services within Nicollet County				
<table style="width: 100%; border: none;"> <tr> <td style="width: 50%; vertical-align: top;"> FISCAL IMPACT: Included in current budget <small>(Select One)</small> If "Other", specify </td> <td style="width: 50%; vertical-align: top;"> FUNDING County Dollars = Other \$900.00 <small>(Select One)</small> Total \$900.00 </td> </tr> </table>			FISCAL IMPACT: Included in current budget <small>(Select One)</small> If "Other", specify	FUNDING County Dollars = Other \$900.00 <small>(Select One)</small> Total \$900.00
FISCAL IMPACT: Included in current budget <small>(Select One)</small> If "Other", specify	FUNDING County Dollars = Other \$900.00 <small>(Select One)</small> Total \$900.00			
FTE IMPACT: No FTE change <small>(Select One)</small> If "Increase or "Decrease" specify: Related Financial/FTE Comments:				



NICOLLET COUNTY

PROPERTY SERVICES DEPARTMENT

LICENSE APPLICATION FOR SOLID WASTE COLLECTION AND TRANSPORTATION

This Application is for licensing year January 1, 2022 through December 31, 2022.
Applications must be postmarked no later than December 31, 2021.

Review and Approval Process

Please print in ink or type all sections of the application. Enclose all requested attachments and return completed applications to Nicollet County, Property Services Department, 501 S. Minnesota Ave., St. Peter, MN 56082. This license application will be forwarded to the County Solid Waste Enforcement Coordinator in the Property Services Department for review. Once reviewed by the Solid Waste Enforcement Coordinator, applications will be placed on the December County Commissioner's Board Agenda for approval or denial. Upon County Board approval, a license will be prepared for the business listed on the application.

SECTION I. LICENSEE INFORMATION

Business Name: Clobes Sanitation

Contact Person: John Clobes

Business Address: 403 1st Ave NE Fairfax, MN 55332
(City, State) (Zip)

Other Contact Information: (507) 829-6252
(telephone) (FAX) (email)

Minnesota Tax I.D.#: 477-80-1885 Federal Tax I.D.#: 41-1555764

Vehicle & Container Storage Locations: 403 1st Ave NE

SECTION II. COLLECTION AND TRANSPORTATION

1. Please list all vehicles that will be used to haul solid waste. (Additional sheets may be used):

Vehicle Make & Model	Rated Capacity	License Plate Number	Body Type
2006 JMT 9200	20 yd	7B41060	McNeilus Rear Loader

2. List the municipalities and townships which will be served and indicate materials collected:

Location	MSW	C/D/I ¹	Recycling	Other (list)
Belgrade			<input type="checkbox"/> Residential <input type="checkbox"/> Commercial	
Bernadotte (Twp)			<input type="checkbox"/> Residential <input type="checkbox"/> Commercial	
Brighton			<input type="checkbox"/> Residential <input type="checkbox"/> Commercial	
Courtland (Twp)			<input type="checkbox"/> Residential <input type="checkbox"/> Commercial	
Granby			<input type="checkbox"/> Residential <input type="checkbox"/> Commercial	
Lafayette (Twp)	X	X	<input type="checkbox"/> Residential <input type="checkbox"/> Commercial	
Lake Prairie			<input type="checkbox"/> Residential <input type="checkbox"/> Commercial	
New Sweden			<input type="checkbox"/> Residential <input type="checkbox"/> Commercial	
Nicollet (Twp)			<input type="checkbox"/> Residential <input type="checkbox"/> Commercial	
Oshawa			<input type="checkbox"/> Residential <input type="checkbox"/> Commercial	
Ridgely	X	X	<input type="checkbox"/> Residential <input type="checkbox"/> Commercial	
Traverse			<input type="checkbox"/> Residential <input type="checkbox"/> Commercial	
West Newton	X	X	<input type="checkbox"/> Residential <input type="checkbox"/> Commercial	
Bernadotte	X	X	<input type="checkbox"/> Residential <input type="checkbox"/> Commercial	
Courtland			<input type="checkbox"/> Residential <input type="checkbox"/> Commercial	
Klossner			<input type="checkbox"/> Residential <input type="checkbox"/> Commercial	
Lafayette			<input type="checkbox"/> Residential <input type="checkbox"/> Commercial	
Nicollet			<input type="checkbox"/> Residential <input type="checkbox"/> Commercial	
Norseland			<input type="checkbox"/> Residential <input type="checkbox"/> Commercial	
North Mankato			<input type="checkbox"/> Residential <input type="checkbox"/> Commercial	
St. George			<input type="checkbox"/> Residential <input type="checkbox"/> Commercial	
St. Peter			<input type="checkbox"/> Residential <input type="checkbox"/> Commercial	

¹Construction/Demolition/Industrial

If recycling services are offered, please indicate the materials accepted:

<input type="checkbox"/> Aluminum Cans	<input type="checkbox"/> Steel/Tin Cans	<input type="checkbox"/> Other Metal
<input type="checkbox"/> Clear Glass	<input type="checkbox"/> Brown Glass	<input type="checkbox"/> Green Glass
<input type="checkbox"/> Newsprint Paper	<input type="checkbox"/> Magazine/Catalog Paper	<input type="checkbox"/> Office Paper
<input type="checkbox"/> PET = #1 Plastic	<input type="checkbox"/> HDPE = #2 Plastic	<input type="checkbox"/> #3 - #7 Plastic
<input type="checkbox"/> Cardboard	<input type="checkbox"/> Paperboard	<input type="checkbox"/> Coated Paperboard

3. County Solid Waste Management Plan

Tri-County Solid Waste prepared a Solid Waste Management Plan for Nicollet County pursuant to Minnesota Statutes to protect the health and economic welfare of the residents and environment. All licensed haulers will be provided a copy of the plan upon request. The County urges all solid waste haulers and generators to assist the County in achieving the goals of the Plan.

4. Haulers shall provide the following information to the MPCA, which is then shared with the County:

- (a) Annual reports verifying the actual MSW disposed and the facilities where it was disposed of.
- (b) Annual reports verifying the tonnage of recyclable materials collected and the processing facilities where recyclables were delivered.

SECTION III. VOLUME OR WEIGHT BASED PRICING

Minnesota Statute 115A.93 requires that licensees must have volume or weight based pricing for the collection of MSW. This means that the price of collection increases with the volume or weight of the waste collected.

SECTION IV. WASTE DEPOSIT DISCLOSURE

1. Minn. Stat. 115A.9302 (1995) requires that each year between January 1 and March 31, a person who collects construction debris, industrial waste, or MSW for transportation to a waste facility, must disclose to each waste generator from whom waste is collected the name and location of the disposal or processing facilities used, the type of permit held by the facility and the permit number, and the approximate waste deposited at each of the two primary facilities used. The disclosure must be made in writing at least once a year. **All written disclosures must contain the following statement:**

"You may be responsible for any liability that results from contamination at a facility where your waste has been deposited. Minnesota believes that its waste management system provides substantially more financial and environmental protection than depositing waste in landfills in other states. Managing your waste in Minnesota may minimize your potential liability."

If the primary facilities identified by the hauler are not located in Minnesota then the disclosure must state:

"The landfill to which your waste may be sent during the current calendar year is not a Minnesota landfill."

2. Please enclose a copy of your Waste Deposit Disclosure with your application.

SECTION V. CERTIFICATE OF COMPLIANCE, MINNESOTA WORKERS' COMPENSATION LAW

Minnesota Statute, Section 176.182 requires every state and local licensing agency to withhold the issuance or renewal of a license or permit to operate a business or engage in an activity in Minnesota until the applicant presents acceptable evidence of compliance with the workers' compensation insurance coverage requirement of MSS Chapter 176. The information required is: the name of the insurance company, the policy number, and dates of coverage or the permit of self-insure. This information will be collected by the licensing agency and retained in their files.

This information is required by law, and licenses and permits to operate a business may not be issued or renewed if it is not provided and/or is falsely reported. Furthermore, if this information is not provided or falsely stated, it may result in a \$1,000 penalty assessed against the applicant by the Commissioner of the Department of Labor and Industry.

Insurance Company Name (NOT the insurance agent): Auto-Owners Insurance

Policy Number: 861706 08213005

Dates of Coverage: 4-15-21 to 4-15-22

OR

Applicant is not required to have workers compensation liability coverage because:

- ☐ Applicant has no employees
- ☐ Applicant is self-insured (include permit to self-insure)
- ☐ Applicant has no employees who are covered by the workers compensation law (these include: Spouse, Parents, Children and certain farm employees)

The above information provided above is accurate and complete and a valid workers compensation policy will be kept in effect at all times as required by law for the following company.

Name (Last, First, M.I.): Clobes John

Doing Business As (if different than your name): Clobes Sanitation

Business Address: 403 1st Ave NE P.O. Box 57

City, State, Zip: Fairfax, MN 55332

Business Phone: (507) 829-6252

SECTION VI. INSURANCE

Please provide Nicollet County with a Certificate of Insurance for liability for current general and automotive liability policies in compliance with the County's requirements, as outlined in Nicollet County Solid Waste Ordinance Sec. 2 Subd. 6.

1. Name of Insurance Carrier: Auto - Owners Insurance
2. A current certificate of general liability insurance for a minimum of \$100,000/\$300,000.
3. A current certificate of automotive liability insurance for a minimum of \$50,000/\$100,000.

Please check one: ☐ Certificate of Insurance included with application
☒ Current Certificate of Insurance on file with Nicollet County

SECTION VII. BOND

Pursuant to Sec. 5 Subd. 5(c), of the Nicollet County Solid waste Ordinance, a \$3,000 performance bond shall be required prior to the issuance of any licenses to engage in collection and transportation of solid waste. The bond must name Nicollet County as the obligee.

Please check one: ☐ Bond included with application
☒ Current Bond on file with Nicollet County

SECTION VIII. FEE

Please enclose a check for \$100.00 for the license fee made payable to Nicollet County.

SECTION IX. CERTIFICATION AND SIGNATURE

I certify that the information provided in this application is accurate and complete and I understand that any false statements or omissions of a material fact will result in the license being withheld or denied; and

I also certify that I have complied with the requirements of the Waste Deposit Disclosure Requirements (Minn. Stat. 115A.9302 (1995) for this calendar year.

John Clohes
Signature of applicant/licensee

Dated this 8th day of December, 2021

COMPLETION CHECKLIST

- ☐ Completed Application – with signature and date
- ☐ Fee
- ☐ Waste Deposit Disclosure Statement
- ☐ Certification of Compliance Workers' Compensation Coverage
- ☐ Certificate of Liability Insurance (either enclosed or on-file)
- ☐ \$3,000 Performance Bond (either enclosed or on-file)

Send completed application, documentation, and payment **no later than December 31, 2021** to:

Ben Rosburg, Environmental Specialist
Property Services Department
Nicollet County Government Center
501 S. Minnesota Avenue
St. Peter, MN 56082
Phone: 507-934-7072
FAX Number: 507-934-0259
E-Mail: benjamin.rosburg@co.nicollet.mn.us

FOR OFFICE USE ONLY

Application received on date: _____

License name: _____ License number: _____

Date of issuance: _____

The foregoing application is hereby approved this ____ day of _____, year of _____. Chairman of the County Board of Commissioners hereby directs the Department of Property Services to issue the license in accordance herewith.

ATTEST:

Chair, Nicollet County Board of Commissioners

Waste Disclosure

Minnesota Statute 115A. 9302, requires that the following annual notice be given to Citizens who receive waste collection services:

"You may be responsible for any liability that results from contamination at a facility where your waste has been deposited. Minnesota believes that its waste management system provides substantially more financial and environmental protection than depositing waste in landfills in other sites. Managing your waste in Minnesota may minimize your potential liability."

All the waste collected by **Clobes Sanitation**, is transported to the following facilities:

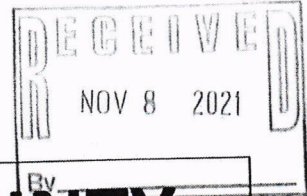
Demolition Debris Waste Disposal:

Renville County Landfill
32877 Co Rd 4
Olivia, MN 56277
MPCA Permit # SW-90

Mixed Solid Waste Disposal:

Redwood Renville Regional Solid Waste Authority (RRRSWA)
907 West Bridge St
Redwood Falls, MN 56283
MPCA Permit # SW-664

Lyon County Landfill
2025 200th Ave
Lynd, MN 56157
MPCA Permit # SW-23



NICOLLET COUNTY

PROPERTY SERVICES DEPARTMENT

LICENSE APPLICATION FOR SOLID WASTE COLLECTION AND TRANSPORTATION

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Review and Approval Process

Please print in ink or type all sections of the application. Enclose all requested attachments and return completed applications to Nicollet County, Property Services Department, 501 S. Minnesota Ave., St. Peter, MN 56082. This license application will be forwarded to the County Solid Waste Enforcement Coordinator in the Property Services Department for review. Once reviewed by the Solid Waste Enforcement Coordinator, applications will be placed on the December County Commissioner's Board Agenda for approval or denial. Upon County Board approval, a license will be prepared for the business listed on the application.

SECTION I. LICENSEE INFORMATION

Business Name: Dem-Con Companies LLC

Contact Person: Jerome Meyer

Business Address: 13020 Dem-Con Drive Shakopee, MN 55379
(City, State) (Zip)

Other Contact Information: 952-445-5755 jerome.meyer@dem-con.com
(telephone) (FAX) (email)

Minnesota Tax I.D.#: 5446645 Federal Tax I.D.#: 41-2008497

Vehicle & Container Storage Locations: 13020 Dem-Con Drive, Shakopee MN 55379

SECTION II. COLLECTION AND TRANSPORTATION

1. Please list all vehicles that will be used to haul solid waste. (Additional sheets may be used):

Vehicle Make & Model	Rated Capacity	License Plate Number	Body Type
✓ Western Star 4700 SB	77,000	YCA 0540	Roll off
✓ Western Star 4700 SB	77,000	YCA 8556	Roll off
✓ Mack GU 813	73,280	YBR 4582	Roll off
Mack GU 813	54,999	YBA 4120	Roll off

2. List the municipalities and townships which will be served and indicate materials collected:

Location	MSW	C/D/I ¹	Recycling	Other (list)
Belgrade			<input type="checkbox"/> Residential <input type="checkbox"/> Commercial	
Bernadotte (Twp)			<input type="checkbox"/> Residential <input type="checkbox"/> Commercial	
Brighton			<input type="checkbox"/> Residential <input type="checkbox"/> Commercial	
Courtland (Twp)			<input type="checkbox"/> Residential <input type="checkbox"/> Commercial	
Granby			<input type="checkbox"/> Residential <input type="checkbox"/> Commercial	
Lafayette (Twp)			<input type="checkbox"/> Residential <input type="checkbox"/> Commercial	
Lake Prairie			<input type="checkbox"/> Residential <input type="checkbox"/> Commercial	
New Sweden			<input type="checkbox"/> Residential <input type="checkbox"/> Commercial	
Nicollet (Twp)			<input type="checkbox"/> Residential <input type="checkbox"/> Commercial	
Oshawa			<input type="checkbox"/> Residential <input type="checkbox"/> Commercial	
Ridgely			<input type="checkbox"/> Residential <input type="checkbox"/> Commercial	
Traverse			<input type="checkbox"/> Residential <input type="checkbox"/> Commercial	
West Newton			<input type="checkbox"/> Residential <input type="checkbox"/> Commercial	
Bernadotte			<input type="checkbox"/> Residential <input type="checkbox"/> Commercial	
Courtland			<input type="checkbox"/> Residential <input type="checkbox"/> Commercial	
Klossner			<input type="checkbox"/> Residential <input type="checkbox"/> Commercial	
Lafayette			<input type="checkbox"/> Residential <input type="checkbox"/> Commercial	
Nicollet	X	X	<input type="checkbox"/> Residential <input checked="" type="checkbox"/> Commercial	
Norseland			<input type="checkbox"/> Residential <input type="checkbox"/> Commercial	
North Mankato	X	X	<input type="checkbox"/> Residential <input checked="" type="checkbox"/> Commercial	
St. George			<input type="checkbox"/> Residential <input type="checkbox"/> Commercial	
St. Peter	X	X	<input type="checkbox"/> Residential <input checked="" type="checkbox"/> Commercial	

¹Construction/Demolition/Industrial

If recycling services are offered, please indicate the materials accepted:

<input type="checkbox"/> Aluminum Cans	<input type="checkbox"/> Steel/Tin Cans	<input type="checkbox"/> Other Metal
<input type="checkbox"/> Clear Glass	<input type="checkbox"/> Brown Glass	<input type="checkbox"/> Green Glass
<input type="checkbox"/> Newsprint Paper	<input type="checkbox"/> Magazine/Catalog Paper	<input type="checkbox"/> Office Paper
<input type="checkbox"/> PET = #1 Plastic	<input type="checkbox"/> HDPE = #2 Plastic	<input type="checkbox"/> #3 - #7 Plastic
<input type="checkbox"/> Cardboard	<input type="checkbox"/> Paperboard	<input type="checkbox"/> Coated Paperboard

3. County Solid Waste Management Plan

Tri-County Solid Waste prepared a Solid Waste Management Plan for Nicollet County pursuant to Minnesota Statutes to protect the health and economic welfare of the residents and environment. All licensed haulers will be provided a copy of the plan upon request. The County urges all solid waste haulers and generators to assist the County in achieving the goals of the Plan.

4. Haulers shall provide the following information to the MPCA, which is then shared with the County:

- (a) Annual reports verifying the actual MSW disposed and the facilities where it was disposed of.
- (b) Annual reports verifying the tonnage of recyclable materials collected and the processing facilities where recyclables were delivered.

SECTION III. VOLUME OR WEIGHT BASED PRICING

Minnesota Statute 115A.93 requires that licensees must have volume or weight based pricing for the collection of MSW. This means that the price of collection increases with the volume or weight of the waste collected.

SECTION IV. WASTE DEPOSIT DISCLOSURE

1. Minn. Stat. 115A.9302 (1995) requires that each year between January 1 and March 31, a person who collects construction debris, industrial waste, or MSW for transportation to a waste facility, must disclose to each waste generator from whom waste is collected the name and location of the disposal or processing facilities used, the type of permit held by the facility and the permit number, and the approximate waste deposited at each of the two primary facilities used. The disclosure must be made in writing at least once a year. **All written disclosures must contain the following statement:**

"You may be responsible for any liability that results from contamination at a facility where your waste has been deposited. Minnesota believes that its waste management system provides substantially more financial and environmental protection than depositing waste in landfills in other states. Managing your waste in Minnesota may minimize your potential liability."

If the primary facilities identified by the hauler are not located in Minnesota then the disclosure must state:

"The landfill to which your waste may be sent during the current calendar year is not a Minnesota landfill."

2. Please enclose a copy of your Waste Deposit Disclosure with your application.

SECTION V. CERTIFICATE OF COMPLIANCE, MINNESOTA WORKERS' COMPENSATION LAW

Minnesota Statute, Section 176.182 requires every state and local licensing agency to withhold the issuance or renewal of a license or permit to operate a business or engage in an activity in Minnesota until the applicant presents acceptable evidence of compliance with the workers' compensation insurance coverage requirement of MSS Chapter 176. The information required is: the name of the insurance company, the policy number, and dates of coverage or the permit of self-insure. This information will be collected by the licensing agency and retained in their files.

This information is required by law, and licenses and permits to operate a business may not be issued or renewed if it is not provided and/or is falsely reported. Furthermore, if this information is not provided or falsely stated, it may result in a \$1,000 penalty assessed against the applicant by the Commissioner of the Department of Labor and Industry.

Insurance Company Name (NOT the insurance agent): Builders and Contractors WC Fund

Policy Number: ACCT 22-0376

Dates of Coverage: 7/1/2021 to 7/1/2022

OR

Applicant is not required to have workers compensation liability coverage because:

- ☐ Applicant has no employees
- ☐ Applicant is self-insured (include permit to self-insure)
- ☐ Applicant has no employees who are covered by the workers compensation law (these include: Spouse, Parents, Children and certain farm employees)

The above information provided above is accurate and complete and a valid workers compensation policy will be kept in effect at all times as required by law for the following company.

Name (Last, First, M.I.): _____

Doing Business As (if different than your name): _____

Business Address: _____

City, State, Zip: _____

Business Phone: _____

SECTION VI. INSURANCE

Please provide Nicollet County with a Certificate of Insurance for liability for current general and automotive liability policies in compliance with the County's requirements, as outlined in Nicollet County Solid Waste Ordinance Sec. 2 Subd. 6.

1. Name of Insurance Carrier: Continental Western Insurance Company
2. A current certificate of general liability insurance for a minimum of \$100,000/\$300,000.
3. A current certificate of automotive liability insurance for a minimum of \$50,000/\$100,000.

Please check one: ☒ Certificate of Insurance included with application
☐ Current Certificate of Insurance on file with Nicollet County

SECTION VII. BOND

Pursuant to Sec. 5 Subd. 5(c), of the Nicollet County Solid waste Ordinance, a \$3,000 performance bond shall be required prior to the issuance of any licenses to engage in collection and transportation of solid waste. The bond must name Nicollet County as the obligee.

Please check one: ☐ Bond included with application
☒ Current Bond on file with Nicollet County

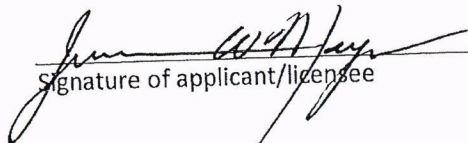
SECTION VIII. FEE

Please enclose a check for \$100.00 for the license fee made payable to Nicollet County.

SECTION IX. CERTIFICATION AND SIGNATURE

I certify that the information provided in this application is accurate and complete and I understand that any false statements or omissions of a material fact will result in the license being withheld or denied; and

I also certify that I have complied with the requirements of the Waste Deposit Disclosure Requirements (Minn. Stat. 115A.9302 (1995) for this calendar year.



Signature of applicant/licensee

Dated this 10th day of November, 2021

COMPLETION CHECKLIST

- ☐ Completed Application – with signature and date
- ☐ Fee
- ☐ Waste Deposit Disclosure Statement
- ☐ Certification of Compliance Workers' Compensation Coverage
- ☐ Certificate of Liability Insurance (either enclosed or on-file)
- ☐ \$3,000 Performance Bond (either enclosed or on-file)

Send completed application, documentation, and payment no later than December 31, 2021 to:

Ben Rosburg, Environmental Specialist
Property Services Department
Nicollet County Government Center
501 S. Minnesota Avenue
St. Peter, MN 56082
Phone: 507-934-7072
FAX Number: 507-934-0259
E-Mail: benjamin.rosburg@co.nicollet.mn.us

FOR OFFICE USE ONLY

Application received on date: _____

License name: _____ License number: _____

Date of issuance: _____

The foregoing application is hereby approved this ____ day of _____, year of _____. Chairman of the County Board of Commissioners hereby directs the Department of Property Services to issue the license in accordance herewith.

ATTEST:

Chair, Nicollet County Board of Commissioners



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

6/18/2021

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER
Marsh & McLennan Agency LLC
4410 Golf Terrace
Suite 202
Eau Claire WI 54701

CONTACT

NAME:

PHONE

(A/C, No, Ext):

FAX

(A/C, No):

E-MAIL

ADDRESS:

INSURER(S) AFFORDING COVERAGE

NAIC #

INSURER A: Continental Western Insurance Company

10804

INSURER B: Builders & Contractors WC Fund

99999

INSURER C: Nautilus Insurance Company

17370

INSURER D:

INSURER E:

INSURER F:

INSURED
Dem-Con Companies LLC, Dem-Con Materials Recovery LLC
Dem-Con Landfill, LLC, Dem-Con Metal Recycling, LLC, Dem-Con
Recovery & Recycling, LLC
Dem-Con Shingle Processing, LLC
Shakopee MN 55379

DEMCOCOMPA

COVERAGES

CERTIFICATE NUMBER: 107329458

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> 5,000 GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:	Y	Y	CPA3232927	12/31/2020	12/31/2021	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 300,000 MED EXP (Any one person) \$ 25,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 \$
A	<input checked="" type="checkbox"/> AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS ONLY	Y	Y	CPA3232927	12/31/2020	12/31/2021	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
C	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$			FFX203384610	12/31/2020	12/31/2021	EACH OCCURRENCE \$ 10,000,000 AGGREGATE \$ 10,000,000 \$
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A	ACCT220376	7/1/2021	7/1/2022	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 2,000,000 E.L. DISEASE - EA EMPLOYEE \$ 2,000,000 E.L. DISEASE - POLICY LIMIT \$ 2,000,000
A C	Equipment Pollution			CPA3232927 SPP203384310	12/31/2020 12/31/2020	12/31/2021 12/31/2021	Leased/Rented 125,000 10,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Named Insured Continued: General Waste & Recycling, LLC, Dem-Con Trucking, LLC, Dem-Con Dumpsters, LLC, Dem-Con Blaine, LLC, Dem-Con Green Grades, LLC, Dem-Con Landfill Hawick, LLC, Plehal Properties, LLC

CERTIFICATE HOLDER

CANCELLATION

Nicollet County
501 S Minnesota Avenue
St. Peter MN 56082

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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Dem-Con Companies, LLC

Solid Waste Disclosure Statement v. 2020

The Waste Management Act requires that all haulers disclose the destination of your waste. Pursuant to Minnesota Statute 115A9302, Dem-Con hereby discloses that waste collected will be delivered to one of the following facilities during the time period January through December. If an additional facility becomes either a primary facility or an alternative facility during this period, the hauler is required to provide you with updated information within 30 days. In addition, the Minnesota Legislature requires Minnesota haulers to make the following disclosure to their customers:

You may be responsible for any liability that results from contamination at a facility where your waste has been deposited. Minnesota believes that its waste management system provides substantially more financial and environmental protection than depositing waste in landfills in other states. Managing your waste in Minnesota may minimize your potential liability.

Materials are delivered to the
following facilities:

Waste Management

1901 Ames Drive, Burnsville, MN 55306
22460 US 169, Elk River, MN 55330

Dem-Con

13020 Dem-Con Drive, Shakopee, MN 55379
3280 9th CT NE, Blaine, MN 55449

SKB

630 Malcolm Ave SE, Minneapolis, MN 55414
13425 Courthouse Blvd, Rosemount, MN 55068

Republic Pine Bend

2495 117th St E, Inver Grove Heights, MN 55077

Recycling & Energy Center

100 Red Rock Rd, Newport, MN 55055

Vonco

15301 Sherburne Ave, Becker, MN 55308
1050 33rd Ave SE, Minneapolis, MN 55414

DEM-CON
C O M P A N I E S



NICOLLET COUNTY

PROPERTY SERVICES DEPARTMENT

LICENSE APPLICATION FOR SOLID WASTE COLLECTION AND TRANSPORTATION

This Application is for licensing year January 1, 2022 through December 31, 2022.
Applications must be postmarked no later than December 31, 2021.

Review and Approval Process

Please print in ink or type all sections of the application. Enclose all requested attachments and return completed applications to Nicollet County, Property Services Department, 501 S. Minnesota Ave., St. Peter, MN 56082. This license application will be forwarded to the County Solid Waste Enforcement Coordinator in the Property Services Department for review. Once reviewed by the Solid Waste Enforcement Coordinator, applications will be placed on the December County Commissioner's Board Agenda for approval or denial. Upon County Board approval, a license will be prepared for the business listed on the application.

SECTION I. LICENSEE INFORMATION

Business Name: Gaylord Sanitation Inc.

Contact Person: Jess Wibstad

Business Address: 19 6th St P.O. Box 145 Gaylord, Mn. 55334
(City, State) (Zip)

Other Contact Information: 507-327-4370 (telephone) (FAX) jwibstad@yahoo.com (email)

Minnesota Tax I.D.#: 4007540 Federal Tax I.D.#: 41-H45800

Vehicle & Container Storage Locations: 19 6th St Gaylord, Mn

SECTION II. COLLECTION AND TRANSPORTATION

1. Please list all vehicles that will be used to haul solid waste. (Additional sheets may be used):

Vehicle Make & Model	Rated Capacity	License Plate Number	Body Type
International HV	25 YD	YBW 9988	Rear load
Mack	10-40 YD	YBW 9982	Roll off
Western Star	10-40 YD	YBZ 0267	Roll off
Freightliner SD114	32 YD	YBK 0827	Side loader

2. List the municipalities and townships which will be served and indicate materials collected:

Location	MSW	C/D/I ¹	Recycling	Other (list)
Belgrade			<input type="checkbox"/> Residential <input type="checkbox"/> Commercial	
Bernadotte (Twp)	X	X	<input type="checkbox"/> Residential <input type="checkbox"/> Commercial	
Brighton			<input type="checkbox"/> Residential <input type="checkbox"/> Commercial	
Courtland (Twp)			<input type="checkbox"/> Residential <input type="checkbox"/> Commercial	
Granby	X	X	<input type="checkbox"/> Residential <input type="checkbox"/> Commercial	
Lafayette (Twp)			<input type="checkbox"/> Residential <input type="checkbox"/> Commercial	
Lake Prairie			<input type="checkbox"/> Residential <input type="checkbox"/> Commercial	
New Sweden	X	X	<input type="checkbox"/> Residential <input type="checkbox"/> Commercial	
Nicollet (Twp)			<input type="checkbox"/> Residential <input type="checkbox"/> Commercial	
Oshawa			<input type="checkbox"/> Residential <input type="checkbox"/> Commercial	
Ridgely			<input type="checkbox"/> Residential <input type="checkbox"/> Commercial	
Traverse			<input type="checkbox"/> Residential <input type="checkbox"/> Commercial	
West Newton			<input type="checkbox"/> Residential <input type="checkbox"/> Commercial	
Bernadotte	X	X	<input type="checkbox"/> Residential <input type="checkbox"/> Commercial	
Courtland			<input type="checkbox"/> Residential <input type="checkbox"/> Commercial	
Klossner			<input type="checkbox"/> Residential <input type="checkbox"/> Commercial	
Lafayette		X	<input type="checkbox"/> Residential <input type="checkbox"/> Commercial	
Nicollet		X	<input type="checkbox"/> Residential <input type="checkbox"/> Commercial	
Norseland	X	X	<input type="checkbox"/> Residential <input type="checkbox"/> Commercial	
North Mankato			<input type="checkbox"/> Residential <input type="checkbox"/> Commercial	
St. George			<input type="checkbox"/> Residential <input type="checkbox"/> Commercial	
St. Peter		X	<input type="checkbox"/> Residential <input type="checkbox"/> Commercial	

¹Construction/Demolition/Industrial

If recycling services are offered, please indicate the materials accepted:

<input checked="" type="checkbox"/> Aluminum Cans	<input checked="" type="checkbox"/> Steel/Tin Cans	<input type="checkbox"/> Other Metal
<input checked="" type="checkbox"/> Clear Glass	<input checked="" type="checkbox"/> Brown Glass	<input checked="" type="checkbox"/> Green Glass
<input checked="" type="checkbox"/> Newsprint Paper	<input checked="" type="checkbox"/> Magazine/Catalog Paper	<input checked="" type="checkbox"/> Office Paper
<input checked="" type="checkbox"/> PET = #1 Plastic	<input checked="" type="checkbox"/> HDPE = #2 Plastic	<input type="checkbox"/> #3 - #7 Plastic
<input checked="" type="checkbox"/> Cardboard	<input checked="" type="checkbox"/> Paperboard	<input checked="" type="checkbox"/> Coated Paperboard

3. County Solid Waste Management Plan

Tri-County Solid Waste prepared a Solid Waste Management Plan for Nicollet County pursuant to Minnesota Statutes to protect the health and economic welfare of the residents and environment. All licensed haulers will be provided a copy of the plan upon request. The County urges all solid waste haulers and generators to assist the County in achieving the goals of the Plan.

4. Haulers shall provide the following information to the MPCA, which is then shared with the County:

- (a) Annual reports verifying the actual MSW disposed and the facilities where it was disposed of.
- (b) Annual reports verifying the tonnage of recyclable materials collected and the processing facilities where recyclables were delivered.

SECTION III. VOLUME OR WEIGHT BASED PRICING

Minnesota Statute 115A.93 requires that licensees must have volume or weight based pricing for the collection of MSW. This means that the price of collection increases with the volume or weight of the waste collected.

