

Nicollet County Board of Commissioners Meeting



April 26, 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; David Haack

- 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 April 12, 2022 Board Minutes](#)
2. [Approval of April 19, 2022 Special Board Minutes](#)
3. [2021 Emergency Management Performance Grant](#)
4. [2022 North Mankato Library and Bookmobile Contracts](#)
5. [Out of State Travel Request - Veterans Service Officers](#)
6. Approval of Bills

Public Appearances

- 9:05 a.m.** Finance
1. [2022 Quarter One Donations](#)

- 9:10 a.m.** Public Works
1. [State Concrete Paving Award for Project SAP 052-613-021](#)

- 9:15 a.m.** Public Services
1. [Resolution Appointing a County Assessor](#)

- 9:45 a.m.** Health and Human Services
1. [Proclamation for May as National Mental Health Month](#)
 2. [Transition of Clubhouse Responsibilities](#)
 3. [Disposition of Vaccine Refrigerator](#)

- 10:10 a.m.** Administration
1. [Nicollet County 2021 Year In Review Report](#)
 2. [Amendment to the 2022 Committee, Board Assignments, and Meetings that Qualify for a Per Diem Payment and Resolution](#)

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



April 26, 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; David Haack

10:25 a.m. County Attorney Update
Chair's Report
Commissioner Committee Reports
Commissioners Meetings & Conferences
Approve Per Diems and Expenses
Adjourn Board of Commissioners Meeting

10:30 a.m. Call Drainage Authority Meeting to Order:

Drainage Authority Agenda Items

1. Consent Agenda
 - a. [Approval of April 12, 2022 Drainage Authority Minutes](#)
2. [Adopt Findings for CD48A Repair Project](#)

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.

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 *

April 26 – Individual Department Head Meeting - Community Corrections, 10:00 a.m.; Nicollet County Board Room, St. Peter *

May 10 – Board of Commissioners Meeting, 9 a.m.; Nicollet County Board Room, St. Peter *

May 10 – Drainage Authority Meeting, 9 a.m.; Nicollet County Board Room, St. Peter *

May 16 – Board of Adjustment and Appeals/Planning & Zoning Advisory Commission Meeting, 7 p.m.; Nicollet County Board Room, St. Peter *

May 17 – Individual Department Head Meeting - Sheriff, 8:15 a.m.; Nicollet County Board Room, St. Peter *

May 17 – County Board Workshop, 9:30 a.m.; Nicollet County Board Room, St. Peter*

May 24 – Board of Commissioners Meeting, 9 a.m.; Nicollet County Board Room, St. Peter *

May 24 – Drainage Authority Meeting, 9 a.m.; Nicollet County Board Room, St. Peter *

May 26 – BNCH Executive Committee Meeting, 8:15 a.m.; 1900 Franklin St, New Ulm, MN*

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APRIL 12, 2022
OFFICIAL PROCEEDINGS OF THE
BOARD OF COUNTY COMMISSIONERS

The Nicollet County Board of Commissioners met in regular session on Tuesday, April 12, 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 Kolars and seconded by Commissioner Morrow to approve the agenda. Motion carried with all voting in favor.

Consent Agenda

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

1. March 22, 2022 Board Meeting Minutes;
2. Day Services Needs Determination
3. Amendment to the Section Corner Remonumentation Project Contract
4. Approval of the Commissioner Warrants as presented for the following amounts:
 - a. General Revenue Fund - \$469,654.39;
 - b. Road & Bridge Fund - \$121,018.65;
 - c. Human Services Fund \$108,166.08;
5. Acknowledgement of the Auditor's Warrant review.

Motion carried with all voting in favor.

Public Appearances

There were no public appearances.

Property Services

March 21, 2022 Planning & Zoning Advisory Commission Meeting

Deputy Zoning Administrator, Spencer Crawford, appeared before the Board to request approval on two items from the March 21, 2022 Planning & Zoning Advisory Meeting:

- 1.) Novel Anika Solar LLC – Large solar energy system conditional use permit. The Board approved staff's recommended conditions and added the following condition: The applicant must maintain a bond of no less than their anticipated cost of decommissioning (\$32, 617) plus 3.5% of this amount for each year of anticipated service (30 years), for a total of \$66,864.85.

Novel Anika Solar LLC	PLN22-01	Establish a large, 0.72 megawatt (720 kW) solar energy system on up to 1.5 acres of land.
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Motion by Commissioner Luepke and seconded by Commissioner Morrow to accept the Planning & Zoning Advisory Commission's March 21, 2022 report, recommendations, and findings as submitted therein. Motion carried with all voting in favor on a roll call vote.

2.) Jeffrey Leonard/L & W Farms Partnership, LLC – Registered Land Survey #78

Jeffrey Leonard	PLN22-03	Registered Land Survey #78
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Motion by Commissioner Morrow and seconded by Commissioner Luepke to accept the Planning & Zoning Advisory Commission's March 21, 2022 report, recommendations, and findings as submitted therein. Motion carried with all voting in favor on a roll call vote.

Resolution to Adopt and Implement the Hawk Creek-Middle Minnesota Watershed Management Plan

Assistant PPSD Director Otterness came before the Board to approve the resolution of the Hawk Creek-Middle Minnesota Watershed Management Plan (1W1P). The 1W1P adoption and implementation plan was presented and discussed at the March 15, 2022 Board Workshop. Motion by Commissioner Luepke and seconded by Commissioner Kolars to approve the resolution. Motion carried with all voting in favor on a roll call vote.

Human Resources

2021 Continuous Improvement Award for Most Impactful Improvement

Director Larson approached the Board to present the 2021 Continuous Improvement Awards to the Public Works and Facilities Departments. The departments began working together on equipment maintenance, which will now be done internally instead of using outside mechanics. This will save both time and money for Nicollet County.

Administration

City of Lafayette Congressionally Directed Spending Letter of Support

Administrator Landkamer came before the Board to request consideration of the Letter of Support for the City of Lafayette. The City is pursuing the funding request to assist with Lafayette's planned water treatment plant improvements. Motion by Commissioner Luepke and seconded by Commissioner Morrow to approve the Letter of Support. Motion carried with all voting in favor.

Attorney

Proclamation for Crime Victims' Rights Week

County Attorney Zehnder Fischer approached the Board to share a proclamation to name the week of April 24-30, 2022 as Crime Victims' Rights Week. Motion by Commissioner Morrow and seconded by Commissioner Luepke to approve the proclamation. Motion carried with all voting in favor on a roll call vote.

Chair's Report

Commissioner Committee Reports

The Commissioners reported on various meetings and activities, including:

Commissioner Jack Kolars

- Union negotiations
- Class & compensation study
- County Board
- REDA

- Canvass
- Board Workshop
- Greater Mankato Growth
- Traverse de Sioux
- CHS

Commissioner John Luepke

- Highway 14 Meeting
- Rural MN Energy Board
- Brown County REA
- BENCO Electric Meeting
- Ditch Meeting in Gaylord
- MN Historical Society
- Regional Soil & Water Meeting in New Ulm

Commissioner Terry Morrow

- Tri-County Recycling meeting
- BMEH Executive Board
- Insurance Committee
- Redistricting Open House
- Broadband meeting
- Compassionate Communities meeting
- 86A Ditch meeting
- Hwy 169 meeting

Approve Per Diems and Expenses

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

Adjourn

Motion by Commissioner Luepke and seconded by Commissioner Morrow to adjourn the meeting. Motion carried with all voting in favor. The meeting adjourned at 9:33 a.m.

MARIE DRANTTEL, CHAIR
BOARD OF COMMISSIONERS

ATTEST:

MANDY LANDKAMER,
CLERK TO THE BOARD



APRIL 19, 2022
OFFICIAL PROCEEDINGS OF THE
BOARD OF COUNTY COMMISSIONERS

The Nicollet County Board of Commissioners met in special session on Tuesday, April 19, 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 Morrow and seconded by Commissioner Kolars to approve the agenda.

Property and Public Services

Nicollet County Commissioner Redistricting Plan

Director Kopet presented to the Board the Nicollet County redistricting plan. Director Kopet explained the redistricting process, including the public hearings held. Director Kopet presented three separate options for new district boundaries that were drawn to reflect population changes reflected in the 2020 United States' Census. As a result of the redistricting, all five County Commissioners will stand for election in November 2022. Director Kopet noted that the Board would need to establish an election cycle to comply with the term staggering requirements of county commissioner districts.

