



DECEMBER 13, 2022
OFFICIAL PROCEEDINGS OF THE
BOARD OF COUNTY COMMISSIONERS

The Nicollet County Board of Commissioners met in regular session on Tuesday, December 13, 2022, at 9:00 a.m. Commissioners Marie Dranttel, Jack Kolars, Terry Morrow, John Luepke, and David Haack 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 Haack and seconded by Commissioner Kolars to approve the agenda. Motion carried with all voting in favor.

Consent Agenda

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

1. November 22, 2022 Board Meeting Minutes;
2. December 1, 2022 Budget and Tax Levy Minutes;
3. End of Probations for:
 - Thomas Mueller, Child Protection Social Worker, effective December 1, 2022;
4. Welfare Fraud Cooperative Agreement for the period 01/01/2023 – 12/31/2024
5. Acknowledgement of the Auditor's Warrants and approval of the Commissioner Warrants as presented for the following amounts:
 - a. General Revenue Fund - \$168,841.90;
 - b. Road & Bridge Fund - \$45,079.12;
 - c. Human Services Fund - \$230,129.25

Motion carried with all voting in favor.

Public Appearances:

There were no public appearances.

Property and Public Services

November 21, 2022 Planning and Zoning Advisory Commission Meeting

Property Services Manager Loria Rebuffoni came before the Board to request consideration of the following conditional use permit requests and findings of fact from the November 21, 2022 Planning & Zoning Advisory Commission Meeting:

1.)

BENCO Electric Cooperative/ Frost-Benco-Wells Electric	PLN22-18	Conditional use permit for the expansion of an electrical substation
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Motion by Commissioner Haack and seconded by Commissioner Kolars to accept the Planning & Zoning Advisory Commission's November 21, 2022 report, recommendations, and findings as submitted therein. Motion passed with all voting in favor.

AgBMP LowInterest Loan Project – Septic Lien

Property Services Manager Loria Rebuffoni requested approval to attach special assessments to multiple parcels that have utilized the AgBMP loan program for septic activities:

PARCEL #	ACTUAL COST	LIEN DATE	REPAYMENT TERM	INTEREST RATE
02.010.0400	\$18,000.00	07/19/2022	10 years	3%
01.010.0300	\$17,853.00	10/11/2022	10 years	3%
06.109.0500	\$10,800.00	10/17/2022	10 years	3%
06.108.1400	\$18,906.00	10/20/2022	10 years	3%
10.303.0610	\$9,375.00	10/27/2022	10 years	3%
10.133.0300	\$20,999.00	11/21/2022	10 years	3%

Motion by Commissioner Kolars and seconded by Commissioner Morrow to approve the resolution authorizing the placement of liens on the above listed parcels. Motion carried with all voting in favor.

Human Resources

Remote Work and Telecommuting Program Policy

Director Larson provided an overview of the finalized Remote Work and Telecommuting Program policy. Remote work and telecommuting options will be available to staff on a case-by-case basis only when it would have either neutral or positive effects on customer service.

Motion by Commissioner Morrow and seconded by Commissioner Haack to approve the Remote Work and Telecommuting Policy. Motion carried with all voting in favor.

Finance

Resolution for Committing Funds for Health Insurance

Finance Director McCormick came before the Board to provide information regarding health insurance fund reserves. When Nicollet County entered into a joint powers agreement with SCSC, the current rates were to be kept in place for the next three years. The savings throughout the three years would be placed in a reserve savings to cover future cost increases.

Motion by Commissioner Morrow and seconded by Commissioner Kolars to approve the resolution to commit funds on the 2022 Nicollet County Financial Statement, to be spent on future health insurance options. Motion carried with all voting in favor on a roll call vote.

Public Works

Consider Final Payment for Project CP 15-22

Public Works Director Greenwood came before the Board to request the final payment to the contractor, PciRoads, LLC, for their work on the CSAH 15 FEMA culvert repairs. Since the project was completed in such a short time period, there was only one payment needed.

Motion by Commissioner Morrow and seconded by Commissioner Dranttel to accept project CP 15-22 as complete and approve the final payment of \$138,510.00 to PciRoads, LLC. Motion carried with all voting in favor.

Administration

2023 Levy Resolution

Motion by Commissioner Haack and seconded by Commissioner Kolars to approve the resolution setting the 2023 Nicollet County Levy at \$25,518,834.00, which is an increase of 5.2% from the previous year. Motion carried with all voting in favor on a roll call vote.

2023 Budget Resolution

Motion by Commissioner Morrow and seconded by Commissioner Kolars to approve the resolution setting the 2023 Nicollet County Budget at \$50,627,929.00. Motion carried with all voting in favor on a roll call vote.

2023 Elected Officials Compensation and Per Diem Resolution

Motion by Commissioner Haack and seconded by Commissioner Kolars to approve the resolution identifying a 2.5% wage increase for the County Commissioners, salaries for the Sheriff and County Attorney, and setting the per diem rate of \$70/day. Motion carried with all voting in favor on a roll call vote.

Audit Assessment of Information Technology Systems Agreement

County Administrator Landkamer came before the Board to ask for approval of the Audit Assessment of IT Systems Agreement between Nicollet County and Marco Technologies. The agreement will allow Marco to conduct an independent assessment of the County's technology operations.

Motion by Commissioner Morrow and seconded by Commissioner Kolars to approve the Audit Assessment Agreement between Nicollet County and Marco Technologies. Motion carried with all voting in favor.

At 9:40, Chair Dranttel motioned for a recess. The meeting reconvened at 10:00 for the 2023 Fee Schedule Public Hearing.

2023 Fee Schedule Public Hearing and Resolution

County Administrator Landkamer came before the Board to provide an overview of the proposed changes to the Fee Schedule. No comments were made during the public comment portion, and the Public Hearing was closed.

Motion by Commissioner Haack and seconded by Commissioner Morrow to approve the proposed Fee Schedule changes and resolution for an implementation date of January 1, 2023. Motion carried unanimously on a roll call vote.

County Attorney

Attorney Zehnder Fischer shared that it's been a busy time, with end of the year projects wrapping up. She had the opportunity to participate in an enjoyable Lighthouse event and spoke to the Boy Scouts last evening about their constitutional obligations as citizens. She also shared that she was named President of the MN Attorney's Association and is looking forward to serving in that capacity in 2023.

Chair's Report

- Budget and Tax Levy Meeting
- Personnel Committee
- 1W1P
- Ditch Meetings

Commissioner Committee Reports

The Commissioners reported on various meetings and activities, including:

Commissioner David Haack

- Budget and Tax Levy Meeting

- MRCI
- HRA Board Meeting

Commissioner John Luepke

- NA

Commissioner Terry Morrow

- Budget and Tax Levy Meeting
- Nicollet County Township Meetings
- Ditch Meetings

Commissioner Jack Kolars

- Immtrack Meeting
- AMC Transportation Meeting
- Budget & Tax Levy Meeting
- CHS Personnel Committee
- AMC Annual Meeting
- Union Negotiations/Personnel Committee
- Connecting Nicollet County (CNC)
- County Board

Approve Per Diems and Expenses

Motion by Commissioner Kolars and seconded by Commissioner Morrow 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 Haack and seconded by Commissioner Luepke to adjourn the meeting. Motion carried with all voting in favor. The meeting adjourned at 10:07 a.m.



MARIE DRANTTEL, CHAIR
BOARD OF COMMISSIONERS

ATTEST:



MANDY LANDKAMER, CLERK TO THE BOARD