

Nicollet County Board of Commissioners Meeting



March 8, 2022

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

Commissioners: Marie Dranttel- Board Chair; Jack Kolars- Vice Chair; John Luepke; Terry Morrow

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

1. Flag Pledge
2. Silence Your Cell Phones
3. Approval of Agenda

Consent Agenda

1. [Approval of February 22, 2022 Board Minutes](#)
2. [County Feedlot Annual Report](#)
3. [End of Probations](#)
4. Approval of Bills

Public Appearances

9:05 a.m. Administration

1. [American Rescue Plan Act Funds Budget Resolution](#)
2. [Reallocation of Funds Resolution](#)

9:15 a.m. County Attorney Update
Chair's Report
Commissioner Committee Reports
Commissioners Meetings & Conferences
Approve Per Diems and Expenses
Adjourn Board of Commissioners Meeting

10:00 a.m. Call Drainage Authority Meeting to Order:

Drainage Authority Agenda Items

1. Consent Agenda
 - a. [Approval of February 22, 2022 Drainage Authority Minutes](#)
2. [Continued CD79 Public Hearing on the Final Acceptance of the Improvement Project](#)

Adjourn Drainage Authority Meeting

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



March 8, 2022

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Commissioners: Marie Dranttel- Board Chair; Jack Kolars- Vice Chair; John Luepke; Terry Morrow

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.

- March 8 – Board of Commissioners Meeting, 9 a.m.; Nicollet County Board Room, St. Peter *
- March 8 – Drainage Authority Meeting, 9 a.m.; Nicollet County Board Room, St. Peter *
- March 15 – Individual Department Head Meeting – Property and Public Services, 8:15 a.m.; Nicollet County Board Room, St. Peter*
- March 15 – County Board Workshop, 9:30 a.m.; Nicollet County Board Room, St. Peter*
- March 21 – Board of Adjustment and Appeals/Planning & Zoning Advisory Commission Meeting, 7 p.m., Nicollet County Board Room, St. Peter*
- March 22 – Board of Commissioners Meeting, 9 a.m.; Nicollet County Board Room, St. Peter *
- March 22 – Drainage Authority Meeting, 9 a.m.; Nicollet County Board Room, St. Peter *
- March 24 – Personnel Committee Meeting, Closed for Union Negotiations, 9 a.m.; Nicollet Room, St. Peter
- March 24 – BNCH Executive Committee Meeting, 8:15 a.m.; 1900 Franklin St, New Ulm, MN*
- March 30 & April 1 – AMC Leadership Summit; Grand View Lodge, Nisswa, MN
- April 12 – Board of Commissioners Meeting, 9 a.m.; Nicollet County Board Room, St. Peter *
- April 12 – Drainage Authority Meeting, 9 a.m.; Nicollet County Board Room, St. Peter *
- April 18 – Board of Adjustment and Appeals/Planning & Zoning Advisory Commission Meeting, 7 p.m., Nicollet County Board Room, St. Peter*
- April 19 – Individual Department Head Meeting – Community Corrections, 8:15 a.m.; Nicollet County Board Room, St. Peter*
- April 19 – County Board Workshop, 9:30 a.m.; Nicollet County Board Room, St. Peter*
- April 26 – Board of Commissioners Meeting, 9 a.m.; Nicollet County Board Room, St. Peter *
- April 26 – Drainage Authority Meeting, 9 a.m.; Nicollet County Board Room, St. Peter *

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FEBRUARY 22, 2022
OFFICIAL PROCEEDINGS OF THE
BOARD OF COUNTY COMMISSIONERS

The Nicollet County Board of Commissioners met in regular session on Tuesday, February 22, 2022, at 9:00 a.m. Commissioners Marie Dranttel, John Luepke, Jack Kolars, and Terry Morrow 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 Morrow to approve the agenda. Motion carried with all voting in favor.

Consent Agenda

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

1. February 8, 2022 Board Meeting Minutes;
2. Appointment to Board of Adjustment & Appeals and Planning & Zoning Advisory Commission
4. Minnesota Department of Human Services Joint Powers Agreement Off-Highway Vehicle Safety Grant with Minnesota DNR
5. End of Probations for Heather Zilka, 911 Dispatcher, effective February 23, 2022.
6. Approval of the Commissioner Warrants as presented for the following amounts:
 - a. General Revenue Fund - \$172,790.78;
 - b. Road & Bridge Fund - \$136,516.52;
 - c. Human Services Fund \$337,424.51;
7. Acknowledgement of the Auditor's Warrant review.

Motion carried with all voting in favor, with Commissioner Luepke abstaining.

Public Appearances

Jerome George from Mankato approached the Board. He provided pictures of land located in the Swan Lake area. He would like to bid on the land and ultimately purchase it to build a cabin.

Property Services

Revision of Work Plan for AgBMP Loan Program

Property Services Manager Pete Otterness came before the Board to present the revised AgBMP Loan Work Plan. Motion by Commissioner Luepke and seconded by Commissioner Morrow to approve the Revised Work Plan for AgBMP Loans. Motion carried with all voting in favor.

Technologies

Board Ratification for IFS Contract

Director Moore presented the approved and fully executed TriMin Contract for maintenance and support of IFS. Motion by Commissioner Morrow and seconded by Commissioner Kolars to ratify the IFS Contract. Motion carried with all voting in favor.

Human Resources

Probation Collective Bargaining Agreement for July 2021 – December 2022

At 9:10 a.m., there was a short recess before the Board moved to a closed session to discuss the Probation Collective Bargaining Agreement. In attendance were Commissioners Dranttel, Luepke, Kolars, and Morrow. Also in attendance were Human Resources Director Larson, County Attorney Michelle Zehnder Fischer, and County Administrator Landkamer. The meeting was reopened at 9:22 a.m. Motion by Commissioner Kolars and seconded by Commissioner Morrow to approve the Collective Bargaining Agreement for Probation. Motion carried with all voting in favor on a roll call vote.

Administration

Mankato Area Foundation – Equity, Diversity, and Inclusivity Climate Study

Director Landkamer came before the Board to discuss The Mankato Area Foundation (MAF) Climate Study. The goal of the study is to remove barriers to equity, diversity, and inclusivity in the region. Motion by Commissioner Kolars and seconded by Commissioner Luepke to approve the amount of \$6,000 to support the Mankato Area Foundation 2022 Equity, Diversity, and Inclusivity Climate Study. Motion carried with all voting in favor.

Minnesota Main Street Revitalization Program

Director Landkamer presented a Letter of Support for Greater Mankato Growth's Minnesota Main Street Economic Revitalization Fund grant application. Motion by Commissioner Morrow and seconded by Commissioner Kolars to approve the Letter of Support. Motion carried with all voting in favor.

County Attorney Update

County Attorney Zehnder Fischer had no additional items to report.

Chair's Report

Commissioner Committee Reports

The Commissioners reported on various meetings and activities, including:

Commissioner Jack Kolars

- REDA
- South Central MN Advisory Council
- Canvassing
- Board Workshop
- LELS Union prep
- Traverse de Sioux (TdS) via Zoom with legislators
- Greater Mankato Growth (GMG)
- County Board

Commissioner John Luepke

- SHIP Meeting via Zoom
- Board Workshop
- County Board

Commissioner Terry Morrow

- Canvassing
- Hwy 169 Corridor Meeting
- Our St. Peter
- Tri-County Meeting
- Board Workshop
- SCHSAC Public Health Consortium
- County Board

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 Morrow and seconded by Commissioner Luepke to adjourn the meeting. Motion carried with all voting in favor. The meeting adjourned at 9:30 a.m.

ATTEST:

MARIE DRANTTEL, CHAIR
BOARD OF COMMISSIONERS

MANDY LANDKAMER, CLERK TO THE BOARD

Nicollet County Board of Commissioners
Board Meeting Agenda Item



Agenda Item: County Feedlot Annual Report	
Primary Originating Division/Dept.: Property Services	Meeting Date: 3/8/2022
Contact: Pete Otterness Title: Asst Director PPSD	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: Programs and Services - deliver value-added quality services (Select One)	
BACKGROUND/JUSTIFICATION: <p>Consideration to accept the 2021 County Feedlot Officer (CFO) Annual Report. Annually the County submits a report to the Minnesota Pollution Agency Feedlot program. This report is the result of that program audit and approved by the MPCA. Overall the program is running very well as indicated by the results of this report. This report is required for the fiscal considerations from the MPCA for the County Feedlot Program</p> <p>A signature is required accepting these results.</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) Annually	
Approved by County Attorney's Office: <input type="radio"/> Yes <input type="radio"/> No <input checked="" type="radio"/> N/A	
ACTION REQUESTED: Accept the report and sign for reporting purposes	
FISCAL IMPACT: No fiscal impact (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

2021 County Feedlot Officer (CFO) Annual Report

(Data for the Period: January 1, 2021 - December 31, 2021)

Revised June 2021

County: Nicollet

Contact Person: Deanna Biehn

Phone: 507-934-7073

E-Mail Address: deanna.biehn@co.nicollet.mn.us

Signature: _____

(Signature of County Board Commissioner)

(Date)

All data must be entered in accordance with the Annual CFO Report Guidance Document.

