

## Board of Commissioners Agenda

### January 28, 2025

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

Commissioners: Marie Dranttel - Board Chair; Mark Dehen - Vice Chair; Jack Kolars; Nicole Helget; 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. [January 7, 2025 Board Minutes](#)
  - b. [End of Probations](#)
  - c. [Consider Approval of the MN Deer Hunters Association Gambling Permit](#)
  - d. [Consider Out-of-State Travel Request - Veterans Services](#)
  - f. Approval of bills
5. Public Appearances

**9:05 a.m. 6. Public Works**

- a. [Consider Final Acceptance and Payment for 2024 Highway Stripping Project](#)

**9:10 a.m. 7. Finance**

- a. [Consider Resolution to Approve the Quarter 4 2024 Donations](#)

**9:15 a.m. 9. Administration**

- a. [Consider Amendment to the Resolution Establishing the 2025 Committee and Board Assignments and Meetings that Qualify for a Per Diem Payment](#)

13. County Attorney Update
14. Chair's Report
15. Commissioner Committee Reports, Meetings & Conferences
16. Approve Per Diems and Expenses
17. Adjourn Board of Commissioners 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.

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- 9:20 a.m.      Call Drainage Authority Meeting to Order: Chair**
1. Approval of Agenda
  2. Approval of Consent Agenda
    - a. [January 7, 2025 Drainage Authority Minutes](#)
  3. Public Appearances
- 9:25 a.m.      4. Adjourn Drainage Authority Meeting**

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Commissioners: Marie Dranttel - Board Chair; Mark Dehen - Vice Chair; Jack Kolars; Nicole Helget; 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](mailto:mandy.landkamer@co.nicollet.mn.us).

| <b>Date</b>      | <b>Time</b>                             | <b>Meeting</b>                                                           | <b>Location</b>                     |
|------------------|-----------------------------------------|--------------------------------------------------------------------------|-------------------------------------|
| January 27       | 7:00 p.m.                               | Planning & Zoning Commission (PZ) / Board of Adjustments & Appeals (BAA) | Gov. Center Board Room – St. Peter  |
| January 28       | 9:00 a.m.                               | County Board of Commissioners Meeting                                    | Gov. Center Board Room – St. Peter  |
| January 28       | *following Board adjournment            | Drainage Authority Meeting                                               | Gov. Center Board Room – St. Peter  |
| January 31       | 9:00 a.m.                               | Strategic Planning Session                                               | Gov. Center Board Room – St. Peter  |
| February 4 - 6   | All Day                                 | AMC Drainage Conference                                                  | Arrowwood Conf. Center - Alexandria |
| February 11      | 9:00 a.m.                               | County Board of Commissioners Meeting                                    | Gov. Center Board Room – St. Peter  |
| February 11      | *following Board adjournment            | Drainage Authority Meeting                                               | Gov. Center Board Room – St. Peter  |
| February 17      | Closed in Observance of President's Day |                                                                          |                                     |
| February 18      | 8:15 a.m.                               | Individual Dept. Head Meeting - Finance                                  | Gov. Center Board Room – St. Peter  |
| February 18      | 9:30 a.m.                               | Board Workshop                                                           | Gov. Center Board Room – St. Peter  |
| February 19      | 8:30 a.m.                               | Tri-County Solid Waste Joint Powers Mtg.                                 | Gov. Center Board Room – St. Peter  |
| February 24      | 7:00 p.m.                               | Planning & Zoning Commission (PZ) / Board of Adjustments & Appeals (BAA) | Gov. Center Board Room – St. Peter  |
| February 25      | 9:00 a.m.                               | County Board of Commissioners Meeting                                    | Gov. Center Board Room – St. Peter  |
| February 25      | *following Board adjournment            | Drainage Authority Meeting                                               | Gov. Center Board Room – St. Peter  |
| February 26 - 27 | All Day                                 | AMC Legislative Conference                                               | InterContinental Hotel              |

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**January 7, 2025**  
**OFFICIAL PROCEEDINGS OF THE**  
**BOARD OF COUNTY COMMISSIONERS**

The Nicollet County Board of Commissioners met in regular session on Tuesday, January 7, 2025, at 9:00 a.m. Commissioners Dranttel, Kolars, Zins, Helget, and Dehen were present at the meeting. County Administrator Mandy Landkamer and County Attorney Michelle Zehnder Fischer were also present.

**Election of Officers**

Commissioner Dranttel requested nominations for 2025 Board Chair. Commissioner Kolars moved to nominate Commissioner Dranttel for the role of Chair of the Nicollet County Board for 2025, and Commissioner Dehen seconded the motion. No other nominations were made and the motion was approved unanimously.

Chair Dranttel then requested nominations for the Board Vice Chair. Commissioner Kolars moved to nominate Commissioner Dehen for the role of Vice Chair of the Nicollet County Board for 2025, with Commissioner Zins seconding the motion. No other nominations were made and the motion was approved unanimously.

**Approval of Agenda:**

Motion by Commissioner Dehen and seconded by Commissioner Zins to approve the agenda. Motion carried unanimously.

**Consent Agenda:**

1. December 17, 2024 Board Meeting Minutes
2. End of Probations
3. 2025 Solid Waste Collection and Transportation Licenses
4. Consider Carver County Juvenile Detention Contract with Blue Earth County
5. Consider Out of State Travel – Public Works
6. Approval of Bills
7. Acknowledgement of the Auditor's Warrants and approval of the Commissioner Warrants as presented for the following amounts:
  - a. General Revenue Fund - \$467,783.58
  - b. Road & Bridge Fund - \$345,971.06
  - c. Human Services Fund - \$299,941.67

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

**Public Appearances:**

There were no public appearances.

**Sheriff's Office:**

***Consider 2025 State of Minnesota Federal Boating Safety Supplemental Equipment Grant Contract Agreement***

Sheriff Lange requested approval of the 2025 State of Minnesota Federal Boating Safety Supplemental Equipment Grant Contract Agreement. This grant is to update and replace equipment for the Sheriff's Office Dive Team.

Motion by Commissioner Kolars and seconded by Commissioner Dehen, to approve the 2025 State of Minnesota Federal Boating Safety Supplemental Equipment Grant Contract Agreement. Motion carried unanimously.

#### **Human Resources:**

##### ***Consider Resolution to Approve County Funds for Employee Recognition Events***

Director Larson requested approval for the Resolution to approve County Funds for Employee Recognition Events. This will allow the County to use budgeted county funds to help pay for employee recognition events throughout the year.

Motion by Commissioner Dehen and seconded by Commissioner Kolars to approve the Resolution for the use of County Funds for Employee Recognition Events. Motion carried unanimously on a roll call vote.

#### **Finance:**

##### ***Consider Nicollet County updated Procurement Policies***

Director McCormick requested approval of the amended Nicollet County Procurement Policy and the Nicollet County Federal Grant or Award Procurement Policy for Nicollet County. The policies were previously adopted in 2019.

Motion by Commissioner Dehen and seconded by Commissioner Kolars to approve the amended Procurement Policies for Nicollet County. Motion carried unanimously.

##### ***Consider Resolution to Delegate EFT Authority***

Director McCormick requested approval of the Resolution to Delegate Authority for Electronic Funds Transfers. Minn. Stat. §471.38 allows the use of EFT for various payments.

Motion by Commissioner Dehen and seconded by Commissioner Zins to approve the Resolution to Delegate EFT Authority. Motion carried unanimously on a roll call vote.

#### **Health and Human Services:**

##### ***Consider Resolution to Approve the 2025 Health and Human Services: Execution of Contracts and Agreements***

Director Sassenberg requested approval of the Resolution for the 2025 Health and Human Services: Execution of Contracts and Agreements. This will enable the Health and Human Services Director to effectively manage and approve contracts for programs that have already been budgeted.

Motion by Commissioner Kolars and seconded by Commissioner Dehen to approve the Resolution for the 2025 Health and Human Services: Execution of Contracts and Agreements. Motion carried unanimously on a roll call vote.

***Consider Revised Resolution - Community Health Services Administrator***

Director Sassenberg requested approval of the revised Resolution Authorizing Community Health Services Administrator. The revisions will enable the Public Health Supervisor to review, approve, and submit invoices on behalf of the Board for activities related to funding opportunities managed by the Minnesota Department of Health and other organizations.

