

Board of Commissioners Agenda

August 13, 2024

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

Commissioners: Terry Morrow - Board Chair; Marie Dranttel - Vice Chair; Jack Kolars; Mark Dehen; Kurt Zins

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

1. Pledge of Allegiance
2. Silence Your Cell Phones
3. Approval of Agenda
4. Approval of Consent Agenda:
 - a. [July 23, 2024 Board Minutes](#)
 - b. [End of Probations](#)
 - c. Approval of Bills
5. Public Appearances

- 9:05 a.m.** 6. Finance
 - a. [Petty Cash Increase for Public Services Department](#)

- 9:10 a.m.** 7. County Attorney Update
8. Chair's Report
9. Commissioner Committee Reports, Meetings & Conferences
10. Approve Per Diems and Expenses
11. Adjourn Board of Commissioners Meeting

9:15 a.m. Call Drainage Authority Meeting to Order: Chair

1. Approval of Agenda
2. Approval of Consent Agenda
 - a. [July 23, 2024 Drainage Authority Minutes](#)
 - b. [Consider Ditch Repair Reports 24-017 through 24-023](#)
3. Public Appearances

- 9:20 a.m.** 4. Adjourn Drainage Authority Meeting

Mission Statement

Providing efficient services with innovation and accountability.

Vision Statement

Setting the standard for providing superior and efficient county government services through leadership, accountability and innovation to a growing and diverse society.

Core Values

Leadership. Integrity.
Accountability.
Efficiency. Innovation.

Board of Commissioners Agenda

August 13, 2024

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

Commissioners: Terry Morrow - Board Chair; Marie Dranttel - Vice Chair; Jack Kolars; Mark Dehen; Kurt Zins

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

Date	Time	Meeting	Location
Aug 13	9:00 a.m.	County Board of Commissioners Meeting	Gov. Center Board Room – St. Peter
Aug 13	*following Board adjournment	Drainage Authority Meeting	Gov. Center Board Room – St. Peter
Aug 20	8:15 am	Individual Dept. Head Meeting and Performance Evaluation with Administrator	Gov. Center Board Room
Aug 20	9:30 am	Board Workshop	Gov. Center Board Room
Aug 20	11:30-1:30 pm	Employee Appreciation Picnic	Health and Human Services Garage – St Peter
Aug 27	9:00 a.m.	County Board of Commissioners Meeting	Gov. Center Board Room – St. Peter
Aug 27	*following Board adjournment	Drainage Authority Meeting	Gov. Center Board Room – St. Peter
Aug 29	8:30-12:00 pm	Budget Workshop #1	Gov. Center Board Room

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July 23, 2024
OFFICIAL PROCEEDINGS OF THE
BOARD OF COUNTY COMMISSIONERS

The Nicollet County Board of Commissioners met in regular session on Tuesday, July 23, 2024, at 9:00 a.m. Present at the meeting were Commissioners Morrow, Dranttel, Kolars, Zins, and Dehen. Also present were County Administrator Mandy Landkamer and County Attorney Michelle Zehnder Fischer.

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:

1. July 9, 2024 Board Meeting Minutes
2. Church of St. George Exempt Gambling Permit
3. Approval of Bills
4. Acknowledgement of the Auditor's Warrants and approval of the Commissioner Warrants as presented for the following amounts:
 - a. General Revenue Fund - \$227,242.00
 - b. Road & Bridge Fund - \$39,549.96
 - c. Human Services Fund - \$323,255.73

Motion by Commissioner Kolars and seconded by Commissioner Dehen to approve the above consent agenda items. Motion carried with all voting in favor.

Public Appearances:

There were no public appearances.

Health and Human Services:

Statewide Affordable Housing Aid: Budget Proposal

Director Sassenberg appeared before the Board to request consideration of the proposed budget and funding priorities that are required as per the Local Housing Trust Fund Ordinance. The Ordinance was adopted in May of 2024 for the purpose of developing and preserving affordable housing and to assist those experiencing homelessness.

Motion by Commissioner Kolars and seconded by Commissioner Zins to approve the budget and funding priorities as submitted. Motion carried with all voting in favor.