Except where identified, this report only addresses **non-CAFO/NPDES/SDS sites** required by 7020 to be registered.

STAFFING LEVEL						
1	FTEs - (Full Time Equivalents) supplied by the CFO(s):	1				
2	FTEs supplied by other county staff, including administrative and support staff assigned to the feedlot program:	0.5				
3	FTEs supplied through contract with other local government units:	0				
4	Total Number of FTE positions that supported county program:	1.5				
REGISTRATION (Report your current numbers - base grant numbers are displayed for reference)		Base	Current			
5	Feedlots in shoreland with 10 - 49 AU:	13	10			
6	Feedlots with 50 - 299 AU:	177	164			
7	Non-CAFO/NPDES/SDS ≥ 300 AU:	56	54			
8	CAFOs without NPDES or SDS permits 300-999 AU ("Gap Sites")	9	7			
9	Feedlots with NPDES or SDS permits:	45	47			
10	Total - Feedlots required to be registered:	300	282			
11	Total - Feedlots Eligible for Funding (FROM AGENCY BASE GRANT AWARD NUMBER)		302			
Feedlot Sites Inspected		Minimum number of FEEDLOT SITES required to register that must be inspected (7%): 21.5				
12	Number of FEEDLOT SITES that received a compliance, construction, desktop N&P, or in-field land app inspection (count in-field land app inspections as 1/2 of an inspection)	41				
INSPECTION REPORTING						
Types of Inspections (at sites required to be registered)		10 - 49 AU (in shoreland)	50 - 299 AU (except where noted)	300 or more AU (Non-CAFO/NPDES/SDS)		
Only count first instance of each type of inspection per feedlot						
13	Compliance inspections	2	24	13		
	13.1) How many included the optional P review			4		
14	Construction inspections	0	0	4		
	14.1) How many received a 2nd construction inspection	0	0	4		
15	Desktop N&P records inspection (P review as part of a compliance inspection should be reported in 13.1)		100+ AU & in DWSMA	0		
16	In-field land application inspection	0	4	1		
17	Complaint initiated inspections (any non-CAFO/NPDES/SDS)	0	0	0		
18	Routine or follow-up stockpile only inspection	0	0	0		
Other Inspection Related Info						
19	CAFO/NPDES/SDS sites inspected at the MPCA's request	0				
20	Number of feedlots inspected within shoreland or a DWSMA.	5				
21	Number of feedlots inspected within the County's priority areas as designated in the work plan.	40				
22	Number of sites inspected found to be non-compliant with water quality discharge standards.	2				
23	Number of sites inspected with 100+ AU found to be non-compliant with N and/or P requirements.	8				
INSPECTION Performance Credits (Summarized from entries above)		Total	Not PC eligible	PC eligible	PC	PC Total
NOTE: Inspections assumed to satisfy the 7% minimum are not PC eligible						
24	Compliance inspections min. # of compliance inspections: 11	39	21.5	17.5	1.5	26.25
25	Construction inspections	4	0	4	1	4
26	Desktop N&P records inspections	0	0	0	1.5	0
27	In-field land application inspections	5	0	5	0.5	2.5
28	Compliance inspections that include optional P review			4	0.5	2
29	Number of facilities that received 2 or more construction inspections.			4	0.5	2
30	CAFO/NPDES/SDS sites inspected at the MPCA's request			0	0.5	0
31	Complaint initiated inspections (any non-CAFO/NPDES/SDS) (only count 1 per feedlot):			0	0.5	0
32	Routine or follow-up stockpile only inspection. (only count 1 per feedlot)			0	0.25	0

Additional Performance Credit Calculations and Supplemental Information

Describe below the progress made in meeting your program year work plan inspection goals. You must provide quantitative results for each compliance inspection and land application goal listed in your work plan.

Inspection Strategy	Inspection Goal 2021	Inspections Actual
Inspections within the Middle MN Watershed	10	30
Inspections within the Lower MN Watershed	4	10
Inspections anywhere in the county on a rotational basis	8	all of the above qualify
Total	22	40

Plus 4 of which included construction at the site with multiple inspections and 5 infield inspections were also done in 2021.

PERMITTING		Number	PC	PC Total
33	30-day construction or expansion notifications received:	4	---	---
34	Interim Permits Issued or Modified:	1	2	2
35	Construction Short-Form Permits Issued or Modified at Sites \geq 300 AU:	4	1	4
36	Public meetings held for construction or expansion to \geq 500 AU:	4	---	---
ENVIRONMENTAL REVIEW (EAW)		Number	PC	PC Total
37	EAW petitions received:	0	---	---
38	EAWs prepared by county:	0	4	0
EMERGENCY RESPONSE		Number	PC	PC Total
39	Events where emergency response was conducted: (on-site visit)	1	2	2
ENFORCEMENT ACTIONS		Number	PC	PC Total
40	Letters of Warning (LOW) issued:	0	---	---
41	Notices of Violation (NOV) issued:	0	---	---
42	Court actions commenced:	0	---	---
FEEDLOT SITE SCHEDULED COMPLIANCE (Achieved in current reporting year)		Number	PC	PC Total
43	Feedlots where a partial environmental upgrade was achieved:	0	---	---
44	Feedlots where a complete environmental upgrade was achieved:	2	6	12
LAND APPLICATION SCHEDULED COMPLIANCE (Achieved in current reporting year)		Number	PC	PC Total
45	Feedlots 100+ AU where N records requirements were returned to compliance:	1	---	---
46	Feedlots 300+ AU (or 100+ DWSMA) where N&P requirements were returned to compliance:	0	---	---
47	Feedlots 100+ AU where in-field inspection non-compliance was resolved:	0	---	---

OWNER ASSISTANCE AND OUTREACH		Number	PC	PC Total
48	Sites visited to provide assistance	1	---	---
49	Workshops/trainings hosted/sponsored by the CFO:	0	2	0
	49.1 Total number of feedlot owners attending these events	0	---	---
50	CFO presentations at informational or producer group events: (per event)	0	1	0
51	Number of mailings to feedlot owners:	142	---	---
52	Feedlot articles placed in newspapers:	1	---	---
Describe your workshops, trainings, newsletters, mailings, articles, or other assistance and outreach activities.				
Date	Description			
throughout '21	142 individual registration notices were sent out. Some multiple times.			
Summer/Spring	Registration article was included in the County Newsletter.			
1-Dec	MMP assistance for Interim Permit site.			
4-2 & 11-8	Tarp method demo was conducted with producers.			
CFO TRAINING AND MENTORING		Number	PC	PC Total
53	CFO - training CEUs: (Enter total training hours earned - list events below)	27.75	---	---
54	Hours mentoring New CFOs (describe on a separate sheet):	0	0.25	0
List the training events attended.				
Date	Description	Hours		
1/20/2021	MPCA training - TEMPO screen, permit	1		
2/9/2021	U of MN - Nitrogen Conference	3.5		
16-Feb	U of MN - Nitrogen Conference	3.5		
22-Feb	U of MN - Nitrogen Smart	1.5		
1-Mar	U of MN - Nitrogen Smart	1		
3/8/2021	U of MN - Nitrogen Smart	1		
3/10/2021	MPCA training - new forms, key fob policy, 22-23 Workplan	1		
3/25/2021	MACFO conference - MPCA & attorneys	2		
4/15/2021	MPCA training - registrations	1.5		
5/20/2021	MPCA quarterly training	2		
7/21/2021	MPCA training - funding sources	1.5		
8/18/2021	MPCA training - TEMPO processes	1		
9/15/2021	MPCA training - TEMPO permitting	1.25		
10/6/2021	MPCA quarterly training	2		
10/20/2021	MPCA training - enforcement policy	1.5		
11/17/2021	MPCA training - reports	1		
12/14/2021	MPCA training - reports	1.5		
OTHER PROGRAM ACTIVITIES		Number	PC	PC Total
55	Feedlots where a MinnFARM was conducted (list sites below):	3	1	3
56	Notifications received claiming air quality exemptions:	18	---	---
57	Meetings with other local government and producer groups:	2	---	---
58	Feedlot ordinance revisions likely, in progress, or completed? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If Yes describe below			
MinnFARM completed by CFO		Describe other county program activities not identified elsewhere.		
registration no.	Site Name	Feedlot Construction Brochure		
1	Frank Yost	Tarp Method Calculator		
2	Loren Weisensel			
3	Stormy Creek			
TEMPO DATA ENTRY - completed by MPCA staff via TEMPO review		Max Eligible PC	PC Earned	
59	Both registration files have ALL documentation uploaded to TEMPO	2	2	
60	All four inspection files have ALL documentation uploaded to TEMPO	2	2	
61	Both permit files have ALL documentation uploaded to TEMPO	4	4	
TOTAL PERFORMANCE CREDITS				67.75