The meeting was opened at 9:16 a.m. for public comment. No members of the public were in attendance and no feedback was received.

After discussion of the district map options by the Board, Commissioner Morrow motioned for approval of the redistricting plan Option One (see attached). Commissioner Luepke seconded. The motion was approved, with all voting in favor on a roll call vote.

The election cycle for County Commissioners was discussed next. To achieve a staggered election cycle following redistricting, the Board needs to establish that two Commissioner seats need to be designated to stand for election in two years (2024) and thereafter stand for election every four years. Three Commissioner seats need to be designated to stand for election in four years (2026). Commissioner Morrow moved that District Two and District Four be designated to have a two-year term to achieve staggered election cycles and District One, District Three, and District Five be designed to have a four-year term. Thereafter, District Two and District Four would resume four-year terms. The motion was seconded by Commissioner Kolars. The motion was approved with all voting in favor on a roll call vote.

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 9:28 a.m.

MARIE DRANTTEL, CHAIR
BOARD OF COMMISSIONERS

ATTEST:

MANDY LANDKAMER, CLERK TO THE BOARD

Nicollet County Board of Commissioners
Board Meeting Agenda Item



Agenda Item:		
2021 Emergency Management Performance Grant		
Primary Originating Division/Dept.: Sheriff's Office	Meeting Date: April 26th, 2022	
Contact: Justin Block Title: Emer. Mgmt. Director	Item Type: Consent Agenda (Select One)	
Amount of Time Requested minutes		
Presenter: Justin Block Title: Emer. Mgmt. Director	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>The EMPG (Emergency Management Performance Grant) is an annual grant that requires a 50% match. The 2021 EMPG grant is in the amount of \$24,191.00. The money received from this grant is used towards Director salary and benefits.</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: <p>County Board Chair, County Administrator, and Clerk to the Board Signatures on the EMPG Grant agreement.</p>		
FISCAL IMPACT: Other (Select One) If "Other", specify	FUNDING County Dollars = Other (Select One)	\$24,191.00
FTE IMPACT: No FTE change (Select One) If "Increase or "Decrease" specify: Related Financial/FTE Comments:	Total	\$24,191.00



Grant Contract Agreement

Page 1 of 2

Minnesota Department of Public Safety ("State") Homeland Security and Emergency Management Division 445 Minnesota Street, Suite 223 St. Paul, Minnesota 55101-2190	Grant Program: 2021 Emergency Management Performance Grant Grant Contract Agreement No.: A-EMPG-2021-NICOLLCO-054
Grantee: Nicollet County 501 South Minnesota Avenue St. Peter, MN 56082-2507	Grant Contract Agreement Term: Effective Date: 01/01/2021 Expiration Date: 09/30/2022
Grantee's Authorized Representative: Nicollet County Emergency Management ATTN: Justin Block – Emergency Management Director 501 South Minnesota Avenue St. Peter, MN 56082-2507 Phone: 507-934-7874 E-mail: justin.block@co.nicollet.mn.us	Grant Contract Agreement Amount: Original Agreement \$ 24,191.00 Matching Requirement \$ 24,191.00
State's Authorized Representative: Kyle Temme Homeland Security and Emergency Management 445 Minnesota St., Suite 223 St. Paul, Minnesota 55101-2190 Phone: 651-201-7420 E-mail: kyle.temme@state.mn.us	Federal Funding: CFDA 97.042 FAIN: EMC-2021-EP-00011 State Funding: None Special Conditions: None

Under Minn. Stat. § 299A.01, Subd 2 (4) the State is empowered to enter into this grant contract agreement.

Term: The creation and validity of this grant contract agreement conforms with Minn. Stat. § 16B.98 Subd. 5. Effective date is the date shown above or the date the State obtains all required signatures under Minn. Stat. § 16B.98, subd. 7, whichever is later. Once this grant contract agreement is fully executed, the Grantee may claim reimbursement for expenditures incurred pursuant to the Payment clause of this grant contract agreement. Reimbursements will only be made for those expenditures made according to the terms of this grant contract agreement. Expiration date is the date shown above or until all obligations have been satisfactorily fulfilled, whichever occurs first.

The Grantee, who is not a state employee will:

Perform and accomplish such purposes and activities as specified herein and in the Grantee's approved 2021 Emergency Management Performance Grant Application ("Application") which is incorporated by reference into this grant contract agreement and on file with the State at Homeland Security and Emergency Management Division, 445 Minnesota Street, Suite 223, St. Paul, Minnesota 55101-2190. The Grantee shall also comply with all requirements referenced in the 2021 Emergency Management Performance Grant Guidelines and Application which includes the Terms and Conditions and Grant Program Guidelines (<https://app.dps.mn.gov/EGrants>), which are incorporated by reference into this grant contract agreement.

Budget Revisions: The breakdown of costs of the Grantee's Budget is contained in Exhibit A, which is attached and incorporated into this grant contract agreement. As stated in the Grantee's Application and Grant Program Guidelines, the Grantee will submit a written change request for any substitution of budget items or any deviation and in accordance with the Grant Program Guidelines. Requests must be approved prior to any expenditure by the Grantee.

Matching Requirements: (If applicable.) As stated in the Grantee's Application, the Grantee certifies that the



matching requirement will be met by the Grantee.

Payment: As stated in the Grantee's Application and Grant Program Guidance, the State will promptly pay the Grantee after the Grantee presents an invoice for the services actually performed and the State's Authorized Representative accepts the invoiced services and in accordance with the Grant Program Guidelines. Payment will not be made if the Grantee has not satisfied reporting requirements.

Certification Regarding Lobbying: (If applicable.) Grantees receiving federal funds over \$100,000.00 must complete and return the Certification Regarding Lobbying form provided by the State to the Grantee.

1. ENCUMBRANCE VERIFICATION

Individual certifies that funds have been encumbered as required by Minn. Stat. § 16A.15.

Signed: _____

Date: _____

3. STATE AGENCY

Signed: _____
(with delegated authority)

Title: _____

Date: _____

Grant Contract Agreement No./ P.O. No. A-EMPG-2021-NICOLLCO-054 / PO# 3000077495

Project No.(indicate N/A if not applicable): N/A

2. GRANTEE

The Grantee certifies that the appropriate person(s) have executed the grant contract agreement on behalf of the Grantee as required by applicable articles, bylaws, resolutions, or ordinances.

Signed: _____

Print Name: Mane Drantel

Title: Board Chair

Date: 04/12/2022

Signed: _____

Print Name: Mandy Landkamer

Title: County Administrator/Clerk to Board

Date: 04/12/2022

Signed: _____

Print Name: _____

Title: _____

Date: _____

Distribution: DPS/FAS
Grantee
State's Authorized Representative

Nicollet County Board of Commissioners
Board Meeting Agenda Item



Agenda Item: 2022 North Mankato Library and Bookmobile Contracts	
Primary Originating Division/Dept.: Administration Contact: Mandy Landkamer Title: County Administrator Amount of Time Requested: minutes Presenter: Title:	Meeting Date: 04/26/2022 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: Attached are the two contracts with North Mankato concerning library and bookmobile services for 2022. North Mankato Library - \$50,044 North Mankato Bookmobile - \$10,000 <div style="height: 100px; border: 1px solid #ccc;"></div>	
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) 01/05/2021	
Approved by County Attorney's Office: <input type="radio"/> Yes <input type="radio"/> No <input checked="" type="radio"/> N/A	
ACTION REQUESTED: Approve the 2022 North Mankato Library and Bookmobile contracts as presented.	
FISCAL IMPACT: Included in current budget <small>(Select One)</small> If "Other", specify:	FUNDING County Dollars = \$60,044 Grant <small>(Select One)</small>
FTE IMPACT: No FTE change <small>(Select One)</small> If "Increase or "Decrease," specify: Related Financial/FTE Comments:	Total: \$60,044

**2022 Library Purchase of Services Contract
Between Nicollet County
and the City of North Mankato**

In an effort to continue to provide library service for residents of Nicollet County and the City of North Mankato (City), Nicollet County (County) and the City hereby enter this contract promoting cooperation and coordination of efforts.

I. DEFINITIONS

For purposes of this contract, the following words shall have the following meanings:

Rural Resident - Rural Resident shall be those persons having a residence located outside the corporate limits of the City of North Mankato.

Library Services: Library Services shall mean access to physical facilities and materials that provide reading, audio and computer access to information and as defined in Minnesota Statutes 134.001 Subd 2 and 3.