Motion by Commissioner Dehen and seconded by Commissioner Kolars to approve the revised Resolution Authorizing Community Health Services Administrator. Motion carried unanimously on a roll call vote.

***Consider Approval of the 2025 Statewide Health Improvement Partnership (SHIP) Memorandum of Agreement***

Director Sassenberg requested approval of the 2025 Statewide Health Improvement Partnership (SHIP) Memorandum of Agreement. The proposed Memorandum of Agreement is a revised agreement among the Brown, Nicollet, and LeSueur-Waseca Community Health Boards. It establishes guidelines for the continued partnership among the four counties for the duration of the grant agreement, following the dissolution of the Brown Nicollet Community Health Board.

Motion by Commissioner Dehen and seconded by Commissioner Zins to approve the 2025 Statewide Health Improvement Partnership (SHIP) Memorandum of Agreement. Motion carried unanimously on a roll call vote.

**Administration:**

***Consider Resolution to Approve the 2025 Board Meeting and Workshop Schedule***

County Administrator Landkamer requested approval of the Resolution for the 2025 Board Meeting and Workshop Schedule per Minn. Stat. §375.07.

Motion by Commissioner Kolars and seconded by Commissioner Zins to approve the 2025 Board Meeting and Workshop Schedule. Motion carried unanimously on a roll call vote.

***Consider Resolution to Approve the 2025 Gopher Bounty***

County Administrator Landkamer requested approval of the Resolution for the 2025 Gopher Bounty. The Resolution will set the 2025 gopher bounty at \$1.00/gopher.

Motion by Commissioner Zins and seconded by Commissioner Helget to approve the Resolution of the 2025 Gopher Bounty. Motion carried unanimously on a roll call vote.

***Consider Resolution to Approve the Official Newspaper for Publications in 2025***

County Administrator Landkamer requested approval of the Resolution for the Official Newspaper for Publications in 2025. The Resolution will approve the St. Peter Herald as the official newspaper for Nicollet County in 2025.

Motion by Commissioner Dehen and seconded by Commissioner Zins to approve the Official Newspaper for Publications in 2025. Motion carried unanimously on a roll call vote.

***Consider Resolution for the Publication of Transportation Advertisement for Bids on the Nicollet County Website.***

County Administrator Landkamer requested approval of the Resolution for the Publication of Transportation Advertisement for Bids on the Nicollet County Website per Minn. Stat. §311A.12. This will enable transportation project advertisements for bids to be published on the Nicollet County website.

Motion by Commissioner Kolars and seconded by Commissioner Dehen to approve the Resolution for the Publication of Transportation Advertisement for Bids on the Nicollet County Website. Motion carried unanimously on a roll call vote.

***Consider Resolution Establishing the 2025 Committee and Board Assignments and Meetings that Qualify for a Per Diem Payment***

The 2025 Committee and Board Assignments were discussed and Commissioners were added to various Committees. The Resolution will approve the Committee and Board assignments for 2025 and outline the payment of Per Diem for eligible meetings

Motion by Commissioner Dehen and seconded by Commissioner Kolars to approve the Resolution Establishing the 2025 Committee and Board Assignments and Meetings that Qualify for a Per Diem Payment. 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 Ridgely and Courtland Townships.

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

**County Attorney Update:**

Attorney Zehnder Fischer reported an increase in cases during the holidays. She will provide more details at an upcoming board meeting.

**Property Assessment**

***Assessor Clerical Error Corrections and Abatements Annual Report***

County Assessor Jackson submitted a list of clerical error corrections made to the 2024 assessment for taxes payable in 2025, in accordance with Minn. Stat. §273.01. This was presented for the Board's information only, with no action requested.

**Commissioner Committee Reports**

The Commissioners reported on various meetings and activities, including:

**Commissioner Kurt Zins**

- BNCHB Board

**Commissioner Mark Dehen**

- BNCHB Board
- GMG Legislative Preview Meeting
- Childcare Association
- EMS Meeting

**Commissioner Nicole Helget**

- Elected Official Swearing in Ceremony

**Commissioner Jack Kolars**

- BNCHB Meeting
- Diversity Council

**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 9:57 a.m.

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MARIE DRANTTEL, CHAIR  
BOARD OF COMMISSIONERS

ATTEST:

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MANDY LANDKAMER,  
CLERK TO THE BOARD

# Nicollet County Board of Commissioners

## Board Meeting Agenda Item



|                                                                                                                                                                                                                                                                |                                                                                                                                                          |  |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------|--|
| <b>Agenda Item:</b><br>End of Probations                                                                                                                                                                                                                       |                                                                                                                                                          |  |
| Primary Originating Division/Dept.: Human Resources<br><br>Contact: Kristy Larson                      Title: HR Director<br><br>Amount of Time Requested                      minutes<br><br>Presenter: Kristy Larson                      Title: HR Director | Meeting Date: 01/28/2025<br><br>Item Type: (Select One) Consent Agenda<br><br>Attachments: <input type="radio"/> Yes <input checked="" type="radio"/> No |  |
| County Strategy: (Select One) Facilities and Space - preserve, maintain and build our assets                                                                                                                                                                   |                                                                                                                                                          |  |
| <b>BACKGROUND/JUSTIFICATION:</b><br>Office of Technologies<br>Technologies Director Jason Dragvold has requested the end of probation for Jason Bierma, Systems and Network Administrator, effective July 30, 2024.                                            |                                                                                                                                                          |  |
| +                                                                                                                                                                                                                                                              |                                                                                                                                                          |  |
| Supporting Documents: <input type="radio"/> Attached <input checked="" 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<br><br>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                                                                                                                                  |                                                                                                                                                          |  |
| <b>ACTION REQUESTED:</b><br>Grant end of probationary status                                                                                                                                                                                                   |                                                                                                                                                          |  |
| <b>FISCAL IMPACT:</b> Other<br>(Select One)<br><br>If "Other", specify<br><br><br><b>FTE IMPACT:</b> No FTE change<br>(Select One)<br>If "Increase or "Decrease" specify:<br><br>Related Financial/FTE Comments:                                               | <b>FUNDING</b><br>County Dollars =<br><br>Grant<br>(Select One)<br><br><b>Total</b>                                                                      |  |

# Nicollet County Board of Commissioners

## Board Meeting Agenda Item



|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |                      |                                                                            |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------|----------------------------------------------------------------------------|
| <b>Agenda Item:</b><br>MN Deer Hunters Association Gambling Permit                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |                      |                                                                            |
| Primary Originating Division/Dept.: Public Services                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |                      | Meeting Date: 01/28/2025                                                   |
| Contact: Jaci Kopet                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | Title: PPSD Director | Item Type: Consent Agenda<br>(Select One)                                  |
| Amount of Time Requested: minutes                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |                      |                                                                            |
| Presenter:                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | Title:               | Attachments: <input checked="" type="radio"/> Yes <input type="radio"/> No |
| County Strategy:<br>(Select One) Programs and Services - deliver value-added quality services                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |                      |                                                                            |
| <b>BACKGROUND/JUSTIFICATION:</b><br><br>Public Services received an application for an exempt gambling permit from the MN Deer Hunters Association, Bend of the River Chapter, on January 15, 2025. The application specifies that a raffle will be held at the Nicollet Conservation Club Inc. in Nicollet Township on April 26, 2025.<br><br>Since this event is located in a township, the application requires approval from the county before it can be submitted to the State Gambling Control Board.<br><br>The application is attached for your review. |                      |                                                                            |
| 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<br><br>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                                                                                                                                                                                                                                                                                                                                                                                                                                   |                      |                                                                            |
| <b>ACTION REQUESTED:</b><br>Approval of the gambling permit                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |                      |                                                                            |
| <b>FISCAL IMPACT:</b> Other<br>(Select One)<br><br>If "Other", specify:                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |                      | <b>FUNDING</b><br>County Dollars =<br><br>State<br>(Select One)            |
| <b>FTE IMPACT:</b> No FTE change<br>(Select One)<br><br>If "Increase or "Decrease," specify:<br><br>Related Financial/FTE Comments:                                                                                                                                                                                                                                                                                                                                                                                                                             |                      | <b>Total:</b>                                                              |

**LG220 Application for Exempt Permit**

An exempt permit may be issued to a nonprofit organization that:

- conducts lawful gambling on five or fewer days, and
- awards less than \$50,000 in prizes during a calendar year.