CY2021 MPCA County Feedlot Financial Report			
The county may show all county expenditures beyond the required match.			
	Revised 12/13/21		
County	NICOLLET		
County Feedlot Officer	DEANNA BIEHN	507-934-7073	
	NAME	PHONE	
	Budgeted	Spent	Balance Remaining
2020 funds leftover			0
2021 Grant Award Amount	\$ 33,428.00	\$ 33,428.00	\$ -
2021 Required Match Amount	\$ 23,229.00	\$ 83,500.00	\$ (60,271.00)
TOTAL	\$ 56,657.00	\$ 116,928.00	\$ (60,271.00)
PC NUMBER earned (per MPCA) in 2021 for 2020 work	46.25		
PC DOLLAR amount rec'd in 2021 for 2020 work	\$ 9,250.00		
Activity	Spent		
Complaint Response	\$ 112.00		
Inspections & Compliance	\$ 55,398.00		
Owner Assistance	\$ 6,090.00		
Permitting	\$ 9,912.00		
Registration/Inventories	\$ 15,680.00		
Training/Conferences	\$ 3,234.00		
Administration	\$ 9,282.00		
Other (explain)	\$ 17,220.00		
Vacation, sick, holiday time & other time pertinent to job			
Choose either "overhead lump sum" or "overhead broken down" below. If Overhead is figured into CFO's salary which is in turn figured into program activity costs above, state that here -> and do not enter Overhead costs.	Overhead costs were not calculated for this report.		
Overhead Lump Sum (If you do not break down overhead expenses but track them in a lump some or in addition to salary, enter that amount.)	Spent		
Overhead Broken Down (If you break down overhead expenses please enter amount spent for each.)	Spent		
Office (lease, utilities, furniture, insurance, etc.)			
Vehicle (lease, fuel, mtnc., etc.)			
Supplies (computer, internet, phone, copier, fax, paper, postage, etc.)			
Other (explain)			
Research fees			
TOTAL	\$116,928.00		
Employee Name	FTE	Grant Salary Expense (includes insurance/benefits and county matches)	
Deanna Biehn	1	\$ 116,928.00	
Other Property Service Employees	0.5	not figured in this report	
TOTAL	1.5	\$ 116,928.00	

FTE = Full Time Equivalent; the percentage of employee's time dedicated to the feedlot program in 2021.

Nicollet County Board of Commissioners

Board Meeting Agenda Item



Agenda Item: End of Probations	
Primary Originating Division/Dept.: Human Resources Contact: Kristy Larson Title: HR Director Amount of Time Requested: minutes Presenter: Kristy Larson Title: HR Director	Meeting Date: 03/08/2022 Item Type: Consent Agenda (Select One) Attachments: <input type="radio"/> Yes <input checked="" type="radio"/> No
County Strategy: Facilities and Space - preserve, maintain and build our assets (Select One)	
BACKGROUND/JUSTIFICATION: Finance Director Heather McCormick has requested the end of probation for Kayla Oldridge, Accountant, effective March 8, 2022.	
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:	
FISCAL IMPACT: Other (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: American Rescue Plan Act Funds Budget Resolution	
Primary Originating Division/Dept.: Administration Contact: Mandy Landkamer Title: County Administrator Amount of Time Requested: 5 minutes Presenter: Mandy Landkamer Title: County Administrator	Meeting Date: 03/08/2022 Item Type: Regular Agenda <small>(Select One)</small> Attachments: <input checked="" type="radio"/> Yes <input type="radio"/> No
County Strategy: Facilities and Space - preserve, maintain and build our assets <small>(Select One)</small>	
BACKGROUND/JUSTIFICATION: Consideration of the attached resolution establishing a budget for the use of American Rescue Plan Act funds (ARPA funds) from the Federal Government through the United States Department of the Treasury. The ARPA funds are available for governmental entities as a resource to assist with pandemic response and recovery efforts.	
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) November 23, 2021	
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 ARPA Budget Resolution	
FISCAL IMPACT: Other <small>(Select One)</small> If "Other", specify: ARPA Funds FTE IMPACT: No FTE change <small>(Select One)</small> If "Increase or "Decrease," specify: Related Financial/FTE Comments:	FUNDING County Dollars = Federal \$6,657,323.00 <small>(Select One)</small> Total: \$6,657,323.00

**RESOLUTION ESTABLISHING BUDGET ALLOCATIONS FOR
NICOLLET COUNTY AMERICAN RESCUE PLAN ACT FUNDS
(KNOWN AS ARPA FUNDS) RECEIVED FROM THE FEDERAL GOVERNMENT
THROUGH THE UNITED STATES DEPARTMENT OF THE TREASURY.**

WHEREAS, on March 11, 2021 the President of the United States signed into law the American Rescue Plan Act (ARPA) to provide continued relief from the impact of the Covid-19 pandemic; and

WHEREAS, approximately \$350 billion of the ARPA funding was allotted to assist state, local, tribal, and territory governments in responding to the Covid-19 pandemic; and

WHEREAS, funds received are required to be used in accordance with the Coronavirus State and Local Fiscal Recovery Fund (SLFRF) requirements as provided within the guidance issued by the United States Department of the Treasury:

- To fight the pandemic and support families and businesses struggling with its public health and economic impacts,
- To maintain vital public services, even amid declines in revenues, and
- To build a strong, resilient, and equitable recovery by making investments that support long-term growth and opportunity.

WHEREAS, Nicollet County is expected to receive \$6,657,323 in funding, which was scheduled to be issued in two tranches, approximately one half within 60 days of the plan passage, and the remaining funds approximately 12 months later; and

WHEREAS, Nicollet County received an initial funding in the amount of \$3,328,661.50 identified as the funding allocation for the First Tranche; and

WHEREAS, in May 2021, U.S. Treasury published the Interim Final Rule (IFR) describing eligible and ineligible uses of funds, sought feedback from the public sector on these program rules, and began to distribute funds; and

WHEREAS, on April 1, 2022, the US Treasury Final Rule will take effect which will deliver broader flexibility and greater simplicity in the program

NOW, THEREFORE, BE IT RESOLVED that the Nicollet County Board of Commissioners adopts the following budget of the American Rescue Plan Act Funds:

Revenue Replacement – Provision of Government Services	\$ 6,657,323
Total Expected ARPA Funds	\$ 6,657,323

BE IT FURTHER RESOLVED that the Nicollet County Board of Commissioners may adjust this budget at any time as program and project opportunities are identified that positively impact the County.

Marie Dranttel, Board Chair
Nicollet County Board of Commissioners

ATTEST:

Mandy Landkamer,
Clerk to the Board/County Administrator

Nicollet County Board of Commissioners Board Meeting Agenda Item

NICOLLET
COUNTY EST. 1853



Agenda Item:

Reallocation of Funds Resolution

Primary Originating Division/Dept.: Administration

Contact: Mandy Landkamer

Title: County Administrator

Amount of Time Requested: 5 minutes

Presenter: Mandy Landkamer

Title: County Administrator

Meeting Date: 03/08/2022

Item Type:
(Select One) Regular Agenda

Attachments: ☒ Yes ☐ No

County Strategy:
(Select One)

Financial Security - prudent use of taxpayer resources

BACKGROUND/JUSTIFICATION:

Consideration of the attached resolution authorizing the reallocation of funds categorized as Fund Balance Reserves to the American Rescue Plan Act funds in the amount of \$802,583.50. The amount is related to the purchase of 1301 Marshall Street, St Peter, which occurred on December 15, 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) January 25, 2022

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

ACTION REQUESTED:

Approval of the resolution authorizing the reallocation of funds.

FISCAL IMPACT: Other
(Select One)

If "Other", specify: Reallocation

FUNDING

County Dollars = 0

Federal \$802,583.50
(Select One)

FTE IMPACT: No FTE change
(Select One)

Total: \$802,583.50

If "Increase or "Decrease," specify:

Related Financial/FTE Comments: Authorization of ARPA funds

**RESOLUTION AUTHORIZING THE REALLOCATION
OF FUNDS FROM THE 2021 BUDGET**

WHEREAS, the Nicollet County Board of Commissioners annually adopts a budget, and

WHEREAS, Nicollet County purchased property located at 1301 Marshall Street, St Peter on December 15, 2021, in the amount of \$802,583.50; and

WHEREAS, a Budget Change Request Form was approved by the Nicollet County Board of Commissioners on January 25, 2022 in the amount of \$802,583.50 as an additional Appropriation Request for the use of Fund Balances Reserves; and

THEREFORE BE IT RESOLVED, that the Nicollet County Board of Commissioners hereby approves the relocation of funds from the Fund Balance Reserves to the American Rescue Plan Act funds.

