



December 17, 2024
OFFICIAL PROCEEDINGS OF THE
BOARD OF COUNTY COMMISSIONERS

The Nicollet County Board of Commissioners met in regular session on Tuesday, December 17, 2024, at 9:00 a.m. Commissioners Morrow, Dranttel, Kolars, Zins, and Dehen were present at the meeting. County Administrator Mandy Landkamer and County Attorney Michelle Zehnder Fischer were also present.

Approval of Agenda:

Motion by Commissioner Dehen and seconded by Commissioner Kolars to approve the agenda as amended, with the Position Request for the Statewide Health Improvement Partnership (SHIP) Coordinator. Motion carried unanimously.

Consent Agenda:

1. November 26, 2024 Board Meeting Minutes
2. December 5, 2024 Budget and Tax Levy Minutes
3. End of Probations
4. Consider MN Department of Revenue Local Transit Sales and Use Tax Agreement
5. Consider Tri-County Mutual Aid Agreement Renewal
6. Consider Nicollet County State Grant Contract and Trails Association Agreement
7. Consider Public Works Facility Study/Master Planning Phase Agreement Amendment
8. Consider Legal Services Contract January 1, 2025 – December 31, 2025 (Weinandt)
9. Consider Legal Services Contract January 1, 2025 – December 31, 2025 (Smith)
10. Approval of Bills
11. Acknowledgement of the Auditor's Warrants and approval of the Commissioner Warrants as presented for the following amounts:
 - a. General Revenue Fund - \$560,237.44
 - b. Road & Bridge Fund - \$82,827.88
 - c. Human Services Fund - \$77,477.85

Motion by Commissioner Dehen and seconded by Commissioner Zins 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:

Consider Provisional Delegation Agreement between the Minnesota Department of Health and Nicollet County Community Health Board

Director Sassenberg requested approval of the Provisional Delegation Agreement between the Minnesota Department of Health and Nicollet County Community Health Board. The Agreement allows for the inspections, licensing and regulating of food, beverage, and lodging establishments, public pools, and related facilities, youth camps, manufactured home parks, and recreational camping areas to be delegated to Nicollet County.

Motion by Commissioner Dranttel and seconded by Commissioner Kolars, to approve the Provisional Delegation Agreement between Minnesota Department of Health and Nicollet County Community Health Board. Motion carried unanimously.

Consider Position Request: Environmental Health Manager

Director Sassenberg requested approval for Jesse Harmon to assume the full-time position as the Environmental Health Manager for Nicollet County.

Motion by Commissioner Dehen and seconded by Commissioner Dranttel to approve the request for Jesse Harmon to assume the position of the Nicollet County Environmental Health Manager, effective January 1, 2025 and to retain his seniority and accumulated vacation and sick leave balances from his service in the Brown-Nicollet Community Health Board. Motion carried unanimously.

Consider Position Request: Statewide Health Improvement Partnership (SHIP) Coordinator

Director Sassenberg requested approval for Kristen Friedrichs to assume the position as the Statewide Health Improvement Partnership (SHIP) Coordinator for Nicollet County.

Motion by Commissioner Dehen and seconded by Commissioner Kolars to approve the request for Kristen Friedrichs to assume the position as the SHIP Coordinator, effective January 1, 2025 and to retain her seniority and accumulated vacation and sick leave balances from her service in the Brown-Nicollet Community Health Board. Motion carried unanimously.

Finance:

Consider the 2025-2029 Capital Improvement Plan and Resolution

Director McCormick provided information on the 2025-2029 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 Morrow opened the meeting for public comment. No comments were received during the public comment portion and the public hearing was closed.

Motion by Commissioner Kolars and seconded by Commissioner Dehen to approve the 2025-2029 Capital Improvement Plan and Resolution. Motion carried unanimously on a roll call vote.

Administration:

Consider University of Minnesota Memorandum of Agreement 2025-2027

County Administrator Landkamer requested approval of the 2025-2027 University of Minnesota Memorandum Agreement. The Agreement is for the provision of local Extension programs and employing Extension staff.

Motion by Commissioner Kolars and seconded by Commissioner Dehen to approve the 2025-2027 University of Minnesota Memorandum Agreement. Motion carried unanimously.

Consider 2025 Fee Schedule and Resolution

Administrator Landkamer provided a summary of the proposed fee schedule amendments. Annually, department heads review the fee schedule and recommend changes as needed. Chair Morrow opened the meeting for 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 Zins to approve the 2025 Fee Schedule and Resolution Motion carried unanimously on a roll call vote.

Consider 2025 Elected Officials Compensation and Per Diem Resolution

County Administrator Landkamer requested approval of the Resolution setting the 2025 salaries for the County Commissioners, the Sheriff, and the County Attorney and setting the per diem rate of \$70/day.

Motion by Commissioner Dranttel and seconded by Commissioner Kolars to approve the 2025 Elected Officials Compensation and Per Diem Resolution. Motion carried 4-1 on a roll call vote.