If total raffle prize value for the calendar year will be \$1,500 or less, contact the Licensing Specialist assigned to your county by calling 651-539-1900.

**Application Fee (non-refundable)**

Applications are processed in the order received. If the application is postmarked or received 30 days or more before the event, the application fee is **\$100**; otherwise the fee is **\$150**.

Due to the high volume of exempt applications, payment of additional fees prior to 30 days before your event will not expedite service, nor are telephone requests for expedited service accepted.

**ORGANIZATION INFORMATION**

Organization Name: MN Deer Hunters Association Bend of the River Chapter Previous Gambling Permit Number: X- [REDACTED]  
 Minnesota Tax ID Number, if any: [REDACTED] Federal Employer ID Number (FEIN), if any: [REDACTED]  
 Mailing Address: P.O. Box 73  
 City: Mankato State: MN Zip: 56002 County: Blue Earth  
 Name of Chief Executive Officer (CEO): John Mastrey  
 CEO Daytime Phone: 507-351-0763 CEO Email: johnmastrey55@gmail.com  
 (permit will be emailed to this email address unless otherwise indicated below)  
 Email permit to (if other than the CEO): tcmarten@charter.net

**NONPROFIT STATUS**

Type of Nonprofit Organization (check one):

☐ Fraternal ☐ Religious ☐ Veterans ☒ Other Nonprofit Organization

**Attach a copy of one of the following showing proof of nonprofit status:**

(DO NOT attach a sales tax exempt status or federal employer ID number, as they are not proof of nonprofit status.)

☐ **A current calendar year Certificate of Good Standing**

Don't have a copy? Obtain this certificate from:

MN Secretary of State, Business Services Division  
 60 Empire Drive, Suite 100  
 St. Paul, MN 55103

Secretary of State website, phone numbers:

[www.sos.state.mn.us](http://www.sos.state.mn.us)

651-296-2803, or toll free 1-877-551-6767

☒ **IRS income tax exemption (501(c)) letter in your organization's name**

Don't have a copy? To obtain a copy of your federal income tax exempt letter, have an organization officer contact the IRS toll free at 1-877-829-5500.

☐ **IRS - Affiliate of national, statewide, or international parent nonprofit organization (charter)**

If your organization falls under a parent organization, attach copies of both of the following:

1. IRS letter showing your parent organization is a nonprofit 501(c) organization with a group ruling; and
2. the charter or letter from your parent organization recognizing your organization as a subordinate.

**GAMBLING PREMISES INFORMATION**

Name of premises where the gambling event will be conducted  
 (for raffles, list the site where the drawing will take place): Nicollet Conservation Club

Physical Address (do not use P.O. box): 46045 471st Lane, Nicollet, MN 56074

Check one:

☐ City: \_\_\_\_\_ Zip: \_\_\_\_\_ County: \_\_\_\_\_  
☒ Township: Nicollet Zip: 56074 County: Nicollet

Date(s) of activity (for raffles, indicate the date of the drawing): 4/26/2025

Check each type of gambling activity that your organization will conduct:

☐ Bingo ☐ Paddlewheels ☐ Pull-Tabs ☐ Tipboards ☒ Raffle

**Gambling equipment** for bingo paper, bingo boards, raffle boards, paddlewheels, pull-tabs, and tipboards must be obtained from a distributor licensed by the Minnesota Gambling Control Board. EXCEPTION: Bingo hard cards and bingo ball selection devices may be borrowed from another organization authorized to conduct bingo. To find a licensed distributor, go to [www.mn.gov/gcb](http://www.mn.gov/gcb) and click on **Distributors** under the **List of Licensees** tab, or call 651-539-1900.

**LOCAL UNIT OF GOVERNMENT ACKNOWLEDGMENT (required before submitting application to the Minnesota Gambling Control Board)**

**CITY APPROVAL  
for a gambling premises  
located within city limits**

- ☐ The application is acknowledged with no waiting period.
- ☐ The application is acknowledged with a 30-day waiting period, and allows the Board to issue a permit after 30 days (60 days for a 1st class city).
- ☐ The application is denied.

Print City Name: \_\_\_\_\_

Signature of City Personnel: \_\_\_\_\_

Title: \_\_\_\_\_ Date: \_\_\_\_\_

**The city or county must sign before  
submitting application to the  
Gambling Control Board.**

**COUNTY APPROVAL  
for a gambling premises  
located in a township**

- ☐ The application is acknowledged with no waiting period.
- ☐ The application is acknowledged with a 30-day waiting period, and allows the Board to issue a permit after 30 days.
- ☐ The application is denied.

Print County Name: \_\_\_\_\_

Signature of County Personnel: \_\_\_\_\_

Title: \_\_\_\_\_ Date: \_\_\_\_\_

**TOWNSHIP (if required by the county)**

On behalf of the township, I acknowledge that the organization is applying for exempted gambling activity within the township limits. (A township has no statutory authority to approve or deny an application, per Minn. Statutes, section 349.213.)

Print Township Name: \_\_\_\_\_

Signature of Township Officer: \_\_\_\_\_

Title: \_\_\_\_\_ Date: \_\_\_\_\_

**CHIEF EXECUTIVE OFFICER'S SIGNATURE (required)**

The information provided in this application is complete and accurate to the best of my knowledge. I acknowledge that the financial report will be completed and returned to the Board within 30 days of the event date.

Chief Executive Officer's Signature: \_\_\_\_\_ Date: 1/14/2025  
(Signature must be CEO's signature; designee may not sign)

Print Name: John Mastrey

**REQUIREMENTS**

**Complete a separate application for:**

- all gambling conducted on two or more consecutive days; or
- all gambling conducted on one day.

Only one application is required if one or more raffle drawings are conducted on the same day.

**Financial report to be completed within 30 days after the gambling activity is done:**

A financial report form will be mailed with your permit. Complete and return the financial report form to the Gambling Control Board.

Your organization must keep all exempt records and reports for 3-1/2 years (Minn. Statutes, section 349.166, subd. 2(f)).

**MAIL APPLICATION AND ATTACHMENTS**

**Mail application with:**

- ☒ a copy of your proof of nonprofit status; and
- ☒ application fee (non-refundable). If the application is postmarked or received 30 days or more before the event, the application fee is \$100; otherwise the fee is \$150. Make check payable to **State of Minnesota**.

**To:** Minnesota Gambling Control Board  
1711 West County Road B, Suite 300 South  
Roseville, MN 55113

**Questions?**

Call the Licensing Section of the Gambling Control Board at 651-539-1900.

**Data privacy notice:** The information requested on this form (and any attachments) will be used by the Gambling Control Board (Board) to determine your organization's qualifications to be involved in lawful gambling activities in Minnesota. Your organization has the right to refuse to supply the information; however, if your organization refuses to supply this information, the Board may not be able to determine your organization's qualifications and, as a consequence, may refuse to issue a permit. If your organization supplies the information requested, the Board will be able to process the

application. Your organization's name and address will be public information when received by the Board. All other information provided will be private data about your organization until the Board issues the permit. When the Board issues the permit, all information provided will become public. If the Board does not issue a permit, all information provided remains private, with the exception of your organization's name and address which will remain public. Private data about your organization are available to Board members, Board staff whose work requires access to the information; Minnesota's Depart-

ment of Public Safety; Attorney General; Commissioners of Administration, Minnesota Management & Budget, and Revenue; Legislative Auditor, national and international gambling regulatory agencies; anyone pursuant to court order; other individuals and agencies specifically authorized by state or federal law to have access to the information; individuals and agencies for which law or legal order authorizes a new use or sharing of information after this notice was given; and anyone with your written consent.

This form will be made available in alternative format (i.e. large print, braille) upon request.