Dated this 8th day of March, 2022.

Marie Dranttel, Chair
Nicollet County Board of Commissioners

ATTEST:

Mandy Landkamer
Clerk to the Board/County Administrator



FEBRUARY 22, 2022
OFFICIAL PROCEEDINGS OF THE
NICOLLET COUNTY DRAINAGE AUTHORITY

The Nicollet County Drainage Authority met in regular session on Tuesday, February 22, 2022, at 9:30 a.m. with Chair Dranttel presiding. Commissioners John Luepke, Jack Kolars, and Terry Morrow were also present. Also present were County Administrator Mandy Landkamer, Property & Public Services Director Jaci Kopet, County Attorney Michelle Zehnder Fischer, and Recording Secretary Sarah Frahm.

Consent Agenda

Motion by Commissioner Morrow and seconded by Commissioner Luepke to approve the consent agenda items as follows: approval of the February 8, 2022 Drainage Authority minutes. Motion carried with all voting in favor.

Set Hearing Date for CD48A Repair Project

Director Kopet came before the Board to set a Public Hearing for a potential repair project on CD48A. During the most recent re-establishment of records, it was determined that the effectiveness of the drainage outlet has diminished. Houston Engineering will be in attendance at the Public Hearing to present the repair report. Motion by Commissioner Morrow and seconded by Commissioner Luepke to set the Public Hearing date for March 22, 2022 at 10:00 a.m. Motion carried with all voting in favor, with Luepke abstaining.

Adjourn

Motion by Commissioner Morrow and seconded by Commissioner Kolars to adjourn the Drainage Authority Meeting. Motion carried with all voting in favor.

Chair Dranttel adjourned the meeting at 9:33 a.m.

MARIE DRANTTEL, CHAIR
BOARD OF COMMISSIONERS

ATTEST:

MANDY LANDKAMER
CLERK TO THE BOARD

**Nicollet County Drainage
Authority Meeting
Agenda Item**



Agenda Item:

Continued CD79 Public Hearing on the Final Acceptance of the Improvement Project

Primary Originating Division/Dept.: Public Services

Meeting Date: 03/08/2022

Contact: Jaci Kopet

Title: PPSP Director

Item Type:
(Select One) Regular Agenda

Amount of Time Requested 30 minutes

Presenter: Chuck Brandel

Title: ISG Engineer

Attachments: ☒ Yes ☐ No

County Strategy:
(Select One) Programs and Services - deliver value-added quality services

BACKGROUND/JUSTIFICATION:

A public hearing was set for 10:00 am on February 8, 2022 for the final acceptance of the improvement project and levy hearing for CD79. At that meeting it was requested by the drainage authority to continue this hearing to obtain more information from ISG as a result of landowners concerns. Attached is the report from ISG.

The total final cost for the improvement project came to \$200,784.27. This is over the final engineers estimate in the amount of \$42,502.27. This amount is due to the petitioners legal fees, as they are not included in ISG's FER. I also want to point out that ISG fees were over roughly \$17,000 and the contract came in under bid at roughly \$17,000.

If the engineers Final acceptance is approved, I will be asking for the draining authority to approve by order the levy to the landowners for the improvement project and other maintenance costs since last levy in the amount of \$231,943.54 This amount represents \$200,784.27 Improvement Costs, \$21,159.27 general maintenance cost since 2015, and \$10,000 for a repair fund for future expenses.

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:

The Drainage Authority will be asked to approve or deny the proposed Findings for the Final Acceptance Hearing

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:

FINAL ACCEPTANCE REPORT

Nicollet County Ditch No. 79

18670
December 2021

REPORT FOR:

Jaci Kopet
Drainage Authority
Nicollet County
501 S Minnesota Avenue
St. Peter, MN, 56082
507.934.7806
jaci.kopet@co.nicollet.mn.us

FROM:

Chuck Brandel, PE
Senior Civil Engineer
ISG
115 E Hickory Street, Suite 300
Mankato, MN 56001
507.387.6651
chuck.brandel@isginc.com

ISG

December 7, 2021

Jaci Kopet
Nicollet County Drainage Authority
501 S Minnesota Ave
St. Peter, MN 56082

Re: CD 79

Mrs. Kopet,

The repairs to Nicollet County Ditch 79 have been fully completed. The contractor Molnau Trucking LLC from Norwood, MN has completed 100% of the project including establishment of vegetation in disturbed areas.

The cost estimate for construction, including contingency, from the Final Engineering Report was \$73,000.77. The original contract price based on engineer's estimated quantities was \$77,885.81 however there were some cost savings during construction including the narrowing of the private driveway crossing. The total cost of completed work is \$73,974.65.

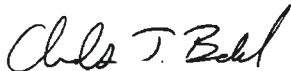
The work was not complete by the November 13, 2021 Substantial Completion deadline as required in the Agreement Form, Section 00 5200 of the contract. Per Article 4.03 of the Agreement Form - Liquidated Damages of the contract, the contractor shall pay owner \$400 for each day that expires after the substantial completion deadline. Final grading and seeding was completed on December 18, 2020 which was 35 days after the substantial completion date. Molnau Trucking has signed and agreed to Change Order 1 which deducts \$14,000 in liquidated damages from final payment.

To date, the contractor has been paid \$53,797.35, with the \$14,000.00 in liquidated damages there is an unpaid balance of \$6,177.30 left to pay on retainage and releasing temporary deductions for vegetation establishment. The As-built Drawings, total completed quantities, and final Pay Request No. 2 are enclosed.

We recommend payment and final acceptance of this project at this time.

Please feel free to contact us with any questions.

Sincerely,



Chuck Brandel, P.E.

Enclosure
Attachment

Cc: - Ryan Molnau Trucking LLC

Nicollet County Ditch No.79

APPENDIX A: As-Built Plans

COURTLAND TWP, MN

ISG PROJECT # 15-18670

[illegible][illegible][illegible]

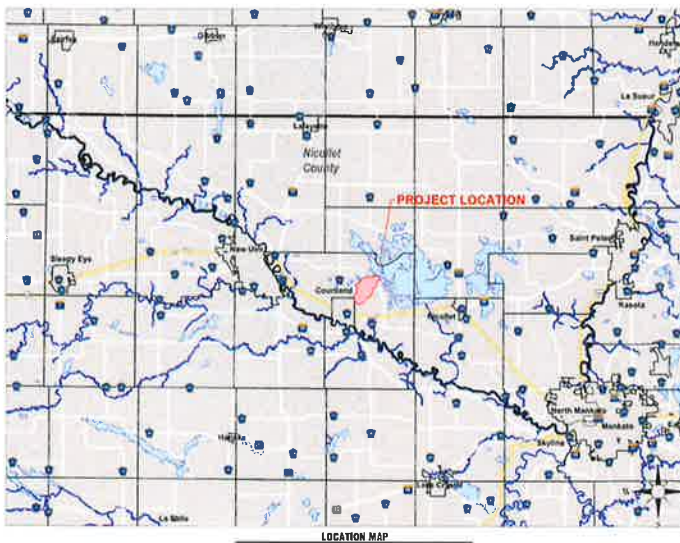
1

EXISTING

- [illegible]

PROPOSED

- [illegible]



1	TITLE
2	NOTES & QUANTITIES
3	DETAILS
4	DETAILS
5	CULVERT CROSSING DETAILS
6	OVERALL WATERSHED
7	OPEN DITCH PLAN & PROFILE

PROJECT GENERAL NOTES

- [illegible]

PROJECT INDEX:

OWNER:
NICOLLET COUNTY
DRAINAGE AUTHORITY
501 S. MINNESOTA AVE
ST. PETER, MN 56082
PH: 507-934-7800

PROJECT
ADDRESS / LOCATION:

SECTIONS 4, 27, 28, 33, 34
COURTLAND EAST TWP
NICOLLET COUNTY, MINNESOTA

MANAGING OFFICE:



MANKATO OFFICE
115 E. PICKORY STREET
SUITE 300
MANKATO, MN 56001
PHONE: 507.387.6651
FAX: 507.387.3503
PROJECT MANAGER: CHUCK BRANDEL
EMAIL: CHUCK.BRANDEL@BNSF.COM

SPECIFICATIONS REFERENCE

ALL CONSTRUCTION SHALL COMPLY WITH THE FOLLOWING REQUIREMENTS AND ADOPT STANDARD SPECIFICATIONS FOR HIGHWAY CONSTRUCTION, 2011 EDITION, AND THE STANDARD SPECIFICATIONS FOR SANITARY SEWER, STORM DRAIN AND WATERMAIN, AS ADOPTED BY THE CITY ENGINEERS. A LATEST EDITION OF THE 2012 SHALL BE THE APPLIED ONE HEREIN.