SECTION IV. WASTE DEPOSIT DISCLOSURE

1. Minn. Stat. 115A.9302 (1995) requires that each year between January 1 and March 31, a person who collects construction debris, industrial waste, or MSW for transportation to a waste facility, must disclose to each waste generator from whom waste is collected the name and location of the disposal or processing facilities used, the type of permit held by the facility and the permit number, and the approximate waste deposited at each of the two primary facilities used. The disclosure must be made in writing at least once a year. **All written disclosures must contain the following statement:**

"You may be responsible for any liability that results from contamination at a facility where your waste has been deposited. Minnesota believes that its waste management system provides substantially more financial and environmental protection than depositing waste in landfills in other states. Managing your waste in Minnesota may minimize your potential liability."

If the primary facilities identified by the hauler are not located in Minnesota then the disclosure must state:

"The landfill to which your waste may be sent during the current calendar year is not a Minnesota landfill."

2. Please enclose a copy of your Waste Deposit Disclosure with your application.

SECTION V. CERTIFICATE OF COMPLIANCE, MINNESOTA WORKERS' COMPENSATION LAW

Minnesota Statute, Section 176.182 requires every state and local licensing agency to withhold the issuance or renewal of a license or permit to operate a business or engage in an activity in Minnesota until the applicant presents acceptable evidence of compliance with the workers' compensation insurance coverage requirement of MSS Chapter 176. The information required is: the name of the insurance company, the policy number, and dates of coverage or the permit of self-insure. This information will be collected by the licensing agency and retained in their files.

This information is required by law, and licenses and permits to operate a business may not be issued or renewed if it is not provided and/or is falsely reported. Furthermore, if this information is not provided or falsely stated, it may result in a \$1,000 penalty assessed against the applicant by the Commissioner of the Department of Labor and Industry.

Insurance Company Name (NOT the insurance agent): Pioneer Specialty Ins. Co.

Policy Number: CPP 0015556 14

Dates of Coverage: 3/9/21 to 3/9/22

OR

Applicant is not required to have workers compensation liability coverage because:

- ☐ Applicant has no employees
- ☐ Applicant is self-insured (include permit to self-insure)
- ☐ Applicant has no employees who are covered by the workers compensation law (these include: Spouse, Parents, Children and certain farm employees)

The above information provided above is accurate and complete and a valid workers compensation policy will be kept in effect at all times as required by law for the following company.

Name (Last, First, M.I.): Wibstad Jess (NMN)

Doing Business As (if different than your name): Gaylord Sanitation Inc.

Business Address: 19 6th St P.O. Box 145

City, State, Zip: Gaylord, Mn. 55334

Business Phone: 507-237-2274 (507) 327-4370

SECTION VI. INSURANCE

Please provide Nicollet County with a Certificate of Insurance for liability for current general and automotive liability policies in compliance with the County's requirements, as outlined in Nicollet County Solid Waste Ordinance Sec. 2 Subd. 6.

1. Name of Insurance Carrier: Pioneer Specialty Ins. Co.
2. A current certificate of general liability insurance for a minimum of \$100,000/\$300,000.
3. A current certificate of automotive liability insurance for a minimum of \$50,000/\$100,000.

Please check one: ☒ Certificate of Insurance included with application
☐ Current Certificate of Insurance on file with Nicollet County

SECTION VII. BOND

Pursuant to Sec. 5 Subd. 5(c), of the Nicollet County Solid waste Ordinance, a \$3,000 performance bond shall be required prior to the issuance of any licenses to engage in collection and transportation of solid waste. The bond must name Nicollet County as the obligee.

Please check one: ☐ Bond included with application
☒ Current Bond on file with Nicollet County

SECTION VIII. FEE

Please enclose a check for \$100.00 for the license fee made payable to Nicollet County.

SECTION IX. CERTIFICATION AND SIGNATURE

I certify that the information provided in this application is accurate and complete and I understand that any false statements or omissions of a material fact will result in the license being withheld or denied; and

I also certify that I have complied with the requirements of the Waste Deposit Disclosure Requirements (Minn. Stat. 115A.9302 (1995) for this calendar year.



Signature of applicant/licensee

Dated this 25 day of Nov., 2021

COMPLETION CHECKLIST

- ☐ Completed Application – with signature and date
- ☐ Fee
- ☐ Waste Deposit Disclosure Statement
- ☐ Certification of Compliance Workers' Compensation Coverage
- ☐ Certificate of Liability Insurance (either enclosed or on-file)
- ☐ \$3,000 Performance Bond (either enclosed or on-file)

Send completed application, documentation, and payment no later than December 31, 2021 to:

Ben Rosburg, Environmental Specialist
Property Services Department
Nicollet County Government Center
501 S. Minnesota Avenue
St. Peter, MN 56082
Phone: 507-934-7072
FAX Number: 507-934-0259
E-Mail: benjamin.rosburg@co.nicollet.mn.us

FOR OFFICE USE ONLY

Application received on date: _____

License name: _____ License number: _____

Date of issuance: _____

The foregoing application is hereby approved this ____ day of _____, year of _____. Chairman of the County Board of Commissioners hereby directs the Department of Property Services to issue the license in accordance herewith.

ATTEST:

Chair, Nicollet County Board of Commissioners



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

11/26/2021

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Community Insurance Agency of Gaylord P O Box 3560 Gaylord, MN 55334	CONTACT NAME: Laurie	FAX (A/C, No):
	PHONE (A/C, No, Ext): 507-237-2710	
	E-MAIL ADDRESS: laurie@ciagaylord.com	
	INSURER(S) AFFORDING COVERAGE	NAIC #
INSURED GAYLORD SANITATION INC P O Box 145 Gaylord, MN 55334	INSURER A : PIONEER SPECIALTY INSURANCE COMPANY	
	INSURER B :	
	INSURER C :	
	INSURER D :	
	INSURER E :	
	INSURER F :	

COVERAGES **CERTIFICATE NUMBER:** 00001445-218207 **REVISION NUMBER:** 42

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSD WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER. <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER		CPP 0015590 13	03/09/2021	03/09/2022	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 1,000,000 PRODUCTS - COMP/OP AGG \$ 1,000,000
A	AUTOMOBILE LIABILITY ANY AUTO OWNED AUTOS ONLY <input checked="" type="checkbox"/> SCHEDULED AUTOS HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY		CPP 0015556 13	03/09/2021	03/09/2022	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
A	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR EXCESS LIAB CLAIMS-MADE DED RETENTION \$		UMB 1001154 12	03/09/2021	03/09/2022	EACH OCCURRENCE \$ 1,000,000 AGGREGATE \$ 1,000,000
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N Y N/A	WCV 0010685 13	03/09/2021	03/09/2022	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E L EACH ACCIDENT \$ 100,000 E L DISEASE - EA EMPLOYEE \$ 500,000 E L DISEASE - POLICY LIMIT \$ 100,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

GARBAGE & RECYCLING PICKUP & HAULING

Workers Comp: Jess Wibstad owner is excluded from work/comp

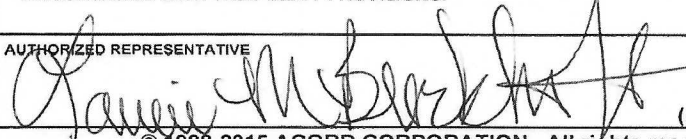
CERTIFICATE HOLDER

CANCELLATION

NICOLLET COUNTY SOLID WASTE
501 S MINNESOTA AVE
Saint Peter, MN 56082

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

 (LMB)

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Gaylord Sanitation Inc.

P.O. Box 145

Gaylord MN 55334

Phone 507-237-2274

Email larendaw@yahoo.com

November 28, 2021

You may be responsible for liability that results from contaminations at the facility where your waste has been deposited. Minnesota believes that waste management system provides substantially more financial and environment protection than depositing wastes in landfills in other states. Managing your waste in Minnesota may minimize you're your potential liability.

Your waste is deposited at Spruce Ridge, Biscay MN, Ponderosa Landfill Mankato MN or Minnesota Waste Processing, Mankato MN.

LaRenda Wibstad

Gaylord Sanitation Inc.



NICOLLET COUNTY

PROPERTY SERVICES DEPARTMENT

LICENSE APPLICATION FOR SOLID WASTE COLLECTION AND TRANSPORTATION

This Application is for licensing year January 1, 2022 through December 31, 2022.
Applications must be postmarked no later than December 31, 2021.

Review and Approval Process

Please print in ink or type all sections of the application. Enclose all requested attachments and return completed applications to Nicollet County, Property Services Department, 501 S. Minnesota Ave., St. Peter, MN 56082. This license application will be forwarded to the County Solid Waste Enforcement Coordinator in the Property Services Department for review. Once reviewed by the Solid Waste Enforcement Coordinator, applications will be placed on the December County Commissioner's Board Agenda for approval or denial. Upon County Board approval, a license will be prepared for the business listed on the application.

SECTION I. LICENSEE INFORMATION

Business Name: Hansen Sanitation - inc

Contact Person: Tami Kopischke

Business Address: PO Box 9 Kasota MN 56050
(City, State) (Zip)

Other Contact Information: 507-625-8891 507-934-9344 tamiehansen
(telephone) (FAX) (email)
sanitation.com

Minnesota Tax I.D.#: 2866493 Federal Tax I.D.#: 41-1852565

Vehicle & Container Storage Locations: 34426- 470 St. Kasota, MN 56050

SECTION II. COLLECTION AND TRANSPORTATION

1. Please list all vehicles that will be used to haul solid waste. (Additional sheets may be used):

Vehicle Make & Model	Rated Capacity	License Plate Number	Body Type
15 Kenworth	54,000	YB6-4474	CC-con
20 Peterbilt	51,000		520
18 Peterbilt	26,000	YBTR8359	PC TRK
20 Kenworth	26,000	YBZ0955	DS-con

2. List the municipalities and townships which will be served and indicate materials collected:

Location	MSW	C/D/I ¹	Recycling	Other (list)
Belgrade	✓	✓	<input checked="" type="checkbox"/> Residential <input checked="" type="checkbox"/> Commercial	
Bernadotte (Twp)			<input type="checkbox"/> Residential <input type="checkbox"/> Commercial	
Brighton			<input type="checkbox"/> Residential <input type="checkbox"/> Commercial	
Courtland (Twp)			<input type="checkbox"/> Residential <input type="checkbox"/> Commercial	
Granby			<input type="checkbox"/> Residential <input type="checkbox"/> Commercial	
Lafayette (Twp)	✓	✓	<input checked="" type="checkbox"/> Residential <input checked="" type="checkbox"/> Commercial	
Lake Prairie			<input type="checkbox"/> Residential <input type="checkbox"/> Commercial	
New Sweden			<input type="checkbox"/> Residential <input type="checkbox"/> Commercial	
Nicollet (Twp)	✓	✓	<input checked="" type="checkbox"/> Residential <input checked="" type="checkbox"/> Commercial	
Oshawa	✓	✓	<input checked="" type="checkbox"/> Residential <input checked="" type="checkbox"/> Commercial	
Ridgely			<input type="checkbox"/> Residential <input type="checkbox"/> Commercial	
Traverse	✓	✓	<input checked="" type="checkbox"/> Residential <input checked="" type="checkbox"/> Commercial	
West Newton			<input type="checkbox"/> Residential <input type="checkbox"/> Commercial	
Bernadotte			<input type="checkbox"/> Residential <input type="checkbox"/> Commercial	
Courtland	✓	✓	<input checked="" type="checkbox"/> Residential <input checked="" type="checkbox"/> Commercial	
Klossner			<input type="checkbox"/> Residential <input type="checkbox"/> Commercial	
Lafayette			<input type="checkbox"/> Residential <input type="checkbox"/> Commercial	
Nicollet	✓	✓	<input checked="" type="checkbox"/> Residential <input checked="" type="checkbox"/> Commercial	
Norseland	✓	✓	<input checked="" type="checkbox"/> Residential <input checked="" type="checkbox"/> Commercial	
North Mankato	✓	✓	<input checked="" type="checkbox"/> Residential <input checked="" type="checkbox"/> Commercial	
St. George			<input type="checkbox"/> Residential <input type="checkbox"/> Commercial	
St. Peter	✓	✓	<input checked="" type="checkbox"/> Residential <input checked="" type="checkbox"/> Commercial	

¹Construction/Demolition/Industrial

If recycling services are offered, please indicate the materials accepted:

<input type="checkbox"/> Aluminum Cans	<input type="checkbox"/> Steel/Tin Cans	<input type="checkbox"/> Other Metal
<input type="checkbox"/> Clear Glass	<input type="checkbox"/> Brown Glass	<input type="checkbox"/> Green Glass
<input type="checkbox"/> Newsprint Paper	<input type="checkbox"/> Magazine/Catalog Paper	<input type="checkbox"/> Office Paper
<input type="checkbox"/> PET = #1 Plastic	<input type="checkbox"/> HDPE = #2 Plastic	<input type="checkbox"/> #3 - #7 Plastic
<input type="checkbox"/> Cardboard	<input type="checkbox"/> Paperboard	<input type="checkbox"/> Coated Paperboard

3. County Solid Waste Management Plan

Tri-County Solid Waste prepared a Solid Waste Management Plan for Nicollet County pursuant to Minnesota Statutes to protect the health and economic welfare of the residents and environment. All licensed haulers will be provided a copy of the plan upon request. The County urges all solid waste haulers and generators to assist the County in achieving the goals of the Plan.

4. Haulers shall provide the following information to the MPCA, which is then shared with the County:

- (a) Annual reports verifying the actual MSW disposed and the facilities where it was disposed of.
- (b) Annual reports verifying the tonnage of recyclable materials collected and the processing facilities where recyclables were delivered.

SECTION III. VOLUME OR WEIGHT BASED PRICING

Minnesota Statute 115A.93 requires that licensees must have volume or weight based pricing for the collection of MSW. This means that the price of collection increases with the volume or weight of the waste collected.

SECTION IV. WASTE DEPOSIT DISCLOSURE

1. Minn. Stat. 115A.9302 (1995) requires that each year between January 1 and March 31, a person who collects construction debris, industrial waste, or MSW for transportation to a waste facility, must disclose to each waste generator from whom waste is collected the name and location of the disposal or processing facilities used, the type of permit held by the facility and the permit number, and the approximate waste deposited at each of the two primary facilities used. The disclosure must be made in writing at least once a year. **All written disclosures must contain the following statement:**

"You may be responsible for any liability that results from contamination at a facility where your waste has been deposited. Minnesota believes that its waste management system provides substantially more financial and environmental protection than depositing waste in landfills in other states. Managing your waste in Minnesota may minimize your potential liability."

If the primary facilities identified by the hauler are not located in Minnesota then the disclosure must state:

"The landfill to which your waste may be sent during the current calendar year is not a Minnesota landfill."

2. Please enclose a copy of your Waste Deposit Disclosure with your application.

SECTION V. CERTIFICATE OF COMPLIANCE, MINNESOTA WORKERS' COMPENSATION LAW

Minnesota Statute, Section 176.182 requires every state and local licensing agency to withhold the issuance or renewal of a license or permit to operate a business or engage in an activity in Minnesota until the applicant presents acceptable evidence of compliance with the workers' compensation insurance coverage requirement of MSS Chapter 176. The information required is: the name of the insurance company, the policy number, and dates of coverage or the permit of self-insure. This information will be collected by the licensing agency and retained in their files.

This information is required by law, and licenses and permits to operate a business may not be issued or renewed if it is not provided and/or is falsely reported. Furthermore, if this information is not provided or falsely stated, it may result in a \$1,000 penalty assessed against the applicant by the Commissioner of the Department of Labor and Industry.

Insurance Company Name (NOT the insurance agent): _____

Policy Number: _____

Dates of Coverage: _____ to _____

OR

Applicant is not required to have workers compensation liability coverage because:

- ☐ Applicant has no employees
- ☐ Applicant is self-insured (include permit to self-insure)
- ☐ Applicant has no employees who are covered by the workers compensation law (these include: Spouse, Parents, Children and certain farm employees)

The above information provided above is accurate and complete and a valid workers compensation policy will be kept in effect at all times as required by law for the following company.

Name (Last, First, M.I.): _____

Doing Business As (if different than your name): _____

Business Address: _____

City, State, Zip: _____

Business Phone: _____

SECTION VI. INSURANCE

Please provide Nicollet County with a Certificate of Insurance for liability for current general and automotive liability policies in compliance with the County's requirements, as outlined in Nicollet County Solid Waste Ordinance Sec. 2 Subd. 6.

1. Name of Insurance Carrier: _____
2. A current certificate of general liability insurance for a minimum of \$100,000/\$300,000.
3. A current certificate of automotive liability insurance for a minimum of \$50,000/\$100,000.

Please check one: ☒ Certificate of Insurance included with application
☐ Current Certificate of Insurance on file with Nicollet County

SECTION VII. BOND

Pursuant to Sec. 5 Subd. 5(c), of the Nicollet County Solid waste Ordinance, a \$3,000 performance bond shall be required prior to the issuance of any licenses to engage in collection and transportation of solid waste. The bond must name Nicollet County as the obligee.

Please check one: ☐ Bond included with application
☒ Current Bond on file with Nicollet County

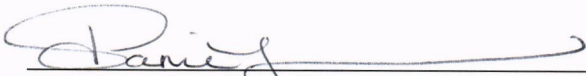
SECTION VIII. FEE

Please enclose a check for \$100.00 for the license fee made payable to Nicollet County.

SECTION IX. CERTIFICATION AND SIGNATURE

I certify that the information provided in this application is accurate and complete and I understand that any false statements or omissions of a material fact will result in the license being withheld or denied; and

I also certify that I have complied with the requirements of the Waste Deposit Disclosure Requirements (Minn. Stat. 115A.9302 (1995) for this calendar year.



Signature of applicant/licensee

Dated this 22 day of Nov, 2021

COMPLETION CHECKLIST

- ☐ Completed Application – with signature and date
- ☐ Fee
- ☐ Waste Deposit Disclosure Statement
- ☐ Certification of Compliance Workers' Compensation Coverage
- ☐ Certificate of Liability Insurance (either enclosed or on-file)
- ☐ \$3,000 Performance Bond (either enclosed or on-file)

Send completed application, documentation, and payment no later than December 31, 2021 to:

Ben Rosburg, Environmental Specialist
Property Services Department
Nicollet County Government Center
501 S. Minnesota Avenue
St. Peter, MN 56082
Phone: 507-934-7072
FAX Number: 507-934-0259
E-Mail: benjamin.rosburg@co.nicollet.mn.us

FOR OFFICE USE ONLY

Application received on date: _____

License name: _____ License number: _____

Date of issuance: _____

The foregoing application is hereby approved this ____ day of _____, year of _____. Chairman of the County Board of Commissioners hereby directs the Department of Property Services to issue the license in accordance herewith.

ATTEST:

Chair, Nicollet County Board of Commissioners



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

11/17/2021

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Ross Nesbit Agencies, Inc. 30502 Henderson Station Road P.O. Box 165 Le Sueur MN 56058	CONTACT NAME: Sherry Miller PHONE (A/C, No, Ext): (507) 665-6364 FAX (A/C, No): (507) 665-6532 E-MAIL ADDRESS: smiller@nesbitagencies.com																					
INSURED Hansen Sanitation Inc PO Box 9 Kasota MN 56050	<table><tr><th colspan="2">INSURER(S) AFFORDING COVERAGE</th><th>NAIC #</th></tr><tr><td>INSURER A:</td><td>Western National</td><td></td></tr><tr><td>INSURER B:</td><td>Pioneer Specialty Ins Co</td><td>40312</td></tr><tr><td>INSURER C:</td><td>Midwest Ins Co</td><td>10895</td></tr><tr><td>INSURER D:</td><td></td><td></td></tr><tr><td>INSURER E:</td><td></td><td></td></tr><tr><td>INSURER F:</td><td></td><td></td></tr></table>	INSURER(S) AFFORDING COVERAGE		NAIC #	INSURER A:	Western National		INSURER B:	Pioneer Specialty Ins Co	40312	INSURER C:	Midwest Ins Co	10895	INSURER D:			INSURER E:			INSURER F:		
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INSURER D:																						
INSURER E:																						
INSURER F:																						

COVERAGES**CERTIFICATE NUMBER:** CL21111782187**REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS														
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC <input type="checkbox"/> OTHER:			CPP 1235294	05/15/2021	05/15/2022	<table><tr><td>EACH OCCURRENCE</td><td>\$ 1,000,000</td></tr><tr><td>DAMAGE TO RENTED PREMISES (Ea occurrence)</td><td>\$ 100,000</td></tr><tr><td>MED EXP (Any one person)</td><td>\$ 5,000</td></tr><tr><td>PERSONAL & ADV INJURY</td><td>\$ 1,000,000</td></tr><tr><td>GENERAL AGGREGATE</td><td>\$ 2,000,000</td></tr><tr><td>PRODUCTS - COMP/OP AGG</td><td>\$ 2,000,000</td></tr><tr><td>General Liability</td><td>\$</td></tr></table>	EACH OCCURRENCE	\$ 1,000,000	DAMAGE TO RENTED PREMISES (Ea occurrence)	\$ 100,000	MED EXP (Any one person)	\$ 5,000	PERSONAL & ADV INJURY	\$ 1,000,000	GENERAL AGGREGATE	\$ 2,000,000	PRODUCTS - COMP/OP AGG	\$ 2,000,000	General Liability	\$
EACH OCCURRENCE	\$ 1,000,000																				
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GENERAL AGGREGATE	\$ 2,000,000																				
PRODUCTS - COMP/OP AGG	\$ 2,000,000																				
General Liability	\$																				
B	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input checked="" type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY			CPP 1235277	05/15/2021	05/15/2022	<table><tr><td>COMBINED SINGLE LIMIT (Ea accident)</td><td>\$ 1,000,000</td></tr><tr><td>BODILY INJURY (Per person)</td><td>\$</td></tr><tr><td>BODILY INJURY (Per accident)</td><td>\$</td></tr><tr><td>PROPERTY DAMAGE (Per accident)</td><td>\$</td></tr><tr><td>Enhanced Auto Cov</td><td>\$</td></tr></table>	COMBINED SINGLE LIMIT (Ea accident)	\$ 1,000,000	BODILY INJURY (Per person)	\$	BODILY INJURY (Per accident)	\$	PROPERTY DAMAGE (Per accident)	\$	Enhanced Auto Cov	\$				
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PROPERTY DAMAGE (Per accident)	\$																				
Enhanced Auto Cov	\$																				
B	<input checked="" type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> DED <input checked="" type="checkbox"/> RETENTION \$ 10,000			UMB 1040669	05/15/2021	05/15/2022	<table><tr><td>EACH OCCURRENCE</td><td>\$ 3,000,000</td></tr><tr><td>AGGREGATE</td><td>\$ 3,000,000</td></tr><tr><td></td><td>\$</td></tr></table>	EACH OCCURRENCE	\$ 3,000,000	AGGREGATE	\$ 3,000,000		\$								
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<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER																					
E.L. EACH ACCIDENT	\$ 1,000,000																				
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DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER**CANCELLATION**

Nicollet Co. 501 S. Minnesota Ave. St Peter MN 56082	<p>SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.</p> <p>AUTHORIZED REPRESENTATIVE</p>
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2021
Waste Deposit Disclosure

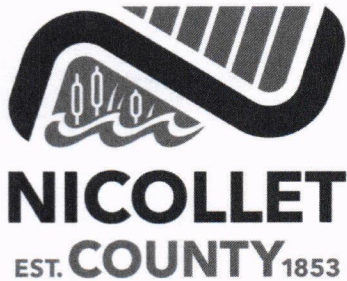
Dear Customer:

Your waste is being hauled to the following waste facilities:
S.M.C. Demfill - Mankato, MN. – Permit Number S.W. 452
MN. Waste Processing Co. – Mankato, MN. – Permit # S.W. 452
Ponderosa Landfill – Mankato, MN. – Permit # S.W. 87
Hansen Recycling & Transfer Station – Kasota, MN Permit# SW - 649

Please Note....

You may be responsible for any liability that may result from contamination at a facility where your waste has been deposited. The State of Minnesota believes that its waste management system provides substantially more financial and environmental protection than depositing waste in landfills in other states. So managing your waste in Minnesota may minimize your potential liability.

Hansen Sanitation Inc.
PO Box 9
Kasota, MN 56050



NICOLLET COUNTY

PROPERTY SERVICES DEPARTMENT

LICENSE APPLICATION FOR SOLID WASTE COLLECTION AND TRANSPORTATION

This Application is for licensing year January 1, 2022 through December 31, 2022.

Applications must be postmarked no later than December 31, 2021.

Review and Approval Process

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SECTION I. LICENSEE INFORMATION

Business Name: LJP Waste Solutions LLC

Contact Person: Jeff Pitcel

Business Address: 2160 Ringhofer Dr. North Mankato, MN 56003
(City, State) (Zip)

Other Contact Information: 507-385-3420 507-388-4590 Jeff@LJPWasteSolutions.com
(telephone) (FAX) (email)

Minnesota Tax I.D.#: 1913120 Federal Tax I.D.#: 41-1737795

Vehicle & Container Storage Locations: 2125 Carlson Dr., North Mankato, MN 56003
2160 Ringhofer Dr., North Mankato, MN 56003

SECTION II. COLLECTION AND TRANSPORTATION

1. Please list all vehicles that will be used to haul solid waste. (Additional sheets may be used):

Vehicle Make & Model	Rated Capacity	License Plate Number	Body Type
<u>Attached</u>			

2. List the municipalities and townships which will be served and indicate materials collected:

Location	MSW	C/D/I ¹	Recycling	Other (list)
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New Sweden			<input type="checkbox"/> Residential <input type="checkbox"/> Commercial	
Nicollet (Twp)			<input checked="" type="checkbox"/> Residential <input checked="" type="checkbox"/> Commercial	
Oshawa			<input checked="" type="checkbox"/> Residential <input checked="" type="checkbox"/> Commercial	
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Traverse			<input checked="" type="checkbox"/> Residential <input checked="" type="checkbox"/> Commercial	
West Newton			<input type="checkbox"/> Residential <input type="checkbox"/> Commercial	
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¹Construction/Demolition/Industrial

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Tri-County Solid Waste prepared a Solid Waste Management Plan for Nicollet County pursuant to Minnesota Statutes to protect the health and economic welfare of the residents and environment. All licensed haulers will be provided a copy of the plan upon request. The County urges all solid waste haulers and generators to assist the County in achieving the goals of the Plan.

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- (b) Annual reports verifying the tonnage of recyclable materials collected and the processing facilities where recyclables were delivered.

SECTION III. VOLUME OR WEIGHT BASED PRICING

Minnesota Statute 115A.93 requires that licensees must have volume or weight based pricing for the collection of MSW. This means that the price of collection increases with the volume or weight of the waste collected.

SECTION IV. WASTE DEPOSIT DISCLOSURE

1. Minn. Stat. 115A.9302 (1995) requires that each year between January 1 and March 31, a person who collects construction debris, industrial waste, or MSW for transportation to a waste facility, must disclose to each waste generator from whom waste is collected the name and location of the disposal or processing facilities used, the type of permit held by the facility and the permit number, and the approximate waste deposited at each of the two primary facilities used. The disclosure must be made in writing at least once a year. **All written disclosures must contain the following statement:**

"You may be responsible for any liability that results from contamination at a facility where your waste has been deposited. Minnesota believes that its waste management system provides substantially more financial and environmental protection than depositing waste in landfills in other states. Managing your waste in Minnesota may minimize your potential liability."

If the primary facilities identified by the hauler are not located in Minnesota then the disclosure must state:

"The landfill to which your waste may be sent during the current calendar year is not a Minnesota landfill."

2. Please enclose a copy of your Waste Deposit Disclosure with your application.

SECTION V. CERTIFICATE OF COMPLIANCE, MINNESOTA WORKERS' COMPENSATION LAW

Minnesota Statute, Section 176.182 requires every state and local licensing agency to withhold the issuance or renewal of a license or permit to operate a business or engage in an activity in Minnesota until the applicant presents acceptable evidence of compliance with the workers' compensation insurance coverage requirement of MSS Chapter 176. The information required is: the name of the insurance company, the policy number, and dates of coverage or the permit of self-insure. This information will be collected by the licensing agency and retained in their files.

This information is required by law, and licenses and permits to operate a business may not be issued or renewed if it is not provided and/or is falsely reported. Furthermore, if this information is not provided or falsely stated, it may result in a \$1,000 penalty assessed against the applicant by the Commissioner of the Department of Labor and Industry.

Insurance Company Name (NOT the insurance agent): The Builders Group

Policy Number: 090001674

Dates of Coverage: 11/1/21 to 11/1/22

OR

Applicant is not required to have workers compensation liability coverage because:

- ☐ Applicant has no employees
- ☐ Applicant is self-insured (include permit to self-insure)
- ☐ Applicant has no employees who are covered by the workers compensation law (these include: Spouse, Parents, Children and certain farm employees)

The above information provided above is accurate and complete and a valid workers compensation policy will be kept in effect at all times as required by law for the following company.

Name (Last, First, M.I.): Pitel, Jeff A.

Doing Business As (if different than your name): LJP Waste Solutions

Business Address: 2160 Ringhofer Dr.

City, State, Zip: North Mankato, MN 56003

Business Phone: 507-385-3420

SECTION VI. INSURANCE

Please provide Nicollet County with a Certificate of Insurance for liability for current general and automotive liability policies in compliance with the County's requirements, as outlined in Nicollet County Solid Waste Ordinance Sec. 2 Subd. 6.

1. Name of Insurance Carrier: Pioneer Specialty Ins.
2. A current certificate of general liability insurance for a minimum of \$100,000/\$300,000.
3. A current certificate of automotive liability insurance for a minimum of \$50,000/\$100,000.

Please check one: ☐ Certificate of Insurance included with application
☐ Current Certificate of Insurance on file with Nicollet County

SECTION VII. BOND

Pursuant to Sec. 5 Subd. 5(c), of the Nicollet County Solid waste Ordinance, a \$3,000 performance bond shall be required prior to the issuance of any licenses to engage in collection and transportation of solid waste. The bond must name Nicollet County as the obligee.

Please check one: ☒ Bond included with application
☐ Current Bond on file with Nicollet County

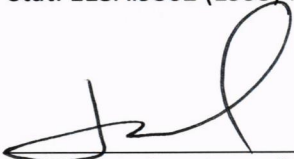
SECTION VIII. FEE

Please enclose a check for \$100.00 for the license fee made payable to Nicollet County.

SECTION IX. CERTIFICATION AND SIGNATURE

I certify that the information provided in this application is accurate and complete and I understand that any false statements or omissions of a material fact will result in the license being withheld or denied; and

I also certify that I have complied with the requirements of the Waste Deposit Disclosure Requirements (Minn. Stat. 115A.9302 (1995) for this calendar year.



Signature of applicant/licensee

Dated this 1 day of December, 2021

COMPLETION CHECKLIST

- ☒ Completed Application – with signature and date
- ☒ Fee
- ☒ Waste Deposit Disclosure Statement
- ☒ Certification of Compliance Workers' Compensation Coverage
- ☒ Certificate of Liability Insurance (either enclosed or on-file)
- ☒ \$3,000 Performance Bond (either enclosed or on-file)

Send completed application, documentation, and payment **no later than December 31, 2021** to:

Ben Rosburg, Environmental Specialist
Property Services Department
Nicollet County Government Center
501 S. Minnesota Avenue
St. Peter, MN 56082
Phone: 507-934-7072
FAX Number: 507-934-0259
E-Mail: benjamin.rosburg@co.nicollet.mn.us

FOR OFFICE USE ONLY

Application received on date: _____

License name: _____ License number: _____

Date of issuance: _____

The foregoing application is hereby approved this ____ day of _____, year of _____. Chairman of the County Board of Commissioners hereby directs the Department of Property Services to issue the license in accordance herewith.

