

Nicollet County Board of Commissioners Meeting



October 26, 2021

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

Commissioners – Terry Morrow, Chair; Jack Kolars; John Luepke; Marie Dranttel

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

1. Flag Pledge
2. Silence Your Cell Phones
3. Approval of Agenda

Consent Agenda

1. Approval of October 12, 2021 Board Minutes
2. Approve Lease Amendment with MN Driver and Vehicle Services
3. Juvenile Work Crew Contract with Blue Earth County
4. End of Probations
5. Approval of Bills

Public Appearances

9:05 a.m. Health and Human Services

1. Operational Funding to Address Social Determinants of Health
2. COVID-19 Response Update

9:15 a.m. Human Resources

3. Elected Official Benefit Policy

9:20 a.m. Administration

1. Declaration of Vacancy and Authorization for a Special Election Resolution

County Attorney Update

Chair's Report

Commissioner Committee Reports

Commissioners Meetings & Conferences

Approve Per Diems and Expenses

Adjourn Board of Commissioners Meeting

9:50 a.m. Call Drainage Authority Meeting to Order:

Drainage Authority Agenda Items

1. Consent Agenda
 - a. Approval of October 12, 2021 Drainage Authority Minutes
2. Consider Ditch Repair Report 21-019 through 21-023

Adjourn Drainage Authority Meeting

Vision Statement

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

**Leadership. Efficiency. Accountability.
Innovation. Integrity.**

Mission Statement

Providing efficient services with innovation and accountability

Nicollet County Board of Commissioners Meeting



October 26, 2021

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

Commissioners – Terry Morrow, Chair; Jack Kolars; John Luepke; Marie Dranttel

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. Meetings with a quorum of Nicollet County Board of Commissioners expected to attend is noted with an asterisk (*).

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

October 26 – County Board of Commissioners Meeting, 9 a.m., Nicollet County Board Room, St. Peter *

October 26 – County Drainage Authority Meeting, 9 a.m., Nicollet County Board Room, St. Peter *

October 28 – Brown-Nicollet Community Health Executive Committee Meeting, 8:15 a.m.

October 29 – AMC Meeting, Golden Bubble, Faribault, 8:00 a.m.*

November 1 – MRCI (Managed Resource Connections, Inc)

November 3 – SWCD Board Meeting

November 3 – Minnesota Transportation Alliance Annual Meeting

November 4 – Highway 169 Coalition

November 9 – County Board of Commissioners Meeting, 9 a.m., Nicollet County Board Room, St. Peter *

November 9 – County Drainage Authority Meeting, 9 a.m., Nicollet County Board Room, St. Peter *

November 15 – Minnesota Valley Action Council

November 15 – Board of Adjustment and Appeals/Planning & Zoning Advisory Commission Meeting, 7 p.m., Nicollet County Board Room, St. Peter*

November 16 - Individual Department Head Meeting with Administrator, 8:15 a.m., Nicollet Room, St. Peter*

November 16 - County Board Workshop, 9:30 a.m., Nicollet County Board Room, St. Peter *

November 18 – BNCH Executive Committee Meeting

November 23 – County Board of Commissioners Meeting, 9 a.m., Nicollet County Board Room, St. Peter *

November 23 – County Drainage Authority Meeting, 9 a.m., Nicollet County Board Room, St. Peter *

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OFFICIAL PROCEEDINGS OF THE
BOARD OF COUNTY COMMISSIONERS FOR
NICOLLET COUNTY, MINNESOTA
OCTOBER 12, 2021

The Nicollet County Board of Commissioners met in regular session on Tuesday, October 12, 2021, at 9:00 a.m. Commissioners Terry Morrow, Jack Kolars, Marie Dranttel, and John Luepke were present. Also present were County Administrator Mandy Landkamer, Chief Deputy Attorney James Dunn and Recording Secretary Sarah Frahm.

Approval of Agenda

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

Consent Agenda

Motion by Commissioner Kolars and seconded by Commissioner Luepke to approve the consent agenda items as follows: September 28, 2021 Board Meeting minutes, 2022-2023 County MFIP Biennial Service Agreement, end of probation for Jessalyn Mercado, effective October 19, 2021; end of probations for Nicole Jensen and Katie Keohane, effective October 12, 2021; end of probation for Madison Brunner, effective October 12, 2021; and approval of the Commissioner Warrants as presented for the following amounts: General Revenue Fund - \$104,850.19, Road & Bridge Fund - \$60,037.41, Human Services Fund - \$239,662.31, and acknowledge review of the Auditor's Warrants. Motion carried with all voting in favor.

