



DECEMBER 12, 2023
OFFICIAL PROCEEDINGS OF THE
BOARD OF COUNTY COMMISSIONERS

The Nicollet County Board of Commissioners met in regular session on Tuesday, December 12, 2023, at 9:00 a.m. Present at the meeting were Commissioners Kolars, Dranttel, Morrow, Dehen, and Zins. Also present were County Administrator Mandy Landkamer, County Attorney Michelle Zehnder Fischer, and Recording Secretary Sarah Frahm.

Approval of Agenda

Motion by Commissioner Dehen and seconded by Commissioner Zins to approve the agenda. Motion carried with all voting in favor.

Consent Agenda

Motion by Commissioner Dehen and seconded by Commissioner Dranttel to approve the consent agenda items as follows:

1. November 28, 2023 Board Minutes
2. December 7, 2023 Budget and Tax Levy Minutes
3. Consider Out of State Travel: ATTSA Conference
4. Legal Services Contracts January 1, 2024 – December 31, 2024
5. Nicollet County Trails Association Agreement and State Contract
6. Off-Highway Vehicle Grant and Snowmobile Safety Enforcement Grant
7. 2024-25 State of Minnesota- County Child Support Program Interagency Cooperative Agreement
8. Acknowledgment of the Auditor's Warrants and approval of the Commissioner Warrants as presented for the following amounts:
 - a. General Revenue Fund - \$403,304.31;
 - b. Road & Bridge Fund - \$213,154.24;
 - c. Human Services Fund - \$201,069.18

Motion carried with all voting in favor on a roll call vote.

Public Appearances:

There were no public appearances.

Health and Human Services

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

Director Sassenberg came before the Board to proclaim Wednesday, December 13, 2023 as County, City, Tribal and State Health and Human Services Worker Day. The proclamation thanks the dedicated HHS workers for their efforts in protecting the vulnerable and providing outstanding services to the people of Nicollet County.

Motion by Commissioner Dehen and seconded by Commissioner Zins to approve the proclamation. Motion carried with all voting in favor.

Veterans Services Van – Request to Sell

Director Sassenberg shared information about the 2006 Ford full-size van used in the Veterans Services Office for transportation to and from the Minneapolis VA Medical Center. Because the average trip transports between one to three veterans, the minivan currently utilized for these trips is sufficient, cost-effective, and preferred by volunteer drivers. Director Sassenberg is seeking permission to sell the van on a government auction site. Any funds received will go into the restricted fund balance for future vehicles for the Veterans Services Office.

Motion by Commissioner Dranttel and seconded by Commissioner Dehen to authorize the sale of the Veterans Services full-size van. The motion carried with all voting in favor on a roll call vote.

County Priorities for Housing Developments and Exceptions to the Foster Care/Community Residential Setting Moratorium

Director Sassenberg shared background information on Minnesota's moratorium on corporate foster care and community residential setting development that began in 2009. In 2021, following an increase in new development, the County implemented a multidisciplinary Housing Committee to assist with developing programs and priorities to meet the needs of Nicollet County residents.

Motion by Commissioner Morrow and seconded by Commissioner Dranttel to approve the County's Identified Housing Priorities and Procedures for the Management of Corporate Foster Care and Community Residential Setting Developments. The motion carried with all voting in favor on a roll call vote.

Property Services

AgBMP Low-Interest Loan Project – Septic Lien

Director Kopet brought forward a resolution for four parcels that utilized the AgBMP low-interest loan program.

Motion by Commissioner Zins and seconded by Commissioner Dehen to approve the AgBMP low-interest loans for 2023. The motion carried with all voting in favor on a roll call vote with 4-0. Commissioner Morrow was unavailable for the vote.

Administration

2024 Elected Officials Compensation and Per Diem Resolution

Administrator Landkamer brought forward a Resolution stating a 3% wage increase for the County Commissioners, salaries for the Sheriff and County Attorney, and setting the per diem rate of \$70 per day.

Motion by Commissioner Dehen and seconded by Commissioner Dranttel to approve the 2024 Elected Officials Compensation and Per Diem Resolution as presented. Motion passed 4-1 on a roll call vote, with Commissioner Zins voting no.