ATTEST:

Chair, Nicollet County Board of Commissioners

LJP WASTE SOLUTIONS L.L.C.
2022 Disclosure Notice

Minnesota Statute 115A.9302, subdivision 1, requires all haulers of solid waste to disclose the final destination for disposal to their customer. Pursuant to this requirement, LJP Waste Solutions L.L.C. disposes of all waste collected at the following facilities:

Minnesota Waste Processing Company
1051 Summit Avenue
Mankato, MN. 56001
Permit #: SW452

SMC Demolition Landfill
57032 231st. Ln
Mankato, MN. 56001
Permit #: SW387

Ponderosa Landfill
20028 Gooseberry Ln.
Mankato, MN. 56001
MPCA Permit #: SW087

Prairieland Compost Facility
801 E. 5th St. North
Truman, MN. 56088
Permit #: SW357

Endres Processing
13420 Courthouse Blvd.
Rosemount, MN. 55068

French Island Generating Station
134 Buchner Pl.
La Crosse, WI 54603

Ramsey/Washington Resource
Recovery Facility
2901 Maxwell Ave.
Newport, MN. 55055
MPCA Permit #: SW286

Fessels Wood Recycling
51608 State Hwy 13
Waterville, MN 56096

MFS Farms Organics Recycling
16225 563rd Ave.
Good Thunder, MN 56037
Permit #: SW662

LJP Enterprises of North Mankato
2160 Ringhofer Drive
North Mankato, MN 56003
Permit #: SW653

Steele County Landfill
9420 SE 64th Ave.
Blooming Prairie, MN 55917
Permit #: SW131

Rice County Sanitary Landfill
3800 E 145th St
Dundas, MN 55019
Permit #: SW123

In accordance with Minnesota Statutes, the following must be included on all disclosure statements:

"You may be responsible for any liability that results from contamination at a facility where your waste has been deposited. Minnesota believes that its waste management system provides substantially more financial and environmental protection than depositing waste in landfills in most other states. Managing your waste responsibility in Minnesota may minimize your personal liability."

As noted above all disposal facilities utilized by LJP Waste Solutions L.L.C. are located within the State of Minnesota and meet all State and Federal requirements.



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

10/28/2021

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an **ADDITIONAL INSURED**, the policy(ies) must have **ADDITIONAL INSURED** provisions or be endorsed. If **SUBROGATION IS WAIVED**, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Marsh & McLennan Agency LLC 4410 Golf Terrace, Suite 202 Eau Claire WI 54701	CONTACT NAME: Kristin Schiferl		
	PHONE (A/C, No., Ext): 715-833-7000	FAX (A/C, No): 715-552-3658	
	E-MAIL ADDRESS: kristin.schiferl@marshmma.com		
INSURED LJP Waste Solutions, LLC, MN Waste Processing Co. LLC LJP Enterprises of Saint Peter, LLC, LJP Enterprises Trucking, LLC LJP Enterprises Waste & Recycling LLC, see below 2160 Ringhofer Drive North Mankato MN 56003	INSURER(S) AFFORDING COVERAGE		NAIC #
	INSURER A: Pioneer Specialty Ins		40312
	INSURER B: Western National Mutual Insurance Co		24465
	INSURER C: Gray Surplus Lines Insurance Company		41297
	INSURER D: The Builders Group		99999
	INSURER E:		
	INSURER F:		

COVERAGES**CERTIFICATE NUMBER:** 1380394291**REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> 500 GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PRO-JECT <input checked="" type="checkbox"/> LOC OTHER:			CPP1242406	11/1/2021	11/1/2022	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 500,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 \$
A	<input checked="" type="checkbox"/> AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY <input checked="" type="checkbox"/> Hired Phys D			CPP1239125	11/1/2021	11/1/2022	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
B	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> DED <input checked="" type="checkbox"/> RETENTION \$ 10,000			UMB1041027	11/1/2021	11/1/2022	EACH OCCURRENCE \$ 1,000,000 AGGREGATE \$ 1,000,000 \$
D	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	<input type="checkbox"/> Y <input checked="" type="checkbox"/> N	N/A	090001674	11/1/2021	11/1/2022	PER STATUTE <input type="checkbox"/> OTH-ER <input type="checkbox"/> E.L. EACH ACCIDENT \$ 500,000 E.L. DISEASE - EA EMPLOYEE \$ 500,000 E.L. DISEASE - POLICY LIMIT \$ 500,000
A C	Inland Marine Excess Umbrella			CPP1242407 GSL100336	11/1/2021 11/1/2021	11/1/2022 11/1/2022	Contractors Equipment Limit 705,600 4,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Insured name continued: LJP Manufacturing Processes, LLC, LJP Holdings LLC, LJP Enterprises of North Mankato, LLC, Ponderosa Management Co. LLC, and Itasca Waste Services, Inc.

CERTIFICATE HOLDER**CANCELLATION**Nicollet County Treasurer
Nicollet County Auditors Office
501 S. Minnesota Avenue
St Peter MN 56082

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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OLD REPUBLIC SURETY COMPANY

445 S. Moorland Road, Suite 200, Brookfield, WI 53005 | T: 800-217-1792 | www.orsurety.com

November 19, 2021

L J P ENTERPRISE, INC.
2160 RINGHOFFER DR.
NORTH MANKATO, MN 56003

Re: RLI0588347 \$3,000 SOLID WASTE HAULER
L J P ENTERPRISE, INC.
COUNTY OF NICOLLET
Agency: 40-3104 MACKENZIE AGENCY

Dear Principal:

Enclosed is your Continuation Certificate(s) to renew your bond.

Please forward to the obligee listed on the Certificate for your renewal.
Do not return the Certificate to Old Republic Surety.

Be sure to retain a copy for your records.

Please contact your agent if you have any questions regarding your bond.
We thank you for your business.

Sincerely,

OLD REPUBLIC SURETY COMPANY
Agency Services Department
encl.



OLD REPUBLIC INSURANCE GROUP

Old Republic Surety Company
PO Box 1635
Milwaukee, WI 53201-1635

CONTINUATION CERTIFICATE

BOND NUMBER	BOND DESCRIPTION	BOND AMOUNT	EFFECTIVE DATE	EXPIRATION DATE
RLI0588347	Solid Waste Hauler	3,000.00	12/31/2021	12/31/2022

PRINCIPAL

L J P Enterprise, Inc.
2160 Ringhoffer Dr.

North Mankato, MN 56003

OBLIGEE

County of Nicollet
501 S. Minnesota Avenue

St. Peter, MN 56082

ORIGINAL FOR BOND RENEWAL

THIS BOND CONTINUES IN FORCE TO THE ABOVE EXPIRATION DATE CONDITIONED AND PROVIDED THAT THE LOSSES OR RECOVERIES ON IT AND ANY AND ALL ENDORSEMENTS SHALL NEVER EXCEED THE PENALTY SET FORTH IN THE BOND AND WHETHER THE LOSSES OR RECOVERIES ARE WITHIN THE FIRST AND/OR SUBSEQUENT OR WITHIN ANY EXTENSION OR RENEWAL PERIOD, PRESENT, PAST OR FUTURE. ALL OTHER TERMS AND CONDITIONS REMAIN UNCHANGED.

SIGNED AND DATED THIS 27th DAY OF September 2021

0403104

MACKENZIE AGENCY

PO BOX 490160

BLAINE, MN 55449

507-931-4482

Old Republic Surety Company

SURETY

By

E. Oise Faust

ATTORNEY-IN-FACT





OLD REPUBLIC SURETY COMPANY

POWER OF ATTORNEY

KNOW ALL MEN BY THESE PRESENTS: That OLD REPUBLIC SURETY COMPANY, a Wisconsin stock insurance corporation, does make, constitute and appoint:

Elise Faust of Brookfield, WI

its true and lawful Attorney(s)-in-Fact, with full power and authority, not exceeding \$10,000,000, for and on behalf of the company as surety, to execute and deliver and affix the seal of the company thereto (if a seal is required), bonds, undertakings, recognizances or other written obligations in the nature thereof, (other than bail bonds, bank depository bonds, mortgage deficiency bonds, mortgage guaranty bonds, guarantees of installment paper and note guaranty bonds, self-insurance workers compensation bonds guaranteeing payment of benefits, asbestos abatement contract bonds, waste management bonds, hazardous waste remediation bonds or black lung bonds), as follows: Effective Date: 12/31/2021 12:00:00 AM

Bond Number: RLI0588347

Bond Amount:

Three Thousand Dollars

\$ 3,000.00

Principal Name: L J P Enterprise, Inc.

Obligee Name: County of Nicollet of St. Peter, MN

and to bind OLD REPUBLIC SURETY COMPANY thereby, and all of the acts of said Attorneys-in-Fact, pursuant to these presents, are ratified and confirmed. This appointment is made under and by authority of the board of directors at a special meeting held on February 18, 1982.

This Power of Attorney is signed and sealed by facsimile under and by the authority of the following resolutions adopted by the board of directors of the OLD REPUBLIC SURETY COMPANY on February 18, 1982.

RESOLVED that the president, any vice president or assistant vice president, in conjunction with the secretary or any assistant secretary, may appoint attorneys-in-fact or agents with authority as defined or limited in the instrument evidencing the appointment in each case, for and on behalf of the company to execute and deliver and affix the seal of the company to bonds, undertakings, recognizances, and suretyship obligations of all kinds; and said officers may remove any such attorney-in-fact or agent and revoke any Power of Attorney previously granted to such person.

RESOLVED FURTHER that any bond, undertaking, recognizance, or suretyship obligation shall be valid and binding upon the Company

- (i) when signed by the president, any vice president or assistant vice president, and attested and sealed (if a seal be required) by any secretary or assistant secretary; or
- (ii) when signed by the president, any vice president or assistant vice president, secretary or assistant secretary, and countersigned and sealed (if a seal be required) by a duly authorized attorney-in-fact or agent; or
- (iii) when duly executed and sealed (if a seal be required) by one or more attorneys-in-fact or agents pursuant to and within the limits of the authority evidenced by the Power of Attorney issued by the company to such person or persons.

RESOLVED FURTHER that the signature of any authorized officer and the seal of the company may be affixed by facsimile to any Power of Attorney or certification thereof authorizing the execution and delivery of any bond, undertaking, recognizance, or other suretyship obligations of the company; and such signature and seal when so used shall have the same force and effect as though manually affixed.

IN WITNESS WHEREOF, OLD REPUBLIC SURETY COMPANY has caused these presents to be signed by its proper officer, and its corporate seal to be affixed this 27th day of September, 2021.

Karen J. Haffner

Assistant Secretary



OLD REPUBLIC SURETY COMPANY

Alan Pavlic

President

STATE OF WISCONSIN, COUNTY OF WAUKESHA - SS

On this 27th day of September, 2021, personally came before me, Alan Pavlic and Karen J. Haffner, to me known to be the individuals and officers of the OLD REPUBLIC SURETY COMPANY who executed the above instrument, and they each acknowledged the execution of the same, and being by me duly sworn, did severally depose and say: that they are the said officers of the corporation aforesaid, and that the seal affixed to the above instrument is the seal of the corporation, and that said corporate seal and their signatures as such officers were duly affixed and subscribed to the said instrument by the authority of the board of directors of said corporation.



Kathryn R. Pearson

Notary Public

My Commission Expires: 09/28/2022

(Expiration of notary's commission does not invalidate this instrument)

CERTIFICATE

I, the undersigned, assistant secretary of the OLD REPUBLIC SURETY COMPANY, a Wisconsin corporation, CERTIFY that the foregoing and attached Power of Attorney remains in full force and has not been revoked; and furthermore, that the Resolutions of the board of directors set forth in the Power of Attorney, are now in force.

0403104



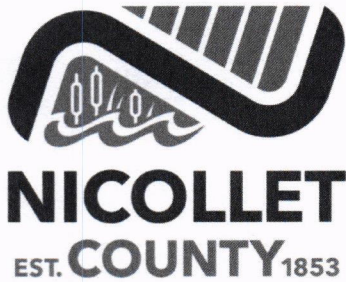
Signed and sealed at the City of Brookfield, WI this 27th day of September, 2021.

Karen J. Haffner

Assistant Secretary

Nicollet County- Updated 11/29/21

VIN	ID#	MAKE	YEAR	LICENSE#	BODY TYPE	CAPACITY	SAFETY INS
2HSCNAPR47C484063	063	International	2007	PAN9989	Day Cab	80,000	Dec-20
3HCDJAPR1HL500954	954	International	2017	PAP7819	Day Cab	80,000	Nov-21
1M1AN4GY6LM015463	463	Mack	2020	PAT6635	Day Cab	80,000	Jun-21
1FUJAEAS13DK79155	155	Freightliner	2003	YTB0961	Day Cab	80,000	Jan-21
1FUJA6CV29DAD5633	633	Freightliner	2009	YTC9457	Day Cab	80,000	Jun-21
1M1AW0243AN011680	680	Freightliner	2011		Day Cab	80,000	Nov-21
3BPZX20X6EF219761	761	Peterbilt	2014	PRZ8861	Front Load	57,000	Apr-21
3BPZL50X3DF179599	599	Peterbilt	2013	YBK20833	Front Load	57,000	Nov-21
3BPZL70X8CF152182	182	Peterbilt	2012	YBN0650	Front Load	57,000	Nov-21
1M2TE2GC6KM001946	946	Mack	2019	YBX0706	Front Load	63,000	Mar-21
1M2TE2GC7LM004145	145	Mack	2020		Front Load	63,000	Mar-21
1FDXF80C9WVA27887	887	Ford	1998	YBC0746	Grapple	33,000	Jan-21
1FVHCYBS68DZ46250	250	Freightliner	2008	YBJ9689	Rear Load	51,000	Oct-21
1FVHCYCY4GHHM0373	373	Freightliner	2016	YBT5970	Rear Load	51,000	Dec-20
1FVACYDC65HU84445	445	Freightliner	2005	YBX8221	Rear Load	51,000	Feb-21
1M2GR2GC6KM004982	982	Mack	2019	4280PRA	Roll-Off	73,280	Aug-21
1NPCL70X7HD415453	453	Peterbilt	2017	7210PRA	Roll-Off	73,280	May-21
1M2GR4TC2MM001405	405	Mack	2021	7492PRA	Roll-Off	67,000	Jan-21
1FVMALCV17DX37433	433	Freightliner	2007	PRZ6748	Roll-Off	59,000	Feb-21
1NPCLPOX5ED221323	323	Peterbilt	2014	PRZ7684	Roll-Off	70,000	Sep-21
1FVHC5CV14HM77398	398	Freightliner	2004	YAS1023	Roll-Off	57,000	May-21
1FVXTEDB2XHA89183	183	Freightliner	1999	YAV2513	Roll-Off	57,000	Aug-21
1FVHC5CV36HV96251	251	Freightliner	2006	YAW7417	Roll-Off	57,000	Mar-21
1FVHC3BS8CDBF9861	861	Freightliner	2012	YBG1055	Side Load	57,000	Dec-20
1FVHC3BSXCHBN3069	069	Freightliner	2012	YBJ6448	Side Load	63,000	Jul-21
1NPZL00X85D716245	245	Peterbilt	2005	YBK4653	Side Load	57,000	Feb-21
3BPZL50X3DF179621	621	Peterbilt	2013	YBK4694	Side Load	57,000	Mar-21
3BPZL00XX8F717918	918	Peterbilt	2008	YBM8079	Side Load	57,000	Aug-21
1FVHG5CY7GHHH7013	013	Freightliner	2016	YBP2404	Side Load	57,000	Apr-21
3BPDLJ0X4JF191372	372	Peterbilt	2018	YBU7917	Side Load	57,000	May-21
1M2LR2GC8KM002343	343	Mack	2019	YBW9948	Side Load	57,000	Mar-21
3BPDLJ0X3MF111368	368	Peterbilt	2021		Side Load	57,000	May-21



NICOLLET COUNTY

PROPERTY SERVICES DEPARTMENT

LICENSE APPLICATION FOR SOLID WASTE COLLECTION AND TRANSPORTATION

This Application is for licensing year January 1, 2022 through December 31, 2022.
Applications must be postmarked no later than December 31, 2021.

Review and Approval Process

Please print in ink or type all sections of the application. Enclose all requested attachments and return completed applications to Nicollet County, Property Services Department, 501 S. Minnesota Ave., St. Peter, MN 56082. This license application will be forwarded to the County Solid Waste Enforcement Coordinator in the Property Services Department for review. Once reviewed by the Solid Waste Enforcement Coordinator, applications will be placed on the December County Commissioner's Board Agenda for approval or denial. Upon County Board approval, a license will be prepared for the business listed on the application.

SECTION I. LICENSEE INFORMATION

Business Name: RENVILLE SIBLEY SANITATION LLC

Contact Person: BRUCE A. PRIGGE

Business Address: P.O. BOX 296 GIBBON MN 55335
(City, State) (Zip)

Other Contact Information: 507 934 6168 N/A rssbandit@gmail.com
(telephone) (FAX) (email)

Minnesota Tax I.D.#: 1772015 Federal Tax I.D.#: 27-3551042

Vehicle & Container Storage Locations: 545 E. MILL RD, GIBBON, MN 55335

SECTION II. COLLECTION AND TRANSPORTATION

1. Please list all vehicles that will be used to haul solid waste. (Additional sheets may be used):

Vehicle Make & Model	Rated Capacity	License Plate Number	Body Type
✓ 2006 STERLING	30 YDS	YBN 8128	FRONT LOAD
✓ 2007 AMERICAN LA PRANCE	30 YDS	YBU 1492	SIDE LOAD
✓ 2006 STERLING	20 YDS	YBZ 5851	ROLL OFF
✓ 1989 FORD	20 YDS	YBG 0392	REAR LOAD
✓ 2006 AUTO CAR	27 YDS	YBZ 5865	SIDE LOAD
✓ 2001 STERLING	20 YDS	YBX 0204	REAR LOAD
✓ 1989 INTERNATIONAL	20 YDS	YAH 6680	ROLL OFF
✓ 2003 STERLING	30 YDS	YBK 0016	SIDE LOAD
✓ 2006 PETERBILT	30 YDS	YCB 2968	FRONT LOAD

2. List the municipalities and townships which will be served and indicate materials collected:

Location	MSW	C/D/I ¹	Recycling	Other (list)
Belgrade			<input type="checkbox"/> Residential <input type="checkbox"/> Commercial	
Bernadotte (Twp)			<input type="checkbox"/> Residential <input type="checkbox"/> Commercial	
Brighton			<input type="checkbox"/> Residential <input type="checkbox"/> Commercial	
Courtland (Twp)	✓	✓	<input type="checkbox"/> Residential <input type="checkbox"/> Commercial	
Granby			<input type="checkbox"/> Residential <input type="checkbox"/> Commercial	
Lafayette (Twp)			<input type="checkbox"/> Residential <input type="checkbox"/> Commercial	
Lake Prairie			<input type="checkbox"/> Residential <input type="checkbox"/> Commercial	
New Sweden	✓	✓	<input type="checkbox"/> Residential <input type="checkbox"/> Commercial	
Nicollet (Twp)			<input type="checkbox"/> Residential <input type="checkbox"/> Commercial	
Oshawa			<input type="checkbox"/> Residential <input type="checkbox"/> Commercial	
Ridgely			<input type="checkbox"/> Residential <input type="checkbox"/> Commercial	
Traverse			<input type="checkbox"/> Residential <input type="checkbox"/> Commercial	
West Newton			<input type="checkbox"/> Residential <input type="checkbox"/> Commercial	
Bernadotte			<input type="checkbox"/> Residential <input type="checkbox"/> Commercial	
Courtland	✓	✓	<input type="checkbox"/> Residential <input type="checkbox"/> Commercial	
Klossner			<input type="checkbox"/> Residential <input type="checkbox"/> Commercial	
Lafayette	✓	✓	<input type="checkbox"/> Residential <input type="checkbox"/> Commercial	
Nicollet			<input type="checkbox"/> Residential <input type="checkbox"/> Commercial	
Norseland			<input type="checkbox"/> Residential <input type="checkbox"/> Commercial	
North Mankato			<input type="checkbox"/> Residential <input type="checkbox"/> Commercial	
St. George			<input type="checkbox"/> Residential <input type="checkbox"/> Commercial	
St. Peter			<input type="checkbox"/> Residential <input type="checkbox"/> Commercial	

¹Construction/Demolition/Industrial

If recycling services are offered, please indicate the materials accepted:

<input checked="" type="checkbox"/> Aluminum Cans	<input checked="" type="checkbox"/> Steel/Tin Cans	<input type="checkbox"/> Other Metal
<input checked="" type="checkbox"/> Clear Glass	<input type="checkbox"/> Brown Glass	<input checked="" type="checkbox"/> Green Glass
<input checked="" type="checkbox"/> Newsprint Paper	<input checked="" type="checkbox"/> Magazine/Catalog Paper	<input checked="" type="checkbox"/> Office Paper
<input checked="" type="checkbox"/> PET = #1 Plastic	<input checked="" type="checkbox"/> HDPE = #2 Plastic	<input checked="" type="checkbox"/> #3 - #7 Plastic
<input checked="" type="checkbox"/> Cardboard	<input checked="" type="checkbox"/> Paperboard	<input checked="" type="checkbox"/> Coated Paperboard

3. County Solid Waste Management Plan

Tri-County Solid Waste prepared a Solid Waste Management Plan for Nicollet County pursuant to Minnesota Statutes to protect the health and economic welfare of the residents and environment. All licensed haulers will be provided a copy of the plan upon request. The County urges all solid waste haulers and generators to assist the County in achieving the goals of the Plan.

4. Haulers shall provide the following information to the MPCA, which is then shared with the County:

- (a) Annual reports verifying the actual MSW disposed and the facilities where it was disposed of.
- (b) Annual reports verifying the tonnage of recyclable materials collected and the processing facilities where recyclables were delivered.

SECTION III. VOLUME OR WEIGHT BASED PRICING

Minnesota Statute 115A.93 requires that licensees must have volume or weight based pricing for the collection of MSW. This means that the price of collection increases with the volume or weight of the waste collected.

SECTION IV. WASTE DEPOSIT DISCLOSURE

1. Minn. Stat. 115A.9302 (1995) requires that each year between January 1 and March 31, a person who collects construction debris, industrial waste, or MSW for transportation to a waste facility, must disclose to each waste generator from whom waste is collected the name and location of the disposal or processing facilities used, the type of permit held by the facility and the permit number, and the approximate waste deposited at each of the two primary facilities used. The disclosure must be made in writing at least once a year. **All written disclosures must contain the following statement:**

"You may be responsible for any liability that results from contamination at a facility where your waste has been deposited. Minnesota believes that its waste management system provides substantially more financial and environmental protection than depositing waste in landfills in other states. Managing your waste in Minnesota may minimize your potential liability."

If the primary facilities identified by the hauler are not located in Minnesota then the disclosure must state:

"The landfill to which your waste may be sent during the current calendar year is not a Minnesota landfill."

2. Please enclose a copy of your Waste Deposit Disclosure with your application. *please see attached*

SECTION V. CERTIFICATE OF COMPLIANCE, MINNESOTA WORKERS' COMPENSATION LAW

Minnesota Statute, Section 176.182 requires every state and local licensing agency to withhold the issuance or renewal of a license or permit to operate a business or engage in an activity in Minnesota until the applicant presents acceptable evidence of compliance with the workers' compensation insurance coverage requirement of MSS Chapter 176. The information required is: the name of the insurance company, the policy number, and dates of coverage or the permit of self-insure. This information will be collected by the licensing agency and retained in their files.

This information is required by law, and licenses and permits to operate a business may not be issued or renewed if it is not provided and/or is falsely reported. Furthermore, if this information is not provided or falsely stated, it may result in a \$1,000 penalty assessed against the applicant by the Commissioner of the Department of Labor and Industry.

Insurance Company Name (NOT the insurance agent): SFM

Policy Number: 131890.202

Dates of Coverage: 12/24/2021 to 12/24/2022

OR

Applicant is not required to have workers compensation liability coverage because:

- ☐ Applicant has no employees
- ☐ Applicant is self-insured (include permit to self-insure)
- ☐ Applicant has no employees who are covered by the workers compensation law (these include: Spouse, Parents, Children and certain farm employees)

The above information provided above is accurate and complete and a valid workers compensation policy will be kept in effect at all times as required by law for the following company.

Name (Last, First, M.I.): PRIGGE, BRUCE A.

Doing Business As (if different than your name): RENVILLE SIBLEY SANITATION LLC

Business Address: P.O. BOX 296

City, State, Zip: GIBBON, MN 55335

Business Phone: 507 834 6168

SECTION VI. INSURANCE

Please provide Nicollet County with a Certificate of Insurance for liability for current general and automotive liability policies in compliance with the County's requirements, as outlined in Nicollet County Solid Waste Ordinance Sec. 2 Subd. 6.

1. Name of Insurance Carrier: GRINNELL MUTUAL
 2. A current certificate of general liability insurance for a minimum of \$100,000/\$300,000. *faxed or e-mailed by Ogren Insurance Agency*
 3. A current certificate of automotive liability insurance for a minimum of \$50,000/\$100,000. *Faxed / e-mailed by Ogren Insurance agency.*
- Please check one: ☐ Certificate of Insurance included with application
☒ Current Certificate of Insurance on file with Nicollet County

SECTION VII. BOND

Pursuant to Sec. 5 Subd. 5(c), of the Nicollet County Solid waste Ordinance, a \$3,000 performance bond shall be required prior to the issuance of any licenses to engage in collection and transportation of solid waste. The bond must name Nicollet County as the obligee.

- Please check one: ☐ Bond included with application
☒ Current Bond on file with Nicollet County

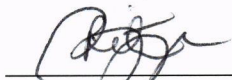
SECTION VIII. FEE

Please enclose a check for \$100.00 for the license fee made payable to Nicollet County.

SECTION IX. CERTIFICATION AND SIGNATURE

I certify that the information provided in this application is accurate and complete and I understand that any false statements or omissions of a material fact will result in the license being withheld or denied; and

I also certify that I have complied with the requirements of the Waste Deposit Disclosure Requirements (Minn. Stat. 115A.9302 (1995) for this calendar year.



Signature of applicant/licensee

Dated this 19th day of November, 2021

COMPLETION CHECKLIST

- ☐ Completed Application – with signature and date
- ☐ Fee
- ☐ Waste Deposit Disclosure Statement
- ☐ Certification of Compliance Workers' Compensation Coverage
- ☐ Certificate of Liability Insurance (either enclosed or on-file)
- ☐ \$3,000 Performance Bond (either enclosed or on-file)

} faxed/e-mailed by Oscar
Insurance agency —

Send completed application, documentation, and payment **no later than December 31, 2021** to:

Ben Rosburg, Environmental Specialist
Property Services Department
Nicollet County Government Center
501 S. Minnesota Avenue
St. Peter, MN 56082
Phone: 507-934-7072
FAX Number: 507-934-0259
E-Mail: benjamin.rosburg@co.nicollet.mn.us

FOR OFFICE USE ONLY

Application received on date: _____

License name: _____ License number: _____

Date of issuance: _____

The foregoing application is hereby approved this ____ day of _____, year of _____. Chairman of the County Board of Commissioners hereby directs the Department of Property Services to issue the license in accordance herewith.

ATTEST:

Chair, Nicollet County Board of Commissioners

Renville Sibley Sanitation

PO Box 296
Gibbon, MN 55335
Phone: 507.834.6168

Disclosure

01/01/2022

Dear Valued Customer, The Waste Management Act requires that all haulers disclose the destination of your trash. Pursuant to Minnesota Statute 115A9302, Renville Sibley Sanitation LLC, hereby discloses that mixed municipal solid waste collected will be delivered to one of the Following facilities during the time period Jan. through Dec. If an additional facility becomes either a primary facility or an alternative facility during this period, the hauler is required to provide you with updated information within 30 days. In addition, the Minnesota Legislature requires Minnesota haulers to make the following disclosure to their customers:

You may be responsible for any liability that results from contamination at a facility where your waste as been deposited. Minnesota believes that its waste management system provides substantially more financial and environmental protection than depositing waste in landfills in other states. Managing your waste in Minnesota may minimize your potential liability.

Nicollet, Mcleod, Sibley, Brown, Redwood, Renville, Blue Earth Counties.

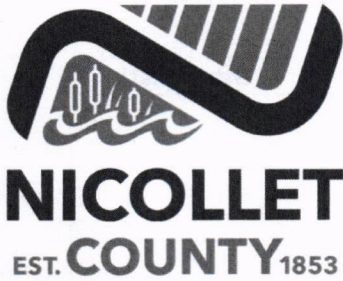
Secondary

MN Waste Processing Center (MWPC)
1051 Summit Ave.,
Mankato, MN 56001
Permit # SW 452.

Primary

Spruce Ridge Landfill
12755 137th St.,
Glencoe, MN 55336
Permit # SW 6

WE HAVE 10, 20 & 30 YARD ROLL-OFF CONSTRUCTION DUMPSTERS



NICOLLET COUNTY

PROPERTY SERVICES DEPARTMENT

LICENSE APPLICATION FOR SOLID WASTE COLLECTION AND TRANSPORTATION

This Application is for licensing year January 1, 2022 through December 31, 2022.
Applications must be postmarked no later than December 31, 2021.

Review and Approval Process

Please print in ink or type all sections of the application. Enclose all requested attachments and return completed applications to Nicollet County, Property Services Department, 501 S. Minnesota Ave., St. Peter, MN 56082. This license application will be forwarded to the County Solid Waste Enforcement Coordinator in the Property Services Department for review. Once reviewed by the Solid Waste Enforcement Coordinator, applications will be placed on the December County Commissioner's Board Agenda for approval or denial. Upon County Board approval, a license will be prepared for the business listed on the application.

SECTION I. LICENSEE INFORMATION

Business Name: Km Enterprises DBA River View Sanitation

Contact Person: Rachel Shoen

Business Address: Po Box 338 New Ulm mn 56073
(City, State) (Zip)

Other Contact Information: 507-354-5355 507-354-5365 rachelshoen@riverviewsanitation.com
(telephone) (FAX) (email)

Minnesota Tax I.D.#: 3931377 Federal Tax I.D.#: 41-2500841

Vehicle & Container Storage Locations: 16188 County Road 29, New Ulm mn 56073

SECTION II. COLLECTION AND TRANSPORTATION

1. Please list all vehicles that will be used to haul solid waste. (Additional sheets may be used):

Vehicle Make & Model	Rated Capacity	License Plate Number	Body Type
<u>See attached</u>			

Garbage + Demo as needed

2. List the municipalities and townships which will be served and indicate materials collected:

Location	MSW	C/D/I ¹	Recycling	Other (list)
Belgrade			<input type="checkbox"/> Residential <input type="checkbox"/> Commercial	
Bernadotte (Twp)			<input type="checkbox"/> Residential <input type="checkbox"/> Commercial	
Brighton			<input type="checkbox"/> Residential <input type="checkbox"/> Commercial	
Courtland (Twp)	✓		<input type="checkbox"/> Residential <input type="checkbox"/> Commercial	
Granby	✓		<input type="checkbox"/> Residential <input type="checkbox"/> Commercial	
Lafayette (Twp)	✓		<input type="checkbox"/> Residential <input type="checkbox"/> Commercial	
Lake Prairie			<input type="checkbox"/> Residential <input type="checkbox"/> Commercial	
New Sweden			<input type="checkbox"/> Residential <input type="checkbox"/> Commercial	
Nicollet (Twp)	✓		<input type="checkbox"/> Residential <input type="checkbox"/> Commercial	
Oshawa			<input type="checkbox"/> Residential <input type="checkbox"/> Commercial	
Ridgely			<input type="checkbox"/> Residential <input type="checkbox"/> Commercial	
Traverse			<input type="checkbox"/> Residential <input type="checkbox"/> Commercial	
West Newton			<input type="checkbox"/> Residential <input type="checkbox"/> Commercial	
Bernadotte			<input type="checkbox"/> Residential <input type="checkbox"/> Commercial	
Courtland	✓		<input type="checkbox"/> Residential <input checked="" type="checkbox"/> Commercial	
Klossner	✓		<input type="checkbox"/> Residential <input type="checkbox"/> Commercial	
Lafayette	✓		<input type="checkbox"/> Residential <input type="checkbox"/> Commercial	
Nicollet	✓		<input type="checkbox"/> Residential <input type="checkbox"/> Commercial	
Norseland			<input type="checkbox"/> Residential <input type="checkbox"/> Commercial	
North Mankato			<input type="checkbox"/> Residential <input type="checkbox"/> Commercial	
St. George	✓		<input type="checkbox"/> Residential <input type="checkbox"/> Commercial	
St. Peter			<input type="checkbox"/> Residential <input type="checkbox"/> Commercial	

¹Construction/Demolition/Industrial

If recycling services are offered, please indicate the materials accepted:

<input type="checkbox"/> Aluminum Cans	<input type="checkbox"/> Steel/Tin Cans	<input type="checkbox"/> Other Metal
<input type="checkbox"/> Clear Glass	<input type="checkbox"/> Brown Glass	<input type="checkbox"/> Green Glass
<input type="checkbox"/> Newsprint Paper	<input type="checkbox"/> Magazine/Catalog Paper	<input type="checkbox"/> Office Paper
<input type="checkbox"/> PET = #1 Plastic	<input type="checkbox"/> HDPE = #2 Plastic	<input type="checkbox"/> #3 - #7 Plastic
<input type="checkbox"/> Cardboard	<input type="checkbox"/> Paperboard	<input type="checkbox"/> Coated Paperboard

Nicollet County Dropboxes - comingled

3. County Solid Waste Management Plan

Tri-County Solid Waste prepared a Solid Waste Management Plan for Nicollet County pursuant to Minnesota Statutes to protect the health and economic welfare of the residents and environment. All licensed haulers will be provided a copy of the plan upon request. The County urges all solid waste haulers and generators to assist the County in achieving the goals of the Plan.