Public Appearances

There were no public appearances.

Technologies

Cybersecurity Proclamation

Motion by Commissioner Luepke and seconded by Commissioner Dranttel to authorize Director Moore to approve a proclamation recognizing October as Cybersecurity Awareness Month in Nicollet County. Motion carried with all voting in favor.

COVID-19 Update

Director Sassenberg gave a brief update on the COVID-19 grant money usage. HHS is receiving freezers at both the St. Peter and Mankato locations, which will be used to store vaccines. Regarding COVID19 numbers in the community, the recent increases are largely in school populations.

Public Health held its first Pfizer booster clinic last week, and 75 shots were given in total. They are anticipating to begin a more routine booster clinic around the 29th of October if the Moderna booster shot is approved. They will also continue to offer testing for free to uninsured populations.

Administration

The meeting moved to a closed session for attorney-client privilege, pursuant to MN Statutes Chapter 13D, to discuss threatened litigation. Those present for the closed session were all County Commissioners, County Administrator Landkamer, Human Resources Director Kristy Larson, and Ann Goering.

At 10:02 a.m., Chair Morrow called the meeting back to order.

Motion by Commissioner Luepke and seconded by Commissioner Kolars for the Consideration of Payment of Fees Under Minn. Stat. 465.76 Payment of Fees. Motion to pass failed.

Commissioner Committee Reports

The Commissioners reported on various meetings and activities, including:

Chair's Report

- AMC Meeting

Commissioner Marie Dranttel

- N/A

Commissioner Jack Kolars

- TDS
- Personnel
- State Auditor visit

Commissioner John Luepke

- Personnel Committee
- City of Courtland meeting

Approve Per Diems and Expenses

Motion by Commissioner Luepke and seconded by Commissioner Kolars to approve the expenses and per diems for the meetings noted above during the Commissioner Reports and/or as submitted on approved expense reports, and authorize payment of those expenses and per diems by the Finance Office. Motion carried with all voting in favor.

Adjourn

Motion by Commission Luepke and seconded by Commissioner Dranttel to adjourn the meeting. Motion carried with all voting in favor. The meeting adjourned at 10:08 a.m.

TERRY MORROW, CHAIR
BOARD OF COMMISSIONERS

ATTEST:

MANDY LANDKAMER
CLERK TO THE BOARD

DRAFT

Nicollet County Board of Commissioners
Board Meeting Agenda Item



Agenda Item:		
Approve Lease Amendment with MN Driver and Vehicle Services		
Primary Originating Division/Dept.: Administration	Meeting Date: 10/26/2021	
Contact: Mandy Landkamer Title: County Administrator	Item Type: (Select One) Consent Agenda	
Amount of Time Requested minutes		
Presenter: Title:	Attachments: ☒ Yes ☐ No	
County Strategy: (Select One) Programs and Services - deliver value-added quality services		
BACKGROUND/JUSTIFICATION: The MN Department of Public Safety - Driver and Vehicle Services Division, has been leasing space from the Nicollet County for several years to conduct driver's license testing exams. The County has previously approved 3 - year leases with the State to use a portion of the EOC one day a month to do the testing exams. As proposed, the lease is for \$875.00 over 3.5 years, an increase of \$125.00 from the previous lease. This lease will also increase the frequency from one to two days a month, 8:00 am to 4:30 pm. Update: DVS has requested an amendment to Lease Agreement No. PS0398 to begin use of the Nicollet County facilities effective November 1, 2021 through June 30, 2025 (3 years and 8 months). This amendment is requested because DVS has been able to hire a Examiner for the area.		
Supporting Documents: ☒ Attached ☐ In Signature Folder ☐ None		
Prior Board Action Taken on this Agenda Item: ☒ Yes ☐ No		
If "yes", when? (provide year; mm/dd/yy if known) 09/28/21		
Approved by County Attorney's Office: ☐ Yes ☐ No ☒ N/A		
ACTION REQUESTED: Approve Amendment No. 1 to Lease No. PS0398 with the State of Minnesota.		
FISCAL IMPACT: Included in current budget (Select One) If "Other", specify	FUNDING County Dollars = State \$250.00/yr. (Select One) Total \$250.00/yr.	
FTE IMPACT: No FTE change (Select One) If "Increase or "Decrease" specify: Related Financial/FTE Comments:		

STATE OF MINNESOTA

LEASE

LEASE NO. **PS0398**

THIS AGREEMENT is made by and between Nicollet County, 501 South Minnesota Avenue, St. Peter, MN 56082, hereinafter referred to as LESSOR, and the STATE OF MINNESOTA, Department of Administration, hereinafter referred to as LESSEE, acting for the benefit of Department of Public Safety, Driver and Vehicle Services.