II. NICOLLET COUNTY WILL:

- Provide to the City of North Mankato the total sum of \$50,044 to be paid quarterly for the provision of library services to the rural areas of Nicollet County.

III. THE CITY OF NORTH MANKATO WILL:

- Provide for complete access to all services that are available to library patrons that reside within the City of North Mankato including access to any programs that may be made available for the term of this contract.
- The City will agree to submit quarterly billings to the County and the County will reimburse the City.

IV. MONITORING AND REPORTING

- A. The City agrees to maintain records relating to contractual library services provided.
- B. The City, as deemed necessary by the County shall allow the County or appropriate State Agency, including the Office of the State Auditor, access to the City's contractual library service records at reasonable hours.
- C. The City will furnish information regarding contractual library services as requested by the County.
- D. The City will maintain and make available records pertaining to contractual library services for six years for audit purposes.

V. RECORDS AND INSPECTION

The City shall maintain full and accurate records with respect to all matters covered under this Contract. Pursuant to Minn. Statute 16B.06, Subd. 4, the County, and either the Legislature or State Auditor, as appropriate, shall have, at all proper times, the right to inspect, examine and audit the books, records, documents and accounting procedures and practices of the City relevant to this Contract.

VI. PERSONNEL

The City shall secure, at its own expense, any and all personnel required in performing the services under this Contract. Any and all personnel engaged in the work shall be fully qualified to perform the services under the Contract.

VII. INDEMNIFICATION / INSURANCE

- A. Indemnification. The City shall defend and save the County harmless from any claims, demands, actions, or causes of action arising out of any willful or negligent act, or out of any negligent omission on the part of the City, its agents, assignees, or employees in performance of or with relationship to any of the work or services provided to be performed by the City under the terms of this Contract.
- B. Insurance. The City, further, that in order to protect itself, as well as the County under the indemnity contract set forth above, will, at all times during the term of this Contract, have and keep in force automobile insurance, general liability insurance, and workers' compensation insurance having liability limits which satisfy the requirements of Minn. Statute Chapter 466, entitled Tort Liability of Political Subdivisions, and other applicable statutes requiring insurance coverage.

VIII. EQUAL EMPLOYMENT OPPORTUNITY

In fulfilling this Contract, the City will not discriminate against any employee or applicant for employment because of race, color, creed, religion, national origin, sex, marital status, disability, sexual orientation, age, or status with regard to public assistance. The City will take affirmative action to ensure that applicants are employed and that employees are treated during employment, without regard to their race, color, creed, religion, national origin, sex, marital status, disability, status with regard to public assistance, sexual orientation, or age.

IX. CONDITIONS OF THE PARTIES OBLIGATIONS

Any alterations, variations, modifications or waivers of provisions of this contract shall be valid only when they have been reduced to writing, duly signed, and attached to the original of this contract.

No claim for services furnished by the City, not specifically provided for in the contract, will be allowed by the County, nor shall the City do any work or furnish any materials not covered by this contract unless this is approved in writing by the County. Such approval shall be considered to be a modification of the contract.

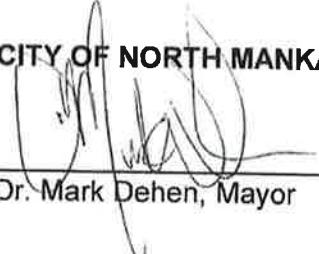
X. MISCELLANEOUS

Entire Contract - It is understood and agreed that the entire contract of the parties is contained herein and that this contract supersedes all oral agreements and negotiations between the parties relating to the subject matter hereof.

XI. TERM

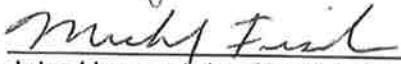
The term of this contract shall be from January 1, 2022 until December 31, 2022. Renewal of this contract subsequent to this time period will be at the sole discretion of the County.

CITY OF NORTH MANKATO



Dr. Mark Dehen, Mayor

Date: 4-4-22



John Harrenstein, City Administrator
Michael Fischer, Interim City Administrator

Date: 4-4-22

NICOLLET COUNTY

Marie Dranttel, Board Chair

Date: _____

Mandy Landkamer, County Administrator

Date: _____

2022 Bookmobile Purchase of Services Contract Between Nicollet County and the City of North Mankato

In an effort to continue to provide bookmobile service for residents of Nicollet County, Nicollet County (County) and the City of North Mankato (City) hereby enter into this contract effective January 1, 2022.

I. DEFINITIONS

For the purposes of this contract, the following words shall have the following meanings:

Rural Resident – "Rural Resident" shall be those persons having a residence located outside the corporate limits of the Cities of North Mankato and St. Peter.

Bookmobile Services – "Bookmobile Services" shall mean mobile access to library services as defined in Minnesota Statutes 134.001, Subd. 2 and 3.

II. THE COUNTY WILL

- Provide to the City of North Mankato the total sum of \$10,000 to be paid quarterly for the provision of bookmobile services to the rural residents of Nicollet County.

III. THE CITY OF NORTH MANKATO WILL

- Provide bookmobile services to the following locations a minimum of two (2) times per month:
 - Nicollet – ½ day every other week
 - Nicollet – school stop weekly
 - Courtland – Community Center every other week
 - Courtland – school stop weekly
 - Lafayette – stop every other week

The sites listed above are considered the minimum number of stops.

- If these locations change, the City of North Mankato will notify the County.
- Agree to submit quarterly billings to the County, and the County will reimburse the City.

IV. MONITORING AND REPORTING

A. The City agrees to ensure that records relating to bookmobile services provided are maintained.

B. The City, as deemed necessary by the County, shall ensure that personnel of the County or appropriate State Agencies, including the Office of the State Auditor, have access to bookmobile services records at reasonable hours.

C. The City will furnish information regarding bookmobile services as requested by the County.

D. The City will ensure that records pertaining to bookmobile services are available for six years for audit purposes.

V. RECORDS AND INSPECTION

The City shall ensure that full and accurate records with respect to all matters covered under this Contract are maintained. Pursuant to Minnesota Statute 16B.06, Subd. 4, the County, and either the Legislature or State Auditor, as appropriate, shall have, at all proper times, the right to inspect, examine and audit the books, records, documents and accounting procedures and practices regarding the bookmobile as relevant to this Contract.

VI. PERSONNEL

The City shall ensure that all personnel required in performing the services under this Contract are provided. All personnel engaged in the work shall be fully qualified to perform the services of the Contract.

VII. INDEMNIFICATION / INSURANCE

A. Indemnification. The City shall defend and save the County harmless from any claims, demands, actions, or causes of action arising out of any willful or negligent act, or out of any negligent omission on the part of the City, its agents, assignees, or employees in performance of or with relationship to any of the work or services provided to be performed under the terms of this Contract.

B. The City, further, that in order to protect itself, as well as the County under the indemnity contract set forth above, will, at all times during the term of this Contract, ensure that appropriate automobile insurance, general liability insurance, and workers compensation insurance be in force and that such insurance have liability limits which satisfy the requirements of Minnesota Statute Chapter 466, entitled "Tort Liability of Political Subdivisions", and other applicable statutes requiring insurance coverage.

C. Under no circumstances shall a party to this Agreement be required to pay on behalf of itself, or another party, any amounts in excess of the limits of liability established in Minn. Stat. §466 applicable to any third party claim. The statutory limits of liability for some or all of the participating parties may not be added together or stacked to increase the maximum amount of liability for any third party claim.

D. That this section concerning indemnification and defense does not constitute a waiver by any party of limitations on liability provided under Minn. Stat. §466.

VIII. EQUAL EMPLOYMENT OPPORTUNITY AND COMPLIANCE WITH LAWS.

A. In fulfilling this Contract, the City will ensure that individuals are not discriminated against because of race, color, creed, religion, national origin, sex, marital status, disability, sexual orientation, age, or status with regard to public assistance.

B. The City shall at all times comply with all laws and rules which govern a public entity in the State of Minnesota.

IX. CONDITIONS OF THE PARTIES OBLIGATIONS

Any alterations, variations, modifications or waivers of provisions of this contract shall be valid only when they have been reduced to writing, duly signed, and attached to the original of this contract.

No claim for services furnished by the City, not specifically provided for in the Contract, will be allowed by the County, nor shall the City do any work or furnish any materials not covered by this contract unless this is approved in writing by the County. Such approval shall be considered to be a modification of the Contract.