4. Haulers shall provide the following information to the MPCA, which is then shared with the County:

- (a) Annual reports verifying the actual MSW disposed and the facilities where it was disposed of.
- (b) Annual reports verifying the tonnage of recyclable materials collected and the processing facilities where recyclables were delivered.

SECTION III. VOLUME OR WEIGHT BASED PRICING

Minnesota Statute 115A.93 requires that licensees must have volume or weight based pricing for the collection of MSW. This means that the price of collection increases with the volume or weight of the waste collected.

SECTION IV. WASTE DEPOSIT DISCLOSURE

1. Minn. Stat. 115A.9302 (1995) requires that each year between January 1 and March 31, a person who collects construction debris, industrial waste, or MSW for transportation to a waste facility, must disclose to each waste generator from whom waste is collected the name and location of the disposal or processing facilities used, the type of permit held by the facility and the permit number, and the approximate waste deposited at each of the two primary facilities used. The disclosure must be made in writing at least once a year. **All written disclosures must contain the following statement:**

"You may be responsible for any liability that results from contamination at a facility where your waste has been deposited. Minnesota believes that its waste management system provides substantially more financial and environmental protection than depositing waste in landfills in other states. Managing your waste in Minnesota may minimize your potential liability."

If the primary facilities identified by the hauler are not located in Minnesota then the disclosure must state:

"The landfill to which your waste may be sent during the current calendar year is not a Minnesota landfill."

2. Please enclose a copy of your Waste Deposit Disclosure with your application.

SECTION V. CERTIFICATE OF COMPLIANCE, MINNESOTA WORKERS' COMPENSATION LAW

Minnesota Statute, Section 176.182 requires every state and local licensing agency to withhold the issuance or renewal of a license or permit to operate a business or engage in an activity in Minnesota until the applicant presents acceptable evidence of compliance with the workers' compensation insurance coverage requirement of MSS Chapter 176. The information required is: the name of the insurance company, the policy number, and dates of coverage or the permit of self-insure. This information will be collected by the licensing agency and retained in their files.

This information is required by law, and licenses and permits to operate a business may not be issued or renewed if it is not provided and/or is falsely reported. Furthermore, if this information is not provided or falsely stated, it may result in a \$1,000 penalty assessed against the applicant by the Commissioner of the Department of Labor and Industry.

Insurance Company Name (NOT the insurance agent): Grinnell Mutual

Policy Number: 0000231669

Dates of Coverage: Current to continuous

OR

Applicant is not required to have workers compensation liability coverage because:

- ☐ Applicant has no employees
- ☐ Applicant is self-insured (include permit to self-insure)
- ☐ Applicant has no employees who are covered by the workers compensation law (these include: Spouse, Parents, Children and certain farm employees)

The above information provided above is accurate and complete and a valid workers compensation policy will be kept in effect at all times as required by law for the following company.

Name (Last, First, M.I.): _____

Doing Business As (if different than your name): _____

Business Address: _____

City, State, Zip: _____

Business Phone: _____

SECTION VI. INSURANCE

Please provide Nicollet County with a Certificate of Insurance for liability for current general and automotive liability policies in compliance with the County's requirements, as outlined in Nicollet County Solid Waste Ordinance Sec. 2 Subd. 6.

1. Name of Insurance Carrier: Gronnell Mutual
2. A current certificate of general liability insurance for a minimum of \$100,000/\$300,000.
3. A current certificate of automotive liability insurance for a minimum of \$50,000/\$100,000.

Please check one: ☐ Certificate of Insurance included with application
☐ Current Certificate of Insurance on file with Nicollet County

SECTION VII. BOND

Pursuant to Sec. 5 Subd. 5(c), of the Nicollet County Solid waste Ordinance, a \$3,000 performance bond shall be required prior to the issuance of any licenses to engage in collection and transportation of solid waste. The bond must name Nicollet County as the obligee.

Please check one: ☐ Bond included with application
☐ Current Bond on file with Nicollet County

SECTION VIII. FEE

Please enclose a check for \$100.00 for the license fee made payable to Nicollet County.

SECTION IX. CERTIFICATION AND SIGNATURE

I certify that the information provided in this application is accurate and complete and I understand that any false statements or omissions of a material fact will result in the license being withheld or denied; and

I also certify that I have complied with the requirements of the Waste Deposit Disclosure Requirements (Minn. Stat. 115A.9302 (1995) for this calendar year.

Burt D.
Signature of applicant/licensee

Dated this 10 day of Nov., 2021

COMPLETION CHECKLIST

- ☐ Completed Application – with signature and date
- ☐ Fee
- ☐ Waste Deposit Disclosure Statement
- ☐ Certification of Compliance Workers' Compensation Coverage
- ☐ Certificate of Liability Insurance (either enclosed or on-file)
- ☐ \$3,000 Performance Bond (either enclosed or on-file)

Send completed application, documentation, and payment **no later than December 31, 2021** to:

Ben Rosburg, Environmental Specialist
Property Services Department
Nicollet County Government Center
501 S. Minnesota Avenue
St. Peter, MN 56082
Phone: 507-934-7072
FAX Number: 507-934-0259
E-Mail: benjamin.rosburg@co.nicollet.mn.us

FOR OFFICE USE ONLY

Application received on date: _____

License name: _____ License number: _____

Date of issuance: _____

The foregoing application is hereby approved this ____ day of _____, year of _____. Chairman of the County Board of Commissioners hereby directs the Department of Property Services to issue the license in accordance herewith.

ATTEST:

Chair, Nicollet County Board of Commissioners



THE SILVER LINING®

Continuation Certificate

WB Index: 2336859

D

KM Enterprises, Inc. dba: River View Sanitation
16188 County Road 29
New Ulm, MN 56073

PRINCIPAL

KM Enterprises, Inc. dba: River View Sanitation
16188 County Road 29
New Ulm, MN 56073

BOND NUMBER: 2336859

BOND DESCRIPTION: License & Permit Compliance Bond
Refuse Collection & Hauling

BOND TERM: 01/01/2020 TO 01/01/2023

BOND PENALTY: \$ 3,000.00

WEST BEND MUTUAL INSURANCE COMPANY hereby continues in force the bond referenced above, subject to all the covenants and conditions of the original bond.

This continuation is issued upon the express condition that the liability of WEST BEND MUTUAL INSURANCE COMPANY under said Bond and this and all continuations thereof shall not be cumulative in any term, calendar year or licensing period unless specifically required by law, statute, ordinance or regulation of the obligee and shall in no event exceed the total sum above written or any amendments, endorsements, or riders attached thereto.

OBLIGEE Nicollet County

501 S Minnesota Ave
Saint Peter, MN 56082-2507

AGENT **22316**

FURTH-MEILE INSURANCE INC
26 SOUTH BROADWAY
NEW ULM, MN 56073

***TELEPHONE 507-354-7334

Dated this 14th day of November, 2019.

THIS "Continuation Certificate" MUST BE FILED WITH THE ABOVE BOND.

PRINCIPAL COPY

MICHIGAN ONLY: This policy is exempt from filing requirements of Section 2236 of the Insurance Code of 1956, 1956 PA 218 and MCL 500.2236.

NB 0029 11 17

P.O. Box 620976 | Middleton, WI 53562 | Phone: (608) 410-3410 | Fax: (877) 674-2663 | www.thesilverlining.com

* Highlighted rows indicate trucks used for this service area *

Insp.

Unit #	Year	Make/Body Type	Purchase	VIN	License Plate	Title	Heavy Use Tax Weight
2	2001	Sterling / McNeilus	1/2/2017	2FZAAMAK11AH97699	YBY5266	J059E0438	45000
3	1990	Ford / Galbreath	1/2/2017	1FDYU82A6LVA34541	YBV4824	G178E0678	51000
5	1997	INTL / Leach - Box removed	1/2/2017	1HTSCAAN4VH471287	YAP3389	J059E0436	39000
7	2004	INTL / McNeilus	1/2/2017	1HTWCAAN04J020771	YBA5174	J059E0437	51000
9	2004	INTL / ShredTech MDS - 25GT	1/2/2017	1HTMMAAN04H612828	YBH4132	J059E0440	45000
11	2001	INTL / McNeilus	1/2/2017	1HTSDAAN61H275830	YBY1406	J059E0442	51000
26	2003	INTL / McNeilus	1/2/2017	1HTWCAAN83J079128	YBY1405	J059E0444	51000
43	2018	Peterbuilt Rolloff	2/7/2018	1NPCX4EX8JD460807	YBU5863	00QPXBR-1	63000 HU
44	2018	F550 Curbtender	5/1/2018	1FDUF5HT3JEB82661	YBW0114	00ROYQK-1	21000
45	2019	F550 Curbtender	11/12/2018	1FDUF5HT7KDA01679	YBW6383	00SBFKL-2	21000
46	2017	Freightliner /	4/25/2019	3ALHCYCYXHDJG0979	YBV4827	00TFB92-1	54999
47	2021	Vecoplan Shred Truck	12/28/2020	1FVACWFC1MHMD1051		17267416-1	26000
48	2001	INTL / McNeilus	1/2/2017	1HTSDAANX1H336516	YBU5889	J059E0457	45000
49	2018	Freightliner /	6/23/2020	1FVHCYFE7JHJH9023	YBZ5937	00XJOVL-2	54999
50	2020	Freightliner / McNeilus	11/5/2020	1FVHCYFE0MHMP7096	YBY8245	00Y7YTK	57000 HU
51	2022						
101	2021	Ford F150 hybrid Pickup - Brent's	8/17/2021	1FTFW1ED3MFB87263	GPN234		
102	2000	Ford F350	1/1/2015	1FDWF36F0YEB56796	YBY1407	00QKZSL-1	15000
103	2001	Ford F350	1/1/2015	1FDWF36F01EC04089	YBN9298	00QPHKF-1	15000
104	2007	Ford F350	1/1/2015	1FDWF36P17EA64264	YBT5557	00QKZV4-1	15000
105	2002	Ford F250 Pickup - Shawn's	1/1/2015	1FTNW21L92EC65059	BWE 938	00QPHB2-1	
107	2008	Ford F350 Lift Truck	6/30/2016	1FWDF37Y08ED97323	YAZ9763	00QKZWL-1	15000
202	2005	Sterling Packer	1/1/2015	2FZHCHDC15AU15520	YBG3864	00QL01R-1	54999
203	2007	Sterling Packer XC	1/1/2015	2FZHCHDCX7AZ49599	YAX8637	00QL021-1	69000 HU
204	2004	Sterling Rolloff	3/6/2017	2FZMAZCV14AM46343	YBT9660	00QL02B-1	63000 HU
205	2018	Freightliner / McNeilus XC Packer	3/12/2018	1FVXF8004JHJW7254	YBV3568	00QM7N1-1	69000 HU
T02	2009	Felling Trailer - 5th wheel	1/1/2015	5FTDE162291032396	3655CBT	B2190X225	21000



RIVER VIEW SANITATION

P.O. 338 * New Ulm, MN. 56073

Ph. 507-354-5355

January 1, 2022

2022 ANNUAL LANDFILL USE NOTICE

As required by law, this is annual notice of the Sanitary Landfill currently used by River View Sanitation.

“You may be responsible for any liability that results from contamination at a facility where your waste is deposited. Minnesota believes that its waste management system provides substantially more financial and environmental protection than depositing waste in landfills in other states. Managing your waste in Minnesota may minimize your potential liability.”

RETAIN THIS NOTICE FOR YOUR RECORDS

River View Sanitation



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
05/03/2021

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Furth-Meile Insurance, Inc. PO Box 635 26 So Broadway New Ulm MN 56073-0635		CONTACT NAME: Moriah Callahan PHONE (A/C, No, Ext): (507) 354-7334 FAX (A/C, No): (507) 354-7336 E-MAIL ADDRESS: moriah@furthmeile.com	
INSURED KM ENTERPRISES INC DBA RIVER VIEW SANITATION DBA RIVER VIEW SANITATION PO BOX 338 NEW ULM MN 56073		INSURER(S) AFFORDING COVERAGE INSURER A: Grinnell INSURER B: INSURER C: INSURER D: INSURER E: INSURER F:	
		NAIC # 14117	

COVERAGES

CERTIFICATE NUMBER: CL215302162

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC OTHER:			0000233007	06/22/2021	06/22/2022	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000
A	<input checked="" type="checkbox"/> AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY			0000231651	06/22/2021	06/22/2022	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
A	<input checked="" type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$			0000445150	06/22/2021	06/22/2022	EACH OCCURRENCE \$ 4,000,000 AGGREGATE \$ 4,000,000
A	<input checked="" type="checkbox"/> WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below Y/N <input type="checkbox"/> N/A			0000231669	06/22/2021	06/22/2022	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTHER E.L. EACH ACCIDENT \$ 500,000 E.L. DISEASE - EA EMPLOYEE \$ 500,000 E.L. DISEASE - POLICY LIMIT \$ 500,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER

CANCELLATION

Nicollet County 501 S Minnesota Ave St Peter MN 56082	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE
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Complete the WM payment request form for suppliers who do not generate invoices.

Instructions

- 1) Confirm Vendor Name/Address exists in Peoplesoft. If not, please submit the Create-Update Vendor eForm from WM Visor prior to submitting this payment request form. Click [here](#) to access the form.
- 2) Populate yellow fields below with the requested information.
- 3) E-mail form and supporting documents (behind form) to Scan One for processing: mnapi@wm.com

PAYMENT REQUEST FORM

Vendor Name and Remit Information

Nicollet County
501 S Minnesota Ave
St Peter, MN 56082

Invoice Header Details

PO Number	NO PO
Invoice No	1779-01 2022 LICENSE
Invoice Date	

WM Site name and Address

Waste Management
739 Beaver Ave
Mankato MN 56001

WM Contact	Karyn Block
WM email	kblock@wm.com

<u>Purchase Description</u>	<u>PO Line#</u>	<u>Qty</u>	<u>Unit Price</u>	<u>Extended Amount</u>
2022 Hauler License		1	\$ 100.00000	\$ 100.00
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -

Subtotal	\$ 100.00
Sales TAX	\$ -
Canadian TAX ex. GST/PST	\$ -
Total Amount Due	\$ 100.00
Currency	USD



NICOLLET COUNTY

PROPERTY SERVICES DEPARTMENT

LICENSE APPLICATION FOR SOLID WASTE COLLECTION AND TRANSPORTATION

This Application is for licensing year January 1, 2022 through December 31, 2022.

Applications must be postmarked no later than December 31, 2021.

Review and Approval Process

Please print in ink or type all sections of the application. Enclose all requested attachments and return completed applications to Nicollet County, Property Services Department, 501 S. Minnesota Ave., St. Peter, MN 56082. This license application will be forwarded to the County Solid Waste Enforcement Coordinator in the Property Services Department for review. Once reviewed by the Solid Waste Enforcement Coordinator, applications will be placed on the December County Commissioner's Board Agenda for approval or denial. Upon County Board approval, a license will be prepared for the business listed on the application.

SECTION I. LICENSEE INFORMATION

Business Name: WASTE MANAGEMENT

Contact Person: KARYN BLOCK

Business Address: 739 BEAVER AVE MANKATO MN 56001
(City, State) (Zip)

Other Contact Information: 507.344.2221 507.388-6304 kblock@wmn.com
(telephone) (FAX) (email)

Minnesota Tax I.D.#: 3514432 Federal Tax I.D.#: 39-2698820

Vehicle & Container Storage Locations: 739 BEAVER AVE MANKATO

SECTION II. COLLECTION AND TRANSPORTATION

1. Please list all vehicles that will be used to haul solid waste. (Additional sheets may be used):

Vehicle Make & Model	Rated Capacity	License Plate Number	Body Type

SEE ATTACHED

2. List the municipalities and townships which will be served and indicate materials collected:

Location	MSW	C/D/I ¹	Recycling	Other (list)
Belgrade	✓	✓	<input type="checkbox"/> Residential <input type="checkbox"/> Commercial	
Bernadotte (Twp)	✓	✓	<input type="checkbox"/> Residential <input type="checkbox"/> Commercial	
Brighton	✓	✓	<input type="checkbox"/> Residential <input type="checkbox"/> Commercial	
Courtland (Twp)	✓	✓	<input type="checkbox"/> Residential <input type="checkbox"/> Commercial	
Granby	✓	✓	<input type="checkbox"/> Residential <input type="checkbox"/> Commercial	
Lafayette (Twp)	✓	✓	<input type="checkbox"/> Residential <input type="checkbox"/> Commercial	
Lake Prairie	✓	✓	<input type="checkbox"/> Residential <input type="checkbox"/> Commercial	
New Sweden	✓	✓	<input type="checkbox"/> Residential <input type="checkbox"/> Commercial	
Nicollet (Twp)	✓	✓	<input type="checkbox"/> Residential <input type="checkbox"/> Commercial	
Oshawa	✓	✓	<input type="checkbox"/> Residential <input type="checkbox"/> Commercial	
Ridgely	✓	✓	<input type="checkbox"/> Residential <input type="checkbox"/> Commercial	
Traverse	✓	✓	<input type="checkbox"/> Residential <input type="checkbox"/> Commercial	
West Newton	✓	✓	<input type="checkbox"/> Residential <input type="checkbox"/> Commercial	
Bernadotte	✓	✓	<input type="checkbox"/> Residential <input type="checkbox"/> Commercial	
Courtland	✓	✓	<input type="checkbox"/> Residential <input type="checkbox"/> Commercial	
Klossner	✓	✓	<input type="checkbox"/> Residential <input type="checkbox"/> Commercial	
Lafayette	✓	✓	<input type="checkbox"/> Residential <input type="checkbox"/> Commercial	
Nicollet	✓	✓	<input type="checkbox"/> Residential <input type="checkbox"/> Commercial	
Norseland	✓	✓	<input type="checkbox"/> Residential <input type="checkbox"/> Commercial	
North Mankato	✓	✓	<input type="checkbox"/> Residential <input type="checkbox"/> Commercial	
St. George	✓	✓	<input type="checkbox"/> Residential <input type="checkbox"/> Commercial	
St. Peter	✓	✓	<input type="checkbox"/> Residential <input type="checkbox"/> Commercial	

¹Construction/Demolition/Industrial

If recycling services are offered, please indicate the materials accepted:

<input type="checkbox"/> Aluminum Cans	<input type="checkbox"/> Steel/Tin Cans	<input type="checkbox"/> Other Metal
<input type="checkbox"/> Clear Glass	<input type="checkbox"/> Brown Glass	<input type="checkbox"/> Green Glass
<input type="checkbox"/> Newsprint Paper	<input type="checkbox"/> Magazine/Catalog Paper	<input type="checkbox"/> Office Paper
<input type="checkbox"/> PET = #1 Plastic	<input type="checkbox"/> HDPE = #2 Plastic	<input type="checkbox"/> #3 - #7 Plastic
<input type="checkbox"/> Cardboard	<input type="checkbox"/> Paperboard	<input type="checkbox"/> Coated Paperboard

3. County Solid Waste Management Plan

Tri-County Solid Waste prepared a Solid Waste Management Plan for Nicollet County pursuant to Minnesota Statutes to protect the health and economic welfare of the residents and environment. All licensed haulers will be provided a copy of the plan upon request. The County urges all solid waste haulers and generators to assist the County in achieving the goals of the Plan.

4. Haulers shall provide the following information to the MPCA, which is then shared with the County:

- (a) Annual reports verifying the actual MSW disposed and the facilities where it was disposed of.
- (b) Annual reports verifying the tonnage of recyclable materials collected and the processing facilities where recyclables were delivered.

SECTION III. VOLUME OR WEIGHT BASED PRICING

Minnesota Statute 115A.93 requires that licensees must have volume or weight based pricing for the collection of MSW. This means that the price of collection increases with the volume or weight of the waste collected.

SECTION IV. WASTE DEPOSIT DISCLOSURE

1. Minn. Stat. 115A.9302 (1995) requires that each year between January 1 and March 31, a person who collects construction debris, industrial waste, or MSW for transportation to a waste facility, must disclose to each waste generator from whom waste is collected the name and location of the disposal or processing facilities used, the type of permit held by the facility and the permit number, and the approximate waste deposited at each of the two primary facilities used. The disclosure must be made in writing at least once a year. **All written disclosures must contain the following statement:**

"You may be responsible for any liability that results from contamination at a facility where your waste has been deposited. Minnesota believes that its waste management system provides substantially more financial and environmental protection than depositing waste in landfills in other states. Managing your waste in Minnesota may minimize your potential liability."

If the primary facilities identified by the hauler are not located in Minnesota then the disclosure must state:

"The landfill to which your waste may be sent during the current calendar year is not a Minnesota landfill."

2. Please enclose a copy of your Waste Deposit Disclosure with your application.

SECTION V. CERTIFICATE OF COMPLIANCE, MINNESOTA WORKERS' COMPENSATION LAW

Minnesota Statute, Section 176.182 requires every state and local licensing agency to withhold the issuance or renewal of a license or permit to operate a business or engage in an activity in Minnesota until the applicant presents acceptable evidence of compliance with the workers' compensation insurance coverage requirement of MSS Chapter 176. The information required is: the name of the insurance company, the policy number, and dates of coverage or the permit of self-insure. This information will be collected by the licensing agency and retained in their files.

This information is required by law, and licenses and permits to operate a business may not be issued or renewed if it is not provided and/or is falsely reported. Furthermore, if this information is not provided or falsely stated, it may result in a \$1,000 penalty assessed against the applicant by the Commissioner of the Department of Labor and Industry.

Insurance Company Name (NOT the insurance agent): INDEMNITY INSURANCE CO OF NORTH AMERICA

Policy Number: WLR C6781180A

Dates of Coverage: 1-1-21 to 1-1-22

OR

Applicant is not required to have workers compensation liability coverage because:

- ☐ Applicant has no employees
- ☐ Applicant is self-insured (include permit to self-insure)
- ☐ Applicant has no employees who are covered by the workers compensation law (these include: Spouse, Parents, Children and certain farm employees)

The above information provided above is accurate and complete and a valid workers compensation policy will be kept in effect at all times as required by law for the following company.

Name (Last, First, M.I.): BLOCK, KARYN L

Doing Business As (if different than your name): WASTE MANAGEMENT

Business Address: 739 BEAVER AVE

City, State, Zip: MANKATO MN 56001

Business Phone: 507.344.2221 or 507.344.2234

SECTION VI. INSURANCE

Please provide Nicollet County with a Certificate of Insurance for liability for current general and automotive liability policies in compliance with the County's requirements, as outlined in Nicollet County Solid Waste Ordinance Sec. 2 Subd. 6.

1. Name of Insurance Carrier: ACE AMERICAN INSURANCE COMPANY
2. A current certificate of general liability insurance for a minimum of \$100,000/\$300,000.
3. A current certificate of automotive liability insurance for a minimum of \$50,000/\$100,000.

Please check one: ☐ Certificate of Insurance included with application
☐ Current Certificate of Insurance on file with Nicollet County

SECTION VII. BOND

Pursuant to Sec. 5 Subd. 5(c), of the Nicollet County Solid waste Ordinance, a \$3,000 performance bond shall be required prior to the issuance of any licenses to engage in collection and transportation of solid waste. The bond must name Nicollet County as the obligee.

Please check one: ☐ Bond included with application
☐ Current Bond on file with Nicollet County

SECTION VIII. FEE

Please enclose a check for \$100.00 for the license fee made payable to Nicollet County.

SECTION IX. CERTIFICATION AND SIGNATURE

I certify that the information provided in this application is accurate and complete and I understand that any false statements or omissions of a material fact will result in the license being withheld or denied; and

I also certify that I have complied with the requirements of the Waste Deposit Disclosure Requirements (Minn. Stat. 115A.9302 (1995) for this calendar year.


Signature of applicant/licensee

Dated this 16th day of NOVEMBER, 2021

COMPLETION CHECKLIST

- ☐ Completed Application – with signature and date
- ☐ Fee
- ☐ Waste Deposit Disclosure Statement
- ☐ Certification of Compliance Workers' Compensation Coverage
- ☐ Certificate of Liability Insurance (either enclosed or on-file)
- ☐ \$3,000 Performance Bond (either enclosed or on-file)

Send completed application, documentation, and payment **no later than December 31, 2021** to:

Ben Rosburg, Environmental Specialist
Property Services Department
Nicollet County Government Center
501 S. Minnesota Avenue
St. Peter, MN 56082
Phone: 507-934-7072
FAX Number: 507-934-0259
E-Mail: benjamin.rosburg@co.nicollet.mn.us

FOR OFFICE USE ONLY

Application received on date: _____

License name: _____ License number: _____

Date of issuance: _____

The foregoing application is hereby approved this ____ day of _____, year of _____. Chairman of the County Board of Commissioners hereby directs the Department of Property Services to issue the license in accordance herewith.

ATTEST:

Chair, Nicollet County Board of Commissioners

MANKATO

WASTE MANAGEMENT OF MINNESOTA, INC.										License Renewals Address -	
MANKATO BU 1779/01 (BLUE EARTH -CODE 07)										North Mankato Motor Vehicle Registrar	
FLEET REGISTER										310 Belgrade Avenue	
CONTACT PERSON: JASON CARNEY/MICHAEL SCHLUETER/JON DIEMER										Mankato, MN 56003	
UPDATED: 5/18/21											
IRP ACCOUNT - 4392/01											
Indicates original title is missing											
DISTRICT	UNIT NUM.	TYPE	LIC/ MO	MO/YR THRU	LICENSE RENEWAL (Y/N)	COMMENTS	PLATE #	VEHICLE I.D. #	YR/MAKE/MODEL	# OF AXLES	LICENSE WEIGHT
MANKATO	101645	ASL	A/02	Feb-22	Y		YAP3408	1M2AC07C33M008081	2003/MACK	3	63,000
MANKATO	103399	SASL	A/02	Feb-22	Y		YBL9504	5VDC6K6F99H209087	2009/AUTOCAR	3	57,000
MANKATO	103833	SASL	A/02	Feb-22	Y	IRP-CNG unit	8285PRA	1M2AU14C4CM001177	2012/MACK	3	57,000
MANKATO	104430	ASL	A/02	Feb-22	Y		YBK8210	3BP2L20X1EF226841	2014/PETERBILT	3	57,000
MANKATO	104431	ASL	A/02	Feb-22	Y		YBK8223	3BP2L20X3EF226842	2014/PETERBILT	3	57,000
MANKATO	106128	ASL	A/02	Feb-22	Y		YBV1125	3BP2L20XXGF100643	2016/PETERBILT	3	57,000
MANKATO	106535	ASL	A/02	Feb-22	Y	CNG unit	YCA2576	3BPDL20X9LF108639	2020/PETERBILT	3	57,000
MANKATO	106551	ASL	A/02	Feb-22	Y	CNG Unit	YBX8227	3BPDL20X0LF109467	2020/PETERBILT	3	57,000
MANKATO	107072	ASL	A/02	Feb-22	Y	CNG Unit	YBZ9521	3BPDL20XXNF111746	2022/PETERBILT	3	57,000
MANKATO	107073	ASL	A/02	Feb-22	Y	CNG Unit	YBZ9538	3BPDL20X1NF111747	2022/PETERBILT	3	57,000
MANKATO	107074	ASL	A/02	Feb-22	Y	CNG Unit	YBZ9523	3BPDL20X3NF111748	2022/PETERBILT	3	57,000
MANKATO	107075	ASL	A/02	Feb-22	Y	CNG Unit	YBZ9539	3BPDL20X5NF111749	2022/PETERBILT	3	57,000
MANKATO	211175	FEL	A/02	Feb-22	Y	CNG Unit	YBG4346	5VCACLE3EH216358	2013/AUTOCAR ACX64	4	63,000
MANKATO	214992	FEL	A/02	Feb-22	Y	CNG Unit	YBX8242	3BPDX20X7LF109468	2020/PETERBILT	4	63,000
MANKATO	214993	FEL	A/02	Feb-22	Y	CNG Unit	YBX8245	3BPDX20X9LF109469	2020/PETERBILT	4	63,000
MANKATO	214995	FEL	A/02	Feb-22	Y	CNG Unit	YBX8244	3BPDX20X7LF109471	2020/PETERBILT	4	63,000
MANKATO	214996	FEL	A/02	Feb-22	Y	CNG Unit	YBZ5050	3BPDX20X9LF109472	2020/PETERBILT	4	63,000
MANKATO	215742	FEL	A/02	Feb-22	Y	CNG Unit	YBZ9524	3BPDXHEXONF111755	2021/PETERBILT	4	63,000
MANKATO	414029	RO	A/02	Feb-22	Y		YBK8237	1NP5L20X3ED223554	2014/PETERBILT	4	63,000
MANKATO	416476	RO	A/02	Feb-22	Y	CNG unit	YBW9754	1FVHC5FT7KHUK2405	2019/FREIGHTLINER	4	57,000
MANKATO	417376	RO	A/02	Feb-22	Y	CNG Unit	YCA3312	1NPCLHEX9LD724803	2020/PETERBILT	5	73,000
MANKATO	633267	CD	A/02	Feb-22	Y		YDA0277	1FVACWDT58HZ70317	2008/FRHT	2	30,000
MANKATO	633421	CD	A/02	Feb-22	Y		YBX8194	1FVACWDT0DHF2634	2013/FREIGHTLINER	2	26,000



CERTIFICATE OF LIABILITY INSURANCE

1/1/2022

DATE (MM/DD/YYYY)

11/10/2021

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).