WHEREAS, the Commissioner of Administration is empowered by Minn. Stat. §16B.24, subd. 6, to lease non-state owned property;

NOW THEREFORE, LESSOR and LESSEE, in consideration of the rents, covenants and considerations hereinafter specified, do hereby agree each with the other as follows.

1. **LEASED PREMISES** LESSOR grants and LESSEE accepts a lease of the following described Leased Premises located in the City of St. Peter, County of Nicollet, Minnesota ZIP: 56082

Approximately two hundred fifty six (256) square feet of office space in the building located at 501 South Minnesota Avenue.

2. **USE** LESSEE shall use and occupy the Leased Premises only as driver exam station and for such related activities.

3. **LEASE TERM**

- 3.1 The term of this Lease is three (3) years and six (6) months, commencing January 1, 2022 and continuing through June 30, 2025, between the hours of 8:00 a.m. and 4:30 p.m. on the second and fourth Tuesday of each month, holidays excepted. When not used on a holiday, an alternative day may be substituted, as required and if available.
- 3.2 LESSOR and LESSEE hereby agree that a change in the hours or day(s) of use may be made by mutual agreement in writing between the parties, so long as there is no increase in usage.

4. **RENT**

- 4.1 As rent for the Leased Premises and in consideration for all covenants, representation and condition of this Lease, LESSEE agrees to pay LESSOR a rental rate of sixty two and fifty/100 dollars \$62.50 per quarter, resulting in a total rental amount not to exceed two hundred fifty and no/100 dollars (\$250.00) per year due and payable on the last day of each quarter.
- 4.2 LESSOR represents and warrants that it is solely entitled to all of the rents payable under the terms of this Lease and that LESSEE shall have the quiet enjoyment of the Leased Premises during the full term of this Lease and any extension or renewal thereof.

5. **OPTION TO RENEW**

- 5.1 LESSOR further grants and LESSEE accepts the right to one (1) option to renew this Lease for a period of two (2) years at the same terms, conditions and rental rate as this Lease.
- 5.2 To exercise the above noted option, LESSEE must indicate in writing its intent to exercise said option thirty (30) days prior to the expiration date of this Lease.

6. **TERMINATION**

- 6.1 In the event that the Minnesota State Legislature does not appropriate to the Department of Public Safety funds necessary for the continuation of this Lease, or in the event that Federal Funds necessary for the continuation of this Lease are withheld for any reason, this Lease may be terminated by LESSEE upon giving thirty (30) days written notice.
- 6.2 Pursuant to Minn. Stat. §16B.24, subd. 6, this Lease is subject to cancellation upon thirty (30) days written notice by LESSEE for any reason except lease of other non-state-owned land or premises for the same use.
- 6.3 Notwithstanding Clauses 6.1 and 6.2 above, this Lease may be terminated by LESSEE or LESSOR for any reason at any time upon giving thirty (30) days prior written notice to LESSOR.

7. **DUTIES OF LESSOR**

- 7.1 LESSOR shall furnish and provide, at its expense, the following:
- a. Heat, lights, electricity, water;
 - b. Toilet facilities, janitorial services, trash removal;
 - c. Desk, tables, chairs and telephone service (local service)
 - d. Internet access

e. Secure storage for State computer cart.

7.2 Disability Access Guidelines LESSOR agrees to provide and maintain the Leased Premises and the building of which the Leased Premises are a part with accessibility and facilities for persons with disabilities meeting code requirements including, but not limited to: Title II and III of the American with Disabilities Act (ADA), all applicable laws, rules, ordinances and regulations issued by any federal, state or local political subdivisions having jurisdiction and authority in connection with said property.

7.3 Management LESSOR agrees that in exercising its management responsibilities of the property which the Leased Premises are a part, including the maintenance, repair, alterations and construction relating thereto, it shall comply with all applicable laws, statutes, rules, ordinances and regulations, including but not limited to building code, disabilities access, zoning, air quality, pollution control, recyclable materials and prevailing wage requirements, as issued by any federal, state or local political subdivisions having jurisdiction and authority in connection with said property.