Finance:
2024 Quarter 2 Donations

Director McCormick appeared before the Board to request approval of the following Quarter Two 2024 donations:

<u>FROM WHOM</u>	<u>AMOUNT</u>	<u>PURPOSE</u>
Karl and Emily Jensen	\$500.00	Lawnmower (estimated value) For Community Corrections STS Work Crew
So Central Beyond the Yellow Ribbon Chapter	\$2,000.00	1/2 Hy-Vee and 1/2 Kwik Trip Gift Cards
Mankato Elks Lodge	<u>\$500.00</u>	1/2 Hy-Vee and 1/2 Kwik Trip Gift Cards
	\$2,500.00	To be distributed to Nicollet County Veterans
Various Donations	\$920.00	Van Services
Joyce Cornelius	<u>\$400.00</u>	VSO Donation in memory of Frank Cornelius
	\$1,320.00	
Mayo	\$250.00	Project Community Connect
UCare	\$500.00	Project Community Connect
Pioneer Bank	\$500.00	Project Community Connect
BCBS of MN	<u>\$1,000.00</u>	Project Community Connect
	\$2,250.00	
Various Donations	\$465.00	Loan Closet
Total	<u>\$7,035.00</u>	

Motion by Commissioner Kolars and seconded by Commissioner Zins to approve the Resolution for the Acceptance of Donations as presented. Motion carried with all voting in favor on a roll call vote.

Property Services:
PUBLIC HEARING: Amendment to the Official Zoning Map

Zoning Specialist Crawford appeared before the Board to open the Public Hearing scheduled for July 23, 2024 at 9:15 a.m. to amend the Official Zoning Map. As a result of a lack of a quorum at the July 15, 2024 Planning and Zoning Advisory Commission meeting. Zoning Specialist Crawford requested the Public Hearing be continued until August 27, 2024, at 9:15 a.m.

Motion by Commissioner Zins and seconded by Commissioner Dehen to continue the Public Hearing until August 27, 2024 at 9:15 a.m. Motion carried with all voting in favor.

County Attorney:***Minnesota Property Tax Forfeiture Class Action Settlement***

County Attorney Zehnder Fischer and Property and Public Services Director Kopet appeared before the Board to provide information related to recent tax forfeiture court cases. As a result, settlement discussions have taken place, including an allocation by the Minnesota Legislation to pay for the settlement claims. The County must determine whether to opt-in or opt-out of the settlement.

Motion by Commissioner Dehen and seconded by Commissioner Dranttel to approve the County's opt-in to the tax forfeiture class action settlement. Motion carried with all voting in favor.

Motion by Commissioner Dranttel and seconded by Commissioner Kolars to authorize Property and Public Services Director Kopet to sign the Attestation that she engaged in a good faith effort search of all forfeited property and that she provided accurate and complete data regarding the same. Motion carried with all voting in favor.

County Attorney Update:

Attorney Zehnder Fischer shared that her office continues to see increased filings in several adult and juvenile areas based on the first half of 2024 activities. Many of the cases are related to chemical use and mental health concerns.

Chair's Report:

- Personnel Committee
- County Board Workshop
- HRA

Commissioner Committee Reports

The Commissioners reported on various meetings and activities, including:

Commissioner Mark Dehen

- LAC Mental Health
- Celebration of Ag event
- GMG
- County Board Workshop

Commissioner Marie Dranttel

- County Board Workshop
- Individual Department Head

Commissioner Jack Kolars

- Diversity Council
- Personnel Committee
- County Board Workshop

Commissioner Kurt Zins

- SWCD
- Planning and Zoning/Board of Adjustment and Appeals
- Individual Department Head
- Rural MN Energy Board

Approve Per Diems and Expenses:

Motion by Commissioner Dehen and seconded by Commissioner Zins 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 on a 4-0 vote. Commissioner Kolars abstained.

Adjourn:

The meeting adjourned at 9:30 a.m.