[illegible]

B.M. ELEVATION=1005.53
3.5 MILES NORTHWEST OF COURTLAND
83 FEET NORTHEAST OF COUNTY ROAD 21
10 FEET NORTHEAST OF WITNESS POST

THIS PROJECT'S TOPGRAPHIC SURVEY CONSISTS OF DATA COLLECTED ON JANUARY 1975 & FEBRUARY/APRIL 1982 SURVEY.

GENERAL OPEN DITCH NOTES

1. DURING CONSTRUCTION, CONTRACTOR SHALL MAINTAIN A DRAINAGE OUTLET FOR THE ENTIRE NICOLLET COUNTY DITCH NO. 79 PROJECT AREA.

2. ALL PIPE JOINTS SHALL BE LOCATED IN THE PLAIN PORTION OF THE DITCH CHANNEL.

3. UNLESS OTHERWISE NOTED, CONTRACTOR SHALL LIMIT CONSTRUCTION ACTIVITY TO WITHIN A 10'-00" WIDE AREA AROUND THE DITCH CHANNEL. ANY EXCESSIVE EROSION OR DAMAGE TO CROSSROADS, ROAD CUTS, AND GRASS BUFFERIS SHALL BE MAINTAINED TO THE MAXIMUM EXTENT POSSIBLE BY THE ENGINEER.

4. ALL EXCESSIVE EROSION SHALL BE REPAIRS TO THE DITCH CHANNEL. THE CONTRACTOR SHALL MAINTAIN A 10'-00" WIDE GRASS BUFFER AROUND THE DITCH CHANNEL. ANY EXCESSIVE EROSION SHALL BE MAINTAINED TO THE MAXIMUM EXTENT POSSIBLE BY THE ENGINEER.

5. DITCH CLEANING SHALL BE PERFORMED ON THE SIDE OF THE DITCH. THE CONTRACTOR SHALL MAINTAIN A 10'-00" WIDE GRASS BUFFER AROUND THE DITCH CHANNEL. ANY EXCESSIVE EROSION SHALL BE MAINTAINED TO THE MAXIMUM EXTENT POSSIBLE BY THE ENGINEER.

6. TOPSOIL IN SPOIL AREAS AS SPECIFIED ON PLANS SHALL BE STRIPPED PRIOR TO SPOIL PLACEMENT.

7. SWAMPING AROUND SPOIL AREAS, HANGING, AND DITCH FEETINGS SHALL BE ACCIDENTAL TO THEIR RESPECTIVE ACTIVITIES.

8. ALL SPOIL, EROSION, DAMAGE, AND RESTORATION OF DITCHES SHALL BE MAINTAINED TO THE MAXIMUM EXTENT POSSIBLE BY THE ENGINEER.

9. ALL EXCESSIVE EROSION SHALL BE REPAIRS TO THE DITCH CHANNEL. THE CONTRACTOR SHALL MAINTAIN A 10'-00" WIDE GRASS BUFFER AROUND THE DITCH CHANNEL. ANY EXCESSIVE EROSION SHALL BE MAINTAINED TO THE MAXIMUM EXTENT POSSIBLE BY THE ENGINEER.

10. EXISTING ALLEGATIONS MAY BE REPAIRED, REUSED, AND PROTECTED WITHIN THE DITCH CHANNEL. THE CONTRACTOR SHALL MAINTAIN A 10'-00" WIDE GRASS BUFFER AROUND THE DITCH CHANNEL. ANY EXCESSIVE EROSION SHALL BE MAINTAINED TO THE MAXIMUM EXTENT POSSIBLE BY THE ENGINEER.

11. ALL ROAD CROSSINGS SHALL BE CONSTRUCTED WITHIN CLASS B OR C UNLESS OTHERWISE SPECIFIED ON PLANS OR APPROVED BY THE ENGINEER. THE CONTRACTOR SHALL MAINTAIN A 10'-00" WIDE GRASS BUFFER AROUND THE DITCH CHANNEL. ANY EXCESSIVE EROSION SHALL BE MAINTAINED TO THE MAXIMUM EXTENT POSSIBLE BY THE ENGINEER.

12. CONTRACTOR SHALL NOTIFY ENGINEER OF ANY DITCH SECTION CLOSURE NOT SATISFACTORY PRIOR TO REMOVAL, AND SHALL BE RESPONSIBLE FOR THE DITCH WORKS DONE.

13. MISCELLANEOUS "NET" CLEANING SHALL BE INCIDENTAL TO DITCH CLEANING ACTIVITIES.

14. TREE CLEANING AND REMOVAL SHALL BE REQUIRED ON DITCH SECTION CLOSURES WITHIN THE 100' BUFFER AND SHALL BE MAINTAINED TO THE MAXIMUM EXTENT POSSIBLE BY THE ENGINEER.

15. CONTRACTOR SHALL NOT PLACE ANY OR EXCAVATE ANY MATERIAL FROM THE WETLAND AREA. ALL CONSTRUCTION ACTIVITY SHALL BE OUTSIDE OF THE WETLAND BUFFER FOR THE CONSTRUCTION OF THE DITCH CHANNEL.

16. ACCESS TO THE PROJECT IS ONLY AUTHORIZED ALONG THE OPEN DITCH ALIGNMENT. ACCESS FROM PRIVATE ROADS ONLY WITH LANDOWNER CONSENT.

17. CONTRACTOR SHALL FOLLOW THE REQUIREMENTS OF THE MAINTENANCE AGREEMENTS IN ALL SPECIFICATIONS.

FINAL PROJECT QUANTITIES			
Item Code	Item	Unit	Estimated Quantity
2001.001	MOBILIZATION	LS	1
2001.002	REMOVE CMP CURVERT	EA	1
2001.003	IMPROVE DRAINAGE DITCH CHANNEL	CY	10
2001.004	OPEN CUT & RESTORE DRAINAGE DITCH CHANNEL	EA	1
2001.005	OPEN CUT & RESTORE FIELD CROSSLING	EA	1
2001.006	DITCH CLEANING (1/2" AND 1/4" DITCH)	LF	750
2001.007	CONTRACTOR DITCH (1/2" AND 1/4" DITCH)	CY	10
2001.008	TOP SOIL STRIP & PLACE TOPSOIL	AC	10
2001.009	NO TOPSOIL STRIP & PLACE TOPSOIL	LF	10
2001.010	NO TOPSOIL STRIP & PLACE TOPSOIL	LF	10
2001.011	NO TOPSOIL STRIP & PLACE TOPSOIL	LF	10
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AS-BUILT 01/15/21

NOTE: THE QUANTITY OF THESE PLANS DEPENDS UPON COLOR CODES. IF THIS SET DOES NOT APPEAR WITH COLOR, THIS SET IS NOT TO BE USED. THE SET IS NOT TO BE USED FOR MODIFICATION.

CHARLES J. BRANDT

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PROJECT: NICOLLET COUNTY DITCH NO. 79

COUNTY DITCH No. 79

COUNTY DITCH No. 79

PROJECT NO: 15-18873

DATE: 01/15/21

DESIGNED BY: JCB

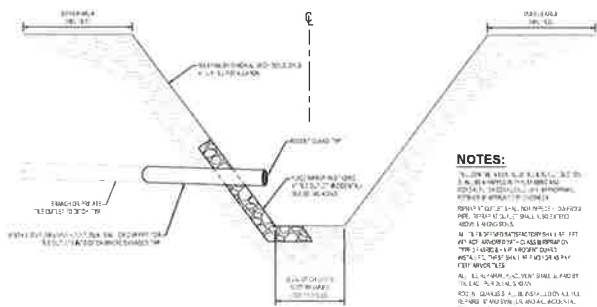
PERMITTED BY: JCB

DATE: 01/15/21

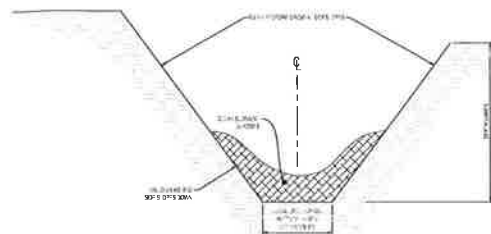
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NOTES & QUANTITIES