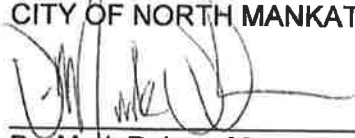
X. MISCELLANEOUS

Entire Contract – It is understood and agreed that the entire Contract of the parties is contained herein and that this Contract supercedes all oral agreements and negotiations between the parties relating to the subject matter hereof.

XI. TERM

The term of this Contract shall be from January 1, 2022 until December 31, 2022. Renewal of this Contract subsequent to this time period will be at the sole discretion of the County.

CITY OF NORTH MANKATO



Dr. Mark Dehen, Mayor

Date 4-4-22



John Harrenstein, City Administrator

Michael Fischer, Interim City
Administrator

Date 4-4-22

NICOLLET COUNTY

Marie Dranttel, Board Chair

Date _____

Mandy Landkamer, County Administrator

Date _____

Nicollet County Board of Commissioners Board Meeting Agenda Item



Agenda Item: Out of State Travel: Veterans Service Officers	
Primary Originating Division/Dept.: Veterans Services	Meeting Date: 04/26/2022
Contact: Nathan Tish Title: CVSO	Item Type: Consent Agenda (Select One)
Amount of Time Requested: minutes	
Presenter: C. Sassenberg Title: HHS Director	Attachments: <input checked="" type="radio"/> Yes <input type="radio"/> No
County Strategy: (Select One) Programs and Services - deliver value-added quality services	
BACKGROUND/JUSTIFICATION: <p>Nathan Tish, CVSO and Gerald Dotson, ACVSO request approval to attend the National Association of County Veterans Service Officers (NACVSO) training conference in San Antonio, Texas from June 5th through June 10th, 2022. CVSO and ACVSO require annual Continuing Education Units (CEUs) to maintain national accreditation. Expenses related to the training have been accounted for and approved in the Veterans Services operating budget for 2022. A draft of the conference agenda is included with supporting documentation. Additional information may be found at https://www.nacvso.org/conference.</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: Approval of out of state travel.	
FISCAL IMPACT: Included in current budget (Select One) If "Other", specify: State of MN (MDVA)	FUNDING County Dollars = Grant \$10,000.00 (Select One)
FTE IMPACT: No FTE change (Select One)	Total:
If "Increase or "Decrease," specify: Related Financial/FTE Comments:	



NACVSO 2022 Annual Conference
June 4-10, 2022
Hyatt Regency San Antonio Riverwalk
San Antonio, TX

SATURDAY, June 4, 2022

Board Travel Day

SUNDAY, June 5, 2022

10:00am-5:00pm Registration
10:00-11:00am Chapel Service
11:00am-12:00pm Board Meeting
12:00-1:00pm Lunch
1:00-3:00pm Committee Chairs available for Member engagement
5:00-7:00pm Opening Ceremonies with Keynote Speakers
7:00-8:00pm Delegate Meeting

MONDAY, June 6, 2022

9:00-9:50am Registration
10:00am-12:00pm General Membership Meeting
1:00-1:50pm Lunch
[CVA in the afternoon]
2:00 -2:50 pm VBA update (speaker TBD)
3:00-3:50pm Ethics (speaker TBD)
4:00-4:50pm VA Memorial Affairs (speaker TBD)
6:00-9:00pm President's Reception

TUESDAY, June 7, 2022

[CVA in the morning]
10:00-10:50am VHA Update (speaker TBD)
11:00-11:50am Pension Update (speaker TBD)
12:00-12:50pm Lunch



- 1:00-1:50pm VA Outreach, Transition, & Economic Development (speaker TBD)
- 2:00-2:50pm NACVSO Appeals Process
- 3:00-3:50pm Veteran Intake Interview Exercise
- 4:00-4:50pm Debt Management (speaker TBD)
- 5:00-5:50pm TBD

WEDNESDAY, June 8, 2022

- 9:30am-12:30pm General Membership Meeting & Elections
- 12:30-1:30pm Lunch
- 1:30-1:50pm Diversity, Equity, & Inclusion (speaker TBD)
- 2:00-2:50pm Resiliency Training
- 3:00-3:50pm Legislative Updates (speaker TBD)
- 4:00-4:50pm Office of Public & Intergovernmental Affairs (speaker TBD)
- 5:00-5:50pm TBD

THURSDAY, June 9, 2022

- 10:00-10:50am BVA Update
- 11:00-11:50am Getting Military Records (speaker TBD)
- 12:00-12:50pm Lunch
- 1:00-1:50pm Discharge Upgrades (speaker TBD)
- 2:00-2:50pm Social Security Administration (Medicare/Medicaid) (speaker TBD)
- 3:00-3:50pm Court Decisions/Case Law Review
- 4:00-4:50pm Center for Women Veterans (speaker TBD)
- 6:00-7:00pm Social Hour
- 7:00-10:00pm Closing Banquet & Installation of Officers/Guest Speaker

FRIDAY, June 10, 2022

- Morning Board meeting for newly elected & existing Board members
- Board Travel

Nicollet County Board of Commissioners Board Meeting Agenda Item



Agenda Item: Qtr 1 2022 Donations	
Primary Originating Division/Dept.: Finance	Meeting Date: 04/26/2022
Contact: Heather McCormick Title: Finance Director	Item Type: Regular Agenda (Select One)
Amount of Time Requested: 5 minutes	
Presenter: Heather McCormick Title: Finance Director	Attachments: <input checked="" type="radio"/> Yes <input type="radio"/> No
County Strategy: (Select One) Programs and Services - deliver value-added quality services	
BACKGROUND/JUSTIFICATION: This is to present the Quarter 1 2022 Donations received for approval by resolution.	
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: Approval of Donations	
FISCAL IMPACT: Other (Select One) If "Other", specify: Donations	FUNDING County Dollars = (555.00) Other (Select One)
FTE IMPACT: No FTE change (Select One)	Total: (555.00)
If "Increase or "Decrease," specify: Related Financial/FTE Comments:	



RESOLUTION APPROVING THE ACCEPTANCE
OF DONATIONS



WHEREAS, MN Statute 465.03 states any city, county, school district or town may accept a grant or devise of real or personal property and maintain such property for the benefit of its citizens in accordance with the terms prescribed by the donor. Nothing herein shall authorize such acceptance or use for religious or sectarian purposes. Every such acceptance shall be by resolution of the governing body adopted by a two-thirds majority of its members, expressing such terms in full.

WHEREAS, the Nicollet County Finance Office has compiled a list of donations made to the County from January 1 through March 31, 2022.

THEREFORE, BE IT RESOLVED that the Nicollet County Board of Commissioners approve the following donations made to the County from January 1 through March 31, 2022:

**Donations received by Nicollet County
January 1 through March 31, 2022**

<u>FROM WHOM</u>	<u>AMOUNT</u>	<u>PURPOSE</u>
Various Donations	\$ 340.00	Van Services
Various Donations	\$ <u>215.00</u>	Loan Closet
Total	\$ 555.00	

Dated this 26th day of April, 2022.

Marie Dranttel, Chair
Nicollet County Board of Commissioners

ATTEST:

Mandy Landkamer
Clerk to the Board

Nicollet County Board of Commissioners

Board Meeting Agenda Item



Agenda Item: State Concrete Paving Award for Project SAP 052-613-021	
Primary Originating Division/Dept.: Public Works-Highway	Meeting Date: 04/26/2022
Contact: Seth Greenwood, P.E. Title: PWD/County Engineer	Item Type: Regular Agenda (Select One)
Amount of Time Requested: 5 minutes	
Presenter: Seth Greenwood, P.E. Title: PWD/County Engineer	Attachments: <input checked="" type="radio"/> Yes <input type="radio"/> No
County Strategy: (Select One) Facilities and Space - preserve, maintain and build our assets	
BACKGROUND/JUSTIFICATION: <p>In January 2022 the Nicollet County Public Works Department was notified by MnDOT and the Concrete Paving Association of MN that Nicollet County Public Works and Croell, Inc. had won a State Concrete Paving Award for the concrete overlay project that was completed on CSAH 13 from 506th St. to TH 99. This project was determined to be the best County Concrete Overlay completed in the State of Minnesota in 2021. The award was presented to Public Work's personnel at the Concrete Paving Awards Banquet on March 10, 2022 in Duluth.</p> <p>This project is now eligible to be submitted for consideration for a American Concrete Pavement Association (ACPA) Excellence in Concrete Pavement Award. Submittal is required by July 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)	
Approved by County Attorney's Office: <input type="radio"/> Yes <input type="radio"/> No <input checked="" type="radio"/> N/A	
ACTION REQUESTED: Informational.	
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:	

STATE OF MINNESOTA



DEPARTMENT OF TRANSPORTATION
and
CONCRETE PAVING ASSOCIATION

Merit Award

for

OUTSTANDING PERFORMANCE

This Award is made to

Nicollet County Public Works

In recognition of the high quality concrete pavement construction performed on CSAH 13 from 506th Street in Mankato to Hwy 99, which has been rated the best project of its type completed in Minnesota during 2021.