TERRY MORROW, CHAIR
BOARD OF COMMISSIONERS

ATTEST:

MANDY LANDKAMER,
CLERK TO THE BOARD

Nicollet County Board of Commissioners Board Meeting Agenda Item



Agenda Item: End of Probations		
Primary Originating Division/Dept.: Human Resources Contact: Kristy Larson Title: HR Director Amount of Time Requested minutes Presenter: Kristy Larson Title: HR Director	Meeting Date: 08/13/2024 Item Type: (Select One) Consent Agenda	
Attachments: ☐ Yes ☒ No		
County Strategy: Facilities and Space - preserve, maintain and build our assets (Select One)		
BACKGROUND/JUSTIFICATION: Property and Public Services Property and Public Services Director Jaci Kopet has requested the end of probation for Michael (Garet) Madison, Property Description/GIS Technician, effective August 28, 2024. Public Works Public Works Director Seth Greenwood has requested the end of probation for Mitchell Martins, Mechanic/Heavy Equipment Operator, effective July 31, 2024.		
+		
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: Grant end of probationary status		
FISCAL IMPACT: Other (Select One) If "Other", specify FTE IMPACT: No FTE change (Select One) If "Increase or "Decrease" specify: Related Financial/FTE Comments:	FUNDING County Dollars = Grant (Select One) Total	

Nicollet County Board of Commissioners

Board Meeting Agenda Item



Agenda Item: Petty Cash Increase for Public Services Department	
Primary Originating Division/Dept.: Finance Contact: Heather McCormick Title: Finance Director Amount of Time Requested: 5 minutes Presenter: Heather McCormick Title: Finance Director	Meeting Date: 08/13/2024 Item Type: (Select One) Regular Agenda Attachments: ☒ Yes ☐ No
County Strategy: (Select One) Programs and Services - deliver value-added quality services	
BACKGROUND/JUSTIFICATION: The Nicollet County Public Services Department has a need for additional Petty Cash for five additional service counters due to the recent PPSD remodel and service delivery changes. Following MN Statute 375.45, the county board shall establish funds in the county offices and departments as it deems necessary for the purpose of making change only. The change funds shall be established by making an appropriation for them from the proper fund in whatever amounts the county board shall determine. The officer receiving a change fund shall be its custodian and responsible for its safekeeping and use. The change fund shall not be used to make payments of expenses provided for in section 375.16. Resolution provided for approval of \$1,000 Petty Cash; 5 cash drawers of \$200 each, appropriated from the General Fund.	
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 Resolution	
FISCAL IMPACT: Other (Select One) If "Other", specify: Petty Cash	FUNDING County Dollars = \$1,000 Other (Select One) Total: \$1,000
FTE IMPACT: No FTE change (Select One) If "Increase or "Decrease," specify: Related Financial/FTE Comments:	



RESOLUTION APPROVING THE
INCREASE OF PETTY CASH



WHEREAS, MN Statute 375.45 states the county board shall establish funds in the county offices and departments as it deems necessary for the purpose of making change only. The change funds shall be established by making an appropriation for them from the proper fund in whatever amounts the county board shall determine. The officer receiving a change fund shall be its custodian and responsible for its safekeeping and use. The change fund shall not be used to make payments of expenses provided for in section 375.16; and

WHEREAS, the Nicollet County Public Services Department has a need for additional Petty Cash for five additional cash drawers.

THEREFORE BE IT RESOLVED, that the Nicollet County Board of Commissioners approve the additional Petty Cash of \$1,000; 5 cash drawers of \$200 each, appropriated from the General Fund.

Dated this 13th day of August, 2024.

Terry Morrow, Chair
Nicollet County Board of Commissioners

ATTEST:

Mandy Landkamer
Clerk to the Board



July 23, 2024
OFFICIAL PROCEEDINGS OF THE
NICOLLET COUNTY DRAINAGE AUTHORITY

The Nicollet County Drainage Authority met in regular session on Tuesday, July 23, 2024, following the adjournment of the regular Board of Commissioners meeting. Present at the meeting were Commissioners Morrow, Dranttel, Kolars, Zins, and Dehen. Also present were County Administrator Mandy Landkamer and County Attorney Zehnder Fischer.

Approval of Agenda:

Motion by Commissioner Dehen and seconded by Commissioner Dranttel to approve the agenda. Carried unanimously.

Consent Agenda:

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

- a. July 9, 2024 Drainage Authority Minutes
- Carried unanimously.

Public Appearances:

Lynn Fluegge appeared before the Drainage Authority with concerns related to CD86A.