8. DUTIES OF LESSEE

8.1 LESSEE covenants that at the termination of this Lease by lapse of time or otherwise, it shall remove its personal property and vacate and surrender possession of the Leased Premises to LESSOR in as good condition as when LESSEE took possession, ordinary wear and damage by the elements excepted. Alterations or fixtures attached to the Leased Premises shall remain a part thereof and shall not be removed unless LESSOR elects to permit removal.

8.2 Smoking Pursuant to Minn. Stat. 16B.24, subd. 9, LESSOR and LESSEE shall not permit smoking in the Leased Premises.

8.3 Energy Conservation LESSEE agrees to observe reasonable precautions to prevent waste of heat, electricity, water, air conditioning, any other utility or any service, whether such is furnished by LESSOR or obtained and paid for by LESSEE.

9. INSURANCE; LIABILITY

9.1 Property Damage It shall be the duty of LESSOR and LESSEE to maintain insurance or self-insurance on their own property, both real and personal. Notwithstanding anything apparently to the contrary in this Lease, LESSOR and LESSEE hereby release one another and their respective partners, officers, employees and property manager from any and all liability or responsibility to the other or anyone claiming through or under them by way of subrogation or otherwise for loss or damage, even if such loss or damage shall have been caused by the fault or negligence of the other party, or anyone for whom such party may be responsible.

9.2 **Liability** LESSOR and LESSEE agree that each party will be responsible for its own acts and the results thereof to the extent authorized by law and shall not be responsible for the acts of any others and the results thereof. LESSEE'S liability shall be governed by the provisions of the Minnesota Tort Claims Act, Minn. Stat., §3.736, and other applicable law.

10. **DESTRUCTION** If the Leased Premises shall be destroyed or damaged by fire, tornado, flood, civil disorder or any cause whatsoever, so that the Leased Premises become untenable, the rent shall be abated from the time of such damage and LESSEE shall have the option of terminating this Lease immediately or allowing LESSOR such amount of time as LESSEE deems reasonable to restore the damaged Leased Premises to a tenantable condition.

11. **MAINTENANCE AND REPAIRS**

11.1 It shall be the duty of LESSOR to maintain at its own expense, in working condition, all appurtenances within the scope of this Lease, including the maintenance of proper plumbing, wiring, heating (and, where applicable, cooling) devices and ductwork.

11.2 LESSOR shall, at its own expense, make such necessary repairs so as to continue to provide all such service appurtenances as are required by this Lease, provided, however, that LESSOR shall not be responsible for repairs upon implements or articles which are the personal property of LESSEE, nor shall LESSOR bear the expense of repairs to the Leased Premises necessitated by damage caused by LESSEE beyond normal wear and tear.

12. **AUDIT** Pursuant to Minn. Stat., §16C.05, subd. 5, the books, records, documents and accounting procedures and practices of LESSOR relevant to this Lease shall be subject to examination by the State and/or Legislative Auditor, as appropriate, for a minimum of six (6) years.

13. **DEFAULT BY LESSOR** If LESSOR shall default in the performance of any of the terms or provisions of this Lease; LESSEE shall promptly so notify LESSOR in writing. If LESSOR shall fail to cure such default within thirty (30) days after receipt of such notice, or if the default is of such character as to require more than thirty (30) days to cure, and LESSOR shall fail to commence to do so within thirty (30) days after receipt of such notice and thereafter diligently proceed to cure such default, then in either event, LESSEE may cure such default and any reasonable and actual expenses paid by LESSEE shall be paid by LESSOR to LESSEE within ten (10) days after statement therefore is rendered. LESSEE shall have a specific right to set-off any such amounts against any rent payments or other amounts due under this Lease. In lieu of curing said default, LESSEE shall have the specific right to set-off against any rent payments or other amounts due under this Lease any damages incurred through the LESSOR'S breach. This provision in no way limits LESSEE'S other remedies for breach under common law or this Lease.

14. **GOVERNMENT DATA PRACTICES ACT COMPLIANCE**

- 14.1 LESSOR must comply with the Minnesota Government Data Practices Act, Minn. Stat., Chapter 13, as it applies to all data provided by LESSEE in accordance with this Lease and as it applies to all data created, collected, received, stored, used, maintained, or disseminated by LESSOR in accordance with this Lease. The civil remedies of Minn. Stat. §13.08, apply to LESSOR and LESSEE.
- 14.2 Minn. Stat., Chapter 13, provides that all government data are public unless otherwise classified. If LESSOR receives a request to release the data referred to in this Clause, LESSOR must immediately notify LESSEE and consult with LESSEE as to how LESSOR should respond to the request. LESSOR'S response shall comply with applicable law, including that the response is timely and, if LESSOR denies access to the data, that LESSOR'S response references the statutory basis upon which LESSOR relied. LESSOR does not have a duty to provide public data to the public if the public data is available from LESSEE.