Margaret Anderson Kellher
Margaret Anderson Kellher
Commissioner of Transportation

Mark Bintlner
Mark Bintlner
2022 CPAM President



Nicollet County Board of Commissioners

Board Meeting Agenda Item



Agenda Item:	
Resolution Appointing a County Assessor +	
Primary Originating Division/Dept.: Public Services	Meeting Date: 04/26/2022
Contact: Jaci Kopet Title: PPSD Director	Item Type: Regular Agenda (Select One)
Amount of Time Requested: 30 minutes	
Presenter: Jaci Kopet Title: PPSD Director	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>The purpose of the resolution is to appoint Shana Jackson as the County Assessor, effective April 30, 2022 and extend through December 31, 2024</p> <p>As per MN State Statute 358.05, Shana Jackson, County Assessor, has taken and subscribed the oath defined in the Constitution of the state of Minnesota, article V, section 6.</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)	
Approved by County Attorney's Office: <input type="radio"/> Yes <input type="radio"/> No <input checked="" type="radio"/> N/A	
ACTION REQUESTED: Approval of Resolution	
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:	



RESOLUTION APPOINTING A COUNTY ASSESSOR



WHEREAS, Minnesota Statute 273.061 states that every county in Minnesota shall have a County Assessor; and

WHEREAS, the County Assessor shall be appointed by the Board of County Commissioners; and

WHEREAS, appointment of the County Assessor shall be approved by the Commissioner of Revenue before the appointment becomes effective; and

WHEREAS, Nicollet County has a vacancy in the Office of County Assessor; and

WHEREAS, the vacancy shall be filled by appointment of a new and qualified Assessor for the remainder of the term; and

WHEREAS, the current term for the Office of Nicollet County Assessor ends after December 31, 2024.

NOW, THEREFORE, BE IT RESOLVED that the Nicollet County Board of Commissioners appoints Shana Jackson as the Nicollet County Assessor with her term to start on April 30, 2022 and extend through December 31, 2024.

BE IT FURTHER RESOLVED said appointment shall be approved by the Commissioner of Revenue before it becomes effective.

Dated April 26, 2022

Marie Dranttel, Chair
Nicollet County Board of Commissioners

ATTEST:

Mandy Landkamer
County Administrator/Clerk to the Board

OATH OF OFFICE

State of Minnesota County of Nicollet

I, Shana Jackson, do solemnly swear that I will support the Constitution of the United States and of this state, and will faithfully discharge the duties of the office and trust which I now assume as Nicollet County Assessor, to the best of my judgment and ability. So help me God.

Shana Jackson

Subscribed and sworn to before me this ____ day of _____, 2022

Notary Public

My commission expires:

Nicollet County Board of Commissioners

Board Meeting Agenda Item



Agenda Item: Proclamation for May as National Mental Health Month	
Primary Originating Division/Dept.: Health and Human Services Contact: C. Sassenberg Title: HHS Director Amount of Time Requested: 10 minutes	Meeting Date: 04/26/2022 Item Type: Regular Agenda (Select One)
Presenter: Lori Hallgren Title: Clubhouse Member	Attachments: <input checked="" type="radio"/> Yes <input type="radio"/> No
County Strategy: Programs and Services - deliver value-added quality services (Select One)	
BACKGROUND/JUSTIFICATION: Mental health is essential to overall physical health and emotional well-being. There is a need to recognize that mental illness affects the lives of many of our citizens and residents of all ages and sectors. Annually, Nicollet County observes Mental Health month in May by offering information and educational activities to increase community awareness.	
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) Annually	
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 Proclamation for May as Mental Health Month	
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:



RESOLUTION
MAY IS MENTAL HEALTH MONTH



WHEREAS, mental health is essential to overall physical health and emotional well-being; and

WHEREAS, there is a need to recognize that mental illness affects the lives of many of our citizens and residents of all ages and sectors; and

WHEREAS, regardless of age, gender, race, ethnicity, religion or economic status, 1 in 5 adult experience mental illness, 17% of youth ages 6-17 years of age experience a mental health disorder, and 1 in 20 adults experience serious mental illness; and

WHEREAS, people who have mental illnesses can lead full and productive lives; and

WHEREAS, the average delay between symptom onset and treatment is 11 years; and

WHEREAS, an estimated 90% of those who die by suicide have experienced symptoms of a mental health condition and 46% of people who die by suicide have a diagnosed mental health condition; and

WHEREAS, suicide is the 10th leading cause of death in the United States; and

WHEREAS, stigma continues to be a significant barrier to people getting the help they need; and

WHEREAS, Nicollet County observes Mental Health month every May to raise awareness and understanding of the importance of mental health.

NOW THEREFORE, I, Marie Dranttel, as Chairperson of the Commissioners of the County of Nicollet, on behalf of the entire County and staff, do hereby proclaim May of 2022 as Mental Health Month. I also urge all citizens of Nicollet County, Minnesota to become involved to increase awareness and understanding of mental health, and the need for appropriate and accessible services for all people who experience mental illnesses.

Date: April 26, 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:

Transition of Clubhouse Responsibilities

Primary Originating Division/Dept.: Health and Human Services

Meeting Date: 04/26/2022

Contact: C. Sassenberg

Title: HHS Director

Item Type: Regular Agenda
(Select One)

Amount of Time Requested: 10 minutes

Presenter: C. Sassenberg

Title: HHS Director

Attachments: ☒ Yes ☐ No

County Strategy:
(Select One)

Programs and Services - deliver value-added quality services

BACKGROUND/JUSTIFICATION:

Clubhouses are designed to be safe, stigma-free locations for people who are experiencing mental illness to feel welcome and supported, socialize with friends, and receive increased access to resources. Nicollet County has been providing community clubhouse services since 1998. Our clubhouse currently has 68 active members who attend educational, recreational, and social activities. These services and our staff members providing them are largely funded by adult mental health and community support grants that were developed to meet goals related to de-institutionalization and reducing admissions to emergency rooms and psychiatric facilities. In March of 2022, our clubhouse moved to a County purchased building at 1301 Marshall Street in St. Peter. The new space offers increased accessibility and safety, a larger gathering space for a variety of monthly activities, natural light, and a large outdoor space for yard games, garden beds and socialization. The larger space also includes several offices for Nicollet County's Adult Mental Health team to offer increased support to members of the clubhouse. Clubhouse members voted to rename the program Lighthouse on Marshall, viewing the space as a source of hope. Historically, though staffed by Nicollet County employees, our clubhouse has operated as a non-profit entity, the Power Up Clubhouse. Following the move to County owned property, HHS staff and administration identified improvements to daily operations and services that would be possible if the clubhouse transitioned from its non-profit status to fully be part of our County's adult mental health services continuum. The Power Up Clubhouse Board formally voted in favor of such a transition, contingent upon the County Board's approval and the development of a consumer advisory committee. This transition would not disrupt the current grant funding nor change our current budget.

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:

Approval of the attached resolution to formally transition the responsibility for clubhouse services to Nicollet County.

FISCAL IMPACT: No fiscal impact
(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:



RESOLUTION AUTHORIZING COUNTY RESPONSIBILITY FOR VOLUNTARY CLUBHOUSE SERVICES



WHEREAS, the Nicollet County Board of Commissioners recognizes the need for appropriate and accessible services for all people who experience mental illness; and

WHEREAS, community-based services that respond to mental health needs by offering stigma-free access to services, socialization, support, and resources are preventive and reduce hospitalizations; and

WHEREAS, the Power Up Clubhouse has been operating in Nicollet County since 1998 and was established as a nonprofit entity; and

WHEREAS it is the mission of Nicollet County's Power Up Clubhouse services to enable adults with mental health needs to achieve and maintain their highest level of functioning and independence;

WHEREAS, Nicollet County staff provide all services at the Power Up Clubhouse using grant funding and are currently serving 68 consumers; and

WHEREAS, the cost of untreated and undertreated mental illnesses to American families and governments continues to grow; and

WHEREAS, the Nicollet County Board of Commissioners acknowledges the value of these community-based services as cost-effective and beneficial to consumers and the community; and

WHEREAS, transitioning the responsibilities of Nicollet County's existing clubhouse services from a non-profit entity to County management will allow for increased innovation and efficiency; and

WHEREAS, the Power Up Clubhouse Board of Directors supports and formally voted to approve a transition to County management contingent upon the County's decision.