Public Services:

Consider Findings for Approved Redeterminations for Various Ditches – CD9A, CD23A, CD27A, CD30A, CD32A. CD32A Lateral 1, CD40A, CD87, and CD88

Property and Public Services Director Kopet provided opening remarks in regards to the Findings for Approved Redeterminations for CD9A, CD23A, CD27A, CD30A, CD32A, CD32A Lateral 1, CD40A, CD87, and CD88.

CD9A

Motion by Commissioner Dranttel and seconded by Commissioner Kolars to approve the Findings of Fact and Order for CD9A as presented. Motion carried with all voting in favor.

CD23A

Motion by Commissioner Zins and seconded by Commissioner Dehen to approve the Findings of Fact and Order for CD23A as presented. Motion carried with all voting in favor.



July 23, 2024
OFFICIAL PROCEEDINGS OF THE
NICOLLET COUNTY DRAINAGE AUTHORITY

CD27A

Motion by Commissioner Kolars and seconded by Commissioner Dranttel to approve the Findings of Fact and Order for CD27A as presented. Motion carried with all voting in favor.

CD30A

Motion by Commissioner Dranttel and seconded by Commissioner Dehen to approve the Findings of Fact and Order for CD30A as presented. Motion carried with all voting in favor.

CD32A

Motion by Commissioner Kolars and seconded by Commissioner Zins to approve the Findings of Fact and Order for CD32A as presented. Motion carried with all voting in favor.

CD32A Lateral 1

Motion by Commissioner Dehen and seconded by Commissioner Zins to approve the Findings of Fact and Order for CD32A Lateral 1 as presented. Motion carried with all voting in favor.

CD40A

Motion by Commissioner Kolars and seconded by Commissioner Dranttel to approve the Findings of Fact and Order for CD40A as presented. Motion carried with all voting in favor.

CD87

Motion by Commissioner Dehen and seconded by Commissioner Zins to approve the Findings of Fact and Order for CD87 as presented. Motion carried with all voting in favor.

CD88

Motion by Commissioner Dranttel and seconded by Commissioner Kolars to approve the Findings of Fact and Order for CD88 as presented. Motion carried with all voting in favor.



July 23, 2024
OFFICIAL PROCEEDINGS OF THE
NICOLLET COUNTY DRAINAGE AUTHORITY

Adjourn:

The meeting was adjourned at 9:44 a.m.

TERRY MORROW, CHAIR
BOARD OF COMMISSIONERS

ATTEST:

MANDY LANDKAMER,
CLERK TO THE BOARD

Nicollet County Drainage Authority
Meeting Agenda Item

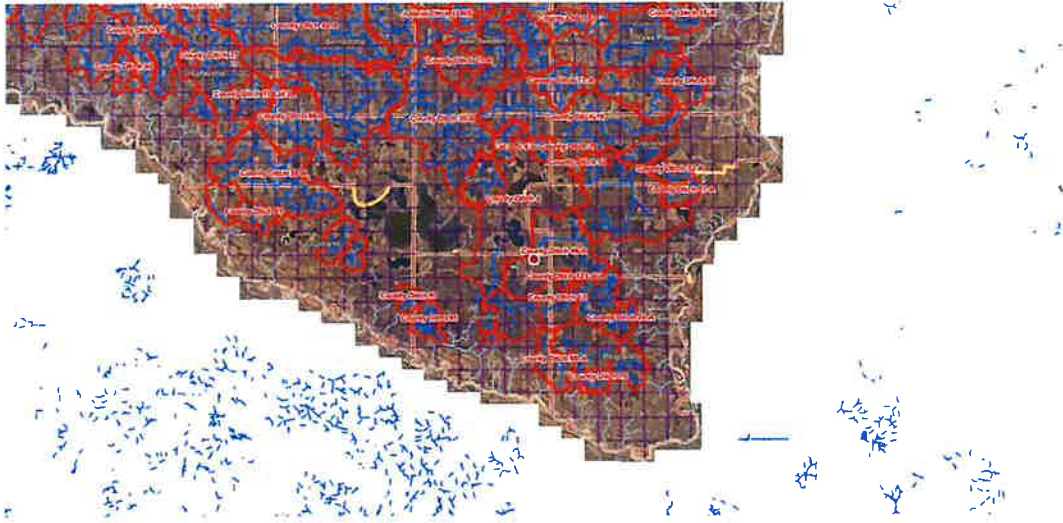


Agenda Item: Consider ditch repair reports 24-017 through 24-023	
Primary Originating Division/Dept.: Public Works	Meeting Date: 08/13/2024
Contact: Nate Henry Title: Drainage Inspector	Item Type: Consent Agenda (Select One)
Amount of Time Requested: minutes	
Presenter: Title:	Attachments: ☒ Yes ☐ No
County Strategy: Facilities and Space - preserve, maintain and build our assets (Select One)	
BACKGROUND/JUSTIFICATION: See attached ditch repair reports	
Supporting Documents: ☒ Attached ☐ In Signature Folder ☐ None	
Prior Drainage Authority Action Taken on this Agenda Item: ☐ Yes ☒ No If "yes", when? (provide year; mm/dd/yy if known):	
Approved by County Attorney's Office: ☐ Yes ☐ No ☒ N/A	
ACTION REQUESTED: Approve ditch repair reports 24-017 through 24-023	
FISCAL IMPACT: Other (Select One) If "Other", specify: Ditch system	FUNDING County Dollars = 0 State (Select One) Total: \$29,000.00
FTE IMPACT: No FTE change (Select One) If "Increase or "Decrease," specify: Related Financial/FTE Comments:	

Nicollet County DRAINAGE DEPARTMENT REPAIR REPORT

For Staff Documentation & Contractor Information

County Ditch 46-A Repair #24-017



OVERVIEW

Date Repair Was Created:	2024-07-08	Branch:	main ditch
Problem/Proposed Work:	Beavers have built several dams in the county ditch Landowners are requesting the ditch system destroy the beaver and remove the dams. The beavers will be trapped and paid at \$50.00/tail.		
Ditch Repair:			
Tile Repair:			
FEMA Event:	None	FEMA Date:	None

REPAIR LOCATION DETAILS

Commissioner District:	5	Township:	Nicollet
Twp:	109N	Range:	28W
Section:	1	Qtr-Qtr Section:	
Latitude:	44.27960484730577	Longitude:	-94.14453667329953
Parcel Number:	09.001.0405		
Location Details			

Nicollet County
DRAINAGE DEPARTMENT
REPAIR REPORT

For Staff Documentation & Contractor Information

PERSON REQUESTING REPAIR

Name	Address	Phone
Rick Rosin	46154 431st Ave	None

LANDOWNER

Name	Address	Phone
ROSIN RICKY R & BARBARA A ROSIN	46154 431ST AVE	None

STATUS LOG

Action	Date	Initials	Notes
For Review	07/08/2024	nhenry	None

DRAINAGE AUTHORITY ACTIONS

Action	Date	Board Date	Initials	Notes
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REPAIR ESTIMATES

Order	Date	Contractor	Total Cost	Notes
1	2024-07-08	Lafayette Excavating	1000	

REPAIR INVOICES

Order	Date	Contractor	%Complete	Total Cost	Notes
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INSPECTION LOG

Date	Initials	Notes
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Nicollet County DRAINAGE DEPARTMENT REPAIR REPORT

For Staff Documentation & Contractor Information

County Ditch 3 Repair #24-018



OVERVIEW

Date Repair Was Created:	2024-07-29	Branch:	main open ditch
Problem/Proposed Work:	There are trees growing in and along the ditch bank that need to be sprayed.		
Ditch Repair:			
Tile Repair:			
FEMA Event:	None	FEMA Date:	None

REPAIR LOCATION DETAILS

Commissioner District:	5	Township:	Belgrade
Twp:	109N	Range:	27W
Section:	32	Qtr-Qtr Section:	
Latitude:	44.20801940618618	Longitude:	-94.10439929919494
Parcel Number:	01.793.0070		
Location Details			

PERSON REQUESTING REPAIR

**Nicollet County
DRAINAGE DEPARTMENT
REPAIR REPORT**

For Staff Documentation & Contractor Information

Name	Address	Phone
staff	None	None

LANDOWNER

Name	Address	Phone
entire open ditch	None	None

STATUS LOG

Action	Date	Initials	Notes
For Review	07/29/2024	nhenry	None

DRAINAGE AUTHORITY ACTIONS

Action	Date	Board Date	Initials	Notes
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REPAIR ESTIMATES