PRODUCER LOCKTON COMPANIES 3657 BRIARPARK DRIVE, SUITE 700 HOUSTON TX 77042 866-260-3538		CONTACT NAME: PHONE (A/C, No, Ext): E-MAIL ADDRESS: FAX (A/C, No):		
INSURED 1300299 WASTE MANAGEMENT HOLDINGS, INC. & ALL AFFILIATED, RELATED & SUBSIDIARY COMPANIES INCLUDING: WASTE MANAGEMENT - MANKATO 739 BEAVER AVENUE MANKATO MN 56001		INSURER(S) AFFORDING COVERAGE		NAIC #
		INSURER A: ACE American Insurance Company		22667
		INSURER B: Indemnity Insurance Co of North America		43575
		INSURER C: ACE Fire Underwriters Insurance Company		20702
		INSURER D: ACE Property & Casualty Insurance Co		20699
		INSURER E:		
INSURER F:				

COVERAGES **CERTIFICATE NUMBER:** 18006606 **REVISION NUMBER:** XXXXXXXX

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> XCU INCLUDED <input checked="" type="checkbox"/> ISO FORM CG00010413 GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PROJECT <input checked="" type="checkbox"/> LOC OTHER:	Y	Y	HDO G71572985	1/1/2021	1/1/2022	EACH OCCURRENCE \$ 5,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 5,000,000 MED EXP (Any one person) \$ XXXXXXXX PERSONAL & ADV INJURY \$ 5,000,000 GENERAL AGGREGATE \$ 6,000,000 PRODUCTS - COMP/OP AGG \$ 6,000,000 \$
A	AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input checked="" type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY <input checked="" type="checkbox"/> MCS-90	Y	Y	MMT H25308645	1/1/2021	1/1/2022	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ XXXXXXXX BODILY INJURY (Per accident) \$ XXXXXXXX PROPERTY DAMAGE (Per accident) \$ XXXXXXXX \$ XXXXXXXX
D	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$	Y	Y	XOOG27929242 006	1/1/2021	1/1/2022	EACH OCCURRENCE \$ 15,000,000 AGGREGATE \$ 15,000,000 \$ XXXXXXXX
B A C	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N <input checked="" type="checkbox"/> N	N/A	WLR C6781180A (AOS) WLR C67811768 (AZ,CA & MA) SCF C67811847 (WI)	1/1/2021 1/1/2021 1/1/2021	1/1/2022 1/1/2022 1/1/2022	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 3,000,000 E.L. DISEASE - EA EMPLOYEE \$ 3,000,000 E.L. DISEASE - POLICY LIMIT \$ 3,000,000
A	EXCESS AUTO LIABILITY	Y	Y	XSA H25308608	1/1/2021	1/1/2022	COMBINED SINGLE LIMIT \$9,000,000 (EACH ACCIDENT)

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
BLANKET WAIVER OF SUBROGATION IS GRANTED IN FAVOR OF CERTIFICATE HOLDER ON ALL POLICIES WHERE AND TO THE EXTENT REQUIRED BY WRITTEN CONTRACT WHERE PERMISSIBLE BY LAW. CERTIFICATE HOLDER IS NAMED AS AN ADDITIONAL INSURED ON ALL POLICIES (EXCEPT FOR WORKERS' COMP/EL) WHERE AND TO THE EXTENT REQUIRED BY WRITTEN CONTRACT.

CERTIFICATE HOLDER 18006606 NICOLLET COUNTY 501 SOUTH MINNESOTA AVE. ST. PETER MN 56082	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE 
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Enroll In

AUTOMATIC PAYMENTS/PAPERLESS BILLING

Eliminate the administrative charge on your invoice by signing up for an online account with paperless billing and automatic bill pay.

Four easy online steps

1. Type www.wm.com/autopay in your browser window
2. Sign up for an online account
3. Enter your Customer ID number from your invoice
4. Add your account and sign up for both online bill pay and paperless invoicing

Follow the simple online steps above or call the Customer Service number listed on your invoice to get started.

2020 Holiday Schedule:

New Year's Day —
Wednesday, January 1, 2020
Wednesday - Friday service will be delayed by one day.

Memorial Day —
Monday, May 25, 2020
Service will be delayed by one day all week.

Independence Day —
Saturday July 4, 2020
Monday - Friday normal service.

Labor Day —
Monday, September 7, 2020
Service will be delayed by one day all week.

Thanksgiving Day —
Thursday, November 26, 2020
Thursday & Friday service will be delayed by one day.

Christmas Day —
Friday, December 25, 2020
Friday service will be delayed by one day.

Waste Disclosure Notice

Waste Management of Minnesota only disposes of waste at facilities that are fully permitted and licensed. These facilities are fully compliant with all Local, State and Federal regulations governing financial and environmental protection.

Waste Management of Minnesota complies with specific disposal requirements found in our Service Agreements and County Waste Delivery Agreements.

The disposal facilities used for the Southern Minnesota area are:

Central Disposal Landfill
21265-430th St
Lake Mills, IA 50450
95-SDP-172P

Brown County Landfill
Mathiowetz Enterprises
21933 County Rd 11
Sleepy Eye, MN 56085
SW-089

Prairieland Compost
801 E 5th N
Truman, MN 56088
SW-357

Valley Demo & Recycling
Hwy 14 E
New Ulm, MN 56073
SW-527

SMC
1905 Third Ave
Mankato, MN 56001
SW-387

Ponderosa Landfill
Rt. 1 Box 3202
Mankato, MN 56001
SW-087

Dickinson County Landfill
2575 190th St
Spirit Lake, IA 51360
30SDP-75P

MN Waste Processing
1051 Summit Ave
Mankato, MN 56001
SW-452

WM Demo Landfill
25237-755th Ave
Clarks Grove, MN 56016
SW-528

Cottonwood County Landfill
43979 County Road 22
Windom, MN 56101
SW-143

Minnesota State Statute 115A.9302 requires that we provide you with the following statement verbatim:

"You may be responsible for any liability that results from contamination at a facility where your waste has been deposited. The State of Minnesota believes that its waste management system provides substantially more financial and environmental protection than depositing waste in landfills in other states. Managing your waste in Minnesota may minimize your potential liability. Some of the landfills to which your waste may be sent during the current calendar year are not Minnesota landfills."



Managing your waste in

2020

Special Waste Disposal Options

Disposal Options

Waste Management of MN provides convenient waste disposal options for our customers. In Minnesota, there are many regulations to protect the environment and ensure safe, responsible disposal of waste. As a result, the following items cannot be mixed with your regular trash.

Yard Waste: Grass, leaves and brush cannot be placed with your regular trash or recycling.

Hazardous Waste: Items such as paints, pesticides, automotive fluids and poisons are hazardous waste and are not accepted.

Sharps Disposal: Waste Management now offers a convenient mail in program to dispose of used sharps. Contact us at (800) 664-1434 for more information.

Fluorescent-Bulb Recycling: Fluorescent lamps contain mercury and cannot be mixed with regular garbage. Contact us at (800) 664-1434 for more information about our convenient mail in program.

719064
Mankato



ALWAYS RECYCLE:



Metal Cans

Plastic Bottles & Containers 1-5

Glass Bottles & Jars



Paper

Flattened Cardboard & Paperboard

Dairy & Juice Cartons

DO NOT INCLUDE IN YOUR RECYCLING CART:



Plastic Bags

Sharps & Medical Waste

Foam Cups & Containers

Food Waste



Household Hazardous Waste

To dispose of Combustible / Hazardous Materials, you will need to contact your county's HHW Department. For your convenience, here is a directory of the facilities in your area:

Blue Earth County:	507-304-4242
Brown County:	507-233-6641
Faribault County:	507-238-3115
Jackson County:	507-847-2240
Lyon County:	507-532-8211
Martin County:	507-238-3115
Nicollet, Le Sueur, and Sibley County	
Residents can call:	507-237-4321

Remember to place carts 4 feet from all other objects.



RECYCLE OFTEN. RECYCLE RIGHT.™

WHY recycle?



Plastic bottles
can turn into clothing



Aluminum cans
can turn into new ones in 60 days



Today's news
can become a new cereal box

How to recycle:



Recycle all bottles, cans and paper



Keep items clean and dry



No plastic bags

After collection, the materials are taken to a Material Recovery Facility to be sorted. To watch a video of this process, visit www.recycleoftenrecycleright.com/newsroom

Roll-Off and Bulky Item Pick-Up

WM Roll-off Services

Waste Management has the largest inventory of Roll-Off containers serviced by the largest fleet of Roll-Off trucks in the Southern Minnesota area.

Our Roll-Off Services are designed to assist you with your construction projects or to simply clean out years of stored materials that are no longer wanted.

These containers are available on a permanent or temporary basis.

Beat the Rush! Contact Customer Service to schedule your container delivery today.

Containers are available in many sizes:

- 10 yd & 20 yd - For Small to Medium Projects
- 30 yd & 40 yd - For Large Projects



WM Bulky Item Services

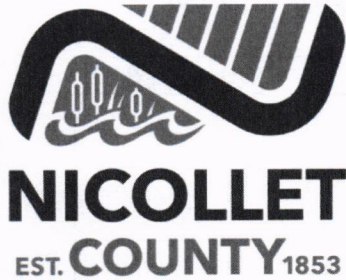
Often with the new year, we clean our homes and get rid of unwanted items. We try to find local charities in need, but sometimes the items just need to be thrown out! This is where Waste Management comes in very handy, as your one-stop point of contact for all your waste needs.

Waste Management has services available to handle your:

- Old Furniture
- Mattresses & Boxsprings
- Appliances
- Electronics
- Construction Debris

Contact us today and schedule your Bulky Item Pick-Up!

Customer Service 1-888-960-0008 • wm.com



NICOLLET COUNTY

PROPERTY SERVICES DEPARTMENT

LICENSE APPLICATION FOR SOLID WASTE COLLECTION AND TRANSPORTATION

This Application is for licensing year January 1, 2022 through December 31, 2022.
Applications must be postmarked no later than December 31, 2021.

Review and Approval Process

Please print in ink or type all sections of the application. Enclose all requested attachments and return completed applications to Nicollet County, Property Services Department, 501 S. Minnesota Ave., St. Peter, MN 56082. This license application will be forwarded to the County Solid Waste Enforcement Coordinator in the Property Services Department for review. Once reviewed by the Solid Waste Enforcement Coordinator, applications will be placed on the December County Commissioner's Board Agenda for approval or denial. Upon County Board approval, a license will be prepared for the business listed on the application.

SECTION I. LICENSEE INFORMATION

Business Name: West Central Sanitation, Inc.

Contact Person: Don Williamson

Business Address: PO Box 796, Wilmar, MN 56201
(City, State) (Zip)

Other Contact Information: 320-235-7630 320-235-5715 donwilliamson@wcsanitation.com
(telephone) (FAX) (email)

Minnesota Tax I.D.#: 4516 795 Federal Tax I.D.#: 41-1433897

Vehicle & Container Storage Locations: 600 Webster Ave, N. Mankato, MN

SECTION II. COLLECTION AND TRANSPORTATION

1. Please list all vehicles that will be used to haul solid waste. (Additional sheets may be used):

Vehicle Make & Model	Rated Capacity	License Plate Number	Body Type
C570 Ambocar 2015	30	YBM4580	SL
FLV3 2016 Potomac	30	YBM5581	FL
C572 2015 Ambocar	30	YBM4582	SL

2. List the municipalities and townships which will be served and indicate materials collected:

Location	MSW	C/D/I ¹	Recycling	Other (list)
Belgrade			<input type="checkbox"/> Residential <input type="checkbox"/> Commercial	
Bernadotte (Twp)			<input type="checkbox"/> Residential <input type="checkbox"/> Commercial	
Brighton			<input type="checkbox"/> Residential <input type="checkbox"/> Commercial	
Courtland (Twp)			<input type="checkbox"/> Residential <input type="checkbox"/> Commercial	
Granby			<input type="checkbox"/> Residential <input type="checkbox"/> Commercial	
Lafayette (Twp)			<input type="checkbox"/> Residential <input type="checkbox"/> Commercial	
Lake Prairie			<input type="checkbox"/> Residential <input type="checkbox"/> Commercial	
New Sweden			<input type="checkbox"/> Residential <input type="checkbox"/> Commercial	
Nicollet (Twp)			<input type="checkbox"/> Residential <input type="checkbox"/> Commercial	
Oshawa			<input type="checkbox"/> Residential <input type="checkbox"/> Commercial	
Ridgely			<input type="checkbox"/> Residential <input type="checkbox"/> Commercial	
Traverse			<input type="checkbox"/> Residential <input type="checkbox"/> Commercial	
West Newton			<input type="checkbox"/> Residential <input type="checkbox"/> Commercial	
Bernadotte			<input type="checkbox"/> Residential <input type="checkbox"/> Commercial	
Courtland			<input type="checkbox"/> Residential <input type="checkbox"/> Commercial	
Klossner			<input type="checkbox"/> Residential <input type="checkbox"/> Commercial	
Lafayette			<input type="checkbox"/> Residential <input type="checkbox"/> Commercial	
Nicollet			<input type="checkbox"/> Residential <input type="checkbox"/> Commercial	
Norseland			<input type="checkbox"/> Residential <input type="checkbox"/> Commercial	
North Mankato	✓	✓	<input checked="" type="checkbox"/> Residential <input checked="" type="checkbox"/> Commercial	
St. George			<input type="checkbox"/> Residential <input type="checkbox"/> Commercial	
St. Peter	✓		<input type="checkbox"/> Residential <input checked="" type="checkbox"/> Commercial	

¹Construction/Demolition/Industrial

If recycling services are offered, please indicate the materials accepted:

<input checked="" type="checkbox"/> Aluminum Cans	<input checked="" type="checkbox"/> Steel/Tin Cans	<input type="checkbox"/> Other Metal
<input checked="" type="checkbox"/> Clear Glass	<input checked="" type="checkbox"/> Brown Glass	<input checked="" type="checkbox"/> Green Glass
<input checked="" type="checkbox"/> Newsprint Paper	<input checked="" type="checkbox"/> Magazine/Catalog Paper	<input checked="" type="checkbox"/> Office Paper
<input checked="" type="checkbox"/> PET = #1 Plastic	<input checked="" type="checkbox"/> HDPE = #2 Plastic	<input checked="" type="checkbox"/> #3 - #7 Plastic
<input checked="" type="checkbox"/> Cardboard	<input checked="" type="checkbox"/> Paperboard	<input type="checkbox"/> Coated Paperboard

3. County Solid Waste Management Plan

Tri-County Solid Waste prepared a Solid Waste Management Plan for Nicollet County pursuant to Minnesota Statutes to protect the health and economic welfare of the residents and environment. All licensed haulers will be provided a copy of the plan upon request. The County urges all solid waste haulers and generators to assist the County in achieving the goals of the Plan.

4. Haulers shall provide the following information to the MPCA, which is then shared with the County:

- (a) Annual reports verifying the actual MSW disposed and the facilities where it was disposed of.
- (b) Annual reports verifying the tonnage of recyclable materials collected and the processing facilities where recyclables were delivered.

SECTION III. VOLUME OR WEIGHT BASED PRICING

Minnesota Statute 115A.93 requires that licensees must have volume or weight based pricing for the collection of MSW. This means that the price of collection increases with the volume or weight of the waste collected.

SECTION IV. WASTE DEPOSIT DISCLOSURE

1. Minn. Stat. 115A.9302 (1995) requires that each year between January 1 and March 31, a person who collects construction debris, industrial waste, or MSW for transportation to a waste facility, must disclose to each waste generator from whom waste is collected the name and location of the disposal or processing facilities used, the type of permit held by the facility and the permit number, and the approximate waste deposited at each of the two primary facilities used. The disclosure must be made in writing at least once a year. **All written disclosures must contain the following statement:**

"You may be responsible for any liability that results from contamination at a facility where your waste has been deposited. Minnesota believes that its waste management system provides substantially more financial and environmental protection than depositing waste in landfills in other states. Managing your waste in Minnesota may minimize your potential liability."

If the primary facilities identified by the hauler are not located in Minnesota then the disclosure must state:

"The landfill to which your waste may be sent during the current calendar year is not a Minnesota landfill."

2. Please enclose a copy of your Waste Deposit Disclosure with your application.

SECTION V. CERTIFICATE OF COMPLIANCE, MINNESOTA WORKERS' COMPENSATION LAW

Minnesota Statute, Section 176.182 requires every state and local licensing agency to withhold the issuance or renewal of a license or permit to operate a business or engage in an activity in Minnesota until the applicant presents acceptable evidence of compliance with the workers' compensation insurance coverage requirement of MSS Chapter 176. The information required is: the name of the insurance company, the policy number, and dates of coverage or the permit of self-insure. This information will be collected by the licensing agency and retained in their files.

This information is required by law, and licenses and permits to operate a business may not be issued or renewed if it is not provided and/or is falsely reported. Furthermore, if this information is not provided or falsely stated, it may result in a \$1,000 penalty assessed against the applicant by the Commissioner of the Department of Labor and Industry.

Insurance Company Name (NOT the insurance agent): Ernstson Ins. Co.

Policy Number: 16-0000797

Dates of Coverage: 1-1-21 to 1-1-22

OR

Applicant is not required to have workers compensation liability coverage because:

- ☐ Applicant has no employees
- ☐ Applicant is self-insured (include permit to self-insure)
- ☐ Applicant has no employees who are covered by the workers compensation law (these include: Spouse, Parents, Children and certain farm employees)

The above information provided above is accurate and complete and a valid workers compensation policy will be kept in effect at all times as required by law for the following company.

Name (Last, First, M.I.): Williamson Don K

Doing Business As (if different than your name): West Central Sanitation Inc.

Business Address: Box 796

City, State, Zip: Willmar MN 56201

Business Phone: 320-235-7630

SECTION VI. INSURANCE

Please provide Nicollet County with a Certificate of Insurance for liability for current general and automotive liability policies in compliance with the County's requirements, as outlined in Nicollet County Solid Waste Ordinance Sec. 2 Subd. 6.

1. Name of Insurance Carrier: Sura
2. A current certificate of general liability insurance for a minimum of \$100,000/\$300,000.
3. A current certificate of automotive liability insurance for a minimum of \$50,000/\$100,000.

Please check one: ☒ Certificate of Insurance included with application
☐ Current Certificate of Insurance on file with Nicollet County

SECTION VII. BOND

Pursuant to Sec. 5 Subd. 5(c), of the Nicollet County Solid waste Ordinance, a \$3,000 performance bond shall be required prior to the issuance of any licenses to engage in collection and transportation of solid waste. The bond must name Nicollet County as the obligee.

Please check one: ☐ Bond included with application
☒ Current Bond on file with Nicollet County will renew

SECTION VIII. FEE

Please enclose a check for \$100.00 for the license fee made payable to Nicollet County.

SECTION IX. CERTIFICATION AND SIGNATURE

I certify that the information provided in this application is accurate and complete and I understand that any false statements or omissions of a material fact will result in the license being withheld or denied; and

I also certify that I have complied with the requirements of the Waste Deposit Disclosure Requirements (Minn. Stat. 115A.9302 (1995) for this calendar year.


Signature of applicant/licensee

Dated this 23 day of November, 2021

COMPLETION CHECKLIST

- ☒ Completed Application – with signature and date
- ☒ Fee
- ☒ Waste Deposit Disclosure Statement
- ☒ Certification of Compliance Workers' Compensation Coverage
- ☒ Certificate of Liability Insurance (either enclosed or on-file)
- ☒ \$3,000 Performance Bond (either enclosed or on-file)

Send completed application, documentation, and payment **no later than December 31, 2021** to:

Ben Rosburg, Environmental Specialist
Property Services Department
Nicollet County Government Center
501 S. Minnesota Avenue
St. Peter, MN 56082
Phone: 507-934-7072
FAX Number: 507-934-0259
E-Mail: benjamin.rosburg@co.nicollet.mn.us

FOR OFFICE USE ONLY

Application received on date: _____

License name: _____ License number: _____

Date of issuance: _____

The foregoing application is hereby approved this ____ day of _____, year of _____. Chairman of the County Board of Commissioners hereby directs the Department of Property Services to issue the license in accordance herewith.

ATTEST:

Chair, Nicollet County Board of Commissioners



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

04/20/2021

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER AssuredPartners of Minnesota LLC 2361 Hwy 36 W St. Paul MN 55113	CONTACT NAME: Ceil Provo PHONE (A/C, No, Ext): (651) 644-7200 FAX (A/C, No): (651) 644-9137 E-MAIL ADDRESS: ceil.provo@assuredpartners.com
INSURED West Central Sanitation, Inc. P.O. Box 796 Willmar MN 56201	INSURER(S) AFFORDING COVERAGE INSURER A: Secura Insurance Companies INSURER B: Evanston Insurance Company INSURER C: Hallmark E&S INSURER D: INSURER E: INSURER F:

COVERAGES**CERTIFICATE NUMBER:** 21/22 Master All Lines**REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC OTHER:			CP3251787	04/30/2021	04/30/2022	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 Employee Benefits \$ 1,000,000
A	<input checked="" type="checkbox"/> AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY <input checked="" type="checkbox"/> Comp \$2000 <input checked="" type="checkbox"/> Coll \$2000			A003251788	04/30/2021	04/30/2022	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ PIP-Basic \$
A	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED <input checked="" type="checkbox"/> RETENTION \$ 10,000			CU3251789	04/30/2021	04/30/2022	EACH OCCURRENCE \$ 2,000,000 AGGREGATE \$ 2,000,000 \$
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N N	N/A	16-0000797	01/01/2021	01/01/2022	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 500,000 E.L. DISEASE - EA EMPLOYEE \$ 500,000 E.L. DISEASE - POLICY LIMIT \$ 500,000
C	Excess Liability			77HX215ACB	04/30/2021	04/30/2022	Each Occurrence \$2,000,000 Aggregate \$2,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER**CANCELLATION**County of Nicollet Environmental Services Department
501 So. Minnesota Avenue

St. Peter

MN 56082

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

James A. Enge

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Credit Card Payment:

Please Select:

☐ Monthly Recurring

Payment will process on the 25th
of each month for amount due.

☐ One Time Credit Card Payment

Payment will process upon
receipt for amount authorized.

Card Number: _____ CVC #: _____ Exp. Date: _____ Amount Authorized: \$ _____

Last 3 digits on back of card

Billing Address: _____ Type of Card: ☐ Visa ☐ Mastercard ☐ Discover

City: _____ State: _____ Zip: _____ Signature: _____

Recurring Automatic Payment from Checking Account:

- ☐ I would like my account to be paid automatically on the 25th of each month from my checking account for the amount due.
Please sign below and attach a voided check to begin this payment option with your next bill.

Signature: _____ Date: _____

Has your billing or contact information changed?

New Mailing Address: _____

Effective Date: _____

City: _____ State: _____ Zip: _____

Daytime Contact #: _____

Signature: _____

The state requires we print the following: You may be responsible for any liability that results from contamination at a facility where your waste has been deposited. Minnesota believes that its waste management system provides substantially more financial and environmental protection than depositing waste in landfills in other states. Managing your waste in Minnesota may minimize your liability.

Alexandria Transfer Station #SW491
Pope-Douglas Incinerator #SW2097-86-0T1
C & D Landfill #SW629
Kandiyohi County #SW79
Renville County #SW90
Lyon County #SW23, RRRSWA #SW664
Meeker County #SW441, Spruce Ridge #SW6
MWPC Transfer Station #SW-452
St. Cloud Transfer Station #SW235
Nobles County Landfill #SW11, Vonco #SW580
Ponderosa Sanitary Landfill #SW-87
West Central Transfer #SW552

The tax line on your bill consists of one or more of the following solid waste taxes:

State: 9.75%	Residential
State: 17.00%	Commercial
Stearns: 10.00%	Commercial
Kandiyohi: 24.00%	Residential & Commercial

Collection Policies

1. Carts must be available by 6:30 a.m. on your day of service. If your cart is not out in time for the driver to service West Central Sanitation will take double on your next service day.

2. Container weight not to exceed 35 pounds per 35 gallon increments.

3. We cannot accept grass, brush, leaves or household hazardous waste. This is prohibited by Minnesota law.
4. We do not accept hot ashes - must be cold. Ashes should be bagged.

5. Trash placed in carts should be bagged and tied to minimize litter. Packed carts may not empty completely.

6. If you need large or bulky items to be taken, please call our office to schedule a pick up.

7. Carts should be at least 3 feet apart and at least 3 feet from parked cars, mail boxes, fire hydrants, etc... Carts should be in a readily accessible area free from obstacles or hazards. Keep snow removed in winter.

8. If your cart becomes damaged or missing, there is a \$65 replacement fee.

9. If you are going to be gone four or more weeks, please notify the office in advance to receive credit.

10. Your city has an ordinance which requires all owners of residential property to pay a minimum charge, regardless of whether or not the service is utilized.

11. Charges which become delinquent shall be certified by the City Administrator to the County Auditor for collection with other real estate taxes from the property owners.

RESIDENTIAL HOLIDAY SERVICE

If your normal collection day falls on or after a holiday listed below, your pickup will be delayed by one day during that week.

HOLIDAYS: Memorial Day, 4th of July, Labor Day, Thanksgiving, Christmas Day & New Years Day

IMPORTANT NOTE: If the observed holiday falls on a Saturday or Sunday, your collection day will not be interrupted.



PO Box 796
Willmar MN 56201

For Inquiries: 320-235-7630 or 800-246-7630
Visit us on the web at: www.wcsanitation.com

Account:

Page 2

Nicollet County Board of Commissioners

Board Meeting Agenda Item



Agenda Item:						
CVSO Operational Enhancement Grant Program Resolution for FY2022						
Primary Originating Division/Dept.: Veterans Services Contact: Nathan Tish Title: CVSO Amount of Time Requested 5 minutes Presenter: N/A Title: N/A		Meeting Date: 01/04/2022 Item Type: Consent 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: <p>The Minnesota Department of Veterans Affairs (MDVA) provides an annual opportunity for County Veterans Service Officers to apply for the CVSO Operational Enhancement Grant. For FY2022, the Nicollet County Veterans Service Office intends to continue applying the entire \$10,000 grant to the salary expense pertaining to our Assistant County Veterans Service Officer (ACVSO).</p> <p>The ACVSO, Gerald Dotson, began working with Nicollet County in January of 2018, and this annual \$10,000 grant has been utilized to offset the salary expenses pertaining to this valuable employee and position.</p> <p>Signatures from the Board Chair and the Administrator are required on the Grant Resolution document that is accompanies this agenda item.</p>						
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: Please sign & date the Grant Resolution document, then return to the document to the Veterans Service Office. Thank you for your assistance.						
<table border="0"> <tr> <td> FISCAL IMPACT: Other <small>(Select One)</small> If "Other", specify State of MN (MDVA) </td> <td> FUNDING County Dollars = Grant \$10,000.00 <small>(Select One)</small> Total </td> </tr> <tr> <td colspan="2"> FTE IMPACT: No FTE change <small>(Select One)</small> If "Increase or "Decrease" specify: Related Financial/FTE Comments: </td> </tr> </table>			FISCAL IMPACT: Other <small>(Select One)</small> If "Other", specify State of MN (MDVA)	FUNDING County Dollars = Grant \$10,000.00 <small>(Select One)</small> Total	FTE IMPACT: No FTE change <small>(Select One)</small> If "Increase or "Decrease" specify: Related Financial/FTE Comments:	
FISCAL IMPACT: Other <small>(Select One)</small> If "Other", specify State of MN (MDVA)	FUNDING County Dollars = Grant \$10,000.00 <small>(Select One)</small> Total					
FTE IMPACT: No FTE change <small>(Select One)</small> If "Increase or "Decrease" specify: Related Financial/FTE Comments:						

RESOLUTION OF NICOLLET COUNTY

BE IT RESOLVED by Nicollet County that the County enter into the attached **Grant Agreement** with the Minnesota Department of Veterans Affairs (MDVA) to conduct the following Program: **County Veterans Service Officer Operational Enhancement Grant Program**. The grant must be used to provide outreach to the county's veterans; to assist in the reintegration of combat veterans into society; to collaborate with other social service agencies, educational institutions, and other community organizations for the purposes of enhancing services offered to veterans; to reduce homelessness among veterans; and to enhance the operations of the County Veterans Service Office, as specified in Minnesota Statutes 197.608 and Minnesota Laws 2021, 1st Special Session, Chapter 12, Article 1, Section 37, Subdivision 2. This Grant should not be used to supplant or replace other funding.

BE IT FURTHER RESOLVED by Nicollet County that Nathan Allan Tish, the Nicollet County Veterans Service Officer, be authorized to execute the attached Grant Contract for the above-mentioned Program on behalf of the County.

WHEREUPON the above resolution was adopted at a regular meeting of the County Board Chair this _____ day of _____, 2022.

Authorized Signature and Title (Board Chair)

Date

STATE OF MINNESOTA

NICOLLET COUNTY

I, Mandy Landkamer, do hereby certify that I am the custodian of the minutes of all proceedings had and held by the Nicollet County Board of Commissioners of said Nicollet County, that I have compared the above resolution with the original passed and adopted by the Board of Commissioners of said Nicollet County at a regular meeting thereof, held on the _____ day of _____, 2022 at _____ a.m. that the above constitutes a true and correct copy thereof, that the same has not been amended or rescinded and is in full force and effect.

IN WITNESS WHEREOF, I have hereunto placed my hand and signature this _____ day of _____, 2022, and have hereunto affixed the seal of Nicollet County.

Mandy Landkamer, County Administrator

Nicollet County Board of Commissioners
Board Meeting Agenda Item



Agenda Item:		
Resolution to delegate EFT Authority		
Primary Originating Division/Dept.: Finance	Meeting Date: 01/04/22	
Contact: Heather McCormick Title: Finance Director	Item Type: (Select One) Consent Agenda	
Amount of Time Requested minutes		
Presenter: Heather McCormick Title: Finance Director	Attachments: <input checked="" type="radio"/> Yes <input type="radio"/> No	
County Strategy: (Select One) Financial Security - prudent use of taxpayer resources		
BACKGROUND/JUSTIFICATION: In accordance with an update in Statute §471.38 subd. 3a, this resolution is to approve delegation of Electronic Funds Transfers. This County Board will approve delegation authority annually in January.		
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 checked="" type="radio"/> Yes <input type="radio"/> No		
If "yes", when? (provide year; mm/dd/yy if known) 01/05/21		
Approved by County Attorney's Office: <input type="radio"/> Yes <input type="radio"/> No <input checked="" type="radio"/> N/A		
ACTION REQUESTED:		
Approval of the EFT Delegation Authority resolution		
FISCAL IMPACT: Other (Select One) If "Other", specify	FUNDING County Dollars = Other (Select One)	
FTE IMPACT: No FTE change (Select One) If "Increase or "Decrease" specify:	Total	
Related Financial/FTE Comments:		



RESOLUTION TO DELEGATE AUTHORITY FOR ELECTRONIC FUNDS TRANSFERS



WHEREAS, Minnesota Statute 471.38 allows for the use of electronic fund transfer as means of making various payments; and

WHEREAS, Electronic funds transfer is the process of value exchange via mechanical means without the use of checks, drafts, or similar negotiable instruments; and

WHEREAS, a local government may make an electronic funds transfer for the following:

- 1) for a claim for a payment from an imprest payroll bank account or investment of excess money;
- 2) for a payment of tax or aid anticipation certificates;
- 3) for a payment of contributions to pension or retirement fund;
- 4) for vendor payments; and
- 5) for payment of bond principal, bond interest and a fiscal agent service charge from the debt redemption fund.

WHEREAS, the County Board shall annually delegate the authority to make electronic funds transfers to the County's chief financial officer or their designee.

NOW THEREFORE, BE IT RESOLVED, that the Nicollet County Board delegates the authority to make electronic funds transfers to Heather McCormick, Nicollet County Finance Director and her designees.

NOW THEREFORE BE IT FURTHER RESOLVED, that the county finance director will:

- 1) provide copy of this resolution to the disbursing bank;
- 2) provide a list of all transactions made by electronic fund transfer to the county board as its next regularly scheduled meeting.

Dated this 4th day of January, 2022.

Marie Dranttel, Chair
Nicollet County Board of Commissioners

ATTEST:

Mandy Landkamer
County Administrator and Clerk to the Board

Nicollet County Board of Commissioners
Board Meeting Agenda Item



Agenda Item:

South Central Community Based Initiative 2022 Purchase of Service Agreement

Primary Originating Division/Dept.: Health and Human Services

Meeting Date: 01/04/2022

Contact: Cassandra Sassenberg Title: HHS Director

Item Type: Consent Agenda
(Select One)

Amount of Time Requested minutes

Presenter: Title:

Attachments: ☒ Yes ☐ No

County Strategy: Financial Security - prudent use of taxpayer resources
(Select One)

BACKGROUND/JUSTIFICATION:

The South Central Community Based Initiative (SCCBI) is a Board with a Joint Powers Agreement for the Counties of Blue Earth, Brown, Faribault, Martin, Freeborn, Le Sueur, Nicollet, Rice, Sibley, and Watonwan. This Board accepts and administers grants, enters into contracts, and has a hired Regional Mental Health Manager who is responsible for the overall administration of the SCCBI. Through this initiative and its managed state grants, we receive reimbursement for case management services, community support program services, and funding for the Power Up Clubhouse. There are no changes to the contract other than dates for the calendar year of 2022.