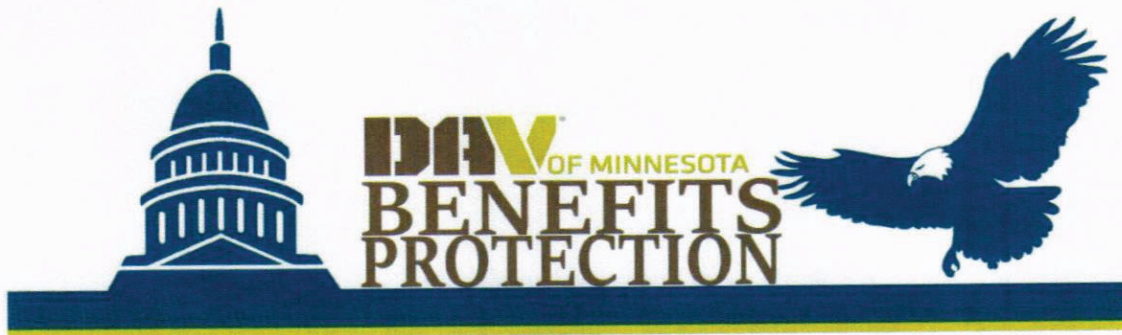
An equal opportunity employer

# Nicollet County Board of Commissioners

## Board Meeting Agenda Item



|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |                                                                                                                                                                            |  |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|
| <b>Agenda Item:</b><br>Consider Assistant County Veterans Service Officer Request for Out-of-State Travel                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |                                                                                                                                                                            |  |
| Primary Originating Division/Dept.: Health and Human Services<br><br>Contact: Nathan Tish                      Title: CVSO<br><br>Amount of Time Requested 0            minutes<br><br>Presenter: N/A                              Title: N/A                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | Meeting Date: 01/28/2025<br><br>Item Type: Consent Agenda<br><small>(Select One)</small><br><br>Attachments: <input checked="" type="radio"/> Yes <input type="radio"/> No |  |
| County Strategy: Programs and Services - deliver value-added quality services<br><small>(Select One)</small>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |                                                                                                                                                                            |  |
| <b>BACKGROUND/JUSTIFICATION:</b><br><br>Health and Human Services, specifically the office of Veterans Services, is requesting approval for Iris Blooflat (Assistant CVSO) to attend the Disabled American Veterans National Conference in Washington, D.C. from February 23-26, 2025.<br><br>The Disabled American Veterans (DAV) Department of Minnesota has awarded Iris Blooflat \$1,700 to attend the conference. The purpose of the DAV funding is to cover the costs of attending the conference, to include lodging, airfare, and a portion of meals. There is an anticipated additional cost of up to \$120 for mileage or meal reimbursement which can be managed in the Veterans Services 2025 budget.<br><br>The DAV National Conference agenda features valuable opportunities for professional growth & development as well as relevant information that ought to provide a slight improvement to the overall delivery of services to our area Veterans. |                                                                                                                                                                            |  |
| +                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |                                                                                                                                                                            |  |
| 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<br><br>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                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                                                                                                                                                                            |  |
| <b>ACTION REQUESTED:</b><br>Consider approval of out-of-state travel request for Iris Blooflat                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |                                                                                                                                                                            |  |
| <b>FISCAL IMPACT:</b> Included in current budget<br><small>(Select One)</small><br><br>If "Other", specify DAV Dept. of Minnesota                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | <b>FUNDING</b><br>County Dollars = \$120.00<br><br>Other \$1,700.00<br><small>(Select One)</small>                                                                         |  |
| <b>FTE IMPACT:</b> No FTE change<br><small>(Select One)</small><br>If "Increase or "Decrease" specify:<br><br>Related Financial/FTE Comments:                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | <b>Total</b>                                                                                                                                                               |  |



Greetings Chapter Leaders,

On behalf of the Department and Foundation I am proud to announce we will once again be offering a program to encourage women Veterans to attend the DAV's Mid-Winter Conference in Washington, D.C., February 22-26th this year. The program will include funding the cost of flights and hotel for women selected in this program.

We are asking for Chapter's assistance in identifying women Veterans who would benefit from the experience of attending this event. We would like to focus more on ensuring that we are getting members who are interested in using this experience to help us build a stronger chapter and department legislative team.

I know when we get questions about this program it is often, "Why women Veterans?". The Department will announce a program to help all Veterans attend. Chapters are always encouraged to support any member they would like to see make their way to Washington. Historically, we have seen extremely low, and in some years, no, attendance from women Veterans when we don't run programs to assist with attendance. There may be many causes for this, but the result is we miss out on important voices in our policy discussions. Every year DAV has legislative priorities to help ensure women Veterans are getting the SAME quality of care as male Veterans, and it is important to ensure as a Department we are making sure all voices are heard.

So my ask from Chapter leadership, please help us identify women Veterans from your area and in your Chapter who would benefit from this experience, and whose experience would benefit the Chapter. Attached you will find the application, please have your applicants fill it out and send it back to me. If they have questions they have any questions they are welcome to reach out to me directly [Trent@davmn.org](mailto:Trent@davmn.org) or 651-291-1212. I ask Chapter leadership to send me an email with the names they are recommending so I know who to look out for applications from.

**The details:**

Department will be sending Chapters \$1,700 to reimburse a female member for their attendance. If there is a financial need for the money to be provided in advance of the trip, that can be arranged as well just let me know.

The due date for applications will be NLT January 3rd and the selected Chapter and members will be notified by January 7<sup>th</sup>.

If you have any questions feel free to reach out to me at any time at [Trent@davmn.org](mailto:Trent@davmn.org) or 651-291-1212

Regards,

Trent C Dilks, Legislative Director

Department of Minnesota, Inc.  
State Veterans Service Building, 3<sup>rd</sup> Floor  
St. Paul, Minnesota 55155

Phone: (651) 291-1212  
Fax: (651) 291-0115  
[www.davmn.org](http://www.davmn.org)

**DAV 2025 National Mid-Winter Conference**  
**Crystal Gateway Marriott, Arlington, VA**  
**February 23 - 26, 2025 (normal travel days February 22 & 26 after 1pm)**

*As of 12/16/24: subject to change*

**Schedule of Events**

**Room**

**Time**

**Saturday, 2/22/25**

|               |                             |           |
|---------------|-----------------------------|-----------|
| DAV HQ Office | Alexandria Room             | 11am- 4pm |
| Registration  | Arlington Registration Desk | 9am- 4pm  |

**Sunday, 2/23/25**

|                                                                                      |                             |                |
|--------------------------------------------------------------------------------------|-----------------------------|----------------|
| DAV HQ Office                                                                        | Alexandria Room             | 9am- 4pm       |
| Registration                                                                         | Arlington Registration Desk | 8am- 1pm       |
| Business Session                                                                     | Salons 3-4                  | 9am- 11:30am   |
| Benefits Protection/ Legislative Workshop                                            | Salons 3-4                  | 1pm- 3pm       |
| Membership Workshop                                                                  | Salons 3-4                  | 3:15pm- 4:15pm |
| Grassroots Advocacy:<br><i>Sharing Best Practices and Tips on Resolution Writing</i> | Salons 3-4                  | 4:30pm- 5:45pm |

**Monday, 2/24/25**

|                             |                 |                 |
|-----------------------------|-----------------|-----------------|
| DAV HQ Office               | Alexandria Room | 8am- 4pm        |
| Service Workshop            | Salons 3-4      | 9am-10:15am     |
| Caregiver Support Workshop  | Salons 3-4      | 10:30am-11:30am |
| Inspector General Workshop  | Salons 3-4      | 12:45pm-1:45pm  |
| Employment Workshop         | Salons 3-4      | 2pm- 3pm        |
| Communications Workshop     | Salons 3-4      | 3:15pm- 4:15pm  |
| Voluntary Services Workshop | Salons 3-4      | 4:30pm- 5:30pm  |

**Tuesday, 2/25/25**

|                                                                                           |                                                                                               |                           |
|-------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------|---------------------------|
| DAV HQ Office                                                                             | Alexandria Room                                                                               | 8am- 4pm                  |
| *National Commander Presentation<br>to Joint House & Senate Veterans Affairs<br>Committee | Capitol Complex (Cannon House Bldg.)<br>390 CHOB, Cannon Caucus Room,<br>Washington, DC 20515 | 10am                      |
| DAV National Service Foundation                                                           | Salons 5-6                                                                                    | 2pm                       |
| DAV Charitable Service Trust                                                              | Salons 5-6                                                                                    | Immediately following NSF |
| Disabled Veterans Life<br>Memorial Foundation                                             | Salons 5-6                                                                                    | Immediately following CST |
| Outreach Workshop                                                                         | Salons 5-6                                                                                    | 3:45pm                    |
| National Commanders Reception                                                             | Salons 3-4                                                                                    | 6:30pm- 8:30pm            |

**Wednesday, 2/26/25**

|                                  |         |                                      |
|----------------------------------|---------|--------------------------------------|
| DAV National Executive Committee | Salon 4 | 9am                                  |
| DAV National Board of Directors  | Salon 4 | Immediately following<br>NEC Meeting |

*\*This meeting will be held on Capitol Hill*

## Iris Blooflat

---

**From:** Trent Dilks <trent@davmn.org>  
**Sent:** Tuesday, January 7, 2025 12:03 PM  
**To:** Iris Blooflat  
**Cc:** Stephen Whitehead  
**Subject:** DAV Mid-Winter Conference

Caution! This message was sent from outside your organization.