2024 Levy Resolution

Administrator Landkamer presented information on the proposed 2024 Nicollet County Levy. A public meeting was held on December 7, 2023 to receive comments from members of the public on the proposed 2024 Budget and Tax Levy.

Motion by Commissioner Morrow and seconded by Commissioner Dehen to approve the resolution setting the 2024 Nicollet County Levy at \$26,410,973, which is an increase of 3.5% from the previous year. Motion carried with all voting in favor on a roll call vote.

2024 Budget Resolution

Motion by Commissioner Morrow and seconded by Commissioner Dehen to approve the resolution setting the 2024 Nicollet County Budget at \$56,929,105. Motion carried with all voting in favor on a roll call vote.

County Attorney Update:

Attorney Zehnder Fischer discussed the recent outreach in local schools regarding truancy, as rates have been steadily increasing since the beginning of the school year. Brochures were distributed and placed in lobbies of area schools with information about services available to students and common barriers that exist regarding school attendance. The Attorney's office has been involved in ongoing truancy discussions, with schools looking into interventions through the Attorney's office as additional tools to address attendance issues. In the year 2022, the Attorneys Office sent out 82 letters to parents whose children were struggling with truancy issues. From January-November of this year, 216 letters have been sent out. These numbers reflect the effort being made to address the lingering impact of Covid-19 on increased absenteeism in schools.

Chair's Report

- County Board
- Special Board Workshop
- Employee Recognition Reception
- AMC Transportation Meeting
- AMC Annual Meeting
- 2024 Budget and Tax Levy Meeting
- Personnel Committee

Commissioner Committee Reports:

Commissioner Terry Morrow

- County Board
- Special Board Workshop
- Employee Recognition Reception
- AMC District 7 meeting
- HRA Training
- 2024 Budget and Tax Levy Meeting

Commissioner Marie Dranttel

- County Board
- Special Board Workshop
- Employee Recognition Reception

- Ditch Meeting- Gaylord
- 2024 Budget and Tax Levy Meeting
- Personnel Committee

Commissioner Mark Dehen

- County Board
- Special Board Workshop
- Employee Recognition Reception
- Performance Measurement Committee Meeting
- SCHSAC Annual Meeting
- 2024 Budget and Tax Levy Meeting
- Hwy 22 Open House
- MRCI Board Meeting
- Young Professionals Annual Meeting

Commissioner Kurt Zins

- County Board
- Special Board Workshop
- Employee Recognition Reception
- 2024 Budget and Tax Levy Meeting

Approve Per Diems and Expenses

Motion by Commissioner Dehen and seconded by Commissioner Dranttel 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.

Chair Kolars recessed the meeting at 9:37 a.m. It was called back to order at 10:00 a.m.

Administration

2024 Fee Schedule Public Hearing and Resolution

Each year, Department Heads review the existing fee schedule and recommend changes as needed. Administrator Landkamer provided details on the fee schedule updates. No comments were made during the public comment portion, and the public hearing was closed.

Motion by Commissioner Dehen and seconded by Commissioner Zins to approve the 2024 Nicollet County Fee Schedule and Resolution as presented. Motion carried 5-0 on a roll call vote.

Finance

Public Hearing for the 2024-2028 Capital Improvement Plan, Resolution and Adoption

Director McCormick provided information on the 2024-2028 Capital Improvement Plan (CIP). The Plan identifies estimated capital expenditures and funding sources for a five-year period. Additionally, having a CIP allows the County Board, Administration, and Department

Heads to make informed financial decisions on the County's capital improvement needs. Chair Kolars opened the meeting to public comment. No comments were received during the public comment portion and the public hearing was closed.

Motion by Commissioner Dehen and seconded by Commissioner Morrow to approve the adoption of the five-year Nicollet County Capital Improvement Plan and attached Resolution. Motion carried with all voting in favor on a roll call vote.

Adjourn

Chair Kolars adjourned the meeting at 10:25 a.m.



JACK KOLARS, CHAIR
BOARD OF COMMISSIONERS

ATTEST:



MANDY LANDKAMER,
CLERK TO THE BOARD