Consider 2025 Levy Resolution

County Administrator Landkamer requested approval of the 2025 Levy Resolution. This will set the 2025 Nicollet County Net property tax levy at \$27,335,294 or a 3.5% increase from the 2024 net property tax levy.

Motion by Commissioner Dehen and seconded by Commissioner Dranttel to approve 2025 Levy Resolution. Motions carried unanimously on a roll call vote.

Consider 2025 Budget Resolution

County Administrator Landkamer requested approval of the 2025 Budget Resolution. This will set the 2025 Nicollet County Budget at \$57,352,173.

Motion by Commissioner Dranttel and seconded by Commissioner Dehen to approve the 2025 Budget Resolution. Motion carried unanimously on a roll call vote.

Public Works:

Consider Warranty Agreement for Project SAP 052-615-025

Director Greenwood requested approval of the Warranty Agreement for Project SAP 052-615-025. The adoption of the warranty agreement by both the County and PCi will enable the County, in the future, to close out the SAP 052-615-025 construction contract with Mathiowetz Construction Co., once all project requirements and obligations have been fulfilled by Mathiowetz Construction Co.

Motion by Commissioner Zins and seconded by Commissioner Kolars to approve the Warranty Agreement for Project SAP 052-615-025. Motion carried unanimously.

Property Services:

Consider Resolution of the AgBMP Low-Interest Loan Project – Septic Lien

Director Kopet requested approval of the Resolution for the AgBMP Low-Interest Loan Project – Septic Lien. The Resolution will authorize the placement of special assessments on two parcels utilizing the AgBMP Loan Program for septic funding.

Motion by Commissioner Dehen and seconded by Commissioner Dranttel to approve the Resolution of the AgBMP Low-Interest Loan Project – Septic Lien. Motion carried unanimously on a roll call vote.

Consider Cannabis Ordinance and Resolution

Zoning Specialist Zehnder and Assistant County Attorney Hughes provided a summary of the Cannabis Ordinance. The Ordinance and Resolution will grant Nicollet County the authority to: register retail cannabis businesses, regulate zoning for cannabis in accordance with state guidelines, and oversee the use of cannabis in public spaces. Chair Morrow opened the meeting for public comment. No comments were received during the public comment portion and the public hearing was closed.

Motion by Commissioner Kolars and seconded by Commissioner Zins to approve the Cannabis Ordinance and Resolution. Motion carried unanimously on a roll call vote.

County Attorney:

Consider Delegation Agreements Related to Cannabis Zoning and Land Use:

County Attorney Zehnder Fischer requested approval of the Delegation Agreements Related to Cannabis Zoning and Land Use for the following townships: Belgrade, Bernadotte, Brighton, Granby, Lafayette, New Sweden, Nicollet, Oshawa, and West Newton.

Motion by Commissioner Zins and seconded by Commissioner Dehen to approve the Delegation Agreements Related to Cannabis Zoning and Land Use for the nine listed townships. Motion carried unanimously.

County Attorney Update:

Attorney Zehnder Fischer shared that she recently attended the Stakeholders Education Success meeting, the Township Association Meeting, and the annual County Attorney conference. Ms. Zehnder Fischer also shared the 2023 and 2024 Year to Date statistics of vehicle fatalities and encouraged everyone to abide by the posted speed limits during the busy travel season.

Chair's Report: Commissioner Morrow provided a reminder regarding the non-emergency county building closures for the upcoming holidays.

Commissioner Committee Reports

The Commissioners reported on various meetings and activities, including:

Commissioner Kurt Zins

- Board and Drainage Authority Meetings
- 2025 Budget and Tax Levy Meeting
- Soil and Water Conservation District Board Meeting
- Nicollet Township Association Meeting
- Board Workshop
- Planning & Zoning Advisory Commission Meeting

Commissioner Mark Dehen

- Board and Drainage Authority Meetings
- Board Workshop
- 2025 Budget and Tax Levy Meeting
- MRCI Meeting
- GMG Legislative Preview

Commissioner Marie Dranttel

- Board and Drainage Authority Meetings
- Board Workshop
- 2025 Budget and Tax Levy Meeting
- Brown Nicollet Community Health Board Executive Meeting
- City County Liaison Meeting
- Food Recovery Presentation
- One Water One Plan

Commissioner Jack Kolars

- Diversity Committee Meeting
- 2025 Budget and Tax Levy Meeting
- AMC Annual Convention
- Nicollet Township Association Meeting
- Board Workshop
- Building Committee

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 unanimously.

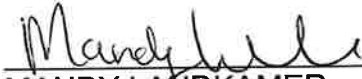
Adjourn:

The meeting adjourned at 10:31 a.m.



MARIE DRANTTEL, CHAIR
BOARD OF COMMISSIONERS

ATTEST:



MANDY LANDKAMER,
CLERK TO THE BOARD