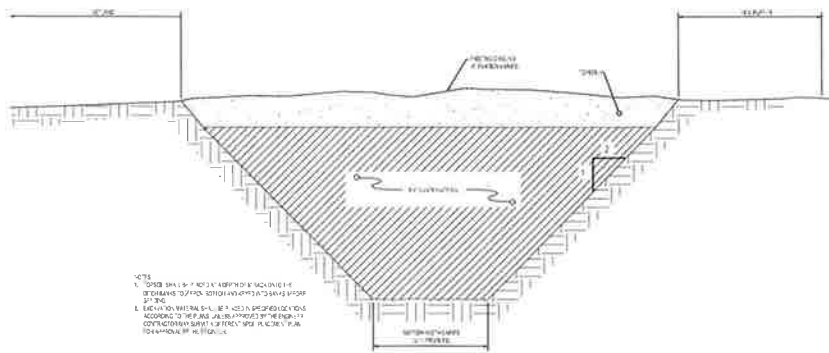
2 OF 7



TYPICAL TILE OUTLET REPAIR



TYPICAL DITCH CLEANING



TYPICAL OPEN DITCH CONSTRUCTION
NTS AG452



AS-BUILT 01/15/21

NOTE:
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TO MISINTERPRETATION

IT-HOLD I WAS PREPARED BY ME OR UNDER MY DIRECT
SUPERVISION AND THAT I AM A DULY LICENSED
PROFESSIONAL ENGINEER UNDER THE LAWS OF THE
STATE OF MINNESOTA.

CHARLES J BRANDEL
Charles J Brandel

NICOLLET COUNTY
COUNTY DITCH
No. 79

COURTLAND TWP

REVISION SCHEDULE	
NO.	REVISION
1	AS NOTED

[illegible]

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PROJECT NO.	15-16870
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DATE PREPARED	PROJECT NO. / DATE
2008/08/01	000000

PMW-2018	0.8
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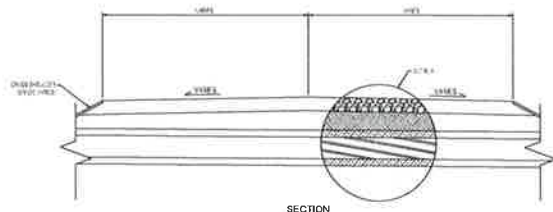
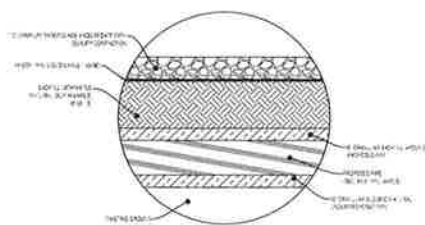
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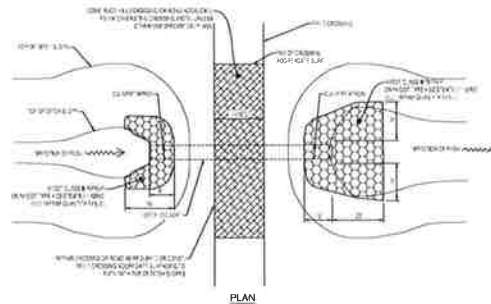
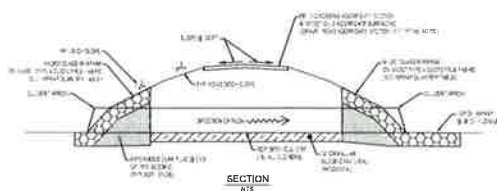
DETAILS

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NOTES:
 1. ALL ROADWAY MATERIALS SHALL BE IN ACCORDANCE WITH THE MINNESOTA STANDARD SPECIFICATIONS FOR ROADWAY MATERIALS, LATEST EDITION.
 2. ALL ROADWAY MATERIALS SHALL BE IN ACCORDANCE WITH THE MINNESOTA STANDARD SPECIFICATIONS FOR ROADWAY MATERIALS, LATEST EDITION.
 3. ALL ROADWAY MATERIALS SHALL BE IN ACCORDANCE WITH THE MINNESOTA STANDARD SPECIFICATIONS FOR ROADWAY MATERIALS, LATEST EDITION.

TYPICAL ROADWAY SECTION
 NTS AG700



RIPRAP QUANTITY	
CLASS 2 RIPRAP	1.00 CUBIC YARD
CLASS 3 RIPRAP	1.00 CUBIC YARD

NOTES:
 1. ALL ROADWAY MATERIALS SHALL BE IN ACCORDANCE WITH THE MINNESOTA STANDARD SPECIFICATIONS FOR ROADWAY MATERIALS, LATEST EDITION.
 2. ALL ROADWAY MATERIALS SHALL BE IN ACCORDANCE WITH THE MINNESOTA STANDARD SPECIFICATIONS FOR ROADWAY MATERIALS, LATEST EDITION.
 3. ALL ROADWAY MATERIALS SHALL BE IN ACCORDANCE WITH THE MINNESOTA STANDARD SPECIFICATIONS FOR ROADWAY MATERIALS, LATEST EDITION.

TYPICAL FIELD OR ROAD CROSSING
 NTS AG710



AS-BUILT 01/15/21

NOTE:
 THE QUALITY OF THE DESIGN IS THE RESPONSIBILITY OF THE DESIGNER. THE QUALITY OF THE CONSTRUCTION IS THE RESPONSIBILITY OF THE CONTRACTOR. THE QUALITY OF THE MATERIALS IS THE RESPONSIBILITY OF THE SUPPLIER.

DESIGNED BY: CHARLES J. BRANDEL
 CHECKED BY: [Signature]
 DATE: 01/15/21

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PROJECT:

NICOLLET COUNTY
 COUNTY DITCH
 No. 79

COURTLAND TWP. MN

REVISIONS:

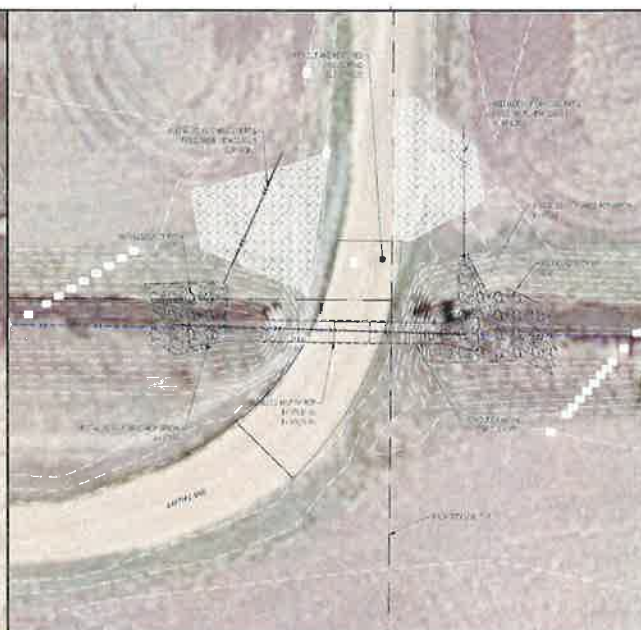
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 CHECKED BY: JMB
 DATE: 01/15/21
 CLIENT PROJECT NO:

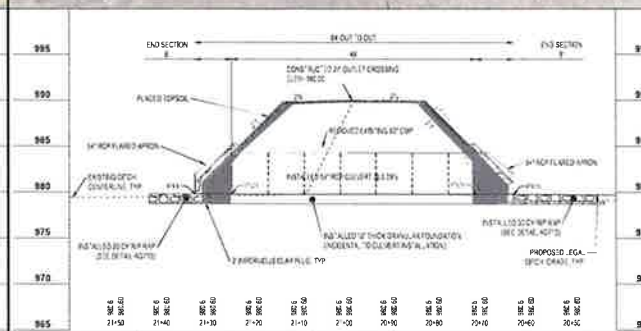
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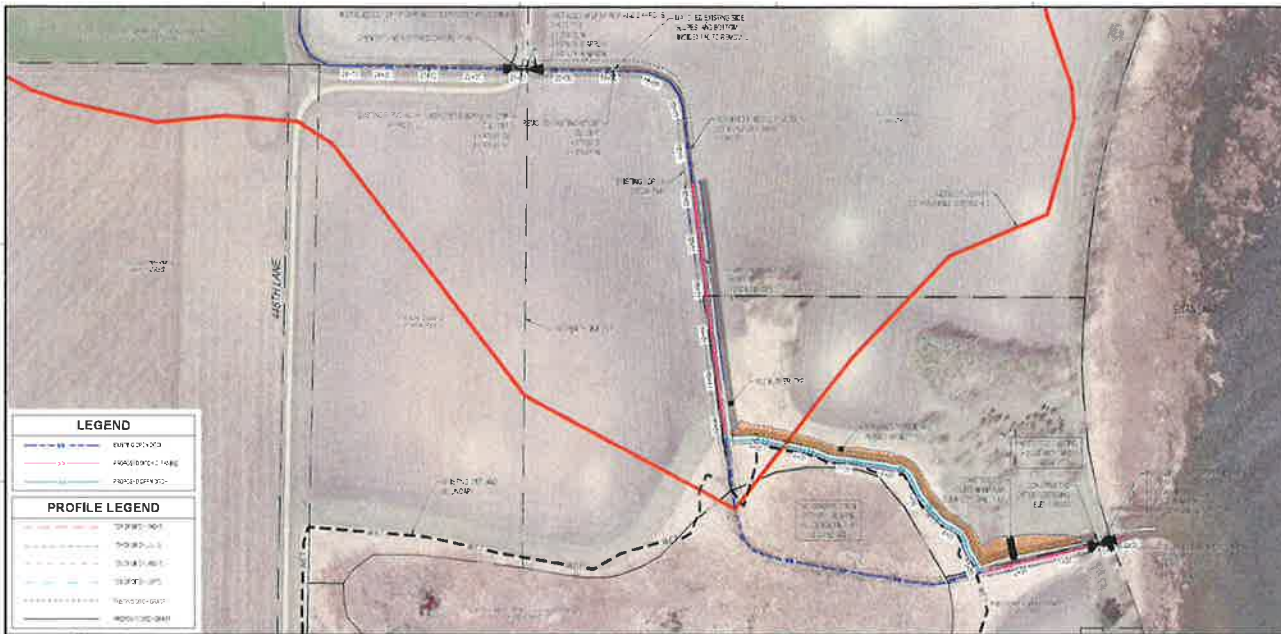
4 OF 7