15. **NOTICES**

- 15.1 All notices or communications between LESSOR and LESSEE shall be in writing and deemed to have been given upon the occurrence of one of the following methods of delivery to the address noted in Clause 15.2 below.
- a. when personally delivered to the addressee, or
 - b. on the second business day after sender has deposited the registered or certified mailing with the US Postal Service, or
 - c. one (1) business day after deposited with an overnight courier service.

15.2 **Mailing Addresses:**

LESSOR:
Nicollet County
501 South Minnesota Avenue
St. Peter, MN 56082

LESSEE:
Accounts Payable
Department of Public Safety
445 Minnesota St # 126
St Paul MN 55101-5126

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IN WITNESS WHEREOF, the parties have set their hands on the date(s) indicated below intending to be bound thereby.

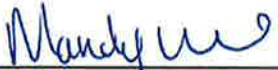
LESSOR: NICOLLET COUNTY

Lessor certifies that the appropriate person(s) have executed the Lease on behalf of Lessor as required by applicable articles, bylaws, resolutions, or ordinances.

By 

Title BOARD CHAIR

Date 9/28/21

By 

Title County Administrator

Date 9-28-21

LESSEE:

STATE OF MINNESOTA
DEPARTMENT OF ADMINISTRATION
COMMISSIONER

Delegated to

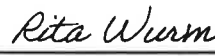
By _____

Title _____

Date _____

APPROVED:

STATE OF MINNESOTA
DEPARTMENT OF PUBLIC SAFETY

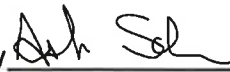
By 

Title Deputy Director

Date 9/30/2021

STATE ENCUMBRANCE VERIFICATION

Individual signing certifies that funds have been encumbered as required by Minn. Stat. §16A.15.. and §16C.05.

By 

Date 9/30/2021

Contract No. 200038

Purchase Order No. 300075529

STATE OF MINNESOTA

AMENDMENT OF LEASE

Amendment No. 1

Lease No. PS0398

THIS AMENDMENT, made by and between Nicollet County, 501 South Minnesota Avenue, St. Peter, MN 56082, hereinafter referred to as LESSOR, and the State of Minnesota, Department of Administration, hereinafter referred to as LESSEE, acting for the benefit of the Department of Public Safety, Driver and Vehicle Services, shall be an amendment to Lease No. PS0398.

WHEREAS, LESSOR and LESSEE entered into Lease No. PS0398, involving the lease of approximately two hundred fifty six (256) square feet of office space in the building located at 501 South Minnesota Avenue, city of St. Peter, County of Nicollet;

WHEREAS, the parties deem certain amendments and additional terms and conditions mutually beneficial for the effective continuation of said Lease;

NOW THEREFORE, LESSOR and LESSEE agree to substitution and/or addition of the following terms and conditions, which shall become a part of Lease No. PS0398 effective as of the date set forth herein.

1. LEASE TERM Section 3 to the Lease is hereby deleted and replaced with the following Section 1.1.

1.1 The Term of this lease is three (3) years and eight (8) months, commencing November 1, 2021 and continuing through June 30th, 2025, between the hours of 8:00 a.m. and 4:30 p.m. on the second and fourth Tuesday of each month, holidays excepted. When not used on a holiday, an alternative day may be substituted, as required and if available.

2. Except as modified by the provisions of this Amendment, said Lease is ratified and confirmed as originally written.

NO ATTACHMENTS

IN WITNESS WHEREOF, the parties have set their hands on the date(s) indicated below intending to be bound thereby.

LESSOR: COUNTY OF NICOLLET

LESSOR certifies that the appropriate person(s) have executed the Lease on behalf of LESSOR as required by applicable articles, bylaws, resolutions or ordinances.