[Allow sender](#) | [Block sender](#)

Good afternoon,

I am reaching out to let you know you have been selected by the DAV MN to be a representative at the DAV Mid-Winter Conference. We will be providing \$1,700 to your Chapter to provide you with funds for the trip. If you need the funds in advance, please work with your Chapter leadership.

At your earliest convenience, please make sure to make a reservation at event hotel (some years it fills completely). You can find the link and additional information here: <https://www.dav.org/events/2025-mid-winter-conference/>

You will be responsible for booking your own flight and hotel, but if you need any assistance please let me know ASAP.

Please try to make your reservation starting on the 22nd of Feb, as the schedule starts pretty early on the 23rd. If you have any questions or concerns please don't hesitate to contact me. My cellphone is 651-788-3186 or email here at [Trent@davmn.org](mailto:Trent@davmn.org)

Congratulations, and I look forward to seeing you in D.C.

Regards,

-----

Trent C Dilks  
Legislative Director  
Disabled American Veterans, Dept. of Minnesota  
20 West 12th St., 3rd Flr, St. Paul, MN 55155  
O: (651) 291.1212 C: (651) 788.3186

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**NOTICE:**

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# Nicollet County Board of Commissioners

## Board Meeting Agenda Item



|                                                                                                                                                                                                                                                                                                         |                            |                                                                            |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------|----------------------------------------------------------------------------|
| <b>Agenda Item:</b><br>Consider Final Acceptance and Payment for 2024 Highway Striping Project                                                                                                                                                                                                          |                            |                                                                            |
| Primary Originating Division/Dept.: Public Works-Highway                                                                                                                                                                                                                                                |                            | Meeting Date: 01/28/2025                                                   |
| Contact: Seth Greenwood, P.E.                                                                                                                                                                                                                                                                           | Title: PWD/County Engineer | Item Type: Regular Agenda<br>(Select One)                                  |
| Amount of Time Requested: 5 minutes                                                                                                                                                                                                                                                                     |                            |                                                                            |
| Presenter: Seth Greenwood, P.E.                                                                                                                                                                                                                                                                         |                            | Title: PWD/County Engineer                                                 |
|                                                                                                                                                                                                                                                                                                         |                            | Attachments: <input type="radio"/> Yes <input checked="" type="radio"/> No |
| County Strategy:<br>(Select One) Facilities and Space - preserve, maintain and build our assets                                                                                                                                                                                                         |                            |                                                                            |
| <b>BACKGROUND/JUSTIFICATION:</b><br>The 2024 Highway Striping Project re-striped a portion of the paved county roads. Project is completed and ready for final acceptance and payment. Sir Lines-A-Lot was the Contractor.<br><br>Final Payment Amount \$42,526.88<br>Total Contract Value \$169,152.84 |                            |                                                                            |
| Supporting Documents: <input type="radio"/> Attached <input checked="" 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<br>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                                                                                                                                                                           |                            |                                                                            |
| <b>ACTION REQUESTED:</b><br>Accept the 2024 Highway Striping Project as complete and authorize the final payment amount of \$42,526.88 to Sir Lines-A-Lot.                                                                                                                                              |                            |                                                                            |
| <b>FISCAL IMPACT:</b> Included in current budget<br>(Select One)<br>If "Other", specify:                                                                                                                                                                                                                |                            | <b>FUNDING</b><br>County Dollars = \$42,526.88<br>State<br>(Select One)    |
| <b>FTE IMPACT:</b> No FTE change<br>(Select One)<br>If "Increase or "Decrease," specify:<br>Related Financial/FTE Comments:                                                                                                                                                                             |                            | <b>Total:</b> \$42,526.88                                                  |

# Nicollet County Board of Commissioners

## Board Meeting Agenda Item



|                                                                                                                                                                                                                                                            |                                                                                                                                                  |  |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------|--|
| <b>Agenda Item:</b><br>Qtr 4 2024 Donations                                                                                                                                                                                                                |                                                                                                                                                  |  |
| Primary Originating Division/Dept.: Finance<br><br>Contact: Heather McCormick                      Title: Finance Director<br><br>Amount of Time Requested: 5    minutes<br><br>Presenter: Heather McCormick                      Title: Finance Director  | Meeting Date: 01/28/2025<br><br>Item Type: Regular Agenda<br><small>(Select One)</small>                                                         |  |
| Attachments: <input checked="" type="radio"/> Yes <input type="radio"/> No                                                                                                                                                                                 |                                                                                                                                                  |  |
| County Strategy: Programs and Services - deliver value-added quality services<br><small>(Select One)</small>                                                                                                                                               |                                                                                                                                                  |  |
| <b>BACKGROUND/JUSTIFICATION:</b><br>This is to present the Quarter 4 2024 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<br><br>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                                                                                                                              |                                                                                                                                                  |  |
| <b>ACTION REQUESTED:</b><br>Approval of Donations by resolution                                                                                                                                                                                            |                                                                                                                                                  |  |
| <b>FISCAL IMPACT:</b> Other<br><small>(Select One)</small><br><br>If "Other", specify: Donations<br><br><b>FTE IMPACT:</b> No FTE change<br><small>(Select One)</small><br><br>If "Increase or "Decrease," specify:<br><br>Related Financial/FTE Comments: | <b>FUNDING</b><br>County Dollars =<br><br>Other                      (16,165.00)<br><small>(Select One)</small><br><br><b>Total:</b> (16,165.00) |  |



## RESOLUTION TO APPROVE THE ACCEPTANCE OF DONATIONS



**WHEREAS**, Minn. Stat. §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; and

**WHEREAS**, the Nicollet County Finance Office has compiled a list of donations made to the County from October 1 through December 31, 2024.

**NOW THEREFORE BE IT RESOLVED**, that the Nicollet County Board of Commissioners approve the following donations made to the County from October 1 through December 31, 2024.

### Donations Received by Nicollet County October 1 through December 31, 2024

| FROM WHOM                              | AMOUNT      | PURPOSE                                                     |
|----------------------------------------|-------------|-------------------------------------------------------------|
| American Legion Auxiliary #510         | \$100.00    | Van Program                                                 |
| Tuff Miller                            | \$50.00     | Van Program                                                 |
| Various                                | \$1,220.00  | Van Program                                                 |
|                                        | \$1,370.00  |                                                             |
| Pembina - Community Investment Program | \$5,000.00  | Sheriff's Department for Dive Equipment                     |
| Pembina - Community Investment Program | \$8,500.00  | 7-Miles Park Expression Swing                               |
| Minnesota Elevator                     | \$600.00    | Lighthouse on Marshall - Gift Cards for Consumer Activities |
| Various Donations                      | \$695.00    | Loan Closet                                                 |
|                                        | \$1,295.00  |                                                             |
| TOTAL                                  | \$16,165.00 |                                                             |