NOW, THEREFORE, BE IT RESOLVED, that Nicollet County assumes responsibility as the fiscal agent and decision maker for services offered at its clubhouse as of July 1, 2022. Furthermore, Nicollet County supports the development of a clubhouse advisory committee so that consumers continue to have a voice in the services they receive.

Dated: April 26, 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: Disposition of Vaccine Refrigerator		
Primary Originating Division/Dept.: Health and Human Services Contact: C. Sassenberg Title: HHS Director Amount of Time Requested: 5 minutes Presenter: C. Sassenberg Title: HHS Director		Meeting Date: 04/26/2022 Item Type: Regular Agenda (Select One) Attachments: <input type="radio"/> Yes <input checked="" type="radio"/> No
County Strategy: Financial Security - prudent use of taxpayer resources (Select One)		
BACKGROUND/JUSTIFICATION: In 2021, the Nicollet County public health team was able to use COVID-19 funding to purchase a new vaccine refrigerator to support increased COVID-19 vaccination efforts. The previous vaccine refrigerator, which is five years old and in good condition, was placed in storage. The original unit, which was purchased with UCare grant dollars, is a laboratory refrigerator, built specifically to hold vaccines and medications with temperature control and monitoring capabilities. Because it is in good condition and storage space is tight, Health and Human Services is requesting to re-purpose the unit. UCare confirmed there are no restrictions to re-purposing the equipment purchased with grant funds. Open Door Health Center, a local provider that serves many Nicollet County residents, is open to receiving the vaccine refrigerator. They will benefit from the refrigerator's ability to continuously monitor temperatures, which is a program requirement for all vaccine providers.		
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 checked="" type="radio"/> Yes <input type="radio"/> No <input type="radio"/> N/A		
ACTION REQUESTED: Approval for donating/re-purposing the unused vaccine refrigerator to Open Door Health Center.		
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:

Nicollet County Board of Commissioners Board Meeting Agenda Item



Agenda Item: Nicollet County 2021 Year in Review Report		
Primary Originating Division/Dept.: Administration Contact: Mandy Landkamer Title: County Administrator Amount of Time Requested: 10 minutes	Meeting Date: 04/26/2022 Item Type: Regular Agenda (Select One)	
Presenter: Mandy Landkamer Title: County Administrator	Attachments: <input type="radio"/> Yes <input checked="" type="radio"/> No	
County Strategy: Collaborative Workplace - sustain the core values of our culture (Select One)		
BACKGROUND/JUSTIFICATION: Provide an overview of the "Nicollet County 2021 Year in Review" report.		
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: Informational Only		
FISCAL IMPACT: No fiscal impact (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:

Amendment to the 2022 Committee, Board Assignments, and Meetings that Qualify for a Per Diem Payment and Resolution

Primary Originating Division/Dept.: Administration

Meeting Date: 04/26/2022

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:
(Select One)

Programs and Services - deliver value-added quality services

BACKGROUND/JUSTIFICATION:

Consideration of the attached amended list of the 2022 Committee, Board Assignments and Meetings and the resolution to include Commissioner Haack as an elected official of Nicollet County.

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) 01/04/2022

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

ACTION REQUESTED:

Approve the amended 2022 Committee, Board Assignments, and Meetings and adoption of the resolution.

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:

**NICOLLET COUNTY
2022 COMMITTEE, BOARD ASSIGNMENTS
AND MEETINGS THAT QUALIFY
FOR A PER DIEM PAYMENT**

AMC DELEGATES (All AMC functions)

Jack Kolars
Terry Morrow
John Luepke
Marie Dranttel
David Haack
Kristy Larson
Mandy Landkamer
Seth Greenwood

AMC POLICY COMMITTEES

Environmental & Natural Resources
General Government
Health and Human Services
Public Safety
Transportation

Marie Dranttel
John Luepke
Terry Morrow
Open
Jack Kolars

AMERICAN RESCUE PLAN ACT

Marie Dranttel
Terry Morrow
Heather McCormick
Mandy Landkamer

**ADOLESCENT CHEMICAL WELLNESS
ADVOCATES COALITION**

Alternate

Terry Morrow
Open

**BOARD OF ADJUSTMENTS & APPEALS (Variances)
(Citizen appointees paid per diem and
serve a 3-year term)**

End of Term: (12/31/22)
End of Term: (12/31/23)
End of Term: (12/31/24)
End of Term: (12/31/24)
End of Term: (12/31/21)

Dave Hermanson
David Ubel
Justin Laven
Lloyd Hoffmann
Open

**BOARD OF APPEAL AND EQUALIZATION
(No per diem per statute)**

Marie Dranttel
Jack Kolars
John Luepke
Terry Morrow
David Haack
Jaci Kopet or Designee

BROADBAND COMMITTEE

Alternate

Terry Morrow
Marie Dranttel
Open

BROWN/NICOLLET COMMUNITY HEALTH BOARD

Marie Dranttel
Jack Kolars
John Luepke
Terry Morrow
David Haack

**BUDGET COMMITTEE
(Commissioners serve 2 consecutive years
on a rotating schedule)**

End of Term: (12/31/23)
End of Term: (12/31/22)

Jack Kolars
Marie Dranttel
Heather McCormick
Mandy Landkamer

BUILDING COMMITTEE

Jack Kolars
Terry Morrow
Mandy Landkamer
Cody Johnson
Kristy Larson
Dayle Moore

CANVASS BOARD
(No per diem per statue)

Terry Morrow
Jack Kolars

COUNTY BOARD
(Per Diem for special and emergency
meetings and Truth-in-Taxation meeting only)

Marie Dranttel
Jack Kolars
John Luepke
Terry Morrow
David Haack

COUNTY BOARD TRAININGS & EDUCATION
(safety training, leadership, county programs,
drainage, etc.)

Marie Dranttel
Jack Kolars
John Luepke
Terry Morrow
David Haack

COUNTY BOARD WORKSHOPS

Marie Dranttel
Jack Kolars
John Luepke
Terry Morrow
David Haack

CRIMINAL JUSTICE COMMITTEE

	Mandy Landkamer
	David Lange
	Joel Polzin
	Richard Molitor
	Judge Allison Krehbiel
	Judge Todd Westphal
Co-Chair	Michelle Zehnder Fischer
	Cassie Sassenberg
	John Luepke
	Jack Kolars
Co-Chair	Terry Morrow
	Marie Dranttel
	Open
	Kristy Larson
	Carol Weikle
N. Mankato Police	Ross Gullickson
St. Peter Attorney	James Brandt
St. Peter Police	Matt Grochow
State DOC	Sara Eischens
Gustavus College	Open
CADA	Jason Mack
Public Defender	Scott Cutchner

DRAINAGE AUTHORITY
(Per diem for meetings not in conjunction with
regular county board / informational meetings)

Marie Dranttel
Jack Kolars
John Luepke
Terry Morrow
David Haack

**DRAINAGE AUTHORITY COMMITTEE/
JOINT DRAINAGE BOARDS**

Marie Dranttel
John Luepke
Seth Greenwood
Nate Henry
Jaci Kopet
Michelle Zehnder Fischer
Terry Morrow
Alternate

EMS JOINT POWERS BOARD

Alternate **Jack Kolars**
Open

ENVISION 2040

Jack Kolars
Mandy Landkamer

**EXTENSION
(Citizen appointees paid per diem)**

John Luepke
Marie Dranttel
Jaci Kopet or Designee
Amy Pehrson
Brett Annexstad
Spencer Schott
Joyce Halvorson
Lyndsey Beranek
Rob Moline
Youth Rep. Mackenzie Moline