By _____

Title _____

Date _____

By _____

Title _____

Date _____

LESSEE:
STATE OF MINNESOTA
DEPARTMENT OF ADMINISTRATION
COMMISSIONER
Delegated To:

By _____

Title _____

Date _____

APPROVED:
STATE OF MINNESOTA
DEPARTMENT OF PUBLIC SAFETY

By _____

Title _____

Date _____

Nicollet County Board of Commissioners
Board Meeting Agenda Item



Agenda Item:

Juvenile Work Crew Contract with Blue Earth County

Primary Originating Division/Dept.: Probation

Meeting Date: 10/26/2021

Contact: Rich Molitor

Title: Director

Item Type: Consent Agenda
(Select One)

Amount of Time Requested

minutes

Presenter: Rich Molitor

Title: Director

Attachments: ☒ Yes ☐ No

County Strategy: Programs and Services - deliver value-added quality services
(Select One)

BACKGROUND/JUSTIFICATION:

Renewing juvenile work crew contract with Blue Earth County for a period of one year.



Supporting Documents: ☒ Attached ☐ In Signature Folder ☐ None

Prior Board Action Taken on this Agenda Item: ☒ Yes ☐ No

If "yes", when? (provide year; mm/dd/yy if known)

Approved by County Attorney's Office: ☒ Yes ☐ No ☐ N/A

ACTION REQUESTED:

Signature of Contract

FISCAL IMPACT: Other
(Select One)

If "Other", specify

FUNDING
County Dollars =

Grant
(Select One)

FTE IMPACT: No FTE change
(Select One)

If "Increase or "Decrease" specify:

Total

Related Financial/FTE Comments:

NICOLLET COUNTY COMMUNITY CORRECTIONS AGREEMENT

This contract is between the County of Nicollet, on behalf of Nicollet County Community Corrections [hereafter "Nicollet County Community Corrections"], Nicollet County Government Center, 501 South Minnesota Avenue, St. Peter, MN 56082 and the County of Blue Earth on behalf of Blue Earth County Community Corrections [hereafter "Purchaser"], Blue Earth County Justice Center, 401 Carver Road, Mankato, MN 56001.

Recitals

1. The Nicollet County Community Corrections is empowered to enter into income contracts as part of their cooperation of services. The Purchaser has requested participation in a contract with Nicollet County Community Corrections.
2. The Purchaser is in need of a juvenile community work service program for offenders ordered to perform community work service.
3. The Nicollet County Community Corrections represents that it is duly qualified and agrees to provide the services described in this contract.

Contract

1 Term of Contract

- 1.1 **Effective date:** January 1, 2022, or the date Nicollet County Community Corrections obtains all required signatures, whichever is later.
- 1.2 **Expiration date:** December 31, 2022, or until all obligations have been satisfactorily fulfilled, whichever occurs first.

2 Nicollet County Community Corrections Duties

Nicollet County Community Corrections will:

- 2.1 Provide one crew leader who will supervise up to eight (8) offenders, a mixture of Nicollet County and Purchasers county offenders, each approximately 24 hours per week, including the hours the crew leader spends for daily preparation and communication.
- 2.2 Submit reports to Purchaser within 30 days of the end of each quarter, which shall include the following information:
 - a. Total number of offenders served in Purchasers and Nicollet County – calculated separately
 - b. Total number of offenders completing community work service obligation in Purchasers and Nicollet County – calculated separately
 - c. Number of offenders unsuccessfully discharged from Purchaser and Nicollet County – calculated separately
 - d. Total number of hours worked by offenders in Purchasers and Nicollet County – calculated separately
 - e. Description of work completed
- 2.3 Train each crew member in safety principles and techniques relevant to the work being done.

- 2.4 Screen projects to ensure that they meet community work service guidelines.
- 2.5 Nicollet County Community Corrections will provide the crew leader, van, and equipment needed to perform community service work hours.
- 2.6 Nicollet County Community Corrections will transport the offenders to community work service sites from pre-approved pickup and drop-off locations.
- 2.7 Community work service projects will be performed in Nicollet County, Blue Earth County, and other approved work sites.
- 2.8 Nicollet County's crew leader will communicate with the Nicollet County Community Corrections Director, Nicollet and Blue Earth Counties' referring agents as to the progress of the community work service offenders.
- 2.9 All Nicollet and Purchasers' participants will abide by the rules and regulations of the Nicollet County Community Work Service Program and all directives of the Nicollet County crew leader.
- 2.10 The offenders can be discharged from the Nicollet County Community Work Service Program in the sole discretion of the crew leader, Nicollet County Community Corrections Director, or Blue Earth County Community Corrections agents'.
- 2.11 It is the obligation of the participant to contact both the Nicollet County Community Work Service crew leader, as well as the Nicollet County or Blue Earth County agent, prior to any excused absence from a pre-arranged work date.