Order	Date	Contractor	Total Cost	Notes
1	2024-07-29	Carrs Tree Service Inc.	2000	

REPAIR INVOICES

Order	Date	Contractor	%Complete	Total Cost	Notes
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INSPECTION LOG

Date	Initials	Notes
2024-07-29	nhenry	the open ditch was inspected and trees were seen growing in and along the open ditch channel

**Nicollet County
DRAINAGE DEPARTMENT
REPAIR REPORT**

For Staff Documentation & Contractor Information

County Ditch 53-A Repair #24-019



OVERVIEW

Date Repair Was Created:	2024-07-31	Branch:	Main open ditch
Problem/Proposed Work:	Trees are growing in and along the open ditch. Landowners are requesting the ditch system spray the trees.		
Ditch Repair:			
Tile Repair:			
FEMA Event:	None	FEMA Date:	None

REPAIR LOCATION DETAILS

Commissioner District:	5	Township:	Belgrade
Twp:	109N	Range:	27W
Section:	34	Qtr-Qtr Section:	
Latitude:	44.20404585538502	Longitude:	-94.05562210811114
Parcel Number:	01.034.0300		
Location Details			

PERSON REQUESTING REPAIR

**Nicollet County
DRAINAGE DEPARTMENT
REPAIR REPORT**

For Staff Documentation & Contractor Information

Name	Address	Phone
None	None	None

LANDOWNER

Name	Address	Phone
None	None	None

STATUS LOG

Action	Date	Initials	Notes
For Review	07/31/2024	nhenry	None

DRAINAGE AUTHORITY ACTIONS

Action	Date	Board Date	Initials	Notes
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REPAIR ESTIMATES

Order	Date	Contractor	Total Cost	Notes
1	2024-07-31	Carrs Tree Service Inc.	1500	

REPAIR INVOICES

Order	Date	Contractor	%Complete	Total Cost	Notes
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INSPECTION LOG

Date	Initials	Notes
2024-07-31	nhenry	The open ditch was inspected and several trees were found growing in the ditch

Nicollet County DRAINAGE DEPARTMENT REPAIR REPORT

For Staff Documentation & Contractor Information

County Ditch 24-A Repair #24-020



OVERVIEW

Date Repair Was Created:	2024-07-31	Branch:	Main open ditch
Problem/Proposed Work:	Trees are growing in and along the open ditch. Landowners are requesting the ditch system spray the trees.		
Ditch Repair:			
Tile Repair:			
FEMA Event:	None	FEMA Date:	None

REPAIR LOCATION DETAILS

Commissioner District:	5	Township:	Belgrade
Twp:	109N	Range:	27W
Section:	15	Qtr-Qtr Section:	
Latitude:		Longitude:	
Parcel Number:	01.015.0805		
Location Details			

PERSON REQUESTING REPAIR

**Nicollet County
DRAINAGE DEPARTMENT
REPAIR REPORT**

For Staff Documentation & Contractor Information

Name	Address	Phone
Staff	None	None

LANDOWNER

Name	Address	Phone
Staff	None	None

STATUS LOG

Action	Date	Initials	Notes
For Review	07/31/2024	nhenry	None

DRAINAGE AUTHORITY ACTIONS

Action	Date	Board Date	Initials	Notes
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REPAIR ESTIMATES

Order	Date	Contractor	Total Cost	Notes
1	2024-07-31	Carrs Tree Service Inc.	2000	

REPAIR INVOICES

Order	Date	Contractor	%Complete	Total Cost	Notes
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INSPECTION LOG

Date	Initials	Notes
2024-07-31	nhenry	The open ditch was inspected and several trees were found growing in the ditch

Nicollet County DRAINAGE DEPARTMENT REPAIR REPORT

For Staff Documentation & Contractor Information

County Ditch 13-A Repair #24-021



OVERVIEW

Date Repair Was Created:	2024-07-31	Branch:	Main open ditch
Problem/Proposed Work:	Trees are growing in and along the open ditch. Landowners are requesting the ditch system spray the trees.		
Ditch Repair:			
Tile Repair:			
FEMA Event:	None	FEMA Date:	None

REPAIR LOCATION DETAILS

Commissioner District:	2	Township:	Oshawa
Twp:	110N	Range:	27W
Section:	28	Qtr-Qtr Section:	
Latitude:		Longitude:	
Parcel Number:	10.128.1200		
Location Details			