Dated 28th day of January, 2025

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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



|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |                                                                                                                                                                            |  |                                                                                                            |                                                                                                    |                                                                                                                                               |  |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------|--|
| <b>Agenda Item:</b><br>Amendment to the Resolution Establishing the 2025 Committee and Board Assignments and Meetings that Qualify for a Per Diem Payment                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |                                                                                                                                                                            |  |                                                                                                            |                                                                                                    |                                                                                                                                               |  |
| Primary Originating Division/Dept.: Administration<br><br>Contact: Mandy Landkamer      Title: County Administrator<br><br>Amount of Time Requested 5      minutes<br><br>Presenter: Mandy Landkamer      Title: County Administrator                                                                                                                                                                                                                                                                                                                                                                                                                                                   | Meeting Date: 01/28/2025<br><br>Item Type: Regular Agenda<br><small>(Select One)</small><br><br>Attachments: <input checked="" type="radio"/> Yes <input type="radio"/> No |  |                                                                                                            |                                                                                                    |                                                                                                                                               |  |
| County Strategy: <small>(Select One)</small> Programs and Services - deliver value-added quality services                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |                                                                                                                                                                            |  |                                                                                                            |                                                                                                    |                                                                                                                                               |  |
| <b>BACKGROUND/JUSTIFICATION:</b><br><br>Attached is an amended list of committee and board assignments for 2025 and the amended resolution establishing how per diems are paid.<br><br>Commissioner Committee Appointment<br>- South Central Minnesota Multi-County HRA<br><br>Citizen Committee Appointment<br>- David Hanson: Board of Adjustment and Appeals and Planning and Zoning Advisory Commission                                                                                                                                                                                                                                                                             |                                                                                                                                                                            |  |                                                                                                            |                                                                                                    |                                                                                                                                               |  |
| 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<br><br>If "yes", when? (provide year; mm/dd/yy if known)      January 2025                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |                                                                                                                                                                            |  |                                                                                                            |                                                                                                    |                                                                                                                                               |  |
| Approved by County Attorney's Office: <input type="radio"/> Yes <input type="radio"/> No <input checked="" type="radio"/> N/A                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |                                                                                                                                                                            |  |                                                                                                            |                                                                                                    |                                                                                                                                               |  |
| <b>ACTION REQUESTED:</b><br>Approve the amended resolution that establishes the 2025 Committee and Board assignments and meetings that qualify for a per diem payment. <span style="float: right;">+</span>                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |                                                                                                                                                                            |  |                                                                                                            |                                                                                                    |                                                                                                                                               |  |
| <table style="width: 100%; border: none;"> <tr> <td style="width: 50%; vertical-align: top;"> <b>FISCAL IMPACT:</b> Included in current budget<br/> <small>(Select One)</small><br/><br/>           If "Other", specify         </td> <td style="width: 50%; vertical-align: top;"> <b>FUNDING</b><br/>           County Dollars =<br/><br/>           Other<br/> <small>(Select One)</small><br/><br/> <b>Total</b> </td> </tr> <tr> <td colspan="2" style="padding-top: 10px;"> <b>FTE IMPACT:</b> No FTE change<br/> <small>(Select One)</small><br/>           If "Increase or "Decrease" specify:<br/><br/>           Related Financial/FTE Comments:         </td> </tr> </table> |                                                                                                                                                                            |  | <b>FISCAL IMPACT:</b> Included in current budget<br><small>(Select One)</small><br><br>If "Other", specify | <b>FUNDING</b><br>County Dollars =<br><br>Other<br><small>(Select One)</small><br><br><b>Total</b> | <b>FTE IMPACT:</b> No FTE change<br><small>(Select One)</small><br>If "Increase or "Decrease" specify:<br><br>Related Financial/FTE Comments: |  |
| <b>FISCAL IMPACT:</b> Included in current budget<br><small>(Select One)</small><br><br>If "Other", specify                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | <b>FUNDING</b><br>County Dollars =<br><br>Other<br><small>(Select One)</small><br><br><b>Total</b>                                                                         |  |                                                                                                            |                                                                                                    |                                                                                                                                               |  |
| <b>FTE IMPACT:</b> No FTE change<br><small>(Select One)</small><br>If "Increase or "Decrease" specify:<br><br>Related Financial/FTE Comments:                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |                                                                                                                                                                            |  |                                                                                                            |                                                                                                    |                                                                                                                                               |  |

**2025 NICOLLET COUNTY  
COMMITTEES, MEETINGS & BOARD ASSIGNMENTS**  
\*All qualify for a Per Diem unless noted

|                                                                                                                 |               |                                                                                                                                 |
|-----------------------------------------------------------------------------------------------------------------|---------------|---------------------------------------------------------------------------------------------------------------------------------|
| <b>AMC DELEGATES (All AMC functions)</b>                                                                        |               | Jack Kolars<br>Marie Dranttel<br>Mark Dehen<br>Kurt Zins<br>Nicole Helget<br>Kristy Larson<br>Mandy Landkamer<br>Seth Greenwood |
| <b>AMC POLICY COMMITTEES</b>                                                                                    |               |                                                                                                                                 |
| Environmental & Natural Resources                                                                               |               | Marie Dranttel                                                                                                                  |
| General Government                                                                                              |               | Mark Dehen                                                                                                                      |
| Health and Human Services                                                                                       |               | Nicole Helget                                                                                                                   |
| Public Safety                                                                                                   |               | Kurt Zins                                                                                                                       |
| Transportation                                                                                                  |               | Jack Kolars                                                                                                                     |
| <b>ADOLESCENT CHEMICAL WELLNESS</b>                                                                             |               | Nicole Helget                                                                                                                   |
| <b>ADVOCATES COALITION</b>                                                                                      |               | Alternate: Mark Dehen                                                                                                           |
| (Citizen appointees paid per diem and serve a 3-year term)                                                      | End of Term:  | (12/31/25) Justin Laven                                                                                                         |
|                                                                                                                 | End of Term:  | (12/31/25) Jon Thoreson                                                                                                         |
|                                                                                                                 | End of Term:  | (12/31/25) Randy Schwab                                                                                                         |
|                                                                                                                 | End of Term:  | (12/31/26) Dave Ubel                                                                                                            |
|                                                                                                                 | End of Term:  | (12/31/27) David Hanson                                                                                                         |
| <b>BOARD OF APPEAL AND EQUALIZATION</b><br>(No per diem per statute)                                            |               | Marie Dranttel<br>Jack Kolars<br>Mark Dehen<br>Kurt Zins<br>Nicole Helget<br>Jaci Kopet or Designee                             |
| <b>BROADBAND COMMITTEE</b>                                                                                      |               | Kurt Zins<br>Marie Dranttel<br>Alternate: Mark Dehen                                                                            |
| <b>BUDGET COMMITTEE</b><br>(Commissioners serve 2 consecutive years on a rotating schedule)                     | Commissioner: | Marie Dranttel                                                                                                                  |
|                                                                                                                 | Commissioner: | Mark Dehen<br>Heather McCormick<br>Mandy Landkamer                                                                              |
| <b>BUILDING COMMITTEE</b>                                                                                       |               | Jack Kolars<br>Kurt Zins<br>Mandy Landkamer<br>Cody Johnson                                                                     |
| <b>CANVASS BOARD</b><br>(No per diem per statute)                                                               | Commissioner: | Jack Kolars                                                                                                                     |
|                                                                                                                 | Commissioner: | Marie Dranttel<br>Jaci Kopet<br>Court Administrator or Designee<br>North Mankato Mayor or Designee                              |
| <b>COMMUNITY EDUCATION ADVISORY COUNCIL</b>                                                                     |               | Jack Kolars                                                                                                                     |
| <b>COUNTY BOARD</b><br>(No Per Diem except for special & emergency meetings and Budget and Levy meeting only)   |               | Marie Dranttel                                                                                                                  |
|                                                                                                                 |               | Jack Kolars                                                                                                                     |
|                                                                                                                 |               | Mark Dehen                                                                                                                      |
|                                                                                                                 |               | Kurt Zins<br>Nicole Helget                                                                                                      |
| <b>COUNTY BOARD TRAININGS &amp; EDUCATION</b><br>(safety training, leadership, county programs, drainage, etc.) |               | Marie Dranttel                                                                                                                  |
|                                                                                                                 |               | Jack Kolars                                                                                                                     |
|                                                                                                                 |               | Mark Dehen                                                                                                                      |
|                                                                                                                 |               | Kurt Zins<br>Nicole Helget                                                                                                      |
| <b>COUNTY BOARD WORKSHOPS</b>                                                                                   |               | Marie Dranttel<br>Jack Kolars<br>Mark Dehen<br>Kurt Zins<br>Nicole Helget                                                       |