3 Payment

The Purchaser will pay the Nicollet County Community Corrections for all services performed by the Nicollet County Community Corrections under this contract as follows:

- 3.1 The total obligation of the Purchaser for all compensation and reimbursements to the Nicollet County Community Corrections under this contract is not to exceed \$2,500.00 per year as its share of the cost of providing a crew leader and placing the work crews into service on the Community Work Service Program during the term of this agreement.
- 3.2 Terms of payment: Payment shall be made by the Purchaser to the Nicollet County Community Corrections as follows:

Payment	Pay on or before. . .
\$625.00	March 1, 2022
\$625.00	June 1, 2022
\$625.00	September 1, 2022
\$625.00	December 1, 2022

Payment will be made no later than the 23rd day following the last day of the billing period.

The total obligation of the Purchaser for all compensation and reimbursements to the Nicollet County Community Corrections under this agreement is not to exceed \$2,500.00 per year, unless agreed upon by both Nicollet County Community Corrections

and Blue Earth County Community Corrections Director, and affirmed by the County Commissioners.

4 Authorized Representatives

Nicollet County's Authorized Representative is:	The Purchaser's Authorized Representative is:
Rich Molitor, Director Nicollet County Community Corrections Nicollet County Government Center 501 South Minnesota Ave. St. Peter, MN 56082 Rich.Molitor@co.nicollet.mn.us	John Marsolek, Director Blue Earth County Community Corrections PO Box 3543 Mankato, MN 56002 John.Marsolek@co.blue-earth.mn.us

5 Amendments, Waiver, and Contract Complete

- 5.1 **Amendments:** Any amendment to this agreement must be in writing and will not be effective until it has been executed and approved by the same parties who executed and approved the original agreement, or their successors in office.
- 5.2 **Waiver:** If Nicollet County Community Corrections fails to enforce any Provision of this agreement, that failure does not waive the provision or its right to enforce it.
- 5.3 **Contract Complete:** This contract contains all negotiations and agreements between Nicollet County, Nicollet County Community Corrections and the Purchaser, Blue Earth County Community Corrections. No other understanding regarding this agreement, whether written or oral, may be used to bind either party.

6 Liability

Each party will be responsible for its own acts and behavior and the results thereof. Purchaser agrees that it shall indemnify and hold harmless Nicollet County Community Corrections from any claims arising under the execution, or implementation of this contract.

7 Government Data Practices

The Purchaser must comply with the Minnesota Government Data Practices Act, Minnesota Statute, Chapter 13, as it applies to all data provided by the Nicollet County Probation Department under this contract. The civil remedies of Minnesota Statute § 13.08 apply to the release of the data referred to in this clause by either the Purchaser of the Nicollet County Probation Department.

If the Purchaser receives a request to release the data referred to in this Clause, the Purchaser must immediately notify Nicollet County Community Corrections. The

Nicollet County Community Corrections will give the Purchaser instructions concerning the release of the data to the requesting party before the data is released.

8 Publicity

Any publicity regarding the subject matter of this contract must not be released without prior written approval from the Nicollet County Community Corrections' Authorized Representative.

9 Audit

Under Minnesota Statute § 16C.05, subd. 5, the Purchaser's books, records, documents, and accounting procedures and practices relevant to this contract are subject to examination by the Nicollet County Community Corrections and/or the State Auditor or Legislative Auditor, as appropriate, for a total of six years.

10 Governing Law, Jurisdiction, and Venue

Minnesota law, without regard to its choice-of-law provisions, governs this contract. Venue for all legal proceedings out of this contract, or its breach, must be in the appropriate state or federal court with competent jurisdiction in Nicollet County, Minnesota.

11 Termination

Either party may terminate this agreement at any time, with or without cause, upon 30 days written notice to the other party. Should Purchaser terminate this contract, Nicollet County Community Corrections shall be entitled to payment for services provided to the date of termination, prorated.