No. 79



5



LEGEND

- EXISTING DITCH
- PROPOSED DITCH
- PROPOSED ELEVATION

PROFILE LEGEND

- TOP OF DITCH
- BOTTOM OF DITCH
- PROPOSED DITCH
- PROPOSED ELEVATION
- PROPOSED DITCH

AS-BUILT 01/15/21

NICOLLET COUNTY
COUNTY DITCH
No. 79

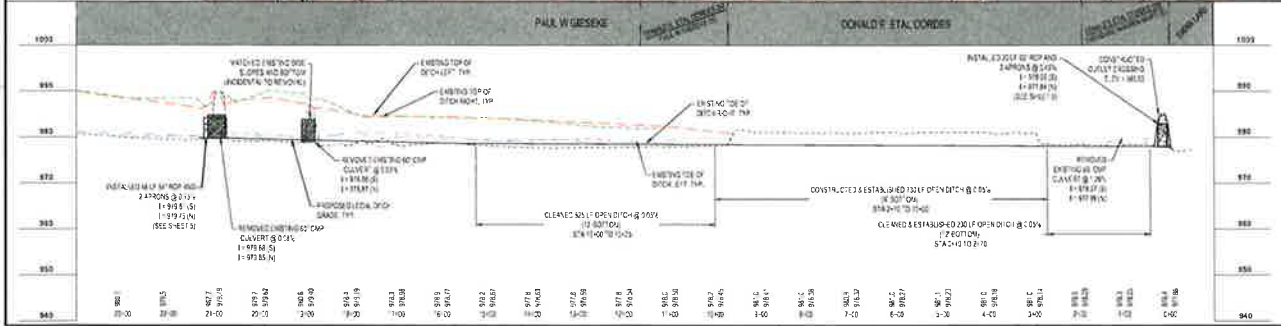
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DATE	DESCRIPTION	BY
01/15/21	AS-BUILT	ISG

PROJECT NO. 191001
 CADIANAL AREA
 DRAWN BY: JRM
 CHECKED BY: JRM
 DATE OF PRELIMINARY: 12/1/2020

OPEN DITCH PLAN & PROFILE

7



APPENDIX B: Damages

Nicollet County Ditch No. 79

Approximate Easement Summary

December 2020

	40 Description	40 Owner	Approximate Station Range	Improvement Description	Permanent Damages (Acres)	Temporary Easement (Acres)	Crop	PIN
Mainline Open Ditch	PT OF GL 4 TOTAL ACRES 2.18	Marti Theodore Revocable Trust	0+11 - 2+88	60" Culvert Replacement & Open Ditch Cleaning	0.01	0.02	N/A	1127400009
	BEG 500' E & 1710' N OF S 1/4 COR; NE ALONG DITCH C.L. 430'; NE 570'; NW ALONG DITCH C.L. 300'+; W ALONG SLY WATER EDGE 530'+; S 840' TO BEG (SUBJECT TO LAKE) = 8.00 ACRES	Cordes, Randy D.	0+11 - 12+83	60" Culvert Replacement, Open Ditch Establishment & Cleaning	0.34	1.50	N/A	1127400010
	GL 3 ACRES 53.10; GL 4 "EX 80' X 150'" & "EX 2.18 AC" & "EX 8.00 AC" = 15.05 ACRES	Gieseke, Paul W & Sandra J Gieseke	9+67 - 20+79	Open Ditch Establishment & Cleaning, Culvert Replacement	0.01	0.87	N/A	1127300004
	448th Lane Crossing							
	PT OF GL 5 & 6 PARCEL B ACRES 11.08	Gieseke, Paul W & Sandra J Gieseke	20+79 - 21+35	54" Culvert Replacement	0.00	0.03	N/A	1127400004
	S 1/2 OF SW 1/4 ACRES 80.00	Hulke Bruce H Living Trust	20+92 - 21+61	54" Culvert Replacement	0.00	0.07	N/A	1127300002
	Total				0.36	2.49		

APPENDIX C: Final Pay Request


ISG		Contractor's Application for Payment No. 2	
Application Period: 1/8/2021 - 9/16/2021		Application Date: 9/16/2021	
To: Nicollet County Drainage Authority (Owner): 501 S. Minnesota Avenue St. Peter, MN 56082	From: Molnau Trucking LLC (Contractor): 13050 Stewart Ave Norwood, MN 55368	Via: ISG (Engineer): Chuck Brandel 115 E Hickory St. Suite 300 Mankato, MN 56001	
Project: Nicollet County Ditch No. 79	Contract:		
Owner's Contract No.	Contractor's Project No.	Engineer's Project No.	18670

**Application For Payment
Change Order Summary**

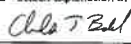
Approved Change Orders		
Number	Additions	Deductions
1		-\$14,000.00
TOTALS		-\$14,000.00
NET CHANGE BY CHANGE ORDERS		-\$14,000.00

1. ORIGINAL CONTRACT PRICE.....	\$	77,858.50
2. Net change by Change Orders.....	\$	(14,000.00)
3. Current Contract Price (Line 1 ± 2).....	\$	63,858.50
4. Completed Bid Items (Column J total on Completed Items)	\$	73,974.65
5. Completed Change Order Items (Column K total on Change Order Items)	\$	(14,000.00)
6. Temporary Withholdings (Column L on Temporary Withholdings)	\$	-
7. Stored Materials (Column I total on Stored Materials)	\$	-
8. TOTAL COMPLETED AND STORED TO DATE LESS TEMPORARY WITHHOLDINGS	\$	59,974.65
9. RETAINAGE:		
a. X \$ 59,974.65 Work Completed (Line 4±5±6).....	\$	-
b. X \$ - Stored Material (Line 7).....	\$	-
c. Total Retainage (Line 9.a + Line 9.b).....	\$	-
10. AMOUNT ELIGIBLE TO DATE (Line 8 - Line 9.c).....	\$	59,974.65
11. LESS PREVIOUS PAYMENTS (Line 10 from prior Application).....	\$	53,797.35
12. AMOUNT DUE THIS APPLICATION.....	\$	6,177.30
13. BALANCE TO FINISH, PLUS RETAINAGE (Column L total on Completed Items + Column M Total Change Order Items + Column L on Temporary Withholdings + Line 9.c above).....	\$	-

Contractor's Certification
The undersigned Contractor certifies, to the best of its knowledge, the following:
(1) All previous progress payments received from Owner on account of Work done under the Contract have been applied on account to discharge Contractor's legitimate obligations incurred in connection with the Work covered by prior Applications for Payment;
(2) Title to all Work, materials and equipment incorporated in said Work, or otherwise listed in or covered by this Application for Payment, will pass to Owner at time of payment free and clear of all liens, security interests, and encumbrances (except such as are covered by a bond acceptable to Owner indemnifying Owner against any such liens, security interest, or encumbrances); and
(3) All the Work covered by this Application for Payment is in accordance with the Contract Documents and is not defective.