Supporting Documents: ☒ Attached ☐ In Signature Folder ☐ None

Prior Board Action Taken on this Agenda Item: ☒ Yes ☐ No

If "yes", when? (provide year; mm/dd/yy if known) Annual review

Approved by County Attorney's Office: ☒ Yes ☐ No ☐ N/A

ACTION REQUESTED:

Approval of the 2022 Purchase of Service Agreement (Board Chair to sign via DocuSign)

FISCAL IMPACT: Included in current budget
(Select One)

FUNDING
County Dollars =

If "Other", specify

State
(Select One)

FTE IMPACT: No FTE change
(Select One)

Total

If "Increase or "Decrease" specify:

Related Financial/FTE Comments:

Purchase-of-Service Agreement

South Central Community Based Initiative, 410 S. Fifth Street, P.O. Box 3526, Mankato, Minnesota, 56002-3526, hereafter referred to as the "Agency," and Nicollet County Health and Human Services, 622 South Front Street, St Peter, MN 56082, hereafter referred to as the "Contractor," enter into this Purchase-of-Service Agreement for the period from January 1, 2022, to December 31, 2022. The Agency and the Contractor are hereinafter referred to as the "parties."

WITNESSETH

WHEREAS, the Contractor is an organization licensed under Minnesota Rules 9520.0500 to 9520.0630 and Minnesota Statutes 256B.0622 and 256B.0624 and an approved vendor according to published criteria or certificated by the State of Minnesota, Department of Human Services, to provide mental health services (hereinafter "Purchased Services" or "Program Services") to persons (hereinafter also referred to as "eligible clients," "clients" or "program participants"); and

WHEREAS, the Agency, pursuant to Minnesota Statutes Sections 373.01, 373.02, and Minnesota Statutes Chapter 256M, wishes to purchase such Program Services from the Contractor; and

WHEREAS, the Contractor represents that it is duly qualified and willing to perform such Services;

NOW, THEREFORE, in consideration of the mutual understandings and agreements set forth, the Agency and Contractor agree as follows:

1. CONTRACTOR'S DUTIES

- a. As specified in Minnesota Statutes 256M (Vulnerable Children and Adult Service Plan), the Agency agrees to purchase and the Contractor agrees to furnish the following Services in accordance with Minnesota Statutes Sections 256B.0924.

- (1) The Contractor agrees to provide mental health services. All services reimbursed through the Agency must be eligible under Minnesota Department of Human Services definition of BRASS Codes, as outlined in grant applications for the Adult Mental Health Initiative and Crisis Appropriation, and Crisis Services Grants:

- a) Enroll as a Medical Assistance provider and comply with Medical Assistance policies and procedures;
- b) Comply with all State and Federal recommendations related to the provision of Community-Based Mental Health Services.
- c) Agree to participate in data collection for outcome monitoring and fidelity adherence of evidence-based practices as requested by the Department of Human Services;
- d) Submit claims for reimbursement to any and all sources of Medicare, Medicaid, and third-party insurance whenever possible.

- e) Summary of services that may be provided by the Contractor:
 - 1) Case Management Services
 - 2) Community Support Program Services
 - 3) Flex Funds, in accordance with the Agency's Flex Funds Policy
 - 4) Clubhouse Services
 - 5) Related administrative costs to the above services.
- b. The Contractor agrees to make available to the Agency:
 - (1) Certification of Insurance through the Minnesota Counties Intergovernmental Trust.
 - (2) A detailed description of the program services to be provided.
 - (3) An exposition of the staffing, including job descriptions and professional qualifications of personnel.
 - (4) An organization chart.
 - (5) Number of Program Participants; and
 - (6) Program content.
- d. The Contractor must, within ten (10) days, notify the Agency in writing whenever it is unable to, or going to be unable to, provide the required quality or quantity of purchased services. Upon such notification, the Agency must determine whether such inability will require modification or cancellation of this Agreement.

2. AGENCY DUTIES

- a. The Agency agrees to represent the Contractors interested in accordance with the following grants:
 - (1) Department of Human Services Adult Mental Health Initiative Grant.
- b. The Agency will conduct all business as per the Joint Powers Board Agreement and Agency Bylaws.
- c. The Agency must, within ten (10) days, notify the Agency in writing whenever it is unable to, or going to be unable to, provide the required quality or quantity of purchased services. Upon such notification, the Agency must determine whether such inability will require modification or cancellation of this Agreement.

3. COST AND DELIVERY OF PURCHASED SERVICES

- a. Reimbursement for Case Management Services, Community Support Program Services, Community Mental Health Therapy, Flex Funds, and Administrative Costs is based on the actual cost of the services, less all associated revenues.
 - (1) The total amount to be paid for such purchased services must not exceed \$229,082.
- b. The allocation for Clubhouse Services must not exceed \$20,000 annually.

4. ELIGIBILITY FOR SERVICES

The parties understand and agree that the eligibility of the client to receive the Purchased Services is to be determined in accordance with eligibility criteria established by Medical Assistance and the Agency.

The parties understand and agree that when the Contractor has been delegated by the Agency to make the determination of the client's eligibility for purchased services:

- a. It is understood and agreed by the parties that, when applicable, fees will be charged and collected in accordance with fee policy and schedules adopted by the Contractor in accordance with Minnesota Statutes Section 256M.60, Subd. 6.
- b. The Contractor must not charge any program or service fee to social services eligible clients except in accordance with Paragraph 3(a) above.

5. PAYMENT FOR PURCHASED SERVICES

- a. Certification of expenditures: The Contractor must, by the twenty-fifth of the month following the previous quarter, submit the required reimbursement documentation, as required by the Fiscal Agent.
 - (1) County Reimbursement - The South Central Community Based Initiative Reimbursement Sheet is attached as Exhibit A.
- b. Payment: The Agency must, within thirty (30) days of the date of receipt of the Invoice, make payment to the Contractor for all eligible clients identified on the Invoice.

6. AUDIT AND RECORD DISCLOSURES

The Contractor must:

- a. Allow personnel of the Agency, the Minnesota Department of Human Services, and the U.S. Department of Health and Human Services, access to the Contractor's facility and records at reasonable hours to exercise their responsibility to monitor Purchased Services.
- b. If the collection of social services fees is delegated to the Contractor, the Contractor must provide the Agency with information about fees collected and the fee sources.
- c. Maintain all records pertaining to this Agreement at the Contractor's administrative offices for seven (7) years for audit purposes.
- d. Comply with policies of the Minnesota Department of Human Services regarding social services recording and monitoring procedures, as defined and described in Department of Human Services rules and manuals.

7. SAFEGUARD OF CLIENT INFORMATION

- a. The use or disclosure by any party of information concerning an eligible client in violation of in the Minnesota Government Data Practices Act (Minnesota Statutes Chapter 13) or for any purpose not directly connected with the Agency's or Provider's responsibility with respect to the Purchased Services hereunder is prohibited except on written consent of such eligible client, the client's attorney, or the client's responsible parent or guardian.
- b. The Agency is a covered entity under the Health Insurance Portability and Accountability Act and its implementing regulations (collectively referred to as "HIPPA"). To the extent that the Contractor performs a function or activity involving the use of "protected health information" (45 CFR section 164.501), on behalf of the Agency including, but not limited to: providing health care services; health care claims processing or administration; data analysis, processing, or administration; utilization review; quality assurance; billing; benefit management; practice management; repricing; or otherwise provided by 45 CFR section 160.103, the Contractor shall comply with HIPAA), and all applicable requirements.

8. EQUAL EMPLOYMENT OPPORTUNITY AND CIVIL RIGHTS AND NONDISCRIMINATION

(When applicable) the Contractor agrees to comply with the Civil Rights Act of 1964, Title VII (42USC 2000e); including Executive Order No. 11246, and Title VI (42 USC 2000d); and the Rehabilitation Act of 1973, as amended by Section 504;

(When applicable) the Contractor certifies that it has received a certificate of compliance from the Commissioner of Human Rights pursuant to Minnesota Statutes, Section 363A.36). This section only applies if the grant is for more than \$100,000, and the Contractor has employed more than forty full-time employees within the State of Minnesota on a single working day during the previous 12 months.

9. FAIR HEARING AND GRIEVANCE PROCEDURES

The Agency agrees to provide for a fair hearing and grievance procedure in conformance with Minnesota Statutes, section 256.045, and in conjunction with fair hearing and grievance procedures established by Department of Human Services administrative rules.

10. BONDING, INDEMNITY, INSURANCE, AND AUDIT CLAUSE

- a. **Bonding:** The Contractor must obtain and maintain at all times, during the term of this Agreement, a fidelity bond covering the activity of its personnel authorized to distribute monies. Such a bond must be in the amount of \$100,000.00.
- b. **Indemnity:** The Contractor shall indemnify and hold harmless, the Agency, its officials, employees, and agents from any and all liability, loss, damages, expenses, claims, or actions which the Agency, its officials, employees, and agents may hereafter sustain incur or be required to pay, arising out of or by reason of any act or omission of the Contractor, its employees, or agents, in the execution, performance, or failure to adequately perform the Contractor's obligations pursuant to this agreement.

- (1) By reason of any fee eligible client suffering personal injury, death, property loss or damage either while participating in or receiving from the Contractor care and services to be furnished by the Contractor under this Agreement, or while on the premises owned, leased, or operated by the Contractor, or while being transported to and from said premises in any vehicle owned, operated, chartered, or otherwise contracted for by the Contractor or Contractor's assigns; or
- (2) By reason of any service client causing injury to, or damage to, the property of another person, during any time when the Contractor or Contractor's assigns or employee therefore has undertaken its furnishing the care and service called for under this Agreement.

c. **Insurance:** The Contractor further agrees, in order to protect itself and the Agency and the Agency's officers, agents, employees, and elected officials under the indemnity provision above, that it will at all times during the term of the Agreement, and beyond such term when so required, have and keep in force liability insurance as set forth below. Any insurance required to be provided by the Contractor shall be primary, and not excess, to any other coverage carried by the Agency. The Contractor is responsible for any deductible or self-insured retention contained within the insurance program.

- (1) The Contractor will purchase occurrence-based liability insurance. The policy shall include coverage for all applicable liabilities arising out of premises, operations, independent contractors, products, completed operations, personal and advertising injury, and liability assumed under a contract. Said liability insurance shall cover all personnel providing services under this Agreement. An umbrella liability policy may be used in conjunction with the primary coverage limits to meet the minimum limit requirements for each coverage. The Agency shall be listed as the additional insured.
- (2) The applicable liability insurance coverage will meet the limits as shown equal to the tort liability limits under Minnesota 466.04,

11. CONTRACTOR DEBARMENT, SUSPENSION AND RESPONSIBILITY CERTIFICATION

Federal Regulation 45 CFR 92.35 prohibits the State/Agency from purchasing goods or services with federal money from vendors who have been suspended or debarred by the federal government. Similarly, Minnesota Statutes, Section 16C.03, subd. 2 provides the Commissioner of Administration with the authority to debar and suspend vendors who seek to contract with the State/Agency. Vendors may be suspended or debarred when it is determined, through a duly authorized hearing process, that they have abused the public trust in a serious manner.

By signing this Agreement, the Contractor certifies that it and its principals¹ and employees:

¹"Principals" for the purpose of this certification means officers; directors; owners; partners; and persons having primary management or supervisor responsibilities within a business entity (e.g., general

- a. Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from transacting business by or with any federal, state or local governmental department or agency; and
- b. Have not within a three- (3-) year period preceding this Agreement:
 - (1) been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain or performing a public (federal, state or local) transaction or contract;
 - (2) violated any federal or state antitrust statutes; or
 - (3) committed embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements or receiving stolen property; and
- c. Are not presently indicted or otherwise criminally or civilly charged by a governmental entity for:
 - (1) commission of fraud or a criminal offense in connection with obtaining, attempting to obtain or performing a public (federal, state or local) transaction;
 - (2) violating any federal or state antitrust statutes; or
 - (3) committing embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements or receiving stolen property; and
- d. Are not aware of any information and possess no knowledge that any subcontractor(s) that will perform work pursuant to this Agreement are in violation of any of the certifications set forth above.
- e. Shall immediately give written notice to the Contracting Officer should Contractor come under investigation for allegations of fraud or a criminal offense in connection with obtaining, or performing: a public (federal, state or local government) transaction; violating any federal or state antitrust statutes; or committing embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements or receiving stolen property.

Directions for on-line access to excluded providers

To ensure compliance with this regulation, identification of excluded entities and individuals can be found on the Office of Inspector General (OIG) website at www.dhhs.gov/progorg/oig/.

12. CONDITIONS OF THE PARTIES' OBLIGATIONS

- a. It is understood and agreed that in the event the reimbursement to the Agency from State and Federal sources is not obtained and continued at a level sufficient

manager; plant manager; head of a subsidiary, division, or business segment and similar positions).

to allow for the purchase of the indicated quantity of Purchased Services, the obligations of each party hereunder must thereupon be terminated.

- b. This Agreement may be canceled by either party at any time, with or without cause, upon thirty (30) days' prior notice, in writing, delivered by mail or in person.
- c. Before the termination date specified on Page 1 of this Agreement, the Agency may evaluate the performance of the Contractor in regard to terms of this Agreement to determine whether such performance merits renewal of this Agreement.
- d. Any alterations, variations, modifications, or waivers of provisions of this Agreement must be valid only when they have been reduced to writing, duly signed by both parties, and attached to the original of this Agreement.
- e. No claim for services furnished by the Contractor not specifically provided in the Agreement will be allowed by the Agency, nor must the Contractor do any work or furnish any material not covered by the Agreement, unless prior written notice is given by the Agency. Such approval must be considered to be a modification of the Agreement.
- f. In the event that there is a revision of Federal regulations which might make this Agreement ineligible for Federal financial participation, all parties will review the Agreement and renegotiate those items necessary to bring the Agreement into compliance with the new Federal regulations.
- g. Unless otherwise provided in this Agreement, all notices provided under this Agreement must be in writing and sent to the following individuals:

To Notify the Agency

Regional Manager, SCCBI
PO Box 3526, Mankato, MN 56002
507-381-0549
Jamie.hayes@blueearthcountymn.gov

To Notify the Contractor

Cassandra Sassenberg, Director
622 S Front Street, St Peter, MN 56082
507-934-8559
cassandra.sassenberg@co.nicollet.mn.us

13. SUBCONTRACTING

- a. The Contractor agrees not to enter into subcontracts for any of the work contemplated under this Agreement without notification to the Agency in writing.
- b. Any and all subcontractors must be subject to and must meet all of the requirements of this Agreement.
- c. The Contractors must ensure that any and all subcontracts to provide services under this Agreement must contain the following language:

The subcontractor acknowledges and agrees that the Minnesota Department of Human Services is a third-party beneficiary, and as a third-party beneficiary, is an affected party under this contract. The subcontractor specifically acknowledges and agrees that the Minnesota Department of Human Services has standing to and may take any appropriate administrative action or may sue the provider for

any appropriate relief in law or equity, including but not limited to rescission, damages, or specific performance, of all or any part of the contract. Minnesota Department of Human Services is entitled to and may recover from the provider reasonable attorney's fees, costs, and disbursements associated with any action taken under this paragraph that is successfully maintained. This provision must not be construed to limit the rights of any party to the contract or any other third-party beneficiary, nor must it be construed as a waiver of immunity under the Eleventh Amendment to the United States Constitution or any other waiver or immunity.

- d. The Contractor agrees to be responsible for the performance of any subcontractor to ensure compliance to the subcontract and Minnesota Rules, Part 9525.1870, Subpart 3.

14. NONCOMPLIANCE

- a. If the Contractor fails to comply with the provisions of this Agreement, the Agency may seek any available legal remedy.
- b. Either party must notify the other party within thirty (30) days when a party has reasonable grounds to believe that this Agreement has been or will be breached in a material manner. The party receiving such notification must have thirty (30) days, or any other such period of time as mutually agreed to by the parties, to cure the breach or anticipatory breach.

15. MISCELLANEOUS

The Contractor acknowledges and agrees that the Minnesota Department of Human Services is a third-party beneficiary, and as third-party beneficiary, is an affected party under this Agreement. The Contractor specifically acknowledges and agrees that the Minnesota Department of Human Services has standing to and may take any appropriate administrative action or may sue the Contractor for any appropriate relief in law or performance of all or any part of the agreement between the Agency and the Contractor. The Contractor specifically acknowledges that the Agency and the Minnesota Department of Human Services are entitled to and may recover from the Contractor reasonable attorney's fees and costs and disbursements associated with any action taken under this paragraph that is successfully maintained. This provision must not be construed to limit the rights of any party to the Agreement of any other third-party beneficiary, nor must it be construed as a waiver of immunity under the Eleventh Amendment to the United States Constitution or any other waiver of immunity.

16. ENTIRE AGREEMENT

It is understood and agreed that the entire agreement of the parties is contained herein and this Agreement supersedes all oral agreements and negotiations between the parties relating to the subject matter thereof.

Approved as to form and execution.

AGENCY

Dated: _____

Mark Shaw, Joint Powers Board Chair
South Central Community Based Initiative

CONTRACTOR

Dated: _____

County Board Chair

Dated: _____

County Director

Dated: _____

County Attorney

JH/
10-21
N:\WP\Contract\Nicollet County – SCCBI Contract

South Central Community Based Initiative

Record of funds reimbursed

County Name: **County**

Vendor #

12595

Reimbursement for quarter ended:

March 31, 2022

BRASS	Staffing	Flex	Clubhouse	Crisis Funds	Other/label	Total
402						
403						\$ -
408						\$ -
416						\$ -
418						\$ -
420						\$ -
430						\$ -
431						\$ -
434						\$ -
436						\$ -
437						\$ -
438						\$ -
443						\$ -
446						\$ -
451						\$ -
452						\$ -
454						\$ -
468						\$ -
469						\$ -
474						\$ -
491						\$ -
TOTALS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Staffing Allocation

1st Qtr \$ -

2nd Qtr

3rd Qtr

4th Qtr

\$ -

Total reimbursement requested	\$ -
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I certify that these expenditures are used in accordance with grant guidelines and are less the revenues received.

Requested By: **ES**Date: **03/23/22**

Title: _____

Please mail, email or fax this page to:
 Blue Earth County Human Services
 410 S 5th St PO Box 3526
 Mankato, MN 56001-3526

507-304-4379

tracey.hansen@blueearthcountymn.gov

*Reimbursement includes flex, transportation, housing and other approved expenses

Exhibit A

Nicollet County Board of Commissioners
Board Meeting Agenda Item



Agenda Item:	
2022 Master Contract for MFIP/DWP and Notice of Funds Available	
Primary Originating Division/Dept.: Health and Human Services Contact: Cassandra Sassenberg Title: HHS Director Amount of Time Requested minutes Presenter: Title:	Meeting Date: 01/04/2022 Item Type: Consent Agenda <small>(Select One)</small> Attachments: <input checked="" type="radio"/> Yes <input type="radio"/> No
County Strategy: Financial Security - prudent use of taxpayer resources <small>(Select One)</small>	
BACKGROUND/JUSTIFICATION: Attached is the annual master contract agreement for calendar year 2022 between Nicollet County and Minnesota Valley Action Council as well as a notice of funds available reflecting 2022 Minnesota Family Investment Program/Diversionary Work Program (MFIP/DWP) funding. These contracted dollars will be used to fund: -\$28,553.00 for the administration of MFIP/DWP through Minnesota Valley Action Council and South Central WorkForce Center -\$273,424.00 for direct program costs -\$44,000.00 for client support services. Within those budgets, \$36,425.00 is identified to provide enhanced program services, including interpreter services and collaboration with the Minnesota Council of Churches, Area Adult Learning Cooperative (ABE) and local transportation partners to address client needs and remove barriers to employment. Any enhanced program services outside of this scope will be approved by the County. During the course of the 2021 year, Nicollet County Health and Human Services has continued to work closely alongside the Minnesota Valley Action Council to make decisions about spending as costs shifted due to COVID-19. Our department is satisfied with the partnership and collaboration between our agencies.	
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 checked="" type="radio"/> Yes <input type="radio"/> No If "yes", when? (provide year; mm/dd/yy if known) Annual Review (11/24/2020)	
Approved by County Attorney's Office: <input type="radio"/> Yes <input checked="" type="radio"/> No <input type="radio"/> N/A	
ACTION REQUESTED: Approval of the 2022 Master Contract and Notice of Funds Available for MFIP/DWP (Paper Signature)	
FISCAL IMPACT: Included in current budget <small>(Select One)</small> If "Other", specify	FUNDING County Dollars = Other Combined State/Federal <small>(Select One)</small>
FTE IMPACT: No FTE change <small>(Select One)</small> If "Increase or "Decrease" specify: Related Financial/FTE Comments:	Total

MASTER CONTRACT AGREEMENT #: CY & SFY 2022 Nicollet County	CFDA #: 93.558 MFIP
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AGREEMENT

This Agreement is made and entered into by and between Nicollet County Health and Human Services, hereinafter referred to as the "COUNTY", and

Minnesota Valley Action Council, Inc.
706 N. Victory Drive
Mankato, MN 56001

Social Security or Federal Identification Number: **JX41-6050353**
Minnesota State Tax Identification Number: **9465358**

hereinafter referred to as the "PROVIDER".

WITNESSETH

WHEREAS, this Agreement is issued in anticipation of receipt of funds from the Minnesota Department of Human Services (DHS) for the purpose of providing services authorized under the:

Personal Responsibility and Work Opportunity Reconciliation Act of 1996, Public Law 104-193, Welfare Reform Bill signed April 30, 1997 (TANF/MFIP), and

WHEREAS, the PROVIDER represents itself to the COUNTY as qualified to provide the services herein agreed to, and

WHEREAS, the COUNTY is desirous of entering into an Agreement with the PROVIDER for the provision of said services, and

WHEREAS, the release of funding under this Agreement to the PROVIDER is subject to actual receipt of appropriated funds from aforementioned sources that supports the provision of employment services for individuals receiving public assistance. Funds shall be released by the COUNTY to the PROVIDER through the Notice of Funds Available (NFA) contracting method described within, and

WHEREAS, the PROVIDER is familiar with the local Consolidated Plan (biennial service agreement) and DHS Bulletins applicable to the implementation of employment services required under this Agreement and has represented to the COUNTY that it is qualified to effectively deliver said services.

the PROVIDER. In the event of such termination, the PROVIDER shall be entitled to payment, determined on a pro rata basis, for services satisfactorily performed.

- a. Termination without Cause: Either party to this Agreement may terminate this agreement without cause. The party will give a 30-calendar day advance notice, in writing, of the effective date of the termination. The PROVIDER shall be entitled to receive compensation for any services satisfactorily performed hereunder through the date of the termination, in accordance with and subject to the provisions of this Agreement.
- b. Termination for Cause: The COUNTY shall terminate the Agreement when it is determined the PROVIDER has failed to provide any of the services specified or has failed to comply with any of the provisions contained in this Agreement. If the PROVIDER fails to perform in whole or in part under this Agreement, or fails to make sufficient progress so as to endanger performance, the COUNTY will notify the PROVIDER of such unsatisfactory performance in writing. The PROVIDER will have ten (10) working days in which to respond with a plan to correct the deficiencies agreeable to the COUNTY. If the PROVIDER does not respond to the COUNTY with an appropriate corrective action plan, the COUNTY will notify the PROVIDER of immediate termination of the Agreement. In the event of such termination, the COUNTY shall be liable for payment only for services rendered prior to the effective date of the termination, provided that such services performed are in accordance with the provisions of the Agreement.

V. Disputes:

- a. The PROVIDER agrees to attempt to resolve disputes arising from the Agreement by administrative process and negotiation in lieu of litigation. Continued performance during disputes is assured.
- b. Any dispute concerning a question of fact arising under this Agreement which is not settled by informal means shall be decided by the COUNTY'S authorized representative, who shall furnish the PROVIDER with a written decision.
- c. The PROVIDER will be allowed the opportunity to offer evidence and be heard in appeal of the COUNTY'S decision. Pending final decision, the PROVIDER shall proceed in performance of this Agreement in accordance with the COUNTY'S initial decision.
- d. This DISPUTES clause does not preclude consideration of law questions in connection with decisions provided above provided that nothing in this Agreement shall be construed as making final the decision of any administrative official, representative, or board on a question of law.

VI. Grievance Procedure: The PROVIDER will follow the grievance procedure established by the COUNTY and the MN Department of Human Services to resolve issues between the PROVIDER and program participants.

VII. Records and Reports:

- a. The PROVIDER will maintain records, books, documents and other evidence and accounting procedures and practices which sufficiently and properly reflect all direct and indirect costs and activities of any nature supported by funds under this Agreement. Such records, including participant information, shall be maintained for seven years after the submission of the final report by the PROVIDER, or the

arising from any one accident.

3. Any policy obtained and maintained under this clause shall provide that it shall not be canceled, materially changed, or not renewed without thirty (30) days prior notice thereof to the COUNTY.

- d. The PROVIDER will furnish the COUNTY certificates of bonding and insurance.
- e. The COUNTY may withhold payment for failure of the PROVIDER to furnish certificates of bonding and insurance as required.
- f. In the event that claims or lawsuits shall arise jointly against the PROVIDER and the COUNTY, and the COUNTY elects to present its own defense using its own counsel, in addition to or as opposed to legal representation available by the insurance carrier providing general liability coverage in c.1. and/or automobile liability in c.2. above, then such legal expense shall be borne by the COUNTY.

IX. Independent Contractor: It is agreed by both parties that at all times and for all purposes within the scope of this Agreement the relationship of the PROVIDER to the COUNTY is that of an independent contractor.

X. Special Administrative Provisions: The PROVIDER agrees to administer the program in accordance with authorizing legislation, as amended, and the regulations and guidelines promulgated there under. The PROVIDER also agrees to comply with other applicable Federal and State laws. In the event that these laws, regulations or policies are amended at any time during the term of this Agreement, the PROVIDER shall comply with such amended laws, regulations or guidelines.

- a. **Audits**: The PROVIDER agrees to have an annual audit in accordance with the Office of Management and Budget (OMB) 2 CFR Chapter I and II, Part 200, et al Uniform Guidance: Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards, as it applies to the PROVIDER. The COUNTY agrees to submit to the PROVIDER, prior to the audit activity, a report that specifies the amount of federal and state funds, which comprise the total payments, made to the PROVIDER.

A copy of the audit shall be provided to the COUNTY upon its completion, but in no event later than nine months after the end of the PROVIDER'S fiscal year.

- b. **Program Standards**: The PROVIDER agrees to comply with the Office of Management and Budget (OMB) 2 CFR Chapter I and II, Part 200, et al. Uniform Guidance: Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards, as these circulars relates to its particular agency in the utilization of funds, the operation of programs and the maintenance of records, books, accounts and other documents under the authorizing legislation, as amended.

The PROVIDER also agrees to comply with the sections of the Code of Federal Regulations relevant to the program(s) covered under this Agreement, as well as all State Instructional Bulletins and policies, as amended. The COUNTY agrees to give the PROVIDER copies of the applicable circulars, laws and regulations under which these funds are granted.

- c. **Non-Discrimination Statement**: The PROVIDER assures it will comply fully with the non-discrimination and equal opportunity provisions of the following laws prohibiting discrimination, including but not limited to:

religion, national origin, disability, sex, sexual orientation, or status with regard to public assistance.

- XI. Voter Registration: The PROVIDER shall provide non-partisan voter registration services and assistance, using forms provided by the Secretary of State, to employees of the PROVIDER, program participants and the public as required by Minnesota Statutes, Section 201.162.
- XII. Assignment: The PROVIDER shall neither assign nor transfer any rights or obligations under this Agreement without prior written consent of the COUNTY. The provisions of this Agreement applicable to the PROVIDER shall also be applicable to subgrants made by the PROVIDER from funds obtained under this Agreement.
- XIII. Modifications: Any modifications 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.
- XIV. Governing Law, Jurisdiction, and Venue: Minnesota law, without regard to its choice-of-law provisions, governs this Agreement. Venue for all legal proceedings out of this Agreement, or its breach, must be in the appropriate state court with competent jurisdiction.
- XV. Debarment and Suspension Certification: The PROVIDER agrees to follow the President's Executive Order 12549 and the implementing regulation "Nonprocurement Debarment and Suspension; Notice and Final Rule and Interim Final Rule," found in 53 FR 19189, May 26, 1988, as amended at 60 FR 33041, June 26, 1995, including Appendix B, "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion - Lower Tier Covered Transactions"; unless excluded by law or regulation.
- XVI. Lobbying Certification and Disclosure: (If applicable) The PROVIDER shall comply with Interim Final Rule, New Restrictions on Lobbying, found in Federal Register Vol. 55; No. 38, February 26, 1990, and any permanent rules that are adopted in place of the Interim Final Rule. The Interim Final Rule requires the PROVIDER to certify as to their lobbying activity. The Interim Final Rule implements section 319 of Public Law 101-121, which generally prohibits recipients of Federal contracts, grants and loans from using appropriated funds for lobbying the Executive or Legislative Branches of the Federal Government in connection with a specific contract, grant or loan.
- XVII. Maintenance of Effort: The PROVIDER agrees that the level of services, activities and expenditures it has devoted to similar services prior to the initiation of this Agreement will be continued and not reduced in any way as a result of this Agreement except for reductions unrelated to the provisions or purposes herein stated.
- XVIII. Conflict of Interest: The PROVIDER assures that no person under its employ, who presently exercises any administrative responsibilities under this program, has any personal, financial interest, direct or indirect, in this Agreement. Further, no person having such a conflicting interest shall be employed under this Agreement. Any such conflict of interest must be disclosed in writing to the COUNTY.
- XIX. Code of Conduct: The PROVIDER assures proper conduct on the part of its employees and understands the effects of U.S. Code, Title 18, Sec. 665.
- XX. Grant Close-out: No costs are to be incurred under this Agreement after December 31, 2022. Within 45 days of the completion of the Agreement, the PROVIDER shall comply with all closeout or auditing procedures established by the COUNTY.
- XXI. Property: Any purchase of non-expendable personal property that has a useful life of more than

- Health records (as governed by the Minnesota Health Records Act [Minn. Stat. §§ 144.291-144.298]);
- Chemical health records (as governed by 42 U.S.C. § 290dd-2 and 42 C.F.R. § 2.1 to § 2.67);
- Protected health information ("PHI") (as defined in and governed by the Health Insurance Portability Accountability Act ["HIPAA"], 45 C.F.R. § 160.103);
- Electronic Health Records (as governed by Health Information Technology for Economic and Clinical Health Act (HITECH), 42 USC 201 note, 42 USC 17921(5)); and
- Other data subject to applicable state and federal statutes, rules, and regulations affecting the collection, storage, use, or dissemination of private or confidential information.

Duties Relating to Protection of Information.

- (a) Duty to ensure proper handling of information. The PROVIDER shall be responsible for ensuring proper handling and safeguarding by its employees, subcontractors, and authorized agents of protected information collected, created, used, maintained, or disclosed on behalf of DHS. This responsibility includes ensuring that employees and agents comply with and are properly trained regarding, as applicable, the laws listed above in paragraph X.X.I.I.
- (b) Minimum necessary access to information. The PROVIDER shall comply with the "minimum necessary" access and disclosure rule set forth in the HIPAA and the MGDPA. The collection, creation, use, maintenance, and disclosure of protected information shall be limited to "that necessary for the administration and management of programs specifically authorized by the legislature or local governing body or mandated by the federal government." See, respectively, 45 C.F.R. §§ 164.502(b) and 164.514(d), and Minn. Stat. § 13.05 subd. 3.
- (c) Information Requests. Unless provided for otherwise in this Agreement, if the PROVIDER receives a request to release the information referred to in this Clause, the PROVIDER must immediately notify DHS. DHS will give the PROVIDER instructions concerning the release of the data to the requesting party before the data is released.

Use of Information. The PROVIDER shall:

- Not use or further disclose protected information created, collected, received, stored, used, maintained, or disseminated in the course or performance of this Agreement other than as permitted or required by this Agreement or as required by law, either during the period of this Agreement or hereafter.
 - Use appropriate safeguards, and comply with Subpart C of 45 CFR Part 164 with respect to electronic protected health information, to prevent use or disclosure of the protected information by its employees, subcontractors and agents other than as provided for by this Agreement. This includes, but is not limited to, having implemented administrative, physical, and technical safeguards that reasonably and appropriately protect the confidentiality, integrity, and availability of any electronic protected health information at rest and in transit that it creates, receives, maintains, or transmits on behalf of DHS.
- (a) Report to DHS any privacy or security incident regarding the information of which it becomes aware, including breaches of unsecured protected health information as

address, e-mail address, telephone and fax numbers; certificate/license numbers; vehicle identifiers and serial numbers; URLs and IP addresses; full face photos and any other comparable images; or medical record numbers, health plan beneficiary numbers, and other account numbers. If a limited data set is not feasible, or does not meet the use or disclosure, minimum necessary should be applied. The collection, creation, use, maintenance, and disclosure of protected information shall be limited to "that necessary for the administration and management of programs specifically authorized by the legislature or local governing body or mandated by the federal government." See, respectively, 45 C.F.R. §§ 164.514, 45 C.F.R. §§ 164.502(b) and 164.514(d), and Minn. Stat. § 13.05 subd. 3.