PERSON REQUESTING REPAIR

**Nicollet County
DRAINAGE DEPARTMENT
REPAIR REPORT**

For Staff Documentation & Contractor Information

Name	Address	Phone
Staff	None	None

LANDOWNER

Name	Address	Phone
Staff	None	None

STATUS LOG

Action	Date	Initials	Notes
For Review	07/31/2024	nhenry	None

DRAINAGE AUTHORITY ACTIONS

Action	Date	Board Date	Initials	Notes
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REPAIR ESTIMATES

Order	Date	Contractor	Total Cost	Notes
1	2024-07-31	Carrs Tree Service Inc.	5000	

REPAIR INVOICES

Order	Date	Contractor	%Complete	Total Cost	Notes
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INSPECTION LOG

Date	Initials	Notes
2024-07-31	nhenry	The open ditch was inspected and several trees were found growing in the ditch

Nicollet County DRAINAGE DEPARTMENT REPAIR REPORT

For Staff Documentation & Contractor Information

County Ditch 32-A Repair #24-022



OVERVIEW

Date Repair Was Created:	2024-07-31	Branch:	Main open ditch
Problem/Proposed Work:	Trees are growing in and along the open ditch. Landowners are requesting the ditch system spray the trees.		
Ditch Repair:			
Tile Repair:			
FEMA Event:	None	FEMA Date:	None

REPAIR LOCATION DETAILS

Commissioner District:	2	Township:	Bernadotte
Twp:	111N	Range:	29W
Section:	26	Qtr-Qtr Section:	
Latitude:		Longitude:	
Parcel Number:	02.026.0105		
Location Details			

PERSON REQUESTING REPAIR

**Nicollet County
DRAINAGE DEPARTMENT
REPAIR REPORT**

For Staff Documentation & Contractor Information

Name	Address	Phone
Staff	None	None

LANDOWNER

Name	Address	Phone
Staff	None	None

STATUS LOG

Action	Date	Initials	Notes
For Review	07/31/2024	nhenry	None

DRAINAGE AUTHORITY ACTIONS

Action	Date	Board Date	Initials	Notes
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REPAIR ESTIMATES

Order	Date	Contractor	Total Cost	Notes
1	2024-07-31	Carrs Tree Service Inc.	8000	

REPAIR INVOICES

Order	Date	Contractor	%Complete	Total Cost	Notes
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INSPECTION LOG

Date	Initials	Notes
2024-07-31	nhenry	The open ditch was inspected and several trees were found growing in the ditch

Nicollet County DRAINAGE DEPARTMENT REPAIR REPORT

For Staff Documentation & Contractor Information

Judicial Ditch 13 Lat A Repair #24-023



OVERVIEW

Date Repair Was Created:	2024-08-06	Branch:	Main ditch
Problem/Proposed Work:	Landowners are requesting the ditch system clean JD 13 SRN open ditch in the fall of 2024		
Ditch Repair:			
Tile Repair:			
FEMA Event:	None	FEMA Date:	None

REPAIR LOCATION DETAILS

Commissioner District:	5	Township:	West Newton
Twp:	111N	Range:	31W
Section:	6	Qtr-Qtr Section:	
Latitude:	44.45174663151301	Longitude:	-94.5978079674024
Parcel Number:	13.006.0500		
Location Details			

PERSON REQUESTING REPAIR

**Nicollet County
DRAINAGE DEPARTMENT
REPAIR REPORT**

For Staff Documentation & Contractor Information

Name	Address	Phone
Lynn Forst	65756 350th ST	None

LANDOWNER

Name	Address	Phone
Lynn Forst	65756 350th ST	None

STATUS LOG

Action	Date	Initials	Notes
For Review	08/06/2024	nhenry	None

DRAINAGE AUTHORITY ACTIONS

Action	Date	Board Date	Initials	Notes
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REPAIR ESTIMATES

Order	Date	Contractor	Total Cost	Notes
2	2024-08-06	Sample Vendor	9500	

REPAIR INVOICES

Order	Date	Contractor	%Complete	Total Cost	Notes
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INSPECTION LOG

Date	Initials	Notes
2024-07-10	nhenry	The open ditch was inspected and high water was noted. A ditch cleanout is recommended.