|                                                                                                                            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
|----------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>CRIMINAL JUSTICE COMMITTEE</b>                                                                                          | Mandy Landkamer<br>David Lange<br>Jason Wech<br>Richard Molitor<br>Judge Allison Krehbiel<br>Judge Todd Westphal<br>Co-Chair: Michelle Zehnder Fischer<br>Cassie Sassenberg<br>Marie Dranttel<br>Jack Kolars<br>Mark Dehen<br>Kurt Zins<br>Nicole Helget<br>Carol Weikle<br>Kristy Larson<br>N. Mankato Police: Ross Gullickson<br>St. Peter Attorney: James Brandt<br>St. Peter Police: Matt Grochow<br>State DOC: Sara Eischens<br>Gustavus College: Open<br>CADA: Jason Mack<br>Public Defender: Scott Cutcher |
| <b>DRAINAGE AUTHORITY</b><br>(Per diem for meetings not in conjunction with regular county board / informational meetings) | Marie Dranttel<br>Jack Kolars<br>Mark Dehen<br>Kurt Zins<br>Nicole Helget                                                                                                                                                                                                                                                                                                                                                                                                                                         |
| <b>DRAINAGE AUTHORITY COMMITTEE/<br/>JOINT DRAINAGE BOARDS</b>                                                             | Marie Dranttel<br>Kurt Zins<br>Seth Greenwood<br>Nate Henry<br>Jaci Kopet<br>Michelle Zehnder Fischer<br>Alternate: Nicole Helget                                                                                                                                                                                                                                                                                                                                                                                 |
| <b>EAST CENTRAL REGIONAL JUVENILE CENTER<br/>ADVISORY COMMITTEE (ANOKA CO DET. CENTER)</b>                                 | Nicole Helget<br>Rich Molitor<br>Agent Subcommittee: Brook Mohr                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
| <b>EMS JOINT POWERS BOARD</b>                                                                                              | Mark Dehen<br>Alternate: Jack Kolars                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
| <b>ENVISION 2040</b>                                                                                                       | Jack Kolars<br>Mandy Landkamer                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
| <b>EXTENSION</b><br>(Citizen appointees paid per diem)                                                                     | Nicole Helget<br>Marie Dranttel (Chair)<br>Jaci Kopet or Designee<br>Amy Pehrson<br>Dan Hayes<br>Natalie Compart<br>Lyndsey Beranek<br>Rob Moline<br>Darlene Schom<br>Youth Rep.: Amanda Vogel                                                                                                                                                                                                                                                                                                                    |
| <b>GREATER MANKATO DIVERSITY COUNCIL</b>                                                                                   | Jack Kolars                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
| <b>HEALTH INSURANCE PORTABILITY AND<br/>ACCOUNTABILITY ACT (HIPAA)</b>                                                     | Kristy Larson<br>Cassie Sassenberg<br>Co. Attorney Designee                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
| <b>HIGHWAY 14 PARTNERSHIP COMMITTEE</b>                                                                                    | Jack Kolars<br>Mark Dehen<br>Mandy Landkamer<br>Seth Greenwood<br>Alternate: Kurt Zins                                                                                                                                                                                                                                                                                                                                                                                                                            |
| <b>HIGHWAY 169 COALITION</b>                                                                                               | Mark Dehen<br>Seth Greenwood<br>Alternate: Marie Dranttel                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
| <b>HISTORICAL PRESERVATION ORDINANCE COMMITTEE</b>                                                                         | Tom Hagen<br>Mike McCarty<br>Ben Leonard                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |

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| <b>IMMTRACK (IMMUNIZATION TRACKING)</b>                                                                                                                                                          | Jack Kolars<br>Alternate: Mark Dehen                                                                                                                            |
| <b>INSURANCE COMMITTEE</b>                                                                                                                                                                       | Mark Dehen<br>Kurt Zins<br>Mandy Landkamer<br>Kristy Larson<br>Heather McCormick                                                                                |
| <b>JOINT AIRPORT ZONING BOARD<br/>FOR LE SUEUR MUNICIPAL AIRPORT</b>                                                                                                                             | Kurt Zins<br>Mandy Landkamer                                                                                                                                    |
| <b>LEGISLATIVE COMMITTEE</b><br>(Includes all meetings attended to<br>gather or provide information related<br>to State and Federal legislation that<br>could have an impact on Nicollet County) | Marie Dranttel<br>Jack Kolars<br>Nicole Helget<br>Mark Dehen<br>Kurt Zins                                                                                       |
| <b>LOCAL MENTAL HEALTH ADVISORY COUNCIL</b>                                                                                                                                                      | Mark Dehen                                                                                                                                                      |
| <b>MAPS ADVISORY COUNCIL</b>                                                                                                                                                                     | Jack Kolars                                                                                                                                                     |
| <b>MANKATO AREA PLANNING ORGANIZATION</b>                                                                                                                                                        | Technical Committee: Seth Greenwood<br>Mandy Landkamer<br>Policy Committee: Jack Kolars                                                                         |
| <b>MRCI BOARD</b>                                                                                                                                                                                | Mark Dehen                                                                                                                                                      |
| <b>MN COUNTIES INTERGOVERNMENTAL TRUST</b>                                                                                                                                                       | Delegate: Heather McCormick<br>Alternate: Marie Dranttel<br>Alternate: Mandy Landkamer                                                                          |
| <b>MN VALLEY ACTION COUNCIL</b>                                                                                                                                                                  | Nicole Helget                                                                                                                                                   |
| <b>MINNESOTA TRANSPORTATION ALLIANCE</b>                                                                                                                                                         | Marie Dranttel<br>Jack Kolars<br>Mark Dehen<br>Kurt Zins<br>Nicole Helget<br>Seth Greenwood                                                                     |
| <b>NACO</b>                                                                                                                                                                                      | Marie Dranttel<br>Jack Kolars<br>Mark Dehen<br>Kurt Zins<br>Nicole Helget                                                                                       |
| <b>NICOLLET COUNTY COMMUNITY<br/>CORRECTIONS ADVISORY BOARD (NCCCAB)</b>                                                                                                                         | Nicole Helget<br>Allison Krehbiel<br>Michelle Zehder Fischer<br>Affey Sigat<br>Cassie Sassenberg<br>Dave Lange<br>Brandy Brink<br>Scott Cutcher<br>Rich Molitor |
| <b>NICOLLET COUNTY FAMILY SERVICES COLLABORATIVE JOINT POWERS BOARD</b>                                                                                                                          | Nicole Helget                                                                                                                                                   |
| <b>NICOLLET COUNTY HOUSING ADVISORY COMMITTEE</b>                                                                                                                                                | Jack Kolars<br>Kurt Zins<br>Cassie Sassenberg<br>Mandy Landkamer<br>Heather McCormick                                                                           |
| <b>NICOLLET COUNTY COMMUNITY HEALTH BOARD</b>                                                                                                                                                    | Jack Kolars<br>Mark Dehen<br>Marie Dranttel<br>Kurt Zins<br>Nicole Helget                                                                                       |
| <b>NICOLLET COUNTY LAW LIBRARY</b>                                                                                                                                                               | Kurt Zins                                                                                                                                                       |
| <b>NICOLLET COUNTY/ST. PETER LIAISON COMMITTEE</b>                                                                                                                                               | Marie Dranttel<br>Nicole Helget<br>Mandy Landkamer<br>Alternate: Jack Kolars                                                                                    |
| <b>NICOLLET COUNTY/NORTH MANKATO LIAISON<br/>COMMITTEE</b>                                                                                                                                       | Jack Kolars<br>Mark Dehen<br>Mandy Landkamer<br>Alternate: Kurt Zins                                                                                            |