Contractor Signature
By:  Date: 9/16/21

Payment of: **\$6,177.30**
(Line 8 or other - attach explanation of the other amount)

Is recommended by:  11/30/2021
(Engineer) (Date)

Payment of: _____
(Line 8 or other - attach explanation of the other amount)

Is approved by: _____
(Owner) (Date)

Approved by: _____
Funding or Financing Entity (if applicable) (Date)

Completed Bid Items



Nicollet County
Ditch No. 79

Nicollet County Drainage Authority

Pay Request 2
1/8/2021 To 9/16/2021

A	B	C	D	E	F	G	H	I	J	K	L
Bid Item Number	Bid Item	Unit	Quantity	Unit Price	Total Amount	Quantity This Pay Request	Amount This Pay Request	Quantity To Date	Amount To Date	Quantity Remaining	Amount Remaining
2021.501	MOBILIZATION	LS	1.00	\$ 5,000.00	\$ 5,000.00	0.00	\$ -	1.00	\$ 5,000.00	0.00	\$ -
2104.501	REMOVE CMP CULVERT	EA	3.00	\$ 750.00	\$ 2,250.00	0.00	\$ -	3.00	\$ 2,250.00	0.00	\$ -
2105.602	AGGREGATE BASE (CV) (P), CLASS V	CY	35.50	\$ 37.00	\$ 1,313.50	0.00	\$ -	30.00	\$ 1,110.00	5.50	\$ -
2105.602	OPEN CUT & RESTORE GRAVEL ROAD OR DRIVEWAY	EA	1.00	\$ 4,500.00	\$ 4,500.00	0.00	\$ -	1.00	\$ 4,500.00	0.00	\$ -
2105.602	OPEN CUT & RESTORE FIELD CROSSING	EA	1.00	\$ 2,500.00	\$ 2,500.00	0.00	\$ -	1.00	\$ 2,500.00	0.00	\$ -
2105.603	DITCH CLEANING (12' WIDE DITCH BOTTOM)	LF	755.00	\$ 2.50	\$ 1,887.50	0.00	\$ -	755.00	\$ 1,887.50	0.00	\$ -
2106.501	CONSTRUCT DITCH (P) (EV)	CY	655.00	\$ 12.50	\$ 8,187.50	0.00	\$ -	655.00	\$ 8,187.50	0.00	\$ -
2106.501	TOP SOIL STRIP & PLACE SPOILS	AC	1.10	\$ 2,500.00	\$ 2,750.00	0.00	\$ -	0.50	\$ 1,250.00	0.60	\$ -
2501.511	60-INCH CLASS III RCP PIPE	LF	28.00	\$ 300.00	\$ 8,400.00	0.00	\$ -	20.00	\$ 6,000.00	8.00	\$ -
2501.511	54-INCH CLASS III RCP PIPE	LF	48.00	\$ 250.00	\$ 12,000.00	0.00	\$ -	48.00	\$ 12,000.00	0.00	\$ -
2501.513	60-INCH RCP APRON	EA	2.00	\$ 2,500.00	\$ 5,000.00	0.00	\$ -	2.00	\$ 5,000.00	0.00	\$ -
2501.515	54-INCH RCP APRON	EA	2.00	\$ 2,500.00	\$ 5,000.00	0.00	\$ -	2.00	\$ 5,000.00	0.00	\$ -
2511.501	CLASS III RIPRAP WITH GEOTEXTILE FABRIC	CY	100.00	\$ 105.00	\$ 10,500.00	0.00	\$ -	100.00	\$ 10,500.00	0.00	\$ -
2573.502	INSTALL FLOATING SILT CURTAIN	LF	40.00	\$ 35.00	\$ 1,400.00	0.00	\$ -	40.00	\$ 1,400.00	0.00	\$ -
2573.502	INSTALL SILT FENCE	LF	500.00	\$ 2.50	\$ 1,250.00	0.00	\$ -	0.00	\$ -	500.00	\$ -
2575.523	MHDDOT CATEGORY 3 EROSION CONTROL BLANKET	SY	1,178.00	\$ 2.50	\$ 2,945.00	0.00	\$ -	257.86	\$ 644.65	920.14	\$ -
2575.501	16.5' BUFFER STRIP SEEDING (SEED MIX: BUFFER BLEND WITH TYPE 3 MULCH)	AC	0.65	\$ 2,500.00	\$ 1,625.00	0.00	\$ -	1.99	\$ 4,975.00	0.00	\$ -
2575.501	STANDARD SIDE/SLOPE SEEDING (SEED MIX: BUFFER BLEND WITH TYPE 3 MULCH)	AC	0.10	\$ 3,500.00	\$ 350.00	0.00	\$ -	0.32	\$ 1,120.00	0.00	\$ -
2575.541	BUFFER STRIP MOWING	AC	1.30	\$ 500.00	\$ 650.00	1.30	\$ 650.00	1.30	\$ 650.00	0.00	\$ -
2575.545	WEED SPRAYING	AC	1.40	\$ 250.00	\$ 350.00	0.00	\$ -	0.00	\$ -	1.40	\$ -
					\$ 77,858.50		\$ 650.00		\$ 73,974.65		\$ -

Completed Change Order Items



Nicollet County
Ditch No. 79

Nicollet County Drainage Authority

Pay Request 2
1/8/2021 To 9/16/2021

A	B	C	D	E	F	G	H	I	J	K	L	M
Change Order	Bid Item Number	Bid Item	Unit	Quantity	Unit Price	Total Amount	Quantity This Pay Request	Amount This Pay Request	Quantity To Date	Amount To Date	Quantity Remaining	Amount Remaining
1	1.01	Liquidated Damages	EA	35.00	\$ (400.00)	\$ (14,000.00)	35.00	\$ (14,000.00)	35.00	\$ (14,000.00)	0.00	\$ -
						\$ (14,000.00)		\$ (14,000.00)		\$ (14,000.00)		\$ -

Temporary Withholdings



Nicollet County
Ditch No. 79

Nicollet County Drainage Authority

Pay Request 2
1/8/2021 To 9/16/2021

A	B	C	D	E	F	G	H	I	J	K	L
Bid Item Number	Bid Item	Unit	Quantity	Unit Price	Total Amount	Quantity Installed To Date	Amount Installed To Date	Temp Withholding %	Temp Withholding Amount	Amount Released	Amount Remaining
2575.523	MnDOT CATEGORY 3 EROSION CONTROL BLANKET	SY	1178.00	\$ 2.50	\$ 2,945.00	257.85	\$ 644.65	40%	\$ 257.86	\$ 257.86	\$ -
2575.501	16.5' BUFFER STRIP SEEDING (SEED MIX: BUFFER BLEND WITH TYPE 3 MULCH)	AC	0.65	\$ 2,500.00	\$ 1,625.00	1.99	\$ 4,975.00	40%	\$ 1,990.00	\$ 1,990.00	\$ -
2575.501	STANDARD SIDESLOPE SEEDING (SEED MIX: BUFFER BLEND WITH TYPE 8 MULCH)	AC	0.10	\$ 3,500.00	\$ 350.00	0.32	\$ 1,120.00	40%	\$ 448.00	\$ 448.00	\$ -
									\$ 2,695.86		\$ -



Contractor Affidavit Submitted

Thank you, your Contractor Affidavit has been approved.

Confirmation Summary

Confirmation Number:	0-449-830-880
Submitted Date and Time:	6-Dec-2021 3:38:49 PM
Legal Name:	MOLNAU TRUCKING LLC
Federal Employer ID:	20-8516801
User Who Submitted:	amolnau
Type of Request Submitted:	Contractor Affidavit

Affidavit Summary

Affidavit Number:	986201344
Minnesota ID:	8825873
Project Owner:	NICOLLET COUNTY DRAINAGE AUTHORITY
Project Number:	15-18670
Project Begin Date:	26-Oct-2020
Project End Date:	18-Dec-2020
Project Location:	NICOLLET COUTNY
Project Amount:	\$59,974.65
Subcontractors:	No Subcontractors

Important Messages

A copy of this page must be provided to the contractor or government agency that hired you.

Contact Us

If you need further assistance, contact our Withholding Tax Division at 651-282-9998, (toll-free) 800-657-3584, or (email) withholding.tax@state.mn.us. Business hours are 8:00 a.m. - 4:30 p.m. Monday - Friday.

Please [print this page](#) for your records using the print or save functionality built into your browser.

APPENDIX D: Construction Pictures



Floatation silt fence installation.



Typical ditch cleaning.



Road crossing at station 0+00.



Finished road crossing at 0+00 with rip rap North side.



Finished road crossing at station 0+00
South.



Typical open ditch cleaning.



Typical seeding and blanketing procedure.



Typical spillway overflow rip rap area.



DJI 0963
12/23/2020



6/18/2021



9/18/2021



12/23/2020



6/18/2021



9/18/2021



12/23/2020



DJI_0326

6/18/2021



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6/18/2021



9/18/2021