GREATER MANKATO DIVERSITY COUNCIL

Jack Kolars

**HEALTH INSURANCE PORTABILITY AND
ACCOUNTABILITY ACT (HIPAA)**

Kristy Larson
Cassie Sassenberg
Co. Atty's Office Designee
Dayle Moore

HIGHWAY 14 PARTNERSHIP COMMITTEE

Jack Kolars
John Luepke
Mandy Landkamer
Seth Greenwood
Alternate **Open**

HIGHWAY 169 COALITION

Terry Morrow
Seth Greenwood
Alternate Marie Dranttel

HISTORICAL PRESERVATION ORDINANCE

Tom Hagen
Mike McCarty
Ben Leonard

IMMTRACK (IMMUNIZATION TRACKING)

Alternate **Jack Kolars**
Open

INSURANCE COMMITTEE

Terry Morrow
Mandy Landkamer
Kristy Larson
Heather McCormick
Open

JOINT AIRPORT ZONING BOARD FOR LE SUEUR

Open
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)

Marie Dranttel
Jack Kolars
John Luepke
Terry Morrow
David Haack

LOCAL MENTAL HEALTH ADVISORY COUNCIL

Open

LOCAL WATER MANAGEMENT TASK FORCE

CITIZEN MEMBERS:

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

EX-OFFICIO MEMBERS:

Commissioner
Commissioner - Alternate

John Luepke
Marie Dranttel

LOWER MN RIVER WEST COMMITTEE - ONE

Alternate Marie Dranttel
John Luepke

MANKATO AREA PLANNING ORGANIZATION

Technical Committee Seth Greenwood
Mandy Landkamer
Policy Committee Jack Kolars

MANAGED RESOURCE CONNECTIONS, INC

*FKA Mankato Rehabilitation Center

Open

MINN. COUNTIES INTERGOVERNMENTAL TRUST

Delegate Heather McCormick
Alternate Terry Morrow
Alternate Mandy Landkamer

MN VALLEY ACTION COUNCIL

Jack Kolars

MINNESOTA TRANSPORTATION ALLIANCE

Marie Dranttel
Jack Kolars
John Luepke
Terry Morrow
David Haack
Seth Greenwood

NACO

Marie Dranttel
Jack Kolars
John Luepke
Terry Morrow
David Haack

**NICOLLET COUNTY COMMUNITY
CORRECTIONS ADVISORY BOARD (NCCCAB)**

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

**NICOLLET COUNTY/ST. PETER LIAISON
COMMITTEE**

Marie Dranttel
Terry Morrow
Mandy Landkamer
Alternate Jack Kolars

**NICOLLET COUNTY/NORTH MANKATO LIAISON
COMMITTEE**

Jack Kolars
John Luepke
Mandy Landkamer
Alternate Open

NICOLLET COUNTY TOWNSHIP ASSOCIATION

Marie Dranttel
Jack Kolars
John Luepke
Terry Morrow
David Haack

NOXIOUS WEED APPEALS COMMITTEE

Commissioner John Luepke
Fred Kienlen
Marvin Krohn
Alternate Ronald Giefer

PARK COMMITTEE

John Luepke
Mandy Landkamer
Open

PERSONNEL COMMITTEE

Marie Dranttel
Jack Kolars
Mandy Landkamer
Kristy Larson
Alternate John Luepke

PLANNING & ZONING ADVISORY COMMITTEE
(Citizen appointees paid per diem and
serve a 3-year term)

Commissioner Marie Dranttel
End of Term: (12/31/22) Justin Laven
End of Term: (12/31/22) Dave Hermanson
End of Term: (12/31/23) Dave Ubel
End of Term: (12/31/24) Lloyd Hoffmann
Open
Open
End of Term: Commissioner Alt. Terry Morrow

STATE RADIO BOARD FINANCE COMMITTEE

Open
Alternate Dave Lange

RECYCLING COMMITTEE

Terry Morrow
Alternate Marie Dranttel

REGION NINE DEVELOPMENT COMMISSION		Marie Dranttel
REGIONAL ECONOMIC DEVELOPMENT ALLIANCE (REDA/GREATER MANKATO GROWTH)		Mandy Landkamer Jack Kolars
RURAL MINNESOTA ENERGY BOARD	Alternate	John Luepke Jack Kolars
RUSH RIVER CLEAN WATER PARTNERSHIP		Marie Dranttel John Luepke
SAFETY & SECURITY COMMITTEE	Safety Coordinator	Cody Johnson Staff Members
ST. PETER FAMILY SERVICES COLLABORATIVE JOINT POWERS BOARD		Open
ST. PETER REGIONAL TREATMENT CENTER LIAISON COMMITTEE		Open
SHIP COMMITTEE	Alternate	Open John Luepke
SOIL & WATER CONSERVATION DISTRICT MEETING LIAISON		John Luepke
SOUTH CENTRAL MINNESOTA MULTI COUNTY HRA BOARD (Citizen appointee paid per diem)		David Anderson Open
SOUTH CENTRAL MINNESOTA REGIONAL EMERGENCY COMMUNICATIONS BOARD	Alternate	Open Jack Kolars
SOUTH CENTRAL TRANSIT BOARD	Alternate	Marie Dranttel John Luepke
SOUTH CENTRAL WORK FORCE COUNCIL	Alternate	Jack Kolars Open
SOUTHEAST MINNESOTA HOMELAND SECURITY/ EMERGENCY MANAGEMENT JOINT POWERS AGREEMENT		Justin Block Board Chair
SOUTHERN MINNESOTA TOURISM ASSOCIATION (Appointee eligible for per diem)		Jessica Becker - Historical Society
TRAVERSE DES SIOUX REGIONAL LIBRARY	Alternate	Open Jack Kolars
TREATMENT COURT		Terry Morrow
TRI-COUNTY SOLID WASTE JOINT POWERS		Marie Dranttel Terry Morrow
TRUE TRANSIT ADVISORY COMMITTEE	Alternate	Marie Dranttel John Luepke



RESOLUTION APPOINTING COMMISSIONER DAVID HAACK
TO THE 2022 COMMITTEE, BOARD ASSIGNMENTS, AND MEETINGS
THAT QUALIFY FOR A PER DIEM PAYMENT



WHEREAS, Nicollet County has established five (5) individual Commissioner Districts, and

WHEREAS, Commissioner Kemp passed away on September 29, 2021, creating a vacancy on the Nicollet County Board of Commissioners, on committees, and in various board assignments and meetings, and

WHEREAS, on January 4, 2022, the Nicollet County Board of Commissioners adopted the "2022 Committee, Board Assignments, and Meetings That Qualify for a Per Diem Payment" resolution that contained vacant positions as a result of the vacancy in the Third Commissioner District, and

WHEREAS, a special election was held on April 12, 2022, which resulted in David Haack being duly elected as the Commissioner of the Third District, and

WHEREAS, it is necessary to appoint Commissioner Haack to vacant committees and board assignments, and to further modify Commissioner appointments to some committees and boards that were previously adopted by Resolution of this Board on January 4, 2022.

NOW, THEREFORE BE IT 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 the 26th day of April, 2022

Marie Dranttel, Chair
Nicollet County Board of Commissioners

ATTEST:

Mandy Landkamer
County Administrator/Clerk to the Board



APRIL 12, 2022
OFFICIAL PROCEEDINGS OF THE
NICOLLET COUNTY DRAINAGE AUTHORITY

The Nicollet County Drainage Authority met in regular session on Tuesday, April 12, 2022, at 10:00 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 March 22, 2022 Drainage Authority minutes. Motion carried with all voting in favor.

Continued Public Hearing for CD48A Ditch Repairs

Chris Otterness, Project Engineer at Houston Engineering, provided an overview of the drainage issues occurring on CD48A and the recommended repair methods. He also described the equipment options that would be necessary to complete the work, as well as the cost estimates for each.

Commissioner Kolars asked what the length of the bog was, and Mr. Otterness responded that it was 1,400 feet in length. It is a semi-boggy area with cattails and floating bog material. He stated it may take two days with an excavator to remove the material. Also, since regrowth is a concern, an herbicide could be used which would slow the regrowth down. Mr. Otterness stated that with the weir being a little over half a foot higher in elevation than the channel, cleaning it out will make an immediate difference. Commissioner Morrow asked if the "cookie cutter" equipment is rare, and Mr. Otterness responded that there are not many in this area, but they are much more common down by Louisiana in the bayou area.

The public comment portion was opened next, and Gene Dorn approached the Board. He had concerns about the frost heaving the top of the culvert and asked if extra dirt could be put on top of the culvert to keep it more stable over time. He also mentioned that the major concerns are downstream, and he would like to see herbicide used after the work is completed to cut down on the regrowth. He mentioned that dynamite was used in the past to clear out the channel, but Mr. Otterness responded that the DNR would most likely not approve that type of work any longer.