- (d) Make its internal practices, books, records, policies, procedures, and documentation relating to the use, disclosure, and/or security of PHI available to DHS and/or the Secretary of the United States Department of Health and Human Services (HHS) for purposes of determining compliance with the Privacy Rule and Security Standards, subject to attorney-client and other applicable legal privileges.
- (e) Comply with any and all other applicable provisions of the HIPAA Privacy Rule, Administrative, and Security Standards, including future amendments thereto. Develop written policies and procedures for safeguarding and securing PHI and complying with HIPAA and the HITECH Act, and other privacy laws. Designate a privacy official to be responsible for the development and implementation of its policies and procedures as required by 45 C.F.R. Part 164, Subpart E.
- (f) To the extent the PROVIDER is to carry out one or more of DHS' obligation(s) under Subpart E of 45 C.F.R. Part 164, comply with the requirements of Subpart E that apply to DHS in the performance of such obligation(s).

DHS Use of Information. DHS shall:

- (a) Only release information which it is authorized by law or regulation to share with the PROVIDER.
- (b) Obtain any required consents, authorizations, or other permissions that may be necessary for it to share information with the PROVIDER.
- (c) Notify the PROVIDER of limitations, restrictions, changes, or revocation of permission by an individual to use or disclose protected information, to the extent that such limitations, restrictions, changes or revocation may affect the PROVIDER's use or disclosure of protected information.
- (d) Not request the PROVIDER to use or disclose protected information in any manner that would not be permitted under law if done by DHS.


Disposition of Data upon Completion, Expiration, or Agreement Termination. Upon completion, expiration, or termination of this Agreement, the PROVIDER will return to DHS or destroy all protected information received or created on behalf of DHS for purposes associated with this Agreement. A written certification of destruction or return to Authorized Representative listed in 5.1 is required. The PROVIDER will retain no copies of such protected information, provided that if both parties agree that such return or destruction is not feasible, or if the PROVIDER is required by the applicable regulation, rule or statutory retention schedule to retain beyond the life of this Agreement, the PROVIDER will extend the protections of this Agreement to the protected information and refrain from further use

IN WITNESS WHEREOF, the parties have caused this Agreement to be duly executed intending to be bound thereby.

FOR THE PROVIDER


Amanda Mackie, Executive Director
Minnesota Valley Action Council, Inc.

12/9/21
Date


Heather Gleason, Executive Director
South Central WorkForce Council

12-1-2021
Date

FOR THE COUNTY

By _____
County Board

Date _____

By _____
Health and Human Services Director

Date _____

Approved as to Legality, Form and Execution:

By _____
County Attorney

Date _____

NOTICE OF FUNDS AVAILABLE 2022

COUNTY:

Nicollet County Health and Human Services
622 South Front Street
St. Peter, MN 56082-2106

Grant Agreement: CY 2022 Nicollet County

PROVIDER: Minnesota Valley Action Council, Inc.
706 N. Victory Drive
Mankato, MN 56001

Funding Summary

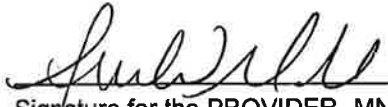
Title	Terms of Funds	CFDA #	Attachment(s)	Prior Level	Change	New Level
MFIP/DWP	01/01/22 - 12/31/22	93.558	Budget	\$0	\$345,977	\$345,977
TOTAL				\$0	\$345,977	\$345,977

Signature for the COUNTY BOARD

DATED: _____

Signature for the COUNTY Human Service Director

DATED: _____


Signature for the PROVIDER -MN Valley Action Council

DATED: 12/9/21


Signature for the South Central WorkForce Council

DATED: December 1, 2021

MFIP/DWP BUDGET
Grant Agreement #: CY 2022 Nicollet County

PROVIDER: MN Valley Action Council

PERIOD FUNDS AVAILABLE: January 1, 2022 to December 31, 2022

TOTAL FUNDS AVAILABLE: \$ 345,977

Total MFIP/DWP Administration: \$ 28,553

\$ 2,855 South Central WorkForce Council

\$11,422 Minnesota Valley Action Council –Fiscal and MIS Services

\$14,276 Minnesota Valley Action Council –Employment Services

Total MFIP/DWP Program: \$ 317,424

- | | |
|-----------|--|
| \$273,424 | Direct Program:
The direct costs of providing counseling, job search, job placement, job retention, program overview, interpreter costs and any other direct expenses including wages, benefits, staff travel, office, telephone, durable and non-durable supplies. Direct Program Client Services also includes supplies, materials, field trips, and other MFIP/DWP direct program client service supplies. |
| \$ 44,000 | Client Support Services:
Includes costs of employment-related expenses such as work tools, uniforms, safety shoes, trade licenses, interview clothing; transportation expenses including bus passes, cab fares, mileage, bus tickets, allocated expenses of a van pool or bus, auto purchase or lease, insurance, and repairs; client education, housing, child care and other work related expenses, including work experience. |

Within the budget above, \$36,425 has been identified for enhanced program services. These funds will be used for enhanced program services including: interpreter services and collaboration with the MN Council of Churches, Area Adult Learning Cooperative (ABE) and local transportation partners to address client needs and remove barriers to employment. Any enhanced program service outside of this scope will be approved by the County.

Nicollet County Board of Commissioners
Board Meeting Agenda Item



Agenda Item:		
Resolution Approving the Official Newspaper for Publications in 2022		
Primary Originating Division/Dept.: Administration	Meeting Date: 01/04/2022	
Contact: Mandy Landkamer Title: County Administrator	Item Type: Consent Agenda (Select One)	
Amount of Time Requested minutes		
Presenter: Title:	Attachments: <input checked="" type="radio"/> Yes <input type="radio"/> No	
County Strategy: Financial Security - prudent use of taxpayer resources (Select One)		
BACKGROUND/JUSTIFICATION: <p>A request for bids were published in the St. Peter Herald and the Lafayette Ledger in November 2021 for the official newspaper publications for calendar years 2022-2024. Statute allows counties to bid for up to three years. Action requested:</p> <p>-Approve the St. Peter Herald as the official newspaper for Nicollet County in 2022 at a rate of \$4.50 per column inch for all Nicollet County legal publications and notices including, but not limited to: delinquent tax list, meeting minutes/synopsis, tax forfeited land sales, county financial statement, and legal/hearing/meeting/bid notices.</p>		
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) January 2021		
Approved by County Attorney's Office: <input type="radio"/> Yes <input type="radio"/> No <input checked="" type="radio"/> N/A		
ACTION REQUESTED: <p>Approve the resolution approving the St. Peter Herald as the official newspaper for publications.</p>		
FISCAL IMPACT: Included in current budget (Select One) If "Other", specify	FUNDING County Dollars = \$8,000 Other (Select One)	
FTE IMPACT: No FTE change (Select One) If "Increase or "Decrease" specify: Related Financial/FTE Comments:	Total	\$8,000

RESOLUTION APPROVING THE
OFFICIAL NEWSPAPER USED FOR PUBLICATIONS

WHEREAS, Minn. Stat. §375.12 states a county board shall have the official proceedings of its sessions published in a qualified newspaper of general circulation in the county. The publication shall be let annually by contract to the lowest bidder, at the first regular session of the board in January each year; and

WHEREAS, Minn. Stat. §331A.03 requires public notices of a political subdivision be published in a qualified newspaper as described in Minn. Stat. §331A.02; and

WHEREAS, Minn. Stat. §331A.04 states the priority for selecting a qualifies newspaper; and

WHEREAS, Minn. Stat. §331A.06 states a political subdivision may enter into multiyear contracts with a qualified newspaper for publication of the political subdivision's public notices. No multiyear contract may be for term longer than three years; and

WHEREAS, three-year publication bids were published in November 2021 for 2022-2024 in the St. Peter Herald and Lafayette Ledger; and

WHEREAS, on January 4, 2022 the Nicollet County Board approved the St. Peter Herald as the official legal paper for 2022-2024.

NOW, THEREFORE BE IT RESOLVED, by the Nicollet County Board of Commissioners to:

- Approve the St. Peter Herald as the official legal paper for Nicollet County in 2022 at a rate of \$4.50 per column inch for all Nicollet County legal publications and notices including, but not limited to: delinquent tax list, meeting minutes/synopsis, tax forfeited land sales, county financial statement, and legal/hearing/meeting/bid notices.

Dated this 4th day of January, 2022

Marie Dranttel, Chair
Nicollet County Board of Commissioners

ATTEST:

Mandy Landkamer,
County Administrator/Clerk to the Board

Nicollet County Board of Commissioners
Board Meeting Agenda Item



Agenda Item:	
Publication of Transportation Advertisement for Bids on the Nicollet County Website	
Primary Originating Division/Dept.: Administration	Meeting Date: 01/04/2022
Contact: Mandy Landkamer Title: County Administrator	Item Type: (Select One) Consent Agenda
Amount of Time Requested minutes	
Presenter: Title:	Attachments: <input checked="" type="radio"/> Yes <input type="radio"/> No
County Strategy: (Select One) Financial Security - prudent use of taxpayer resources	
BACKGROUND/JUSTIFICATION: <p>Minn. Stat. §331A.12 states, at the meeting of the governing body of a political subdivision at which the governing body designates its official newspaper for the year, the governing body may also designate in the same manner that publication of transportation project advertisements for bids be published on the Nicollet County Website instead of in the official newspaper.</p>	
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 checked="" type="radio"/> Yes <input type="radio"/> No	
If "yes", when? (provide year; mm/dd/yy if known) January 2021	
Approved by County Attorney's Office: <input type="radio"/> Yes <input type="radio"/> No <input checked="" type="radio"/> N/A	
ACTION REQUESTED: <p>Approve the attached resolution that authorizes using the Nicollet County Website www.co.nicollet.mn.us as the method of advertising for transportation project bids.</p>	
FISCAL IMPACT: Other (Select One) If "Other", specify	FUNDING County Dollars = Other (Select One)
FTE IMPACT: No FTE change (Select One) If "Increase or "Decrease" specify: Related Financial/FTE Comments:	Total
Approval saves tax dollars by allowing publication on the website instead of in a newspaper.	

**RESOLUTION APPROVING PUBLICATION OF TRANSPORTATION
PROJECT BIDS ON THE NICOLLET COUNTY WEBSITE**

WHEREAS, Minn. Stat. §331A.12 states at the meeting of the governing body of a political subdivision at which the governing body designates its official newspaper for the year, the governing body may designate in the same manner publication of transportation projects on the political subdivision's website. Publication on the website may be used in place of or in addition to any other required form of publication. Each year after designating publication on the website for transportation projects, the political subdivisions must publish, in a qualified newspaper in the jurisdiction and on the website, notice that the political subdivision will publish advertisements for bids on its website.

NOW, THEREFORE BE IT RESOLVED, the Nicollet County Board of Commissioners approves the Nicollet County Public Works Department to use the Nicollet County website www.co.nicollet.mn.us as the method of advertising for transportation project bids.

BE IT FURTHER RESOLVED, in accordance with Minn. Stat. §331A.12, notice will be published in a qualified newspaper and on the County website that advertisements for bids for transportation projects will be published on the Nicollet County website.

Dated this 4th day of January, 2022

Marie Dranttel, Chair
Nicollet County Board of Commissioners

ATTEST:

Mandy Landkamer,
County Administrator/Clerk to the Board

Nicollet County Board of Commissioners
Board Meeting Agenda Item



Agenda Item: 2022 Gopher Bounty		
Primary Originating Division/Dept.: Administration Contact: Mandy Landkamer Title: County Administrator Amount of Time Requested minutes Presenter: Title:	Meeting Date: 01/04/2022 Item Type: Consent Agenda <small>(Select One)</small> Attachments: <input checked="" type="radio"/> Yes <input type="radio"/> No	
County Strategy: <small>(Select One)</small> Programs and Services - deliver value-added quality services		
BACKGROUND/JUSTIFICATION: Minnesota Statute requires counties that wish to pay a gopher bounty to annually set the bounty amount by resolution. Attached is a resolution setting the 2022 bounty at \$1.00/gopher (same as previous years). County bounty payments are a reimbursement to townships who have already paid out a bounty. These are the bounty payments made in previous years: 2017 - \$194.00 2018 - \$0 2019 - \$21.00 2020 - \$0 2021 - \$0		
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 checked="" type="radio"/> Yes <input type="radio"/> No If "yes", when? (provide year; mm/dd/yy if known) January 2021		
Approved by County Attorney's Office: <input type="radio"/> Yes <input type="radio"/> No <input checked="" type="radio"/> N/A		
ACTION REQUESTED: Approve the resolution setting the 2022 gopher bounty reimbursement at \$1.00 per gopher.		
FISCAL IMPACT: Included in current budget <small>(Select One)</small> If "Other", specify	FUNDING County Dollars = 200.00 Other <small>(Select One)</small> Total 200.00	
FTE IMPACT: No FTE change <small>(Select One)</small> If "Increase or "Decrease" specify: Related Financial/FTE Comments:		

RESOLUTION APPROVING A GOPHER BOUNTY

WHEREAS, Minn. Stat. §348.12 requires that County Boards adopt a resolution annually to offer a bounty for the destruction of gophers, and

WHEREAS, Nicollet County wishes to reimburse any Nicollet County township for payments made for a gopher bounty.

NOW, THEREFORE BE IT RESOLVED, by the Nicollet County Board of Commissioners that Nicollet County shall reimburse any Nicollet County township a bounty of \$1.00 per gopher paid for by a township in 2022.

Dated this 4th day of January, 2022

Marie Dranttel, Chair
Nicollet County Board of Commissioners

ATTEST:

Mandy Landkamer
County Administrator/Clerk to the Board

Nicollet County Board of Commissioners
Board Meeting Agenda Item

NICOLLET
COUNTY EST. 1853



Agenda Item: 2022 Board Meeting and Workshop Schedule		
Primary Originating Division/Dept.: Administration		Meeting Date: 01/04/2022
Contact: Mandy Landkamer	Title: County Administrator	Item Type: Consent Agenda (Select One)
Amount of Time Requested	minutes	
Presenter:	Title:	Attachments: <input checked="" type="radio"/> Yes <input type="radio"/> No
County Strategy: Collaborative Workplace - sustain the core values of our culture (Select One)		
BACKGROUND/JUSTIFICATION: <p>Minn. Stat. §375.07 states, "The board shall meet at the county seat for the transaction of business on the first Tuesday after the first Monday in January, and may meet on the other days and at other locations within the county it prescribes as necessary for the interested of the county... Sessions shall be called by a majority of the board and the clerk shall give at least ten days' notice of then to each of the commissioners".</p> <p>Attached are the regularly scheduled County Board meetings and workshops for 2022.</p>		
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 checked="" type="radio"/> Yes <input type="radio"/> No		
If "yes", when? (provide year; mm/dd/yy if known) January 2021		
Approved by County Attorney's Office: <input type="radio"/> Yes <input type="radio"/> No <input checked="" type="radio"/> N/A		
ACTION REQUESTED: <p>Approve the attached resolution setting the regularly scheduled County Board meeting and workshop schedules for 2022.</p>		
FISCAL IMPACT: Other (Select One) If "Other", specify		FUNDING County Dollars = Other (Select One)
FTE IMPACT: No FTE change (Select One) If "Increase or "Decrease" specify:		Total
Related Financial/FTE Comments:		

2022 Board Meeting Dates

Board Meetings are at 9 a.m. Workshops are at 9:30 a.m.

January

1.4.2022 (First Tuesday)
1.18.2022 - Workshop
1.25.2022

February

2.8.2022
2.15.2022 - Workshop
2.22.2022

March

3.8.2022
3.15.2022 - Workshop
3.22.2022

April

4.12.2022
4.19.2022 - Workshop
4.26.2022

May

5.10.2022
5.17.2022 - Workshop
5.24.2022

June

6.13.2022 – Board of Appeals &
Equalization Meeting 6:30 p.m.
6.14.2022
6.21.2022 - Workshop
6.28.2022

July

7.12.2022

7.19.2022 - Workshop
7.26.2022

August

8.9.2022
8.16.2022 - Workshop
8.23.2022

September

9.13.2022
9.20.2022 - Workshop
9.27.2022

October

10.11.2022
10.18.2022 – Road Tour
10.25.2022

November

11.8.2022
11.15.2022 - Workshop
11.22.2022

December

12.1.2022 – Budget and Tax Levy
Public Comment Meeting 6:30 p.m.
12.13.2022 – (2nd Tuesday only)

**RESOLUTION APPROVING THE REGULAR
SCHEDULED 2022 COUNTY BOARD
MEETINGS AND WORKSHOPS**

WHEREAS, Minn. Stat. §375.07 states, "The board shall meet at the county seat for the transaction of business on the first Tuesday after the first Monday in January, and may meet on the other days and at other locations within the county it prescribes as necessary for the interests of the county... Sessions shall be called by a majority of the board and the clerk shall give at least ten days' notice of then to each of the commissioners"; and

WHEREAS, the Nicollet County Board of Commissioners annually schedules regular meetings to vote on items and conduct the business of the county when a quorum of commissioners are present; and

WHEREAS, the Nicollet County Board annually schedules board workshops to discuss items and gather information related to the business of the county but takes no votes or formal action at said workshops.

NOW, THEREFORE BE IT RESOLVED, the Nicollet County Board of Commissioners adopts the attached schedule of 2022 County Board meetings and workshops as presented.

BE IT FURTHER RESOLVED, said County Board meetings and workshops may be canceled or rescheduled and additional meetings may be added by a majority of the Board.

Dated this 4th day of January, 2022

Marie Dranttel, Chair
Nicollet County Board of Commissioners

ATTEST:

Mandy Landkamer,
County Administrator/Clerk to the Board

Nicollet County Board of Commissioners
Board Meeting Agenda Item



Agenda Item: End of Probations		
Primary Originating Division/Dept.: Human Resources	Meeting Date: 01/04/2022	
Contact: Kristy Larson Title: HR Director	Item Type: Consent Agenda (Select One)	
Amount of Time Requested minutes		
Presenter: Kristy Larson Title: HR Director	Attachments: <input checked="" type="radio"/> Yes <input type="radio"/> No	
County Strategy: Facilities and Space - preserve, maintain and build our assets (Select One)		
BACKGROUND/JUSTIFICATION: <p>Health & Human Services Director Cassie Sassenberg has requested the end of probation for Anthony Engesser, HCBS Case Manager, effective January 4, 2022, and Abby Alonso, Eligibility Worker, effective January 11, 2022.</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	

Nicollet County Board of Commissioners Board Meeting Agenda Item



Agenda Item:

Eminent Domain Proceedings for County Road 15 Reconstruction

Primary Originating Division/Dept.: Public Works

Contact: Michelle Zehnder Fischer Title: County Attorney

Amount of Time Requested: 5 minutes

Presenter: Michelle Zehnder Fischer Title: County Attorney

Meeting Date: 01/04/2022

Item Type: Regular Agenda
(Select One)

Attachments: ☐ Yes ☒ No

County Strategy:
(Select One)

Programs and Services - deliver value-added quality services

BACKGROUND/JUSTIFICATION:

The reconstruction of County Road 15 requires the acquisition of right of way for completion of the project. Public Works Director/County Engineer Seth Greenwood and Assistant Public Works Director/County Engineer Joel Hawbaker have commenced the process for acquisition of right of way parcels. However, it may be necessary to initiate eminent domain proceedings for certain parcels.

Public Works and the County Attorney's Office seek Board authorization to hire outside counsel to assist the County Attorney's Office with commencing the necessary proceedings to acquire property for the road project.

Supporting Documents: ☐ Attached ☐ In Signature Folder ☒ None

Prior Board Action Taken on this Agenda Item: ☐ Yes ☒ No

If "yes", when? (provide year; mm/dd/yy if known)

Approved by County Attorney's Office: ☒ Yes ☐ No ☐ N/A

ACTION REQUESTED:

Approve hiring of outside counsel to assist the County Attorney's Office to commence eminent domain proceedings.

FISCAL IMPACT: NOT in current budget
(Select One)

If "Other", specify:

FUNDING
County Dollars =

State
(Select One)

FTE IMPACT: No FTE change
(Select One)

Total:

If "Increase or "Decrease," specify:

Related Financial/FTE Comments:

Nicollet County Board of Commissioners
Board Meeting Agenda Item



Agenda Item:		
Resolution Setting the Minimum Salary for the County Sheriff and Attorney		
Primary Originating Division/Dept.: Administration	Meeting Date: 01/04/2022	
Contact: Mandy Landkamer Title: County Administrator	Item Type: Regular Agenda (Select One)	
Amount of Time Requested 5 minutes		
Presenter: Mandy Landkamer Title: County Administrator	Attachments: <input checked="" type="radio"/> Yes <input type="radio"/> No	
County Strategy: Financial Security - prudent use of taxpayer resources (Select One)		
BACKGROUND/JUSTIFICATION: <p>Minnesota Statute requires that the minimum salary for the Offices of County Sheriff and Attorney be set in election years for those offices prior to the election filing period. State statute does not specify a minimum salary for the County Sheriff. This position has an established salary range in the County's Compensation Plan so the minimum salary in range for the position of Sheriff was used in the attached resolution. State statute does provide a minimum salary for the Office of County Attorney (based on 1960 pay standards). The County Attorney is not part of the Nicollet County Compensation Plan so the statutory minimum was used in the attached resolution.</p>		
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) January 2018		
Approved by County Attorney's Office: <input type="radio"/> Yes <input type="radio"/> No <input checked="" type="radio"/> N/A		
ACTION REQUESTED: <p>Approve the attached resolution establishing the minimum salaries for the Offices of County Sheriff and Attorney.</p>		
FISCAL IMPACT: Other (Select One) If "Other", specify For 2023 Salaries	FUNDING County Dollars = Other (Select One)	See Attached
FTE IMPACT: No FTE change (Select One) If "Increase or "Decrease" specify: Related Financial/FTE Comments:	Total	

RESOLUTION SETTING MINIMUM SALARY FOR THE OFFICES
OF COUNTY SHERIFF AND ATTORNEY IN 2023

WHEREAS, Minn. Stat. §§386.015 and 388.18 provide that at the January meeting prior to the first date on which applicants may file for the Offices of County Sheriff and Attorney, the Board shall set by resolution the minimum salary to be paid by those elected officials for the term next following; and

WHEREAS, Minn. Stat. §388.18, subd. 1 states that the county attorneys in all counties in this state with less than 100,000 inhabitants, according to the 1960 federal census shall receive as compensation for services rendered by them for their respective counties annual salaries not less than the following amounts based on the population according to the then last preceding federal census:

- a) in counties with less than 10,000 inhabitants, \$4,000;
- b) in counties with 10,000 but less than 20,000 inhabitants, \$5,000;
- c) in counties with 20,000 but less than 30,000 inhabitants, \$6,000;
- d) in counties with 30,000 but less than 40,000 inhabitants, \$7,000;
- e) in counties with 40,000 or more inhabitants, \$8,000; and

WHEREAS, Minn. Stat. does not provide a minimum salary for County Sheriff; and

WHEREAS, the Nicollet County Compensation Plan has established salary ranges for the County Sheriff but not the County Attorney; and

NOW, THEREFORE BE IT RESOLVED, the Nicollet County Board of Commissioners establishes the following minimum salaries for the elected Offices of County Sheriff and Attorney beginning with the term commencing in 2023;

- County Sheriff minimum annual salary: \$105,286.29
- County Attorney minimum annual salary: \$7,000 (statutory minimum)

Dated this 4th day of January, 2022

Marie Dranttel, Chair
Nicollet County Board of Commissioners

ATTEST:

Mandy Landkamer,
County Administrator/Clerk to the Board

Nicollet County Board of Commissioners
Board Meeting Agenda Item



Agenda Item:

Amendment to the 2022 Elected Officials Compensation and Per Diem Resolution

Primary Originating Division/Dept.: Administration

Meeting Date: 01/04/2022

Contact: Mandy Landkamer Title: County Administrator

Item Type: Regular Agenda
(Select One)

Amount of Time Requested 5 minutes

Presenter: Mandy Landkamer Title: County Administrator

Attachments: ☒ Yes ☐ No

County Strategy: Financial Security - prudent use of taxpayer resources
(Select One)

BACKGROUND/JUSTIFICATION:

Consideration of the attached amended resolution to correct a clerical error.

Minnesota State Statute requires the County Board to establish by resolution the salary and per diem rate for elected officials for the coming year. The proposed resolution includes a 2.5% increase (same as applied to the county staff wage scale) for county commissioners, a 3.5% increase (1% over the wage scale increase and equal to the county department average increase) for elected department heads and a per diem rate of \$70/day (same as 2021).

Supporting Documents: ☐ Attached ☒ In Signature Folder ☐ None

Prior Board Action Taken on this Agenda Item: ☐ Yes ☒ No

If "yes", when? (provide year; mm/dd/yy if known) 12/14/2021

Approved by County Attorney's Office: ☐ Yes ☐ No ☒ N/A

ACTION REQUESTED:

Approve the amended 2022 Elected Officials Compensation and Per Diem Resolution as presented.

FISCAL IMPACT: Included in current budget
(Select One)

FUNDING
County Dollars =

If "Other", specify

Other
(Select One)

FTE IMPACT: No FTE change
(Select One)

Total

If "Increase or "Decrease" specify:

Related Financial/FTE Comments:

AMENDMENT OF THE 2022 NICOLLET COUNTY ELECTED OFFICIALS
COMPENSATION AND PER DIEM RESOLUTION

WHEREAS, the Nicollet County Board of Commissioners annually establishes compensation and per diems for elected officials; and

WHEREAS, Minn. Stat. §375.055 states that the county commissioners in all counties except Hennepin and Ramsey, shall receive as compensation for services rendered by them for their respective counties, annual salaries and in addition may receive per diem payments and reimbursement for necessary expenses in performing the duties of the office as set by resolution of the county board with the salary and schedules of per diem payments not being effective until January 1 of the next year; and

WHEREAS, Minn. Stat. §§387.20 and 388.18 states that the county board annually shall set by resolution the salary of the county sheriff and county attorney; and

WHEREAS, the proposed 2022 Nicollet County budget includes a 2.5% general wage scale increase; and

WHEREAS, the Nicollet County Board of Commissioners approved the "2022 Nicollet County Elected Officials Compensation and Per Diem Resolution" at their December 14, 2021 regularly scheduled meeting; and

WHEREAS, the Resolution contained incorrect salary information for the Nicollet County Board of Commissioners in 2022; and

NOW THEREFORE, BE IT RESOLVED, that the Nicollet County Board of Commissioners does hereby adopt the following amended salaries for 2022:

1. The Nicollet County Board of Commissioners salary will be \$36,551.22 in 2022 with the chairperson of the Board receiving an additional \$1,500 annually for duties related to that position.
2. The Nicollet County Board and laypersons serving on county committees, which have been approved by the County Board, are approved to receive per diems in the amount of \$70.00/day.
3. The salary for the Nicollet County Attorney in 2022 is set at \$132,401.75.
4. The salary for the Nicollet County Sheriff in 2022 is set at \$137,977.35.