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| NICOLLET COUNTY TOWNSHIP ASSOCIATION                                                                  |                                                                              | Marie Dranttel<br>Jack Kolars<br>Mark Dehen<br>Kurt Zins<br>Nicole Helget                                                                                                                      |
| NOXIOUS WEED APPEALS COMMITTEE                                                                        |                                                                              | Marie Drantell<br>Fred Kienlen<br>Marvin Krohn<br>Alternate: Ronald Giefer                                                                                                                     |
| ONE WATER ONE PLAN (1W1P) -<br>LOWER MN RIVER WEST COMMITTEE                                          |                                                                              | Marie Dranttel<br>Alternate: Kurt Zins                                                                                                                                                         |
| ONE WATER ONE PLAN (1W1P) -<br>MINNESOTA RIVER MANKATO                                                |                                                                              | Marie Dranttel<br>Alternate: Kurt Zins                                                                                                                                                         |
| PARK COMMITTEE                                                                                        |                                                                              | Marie Dranttel<br>Kurt Zins<br>Mandy Landkamer                                                                                                                                                 |
| PERSONNEL COMMITTEE                                                                                   |                                                                              | Kurt Zins<br>Mark Dehen<br>Mandy Landkamer<br>Kristy Larson<br>Alternate: Jack Kolars                                                                                                          |
| PLANNING & ZONING ADVISORY COMMITTEE<br>(Citizen appointees paid per diem and<br>serve a 3-year term) | End of Term:<br>End of Term:<br>End of Term:<br>End of Term:<br>End of Term: | (12/31/25) Justin Laven<br>(12/31/25) Randy Schwab<br>(12/31/25) Jon Thoreson<br>(12/31/26) Dave Ubel<br>(12/31/27) David Hanson<br>Commissioner: Kurt Zins<br>Comm. Alternate: Marie Dranttel |
| STATEWIDE EMERGENCY COMMUNICATIONS BOARD<br>(FKA. STATE RADIO BOARD FINANCE COMMITTEE)                |                                                                              | Jack Kolars<br>Alternate: Dave Lange                                                                                                                                                           |
| RECYCLING COMMITTEE                                                                                   |                                                                              | Kurt Zins<br>Alternate: Marie Dranttel                                                                                                                                                         |
| REGION NINE DEVELOPMENT COMMISSION                                                                    |                                                                              | Marie Dranttel                                                                                                                                                                                 |
| REDA/GREATER MANKATO GROWTH (GMG)                                                                     |                                                                              | Mark Dehen<br>Mandy Landkamer                                                                                                                                                                  |
| RURAL MINNESOTA ENERGY BOARD                                                                          |                                                                              | Kurt Zins<br>Alternate: Jack Kolars                                                                                                                                                            |
| SAFETY & SECURITY COMMITTEE                                                                           |                                                                              | Safety Coordinator: Cody Johnson<br>Staff Members                                                                                                                                              |
| ST. PETER REGIONAL TREATMENT CENTER LIAISON COMMITTEE                                                 |                                                                              | Marie Dranttel                                                                                                                                                                                 |
| SOIL & WATER CONSERVATION DISTRICT MEETING LIAISON                                                    |                                                                              | Kurt Zins                                                                                                                                                                                      |
| SOUTH CENTRAL MN MULTI-COUNTY HRA BOARD<br>(Citizen appointee paid per diem)                          |                                                                              | David Anderson<br>Open                                                                                                                                                                         |
| SOUTH CENTRAL MINNESOTA REGIONAL<br>EMERGENCY COMMUNICATIONS BOARD                                    |                                                                              | Jack Kolars<br>Alternate: Kurt Zins                                                                                                                                                            |
| SOUTH CENTRAL TRANSIT BOARD                                                                           |                                                                              | Mark Dehen<br>Alternate: Jack Kolars                                                                                                                                                           |
| SOUTH CENTRAL WORKFORCE COUNCIL                                                                       |                                                                              | Nicole Helget<br>Alternate: Jack Kolars                                                                                                                                                        |
| SOUTHEAST MINNESOTA HOMELAND SECURITY/<br>EMERGENCY MANAGEMENT JPA                                    |                                                                              | Justin Block<br>Jack Kolars                                                                                                                                                                    |
| SOUTHERN MINNESOTA TOURISM ASSOCIATION<br>(Citizen appointees eligible for per diem)                  |                                                                              | Jessica Becker<br>Historical Society                                                                                                                                                           |
| STATE COMMUNITY HEALTH SERVICES ADVISORY COMMITTEE<br>(SCHSAC)                                        |                                                                              | Mark Dehen<br>Alternate: Kurt Zins                                                                                                                                                             |
| STATEWIDE HEALTH IMPROVEMENT PARTNERSHIP (SHIP) COMMITTEE                                             |                                                                              | Mark Dehen<br>Alternate: Nicole Helget                                                                                                                                                         |
| TRAVERSE DES SIOUX REGIONAL LIBRARY BOARD                                                             |                                                                              | Marie Dranttel<br>Alternate: Jack Kolars                                                                                                                                                       |
| TREATMENT COURT                                                                                       |                                                                              | Nicole Helget                                                                                                                                                                                  |
| TRI-COUNTY SOLID WASTE JOINT POWERS BOARD                                                             |                                                                              | Marie Dranttel<br>Kurt Zins                                                                                                                                                                    |
| TRUE TRANSIT ADVISORY COMMITTEE                                                                       |                                                                              | Mark Dehen<br>Alternate: Jack Kolars                                                                                                                                                           |



**AMENDMENT TO THE RESOLUTION ESTABLISHING THE 2025  
COMMITTEE AND BOARD ASSIGNMENTS AND MEETINGS THAT  
QUALIFY FOR A PER DIEM PAYMENT**



**WHEREAS**, pursuant to Minn. Stat. §375.055, the Nicollet County Board has established a per diem payment for service by individual county commissioners on any board, committee, or commission of county government including committees of the board, or for the performance of services by individual county commissioners when required by law; and

**WHEREAS**, pursuant to Minn. Stat. §375.06, county commissioners may be paid a per diem in addition to their salary for each day necessarily occupied in the discharge of their official duties while acting on any committee under the direction of the board; and

**WHEREAS**, pursuant to a Minnesota Attorney General Opinion, a county commissioner may only collect one per diem for each calendar day spent performing official duties; and

**WHEREAS**, , pursuant to a Minnesota State Auditor Opinion, when a board, committee, commission, joint powers or other entity provides a per diem, a commissioner may not collect another per diem from the county; and

**WHEREAS**, Nicollet County employees and the Nicollet County elected Sheriff and Attorney are not eligible for per diems; and

**WHEREAS**, certain citizen appointed members to a board, committee, or commission may be paid a per diem as approved by the County Board or as provided for by Minnesota Statute; and

**WHEREAS**, duties approved for a per diem payment must be reported back to the applicable board, committee or commission in order to receive the payment; and

**WHEREAS**, the Minnesota State Auditor does not consider social events as work qualifying for per diem payments; and

**WHEREAS**, the Minnesota State Auditor's statement of position regarding per diem payments states commissioners cannot claim a per diem payment whenever they meet with a constituent or group unless it is done under the authorization of the county board to meet with a single person or group to obtain information for a matter under consideration by the county board.

**NOW, THEREFORE BE IT RESOLVED**, regularly scheduled County Board meetings, regularly scheduled Drainage Authority meetings held in conjunction with regularly scheduled County Board meetings and committee meetings held immediately prior to and immediately after regularly scheduled County Board meetings are not eligible for a per diem payment.

**BE IT ALSO RESOLVED**, that the Nicollet County Board of Commissioners approves the attached list of 2025 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 this 28th day of January, 2025

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Marie Dranttel, Chair  
Nicollet County Board of Commissioners

ATTEST:

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Mandy Landkamer  
County Administrator/Clerk to the Board



**January 7, 2025**  
**OFFICIAL PROCEEDINGS OF THE**  
**NICOLLET COUNTY DRAINAGE AUTHORITY**

The Nicollet County Drainage Authority met in regular session on Tuesday, January 7, 2025, following adjournment of the regular Board of Commissioners meeting. Commissioners Dranttel, Kolars, Dehen, Helget, and Zins were in attendance. County Administrator Mandy Landkamer and County Attorney Zehnder Fischer were also present.

**Approval of Agenda**

Motion by Commissioner Kolars and seconded by Commissioner Dehen to approve the addition of the request to Set a Public Hearing Date for CD38A Preliminary Engineers Report to the agenda. Carried unanimously.

**Consent Agenda**

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

- a. December 17, 2024 Drainage Authority Minutes

Carried Unanimously.

**Public Appearances:**

There were no public appearances.

**Public Services**

***Set Public Hearing Date for CD38A Preliminary Engineers Report***

Director Kopet requested to set the Public Hearing for CD38A Preliminary Engineers Report for February 11, 2025 at 10:00 a.m. in the Nicollet County Board Room.

Motion by Commissioner Dehen and seconded by Commissioner Zins to set the public hearing date for CD38A Preliminary Engineers Report to February 11, 2025 at 10:00 a.m.

**Adjourn**

The meeting was adjourned at 9:59 a.m.

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MARIE DRANTTEL, CHAIR  
BOARD OF COMMISSIONERS

ATTEST:

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MANDY LANDKAMER,  
CLERK TO THE BOARD