Jerry Payne, another landowner on 48A, approached the Board to speak. He was in agreement that herbicide should be used after the project is completed so material doesn't grow back too quickly. He also provided some photographs he had taken of the culvert area on his land. There were no other comments, and the public testimony portion was closed at 10:47 a.m.

Director Kopet approached the Board with additional questions. She asked to clarify whether the culvert would be replaced or lowered. Mr. Otterness replied that it would be replaced. She then asked whether the replacement expense would lie with the County or the DNR. Mr. Otterness replied that it would be a conversation to have with the County Attorney, as the culvert crosses the drainage system. He also stated that the cost estimate he provided includes the replacement cost of the culvert. Commissioner Luepke asked the residents present at the meeting if they would like to move forward with the project, and most raised their hands in agreement.

Commissioner Morrow made a motion to recommend moving forward with the 48A repair project, including both repair options, and communicating with the DNR on the project details. Commissioner Luepke seconded the motion, and it was carried with all voting in favor.

Commissioner Morrow then motioned for Nicollet County to enter into a contract with Houston Engineering to continue working on the next steps of the 48A project. Commissioner Luepke seconded the motion, and the motion was approved with all voting in favor.

Adjourn

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

Chair Dranttel adjourned the meeting at 10:57 a.m.

MARIE DRANTTEL, CHAIR
BOARD OF COMMISSIONERS

ATTEST:

MANDY LANDKAMER,
CLERK TO THE BOARD

Nicollet County Drainage
Authority Meeting
Agenda Item



Agenda Item: Adopt Finding for CD48A Repair Project		
Primary Originating Division/Dept.: Public Services Contact: Jaci Kopet Title: PPSP Director Amount of Time Requested 5 minutes Presenter: Jaci Kopet Title: PPSP Director	Meeting Date: 04/26/2022 Item Type: Regular Agenda <small>(Select One)</small>	
Attachments: <input type="radio"/> Yes <input checked="" type="radio"/> No		
County Strategy: Programs and Services - deliver value-added quality services <small>(Select One)</small>		
BACKGROUND/JUSTIFICATION: Proposed finding will be presented at the April 26th Drainage Authority meeting for the repair to CD48A. A public hearing was held on March 22, 2022 and continued to April 12, 2022. At that hearing it was approved to have Houston Engineering to proceed with the repair and to obtain bids for both options of excavating the outlet.		
Supporting Documents: <input type="radio"/> Attached <input type="radio"/> In Signature Folder <input checked="" type="radio"/> None		
Prior Drainage Authority Action Taken on this Item: <input type="radio"/> Yes <input checked="" type="radio"/> No If yes, when? (provide year; mm/dd/yy if known)		
Approved by County Attorney's Office: <input type="radio"/> Yes <input type="radio"/> No <input checked="" type="radio"/> N/A		
ACTION REQUESTED: Adoption of the Findings		
FISCAL IMPACT: Other <small>(Select One)</small> If "Other", specify FTE IMPACT: No FTE change <small>(Select One)</small> If "Increase or "Decrease" specify: Related Financial/FTE Comments:	FUNDING Drainage Authority Dollars = Grant <small>(Select One)</small> Total	

**BEFORE THE NICOLLET COUNTY
DRAINAGE AUTHORITY FOR COUNTY DITCH NO. 48A**

**Findings of Fact and Order of the Drainage Authority
On the Final Regarding Repair Order
Nicollet County Ditch 48A,
Granby Township**

The Drainage Authority, having completed its deliberations, its examination of all files and records herein, its hearing of all interested persons, and its consideration of all reports, makes the following:

FINDINGS OF FACT

1. On September 22, 2020 the Nicollet County Board of Commissioners ordered the reestablishment of public drainage system records for Nicollet County Ditch No. 48A. During the process of reestablishing records, a field survey and inspection of the channel demonstrated that the effectiveness of the outlet for agricultural drainage has diminished from its as-constructed and subsequently improved condition (ACSIC) and needs maintenance work. Portions of the open channel ditch are partially filled with sediment, a downstream culvert is heaved and likely restricting flow, and water elevations in the ditch are above the downstream outlet elevation.
2. Nicollet County, in its role as Drainage Authority, contracted with Houston Engineering (HEI) to prepare a repair report for the open channel ditch. The purpose of this report was to provide a description and analysis of repair alternatives for County Ditch No. 48A, including hydrology and hydraulic analyses and a preliminary opinion of probable cost for the recommended repairs.
3. The engineer's report was filed with the Nicollet County Public Services Department on September 18, 2021. The engineer's report identified the need to repair the system by removing organic sediment and debris from the channel, repairing bank sloughing, and replacing a culvert located approximately at STA 13+76. The areas for repair are fully detailed and set forth in the Report of Chris Otterness, PE, Houston Engineering, Inc., dated September 16, 2021, at pages 2-3.
4. The County mailed written notice on March 1, 2022 to all affected landowners that the repair report and the repair recommendations were going to be considered by the Drainage Authority at a public hearing on March 22, 2022.
5. An initial hearing on the Engineer's Repair Report was held on March 22, 2022, in the Nicollet County Board Room at the Nicollet County Government Center. After discussion by the Drainage Authority, the Board continued the March 22 public hearing to April 12, 2022, at 10:00 a.m. to allow for additional landowner input on the proposed repairs.

6. During both hearings, Engineer Chris Otterness presented the Repair Report and explained his analysis and provided two options with preliminary costs estimates.
7. HEI recommended the County complete a repair of the County Ditch No. 48A open channel system to the ACSIC as fully detailed in pages 2-3 of the Repair Report to restore the function of the public drainage system to the condition as it was originally constructed. HEI concluded that the proposed repairs were necessary to meet current and future storm water management needs, and that the repairs were in the best interest of the property owners. HEI recommended repairs to balance the need to provide serviceable drainage and storm water management with the desire to minimize environmental impacts while implementing the best value alternative.
8. Comments were received at the public hearings and addressed by the Drainage Authority.
 - a. Jerry Payne, 42768 Fort Road, St Peter MN, was concerned about the weir holding too much water. After listening to the presentation, he understood that the weir would not be an area where work would be done. He did not believe dredging material from the upper areas of the channel would accomplish much if nothing was done with the weir.
 - b. Gene Dorn, 42113 451st Ave, Nicollet MN 56082, noted that the culvert identified in the repair report needed to have additional dirt cover to account for heaving due to frost. He further expressed concerns that the rushes would grow back after they were cleared. Mr. Dorn did believe the repairs were necessary.
9. The engineer estimated the cost of the repairs to be \$107,626 for the floating excavator option and \$135,372 for the “cookie cutter” option. The engineer recommended that the Board approve the repair, but that it not specify the method of repair to be used (specifically the “cookie-cutter” or the floating excavator method). This would enable consideration of the most effective and cost-efficient method to complete the repairs during the bidding and selection process.
10. The drainage authority finds, consistent with the engineer’s report, the public comments received at the public hearings on the engineer’s report, and the entire record of proceedings, that County Ditch No. 48A is in need of repair; that the condition of the channel on County Ditch No. 48A impedes the flow of water and reduces the hydraulic efficiency of the drainage system below that established by the original construction and/or subsequent improvement of the drainage system, and that the repairs would achieve the outcomes desired by the landowners.

Based on the foregoing Findings and the entire record of proceedings before the Board, the Board, acting as the drainage authority for Nicollet County Ditch 48A, hereby orders as follows:

ORDER

1. That the repair report for County Ditch No. 48A in the locations specified in these findings and as recommended in the engineer’s report is approved consistent with the engineer’s recommendations.
2. The Nicollet Property & Public Services Director, the Board Chair, and Houston Engineering shall proceed with all necessary procedures to commence the repairs set forth in the Engineer’s

Report and to further seek the necessary quotes for the repairs consistent with the procedures required by Minn. Stat. ch. 103E and under Minnesota law.

3. Upon receipt of quotes for the repairs, the matter shall return to the Drainage Authority for consideration of the quotes received.
4. The cost of the repair shall be paid from the funds in the maintenance account for County Ditch No. 48A and/or by assessments made to the properties benefited by the drainage system in the drainage system records.

After discussion, the Board Chair called the question. The question was on the adoption of the foregoing Findings of Fact and Order. Motion passed with all voting in favor.

Dated: April 26, 2022

Marie Dranttel
Chairperson of Drainage Authority