Dated this 4th day of January, 2022

Marie Dranttel, Chair
Nicollet County Board of Commissioners

ATTEST:

Mandy Landkamer
County Administrator/Clerk to the Board

Nicollet County Board of Commissioners
Board Meeting Agenda Item



Agenda Item: Resolution Establishing the 2022 Committee and Board Assignments and Meetings that Qualify for a Per Diem Payment		
Primary Originating Division/Dept.: Administration		Meeting Date: 01/04/2022
Contact: Mandy Landkamer	Title: County Administrator	Item Type: Regular Agenda <small>(Select One)</small>
Amount of Time Requested: 20 minutes		
Presenter: Mandy Landkamer	Title: County Administrator	Attachments: <input checked="" type="radio"/> Yes <input type="radio"/> No
County Strategy: <small>(Select One)</small> Programs and Services - deliver value-added quality services		
BACKGROUND/JUSTIFICATION: Attached is a proposed list of committee and board assignments for 2022 and a resolution establishing how per diems are paid. Each committee assignment will be discussed at the meeting to determine if any changes are needed to the proposed list.		
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 checked="" type="radio"/> Yes <input type="radio"/> No		
If "yes", when? (provide year; mm/dd/yy if known) January 2021		
Approved by County Attorney's Office: <input type="radio"/> Yes <input type="radio"/> No <input checked="" type="radio"/> N/A		
ACTION REQUESTED: Approve the resolution establishing the 2022 Committee and Board assignments and meetings that qualify for a per diem payment.		
FISCAL IMPACT: Included in current budget <small>(Select One)</small> If "Other", specify:		FUNDING County Dollars = State <small>(Select One)</small>
FTE IMPACT: No FTE change <small>(Select One)</small> If "Increase or "Decrease," specify: Related Financial/FTE Comments:		Total:

**NICOLLET COUNTY
2022 COMMITTEE, BOARD ASSIGNMENTS
AND MEETINGS THAT QUALIFY
FOR A PER DIEM PAYMENT**

AMC DELEGATES (All AMC functions)		Denny Kemp Jack Kolars Terry Morrow John Luepke Marie Dranttel Jamie Haefner Ryan Krosch Seth Greenwood	Open Jack Kolars Terry Morrow John Luepke Marie Dranttel Kristy Larson Mandy Landkamer Seth Greenwood
AMC POLICY COMMITTEES			
Environmental & Natural Resources		Marie Dranttel	Marie Dranttel
General Government		John Luepke	John Luepke
Health and Human Services		Terry Morrow	Terry Morrow
Public Safety		Denny Kemp	Open
Transportation		Jack Kolars	Jack Kolars
AMERICAN RESCUE PLAN ACT			Open
*New Committee in late 2021			Terry Morrow Heather McCormick Mandy Landkamer
ADOLESCENT CHEMICAL WELLNESS ADVOCATES COALITION			
	Alternate	Terry Morrow Denny Kemp	Terry Morrow Open
BOARD OF ADJUSTMENTS & APPEALS (Variances) (Citizen appointees paid per diem and serve a 3-year term)	End of Term: (12/31/23)	Dave Ubel	Dave Ubel
	End of Term: (12/31/22)	Dave Hermanson	Dave Hermanson
	End of Term: (12/31/22)	Justin Laven	Justin Laven
	End of Term: (12/31/22)	Ron Regenscheid	Open
	End of Term: (12/31/21)	David Wendinger	Open
BOARD OF APPEAL AND EQUALIZATION (No per diem per statute)		Denny Kemp Jack Kolars Terry Morrow Marie Dranttel John Luepke Jaci Kopet or Designee	Open Jack Kolars Terry Morrow Marie Dranttel John Luepke Jaci Kopet or Designee
BROADBAND COMMITTEE			
	Alternate	Denny Kemp Marie Dranttel Terry Morrow	Open Marie Dranttel Terry Morrow
BROWN/NICOLLET COMMUNITY HEALTH BOARD		Denny Kemp Jack Kolars Terry Morrow Marie Dranttel John Luepke	Open Jack Kolars Terry Morrow Marie Dranttel John Luepke
BUDGET COMMITTEE (Commissioners serve 2 consecutive years on a rotating schedule)	End of Term: (12/31/21)	Terry Morrow	Open
	End of Term: (12/31/22)	Marie Dranttel Heather McCormick Ryan Krosch	Marie Dranttel Heather McCormick Mandy Landkamer

BUILDING COMMITTEE		Jack Kolars Terry Morrow Ryan Krosch Cody Johnson Jamie Haefner Dayle Moore	Jack Kolars Terry Morrow Mandy Landkamer Cody Johnson Kristy Larson Dayle Moore
CANVASS BOARD (No per diem per statue)		Terry Morrow Jack Kolars	Terry Morrow Jack Kolars
COUNTY BOARD (Per Diem for special and emergency meetings and Truth-in-Taxation meeting only)		Denny Kemp Jack Kolars Terry Morrow Marie Dranttel John Luepke	Open Jack Kolars Terry Morrow Marie Dranttel John Luepke
COUNTY BOARD TRAININGS & EDUCATION (safety training, leadership, county programs, drainage, etc.)		Denny Kemp Jack Kolars Terry Morrow Marie Dranttel John Luepke	Open Jack Kolars Terry Morrow Marie Dranttel John Luepke
COUNTY BOARD WORKSHOPS		Denny Kemp Jack Kolars Terry Morrow Marie Dranttel John Luepke	Open Jack Kolars Terry Morrow Marie Dranttel John Luepke
CRIMINAL JUSTICE COMMITTEE		Ryan Krosch David Lange Joel Polzin Richard Molitor Judge Allison Krehbiel Judge Todd Westphal Michelle Zehnder Fischer Cassie Sassenberg John Luepke Jack Kolars Terry Morrow Marie Dranttel Denny Kemp Jamie Haefner Carol Weikle Ross Gullickson James Brandt Matt Peters Sara Eischens Open Jason Mack Scott Cutcher	Mandy Landkamer David Lange Joel Polzin Richard Molitor Judge Allison Krehbiel Judge Todd Westphal Michelle Zehnder Fischer Cassie Sassenberg John Luepke Jack Kolars Terry Morrow Marie Dranttel Open Kristy Larson Carol Weikle Ross Gullickson James Brandt Matt Grochow Sara Eischens Open Jason Mack Scott Cutcher
DRAINAGE AUTHORITY (Per diem for meetings not in conjunction with regular county board / informational meetings)		Denny Kemp Jack Kolars Terry Morrow Marie Dranttel John Luepke	Open Jack Kolars Terry Morrow Marie Dranttel John Luepke

DRAINAGE AUTHORITY COMMITTEE/ JOINT DRAINAGE BOARDS	Alternate	Marie Dranttel John Luepke Seth Greenwood Nate Henry Jaci Kopet Michelle Zehnder Fischer Terry Morrow	Marie Dranttel John Luepke Seth Greenwood Nate Henry Jaci Kopet Michelle Zehnder Fischer Terry Morrow
TREATMENT COURT		Denny Kemp	Open
EMS JOINT POWERS BOARD	Alternate	Denny Kemp Jack Kolars	Open Jack Kolars
ENVISION 2040		Jack Kolars Ryan Krosch	Jack Kolars Mandy Landkamer
EXTENSION (Citizen appointees paid per diem)	Youth Rep.	John Luepke Marie Dranttel Jaci Kopet or Designee Amy Pehrson Brett Annexstad Spencer Schott Neal Anderson Elizabeth Fluegge Joyce Halvorson Makayla Moline	John Luepke Marie Dranttel Jaci Kopet or Designee Amy Pehrson Brett Annexstad Spencer Schott Neal Anderson Elizabeth Fluegge Joyce Halvorson Lyndsey Beranek Rob Moline Makayla Moline
GREATER MANKATO DIVERSITY COUNCIL		Jack Kolars	Jack Kolars
HEALTH INSURANCE PORTABILITY AND ACCOUNTABILITY ACT (HIPAA)		Jamie Haefner Cassie Sassenberg Co. Atty's Office Designee Dayle Moore	Kristy Larson Cassie Sassenberg Co. Atty's Office Designee Dayle Moore
HIGHWAY 14 PARTNERSHIP COMMITTEE	Alternate	Jack Kolars John Luepke Ryan Krosch Seth Greenwood Denny Kemp	Jack Kolars John Luepke Mandy Landkamer Seth Greenwood Open
HIGHWAY 169 COALITION	Alternate	Denny Kemp Marie Dranttel Seth Greenwood	Open Marie Dranttel Seth Greenwood
HISTORICAL PRESERVATION ORDINANCE		Tom Hagen Mike McCarty Ben Leonard	Tom Hagen Mike McCarty Ben Leonard
IMMTRACK (IMMUNIZATION TRACKING)	Alternate	Jack Kolars Denny Kemp	Jack Kolars Open
INSURANCE COMMITTEE		Denny Kemp Terry Morrow Ryan Krosch Jamie Haefner Heather McCormick	Open Terry Morrow Mandy Landkamer Kristy Larson Heather McCormick

INTERGOVERNMENTAL YOUTH ASSET COLLABORATIVE		Denny Kemp	Open
JOINT AIRPORT ZONING BOARD FOR LE SUEUR		Jon Hammel Mandy Landkamer	Open (DZA) Mandy Landkamer
LEGISLATIVE COMMITTEE (Includes all meetings attended to gather or provide information related to State and Federal legislation that could have an impact on Nicollet County)		Denny Kemp Terry Morrow John Luepke Marie Dranttel Jack Kolars	Open Terry Morrow John Luepke Marie Dranttel Jack Kolars
LOCAL MENTAL HEALTH ADVISORY COUNCIL		Denny Kemp	Open
LOCAL WATER MANAGEMENT TASK FORCE			
<u>CITIZEN MEMBERS:</u> Lafayette Resident Watershed Tech. Adv. Comm. Nicollet SWCD Board Supervisor Nicollet SWCD Board Area Business Representative Area Resident Area Resident		Al Fox Al Fox John Kral Robby Gieseke Marty Schott Jason Kuester Will Anthony	Al Fox Al Fox John Kral Robby Gieseke Marty Schott Jason Kuester Will Anthony
<u>EX-OFFICIO MEMBERS:</u> Commissioner Commissioner - Alternate		John Luepke Marie Dranttel	John Luepke Marie Dranttel
LOWER MN RIVER WEST COMMITTEE - ONE	Alternate	Marie Dranttel John Luepke	Marie Dranttel John Luepke
MANKATO AREA PLANNING ORGANIZATION	Technical Committee Policy Committee	Seth Greenwood Mandy Landkamer Jack Kolars	Seth Greenwood Mandy Landkamer Jack Kolars
MANAGED RESOURCE CONNECTIONS, INC *FKA Mankato Rehabilitation Center		Denny Kemp	Open
MINN. COUNTIES INTERGOVERNMENTAL TRUST	Delegate Alternate Alternate	Heather McCormick Terry Morrow Ryan Krosch	Heather McCormick Terry Morrow Mandy Landkamer
MN VALLEY ACTION COUNCIL		Jack Kolars	Jack Kolars
MINNESOTA TRANSPORTATION ALLIANCE		Denny Kemp Jack Kolars Terry Morrow Marie Dranttel John Luepke Seth Greenwood	Open Jack Kolars Terry Morrow Marie Dranttel John Luepke Seth Greenwood
NACO		Denny Kemp Jack Kolars Terry Morrow John Luepke Marie Dranttel	Open Jack Kolars Terry Morrow John Luepke Marie Dranttel

**NICOLLET COUNTY COMMUNITY
CORRECTIONS ADVISORY BOARD (NCCCAB)**

*New Committee in late 2021

Terry Morrow
Allison Krehbiel
Michelle Zehder Fischer
Affey Sigat
Cassie Sassenberg
Dave Lange
Brandy Brink
Scott Cutcher
Rich Molitor

NICOLLET COUNTY LAW LIBRARY

Marie Dranttel

Marie Dranttel

**NICOLLET COUNTY/ST. PETER LIAISON
COMMITTEE**

Alternate

Marie Dranttel
Terry Morrow
~~Ryan Krosch~~
Jack Kolars

Marie Dranttel
Terry Morrow
Mandy Landkamer
Jack Kolars

**NICOLLET COUNTY/NORTH MANKATO LIAISON
COMMITTEE**

Alternate

~~Denny Kemp~~
Jack Kolars
~~Ryan Krosch~~
John Luepke

Open
Jack Kolars
Mandy Landkamer
John Luepke

NICOLLET COUNTY TOWNSHIP ASSOCIATION

~~Denny Kemp~~
Jack Kolars
Terry Morrow
John Luepke
Marie Dranttel

Open
Jack Kolars
Terry Morrow
John Luepke
Marie Dranttel

NOXIOUS WEED APPEALS COMMITTEE

Commissioner

John Luepke
Fred Kienlen
Marvin Krohn
Ronald Giefer

John Luepke
Fred Kienlen
Marvin Krohn
Ronald Giefer

Alternate

PARK COMMITTEE

~~Denny Kemp~~
John Luepke
~~Ryan Krosch~~

Open
John Luepke
Mandy Landkamer

PERSONNEL COMMITTEE

Alternate

Marie Dranttel
Jack Kolars
~~Ryan Krosch~~
~~Jamie Haefner~~
John Luepke

Marie Dranttel
Jack Kolars
Mandy Landkamer
Kristy Larson
John Luepke

**PLANNING & ZONING ADVISORY COMMITTEE
(Citizen appointees paid per diem and
serve a 3-year term)**

Commissioner
End of Term: (12/31/22)
End of Term: (12/31/22)
End of Term: (12/31/23)
End of Term: (12/31/22)
End of Term: (12/31/21)

Commissioner Alt.

Marie Dranttel
Justin Laven
Dave Hermanson
Dave Ubel
~~Ron Regenscheid~~
~~David Wendinger~~
Vacant
Terry Morrow

Marie Dranttel
Justin Laven
Dave Hermanson
Dave Ubel
Open
Open
Open
Terry Morrow

STATE RADIO BOARD FINANCE COMMITTEE

Alternate

~~Denny Kemp~~
Dave Lange

Open
Dave Lange

RECYCLING COMMITTEE

Alternate

Terry Morrow
Marie Dranttel

Terry Morrow
Marie Dranttel

REGION NINE DEVELOPMENT COMMISSION		Marie Dranttel	Marie Dranttel
REGIONAL ECONOMIC DEVELOPMENT ALLIANCE (REDA/GREATER MANKATO GROWTH)		Ryan Krosch Jack Kolars	Mandy Landkamer Jack Kolars
RURAL MINNESOTA ENERGY BOARD	Alternate	John Luepke Jack Kolars	John Luepke Jack Kolars
RUSH RIVER CLEAN WATER PARTNERSHIP		Marie Dranttel John Luepke	Marie Dranttel John Luepke
SAFETY & SECURITY COMMITTEE	Safety Coordinator	Jamie Haefner Staff Members	Cody Johnson Staff Members
ST. PETER FAMILY SERVICES COLLABORATIVE JOINT POWERS BOARD		Denny Kemp	Open
ST. PETER REGIONAL TREATMENT CENTER LIAISON COMMITTEE		Terry Morrow	Terry Morrow
SHIP COMMITTEE	Alternate	Denny Kemp John Luepke	Open John Luepke
SOIL & WATER CONSERVATION DISTRICT MEETING LIAISON		John Luepke	John Luepke
SOUTH CENTRAL MINNESOTA MULTI COUNTY HRA BOARD (Citizen appointee paid per diem)		Denny Kemp David Anderson	Open David Anderson
SOUTH CENTRAL MINNESOTA REGIONAL EMERGENCY COMMUNICATIONS BOARD	Alternate	Denny Kemp Jack Kolars	Open Jack Kolars
SOUTH CENTRAL TRANSIT BOARD	Alternate	Marie Dranttel John Luepke	Marie Dranttel John Luepke
SOUTH CENTRAL WORK FORCE COUNCIL	Alternate	Denny Kemp Jack Kolars	Open Jack Kolars
SOUTHEAST MINNESOTA HOMELAND SECURITY/ EMERGENCY MANAGEMENT JOINT POWERS AGREEMENT		Justin Block Board Chair	Justin Block Board Chair
SOUTHERN MINNESOTA TOURISM ASSOCIATION (Appointee eligible for per diem)		Jessica Becker - Historical Society	Jessica Becker - Historical Society
TRAVERSE DES SIOUX REGIONAL LIBRARY	Alternate	Jack Kolars Denny Kemp	Jack Kolars Open
TRI-COUNTY SOLID WASTE JOINT POWERS		Marie Dranttel Terry Morrow	Marie Dranttel Terry Morrow
TRUE TRANSIT ADVISORY COMMITTEE	Alternate	Marie Dranttel John Luepke	Marie Dranttel John Luepke

RESOLUTION ESTABLISHING THE 2022 COMMITTEE AND
BOARD ASSIGNMENTS AND MEETINGS THAT
QUALIFY FOR A PER DIEM PAYMENT

WHEREAS, pursuant to Minn. Stat. §375.055, the Nicollet County Board has established a per diem payment for service by individual county commissioners on any board, committee, or commission of county government including committees of the board, or for the performance of services by individual county commissioners when required by law; and

WHEREAS, pursuant to Minn. Stat. §375.06, county commissioners may be paid a per diem in addition to their salary for each day necessarily occupied in the discharge of their official duties while acting on any committee under the direction of the board; and

WHEREAS, pursuant to a Minnesota Attorney General Opinion, a county commissioner may only collect one per diem for each calendar day spent performing official duties; and

WHEREAS, pursuant to a Minnesota State Auditor Opinion, when a board, committee, commission, joint powers or other entity provides a per diem, a commissioner may not collect another per diem from the county; and

WHEREAS, Nicollet County employees and the Nicollet County elected Sheriff and Attorney are not eligible for per diems; and

WHEREAS, certain citizen appointed members to a board, committee, or commission may be paid a per diem as approved by the County Board or as provided for by Minnesota Statute; and

WHEREAS, duties approved for a per diem payment must be reported back to the applicable board, committee or commission in order to receive the payment; and

WHEREAS, the Minnesota State Auditor does not consider social events as work qualifying for per diem payments; and

WHEREAS, the Minnesota State Auditor's statement of position regarding per diem payments states commissioners cannot claim a per diem payment whenever they meet with a constituent or group unless it is done under the authorization of the county board to meet with a single person or group to obtain information for a matter under consideration by the county board.

NOW, THEREFORE BE IT RESOLVED, regularly scheduled County Board meetings, regularly scheduled Drainage Authority meetings held in conjunction with regularly scheduled County Board meetings and committee meetings held immediately prior to and immediately after regularly scheduled County Board meetings are not eligible for a per diem payment.

BE IT ALSO RESOLVED, that the Nicollet County Board of Commissioners approves the attached list of 2022 committee and board assignments and meetings that qualify for a per diem payment from Nicollet County unless stated otherwise therein or the per diem is paid by another board or committee.

Dated this 4th day of January, 2022

Marie Dranttel, Chair
Nicollet County Board of Commissioners

ATTEST:

Mandy Landkamer
County Administrator/Clerk to the Board

OFFICIAL PROCEEDINGS OF THE NICOLLET
COUNTY DRAINAGE AUTHORITY
DECEMBER 14, 2021

The Nicollet County Drainage Authority met in regular session on Tuesday, December 14, 2021 at 11:11 am with Chair Morrow presiding. Commissioners Marie Dranttel, John Luepke and Jack Kolars were also present. Also present were County Administrator Mandy Landkamer, Property & Public Services Director Jaci Kopet, and Recording Secretary Sarah Frahm.

Agenda

Motion by Commissioner Luepke and seconded by Commissioner Kolars to approve the agenda. Motion carried with all voting in favor.

Consent Agenda

Motion by Commissioner Dranttel and seconded by Commissioner Luepke to approve the consent agenda items as follows: approval of the November 23, 2021 Drainage Authority minutes. Motion carried with all voting in favor.

Adjourn

Motion by Commissioner Kolars and seconded by Commissioner Luepke to adjourn the Drainage Authority Meeting. Motion carried with all voting in favor.

Chair Morrow adjourned the meeting at 11:12 a.m.

TERRY MORROW, CHAIR
BOARD OF COMMISSIONERS

ATTEST:

MANDY LANDKAMER
CLERK TO THE BOARD

Nicollet County Drainage
Authority Meeting
Agenda Item



Agenda Item:

Set Public Hearing Date for CD79 for Final Acceptance of Improvement Project Contract & Levy

Primary Originating Division/Dept.: Public Services

Meeting Date: 01/04/2022

Contact: Jaci Kopet

Title: Public Services Manager

Item Type:
(Select One) Regular Agenda

Amount of Time Requested 5 minutes

Presenter: Jaci Kopet

Title: Public Services Manager

Attachments: ☐ Yes ☒ No

County Strategy:
(Select One) Programs and Services - deliver value-added quality services

BACKGROUND/JUSTIFICATION:

On December 9, 2021, ISG submitted their Final Acceptance Report and final payment application for the improvement project to CD79. I would like to set the date for the public hearing for the final acceptance and set the levy for the completed improvement project for CD79. I am proposing February 8, 2022 at 10:00 am in the county board room.

Supporting Documents: ☐ Attached ☐ In Signature Folder ☒ None

Prior Drainage Authority Action Taken on this Item: ☐ Yes ☒ No

If yes, when? (provide year; mm/dd/yy if known)

Approved by County Attorney's Office: ☐ Yes ☐ No ☒ N/A

ACTION REQUESTED:

Approval of the date and time of the public hearing for CD79

FISCAL IMPACT: Other
(Select One)

If "Other", specify

FUNDING

Drainage Authority Dollars =

Grant

(Select One)

FTE IMPACT: No FTE change
(Select One)

If "Increase or "Decrease" specify:

Total

Related Financial/FTE Comments:

**Nicollet County Drainage
Authority Meeting
Agenda Item**



Agenda Item:

County Ditch 86A Request for Mediation involving Lametti & Sons, Inc.

Primary Originating Division/Dept.: County Attorney's Office

Meeting Date: 01/04/2022

Contact: Michelle Zehnder Fischer Title: County Attorney

Item Type: Regular Agenda
(Select One)

Amount of Time Requested 15 minutes

Presenter: Roger Justin

Title: Attorney

Attachments: ☒ Yes ☐ No

County Strategy:
(Select One)

Programs and Services - deliver value-added quality services

BACKGROUND/JUSTIFICATION:

The Drainage Authority approved an improvement project on County Ditch 86A. Lametti & Sons, Inc. was selected to complete some of the construction on the project. Lametti & Sons, Inc. submitted a change order related to the electrical design on the project. At a Board Meeting on November 9, 2021, the Board took no action on the change request submitted by Lametti & Sons, Inc.

By certified letter dated December 3, 2021, Lametti & Sons, Inc. requested the Drainage Authority enter into mediation regarding the change order and also to request an extension of the date required for substantial completion on the project.

The Drainage Authority is asked to consider the request for mediation. Pursuant to Minn. Stat. § 13D.05, subd. 3(b), a closed meeting of the Nicollet County Drainage Authority is needed to discuss potential litigation and legal strategy regarding the request for mediation involving Nicollet County Ditch 86A.



Supporting Documents: ☒ Attached ☐ In Signature Folder ☐ None

Prior Drainage Authority Action Taken on this Item: ☒ Yes ☐ No

If yes, when? (provide year; mm/dd/yy if known) November 9, 2021

Approved by County Attorney's Office: ☒ Yes ☐ No ☐ N/A

ACTION REQUESTED:

The Drainage Authority is asked to approve or deny the request for mediation by Lametti & Sons, Inc.

FISCAL IMPACT: Other
(Select One)

If "Other", specify

FUNDING

Drainage Authority Dollars =

Grant

(Select One)

FTE IMPACT: No FTE change
(Select One)

If "Increase or "Decrease" specify:

Total

Related Financial/FTE Comments:

Sons, Inc.

1 Blvd. No., P.O. Box 477
nesota 55038-0477



CERTIFIED MAIL®



7021 0950 0001 9569 8066



1024



56082

U.S. POSTAGE PAID
FCM LETTER
HUGO, MN
55038
DEC 03, 21
AMOUNT

\$7.58

R2304W120592-02

Nicollet County Drainage Authority
501 S Minnesota Ave
St. Peter, MN 56082
Attn: Chair Terry Morrow

5608282507 0002



Lametti & Sons, Inc.



By E-mail and Certified Mail

12/3/2021

Nicollet County Drainage Authority
501 S. Minnesota Ave.
St. Peter, MN 56082
Attn: Chair Terry Morrow

ISG
115 E. Hickory Street, Suite 300
Mankato, MN 56001
Attn: Chuck Brandel, P.E.

**Re: Formal Notice of Claim
County Ditch No. 86A**

Dear Chair Morrow and Mr. Brandel:

Lametti & Sons, Inc. ("Lametti") attended the November 9, 2021 meeting of the Nicollet Drainage Authority ("Authority"), wherein contract issues involving Lametti's contract with the Authority related to the Ditch 86A Pump Station project ("Project") were discussed. The issues included: (a) Lametti's request for a Change Order in the amount of \$46,046.15 for electrical design changes requested by the Authority during the course of the Project; and (b) Lametti's claim for relief associated with various delays on the Project.

The engineer for the Project, ISG, presented its discussion points to the Authority at the November 9, 2021 meeting recommending that the Authority deny the electrical design change Change Order, and approve Lametti's delay claim in part with added time. ISG's recommendations were provided to the Authority in an October 5, 2021 memo attached to the minutes of the November 9, 2021 meeting. At the November 9, 2021 meeting, the Authority was asked to approve or deny Lametti's requests, and the Authority did not provide clear direction. As you know, Lametti attended the November 9, 2021 meeting and verbally expressed its disagreement with the Authority's and ISG's positions and that relief was warranted.

Based on the Authority's inaction at the November 9, 2021 meeting, there now appears to be a ripened dispute between Lametti and Authority regarding the aforementioned issues. Accordingly, Lametti hereby submits this Claim, and requests that the Authority review it thoroughly and to give full consideration to its merits.

In addition, Lametti also requests the opportunity to meet with the Authority to engage in direct negotiations to seek a mutually agreeable settlement of the Claim. Lametti proposes that such negotiations occur and be attended by the parties' responsible corporate officers with settlement authority in a mediation with a mutually acceptable mediator as contemplated in the





contract between Lametti and the Authority. Lametti proposes the following mediators: Mark Heley, Tim Cook, and Greg Bistram as well regarded construction mediators. We of course will consider any mediator choices the Authority would like us to consider. If we are unable to resolve the dispute using direct negotiations or mediation, please consider this Lametti's notice of intent to submit the dispute to a court of competent jurisdiction.

Lametti certifies that this Claim is made in good faith, that the supporting data are accurate and complete, and that to the best of the Contractor's knowledge and belief the amount of time and money requested accurately reflects the full amount to which Contractor is entitled. Lametti reserves the right to amend and supplement this Claim as its investigation continues as some of its Claim damages are as of yet not fully known.

Claim Element No. 1: Electrical Changes

This Claim relates to the significant electrical design revisions required by ISG, the design engineer of record, to accommodate ISG's specification in Addendum 1 of KSB pumps as an approved equal pump for the Project.

As background, the original specifications set forth a sole-source specification for Flygt brand pumps. Then, in Addendum 1, ISG and the Authority specifically stated that KSB brand pumps were allowed if approved during bidding. Section 1 of the "Approved Equals" section of Addendum 1 included new specific requirements stating that for approved equal pumps, bidding contractors were to provide certain submissions and to receive ISG's approval. The required submissions included pump make and model, discharge tube information, intake dimensions, and information related to efficiency, noise, cavitation, vortex and turbulence. Addendum 1 provided a new Section 004114.05 pump form to be submitted with the selected pumps to identify the pump manufacturer and pump model.

Notably absent from either the Clarifications, the Approved Equals, or the Section 004114.05 were any requirements that bidders redesign the entire electrical system of the Project to accommodate the KSB pumps that ISG and the Authority had approved for use. We also observed that both Addendum 1 and Addendum 2 included various electrical changes made to the plan sheets, which demonstrates that ISG was specifically analyzing the electrical requirements of the Project at the same time it was approving KSB brand pumps. Addendum 1 was dated September 11, 2020, and moved the bid date back from September 17, 2020 to September 24, 2020. Addendum 2 was issued September 18, 2020 and maintained the bid date at September 24, 2020.

In Addendum 3, ISG approved ABS/Sulzer brand pumps, subject to certain structural related provisions. With respect to the ABS/Sulzer brand pumps ISG stated that "the project Engineer cannot provide the design of this system." No such disclaimer was provided with respect to the KSB pumps approved in Addendum 1 and Addendum 2. Addendum 3 also maintained the bid date at September 24, 2020.





During the bidding process, Lametti provided its bid and included KSB brand pumps as approved by ISG on Section 004114.05 Pump Form. Lametti's bid was read low and Lametti was awarded the contract based on the KSB brand pumps and the electrical design that was provided by ISG and the Authority through Addendum 3.

The contract was bid as a traditional design-bid-build procurement with ISG serving as the engineer of record. Indeed, ISG's Charles Brandel sealed the drawings and specifications as prepared under his direction supervision as the design professional of record for the Project. ISG identified the drawings as being its intellectual property. Nothing in the drawings or specifications indicated an intent to delegate any portion of the design of the Project to others. The Authority did not use a design-build method of procurement.

During the electrical submittal review process, ISG included review comments that significantly increased and upgraded the electrical components of the Project. As an example, in his April 28, 2021 e-mail, ISG's Process Control Designer Chad Irvine stated that "[w]e are still asking for the service to be upsized, and believe this will ruffle some feathers." Mr. Irvine meant that the Authority's feathers would be ruffled because ISG was upgrading equipment for the Project and that would necessitate that the Authority pay for the cost of the changed and upgraded equipment. Thus, ISG changed the design by providing comments on Lametti's submittals. Because all of Lametti's submissions complied with the original design indicated in the plans and specifications, the revisions were changes for which the Authority is responsible.

Lametti promptly submitted its request for change order in Serial Letter No. 3 dated May 19, 2021 in the amount of \$46,046.15 for the electrical equipment changes that ISG made during the submittal review process. The initial submittals for the electrical were provided March 11, 2021, and after ISG's repeated changes, the final submittals were not approved until July 28, 2021. Thus, ISG took several months to complete the updated electrical design, which ISG ascribed to the use of the approved KSB pumps instead of the Flygt pumps.

At the November 9, 2021 meeting, ISG and the Authority voiced that Lametti's request would be rejected on the basis that ISG intended to bid the pumps based on performance required from the pumps. ISG also commented that "ISG has previous experience with approving additional manufacturers from the basis of design, and in that experience that contractor has typically caught any changes from the basis of design." In essence, ISG argues that Lametti should have designed the electrical components associated with a KSB pump and assumed responsible charge over the Project's design as design-builder of the electrical system.

Lametti disagrees with ISG's and the Authority's position. The changes made by ISG and the Authority during the submittal review process are clearly changes in the Work for which Lametti is entitled to a Change Order.

First, a reasonable bidder submitting bids based on KSB pumps, like Lametti, would interpret Addendum 1 to require submission of four pieces of information relative to the pump,



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not an entirely new electrical design with upgraded components. A new electrical design was not included in the list of four pieces of information requested in Addendum 1. Nothing in the drawings and specifications or the contract forms used in this Project delegate the electrical design to Lametti, nor could they. The Authority did not contract with Lametti to provide professional services such as professional engineering or electrical engineering. ISG was and is the sole design professional responsible for the design of the Project. ISG and the Authority cannot reimagine the contract as a design-build contract to avoid their obligation to pay for changes clearly ordered by ISG and the Authority during the submittal review process.

Second, Section 1.02.A. of Section 260010 Basic Electrical Requirements stated that “[a]ll conduit, fixtures, and equipment herein specified, mentioned, or shown on Drawings, shall be furnished and installed in place”. Thus, Lametti had no choice but to provide and submit the electrical equipment shown on the plan sheets. ISG later changed the design in the submittal reviews, but Lametti’s contract did not permit Lametti to unilaterally change the design, and doing so would have violated Lametti’s obligations.

Third, Addendum 1 approved KSB equipment just thirteen days before the bid due date. That is not nearly enough time to create a new electrical design for the Project, nor was such an effort envisioned by the bid documents. With all the changes made to the electrical design by ISG in Addendum 1, and Addendum 2, a reasonable bidder would conclude that ISG, as engineer of record, was adjusting the electrical design requirements for the Project simultaneously with the listing of additional approved pumps, including to accommodate the additional approved pumps. Why would bidders think to redesign electrical plans that were reissued with changes in Addendum 1 and Addendum 2?

Fourth, nothing in the bid documents requires Lametti to catch ISG’s inappropriate designs, and Lametti disagrees with ISG that Lametti was hired for that purpose. To the contrary, section 3.03.A.3 of the EJCDC C-700 General Conditions clearly states that Lametti “shall not be liable to the Owner or Engineer for failure to report any conflict, error, ambiguity, or discrepancy in the Contract Documents unless the Contractor had actual knowledge thereof.” Lametti did not learn that the ISG’s original electrical design was inappropriate until ISG changed the design during the submittal review process and added upgraded equipment not shown in the drawings or specifications. Neither the ISG nor the Authority has demonstrated that Lametti had any actual knowledge of the problems with ISG’s initial electrical design, nor could it.

The applicable contract standard is whether Lametti had actual knowledge of the design flaws, not whether Lametti should have caught the mistake and redesigned the electrical engineering for the project during the scant thirteen days between Addendum 1 and the bid date. Given the amount of time it took ISG to review the electrical submittals, it is highly doubtful ISG, an experienced engineering firm, could have timely accomplished the engineering work that it now argues Lametti, a contractor, should have accomplished in a mere thirteen days. Thus, ISG’s and the Authority’s analysis of the issue is incorrect and Lametti respectfully requests that Lametti’s request for a Change Order in the amount of \$46,046.15 be approved.





ISG's argument based on its "previous experience" is irrelevant. ISG has provided no information about its "previous experience" that would in any way provide a basis for rejecting Lametti's claim.

Claim Element No. 2: Delays

As further discussed in Serial Letter No. 4 and Serial Letter No. 4 Rev. 1, Lametti has suffered significant delays on the Project that warrant a total time extension of 244 days. The first delay was a 64 day delay in the issuance of contract to Lametti. Lametti was read low on September 24, 2020, and was not issued a notice of award until November 25, 2020. The slow award of the contract to Lametti pushed the contract into winter conditions, which made earthwork more difficult and expensive due to excavation of frozen ground. The slow award also required Lametti to use heat and cover for concrete work. Lametti incurred additional costs due to these efforts.

The second delay is associated with the late approval of electrical equipment. As further detailed above, the submittal review process was protracted because of design changes made by ISG during the process, and took place between March 11, 2021 and July 28, 2021. As set forth in Lametti's Serial Letter No. 4 Rev. 1, Lametti attributes 120 days to the design delays associated with ISG changing the design during the submittal review process.

Then, after the submittals were finally approved and the equipment released to be ordered on August 4, 2021, Lametti learned that supply chain delays due to COVID would delay the electrical equipment and materials, resulting in another 60 days of delay, for a total of 180 days of delay.

Accordingly, Lametti requests that the date of Substantial Completion be extended from May 28, 2021 to January 27, 2022, with the project ready for final payment on February 21, 2022.

And, as Lametti has further investigated the full cost impact of the delays, Lametti is revising its claims to include a request for an equitable adjustment to its contract price. While Lametti's final costs are not yet known, Lametti estimates that the reasonable value for the additional excavation work to excavate in frozen conditions is \$12,850.00, and that the reasonable value for the additional costs for the heat and cover for concrete work is \$5,500.00, and that the reasonable value of the additional time for Lametti's superintendent to be on site was \$16,206.00 for the extra time beyond plan that the superintendent was on site. The total amount Lametti requests for these three delay components is \$34,556.00. Lametti believes that this claim is fair and reasonable.

In contrast, Lametti currently forecasts that its total costs for the Project will be \$1,996,822.82 and to be made whole and earn its expected bid-day margin, Lametti will need contract revenue of \$2,215,371.82. Thus, while Lametti believes that it could pursue a total cost claim to make it whole given the nature of the impacts that occurred, Lametti proposes to resolve this issue for \$34,556.00 as a fair, reasonable, and conservative amount.



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Conclusion

Lametti requests that this Claim be treated fairly and we request that you provide dates when we can meet to discuss resolution. The total amount that Lametti claims is \$80,602.15. Lametti reserves all rights, and the right to modify and amend this Claim as it learns more information and continues its investigation.

Sincerely,
Lametti & Sons, Inc.

A handwritten signature in blue ink, appearing to read 'Dave Lovas', followed by a long horizontal flourish.

Dave Lovas
Project Manager