Rich Molitor, Nicollet County
Community Corrections Director

Date

Nicollet County Chair

Date

Nicollet County Board Clerk

Date

John Marsolek, Blue Earth County
Community Corrections Director

Date

Blue Earth County Chair

Date

Blue Earth County Board Clerk

Date

Approved as to Form and Execution

Michelle Zehnder Fischer, Nicollet County
Attorney

Date

Nicollet County Board of Commissioners
Board Meeting Agenda Item



Agenda Item: End of Probations		
Primary Originating Division/Dept.: Human Resources		Meeting Date: 10/26/2021
Contact: Kristy Larson	Title: HR Director	Item Type: Consent Agenda (Select One)
Amount of Time Requested	minutes	
Presenter: Kristy Larson	Title: HR Director	Attachments: ☒ Yes ☐ No
County Strategy: Facilities and Space - preserve, maintain and build our assets (Select One)		
BACKGROUND/JUSTIFICATION: Sheriff's Office Sheriff Dave Lange has requested the end of probation for Adam Hanson, part-time Correctional Officer, effective October 22, 2021. Health & Human Services Health & Human Services Director Cassie Sassenberg has requested the end of probation for Lula Dayib, Community Health Worker, effective November 5, 2021.		
Supporting Documents: ☐ Attached ☒ In Signature Folder ☐ None		
Prior Board Action Taken on this Agenda Item: ☒ Yes ☐ No		
If "yes", when? (provide year; mm/dd/yy if known)		
Approved by County Attorney's Office: ☐ Yes ☐ No ☒ N/A		
ACTION REQUESTED: Grant end of probationary status		
FISCAL IMPACT: Other (Select One) If "Other", specify		FUNDING County Dollars = Grant (Select One)
FTE IMPACT: No FTE change (Select One) If "Increase or "Decrease" specify: Related Financial/FTE Comments:		Total

Nicollet County Board of Commissioners
Board Meeting Agenda Item



Agenda Item:	
Operational Funding to Address Social Determinants of Health	
Primary Originating Division/Dept.: Health and Human Services Contact: Cassandra Sassenberg Title: HHS Director Amount of Time Requested 5 minutes Presenter: C. Sassenberg Title: HHS Director	Meeting Date: 10/26/21 Item Type: (Select One) Regular Agenda Attachments: ☐ Yes ☒ No
County Strategy: Programs and Services - deliver value-added quality services (Select One)	
BACKGROUND/JUSTIFICATION: Nicollet County Health and Human Services was a recipient of special operational funding from Mayo Clinic to address social determinants of health. The funding is in the amount of \$5,528.00. The funding will be used to work with Mayo Clinic on a food insecurity pilot which will include the purchase of freezers for both North Mankato and St. Peter Health and Human Services buildings as well as partnership with a local provider for food. We'll be able to share more details about the project as things are finalized.	
Supporting Documents: ☐ Attached ☐ In Signature Folder ☒ None	
Prior Board Action Taken on this Agenda Item: ☐ Yes ☒ No If "yes", when? (provide year; mm/dd/yy if known)	
Approved by County Attorney's Office: ☐ Yes ☐ No ☒ N/A	
ACTION REQUESTED: Authorization to accept the Mayo Clinic special operational funding	
FISCAL IMPACT: NOT in current budget (Select One) If "Other", specify	FUNDING County Dollars = 0 Other \$5,528.00 (Select One)
FTE IMPACT: No FTE change (Select One) If "Increase or "Decrease" specify: Related Financial/FTE Comments:	
Total	

Nicollet County Board of Commissioners
Board Meeting Agenda Item



Agenda Item: COVID-19 Response Update	
Primary Originating Division/Dept.: Health and Human Services Contact: Cassandra Sassenberg Title: HHS Director Amount of Time Requested 5 minutes Presenter: C. Sassenberg Title: HHS Director	Meeting Date: 10/26/21 Item Type: Regular Agenda (Select One)
Attachments: ☐ Yes ☒ No	
County Strategy: Programs and Services - deliver value-added quality services (Select One)	
BACKGROUND/JUSTIFICATION: HHS Director will provide an update on the response of Health and Human Services to the COVID-19 pandemic.	
Supporting Documents: ☐ Attached ☐ In Signature Folder ☒ None	
Prior Board Action Taken on this Agenda Item: ☐ Yes ☒ No If "yes", when? (provide year; mm/dd/yy if known)	
Approved by County Attorney's Office: ☐ Yes ☐ No ☒ N/A	
ACTION REQUESTED:	
FISCAL IMPACT: No fiscal impact (Select One) If "Other", specify	FUNDING County Dollars = Other (Select One)
FTE IMPACT: No FTE change (Select One) If "Increase or "Decrease" specify: Related Financial/FTE Comments:	Total

Nicollet County Board of Commissioners
Board Meeting Agenda Item



Agenda Item: Elected Official Benefit Policy	
Primary Originating Division/Dept.: Human Resources	Meeting Date: 10/26/2021
Contact: Kristy Larson Title: HR Director	Item Type: Regular Agenda (Select One)
Amount of Time Requested 5 minutes	
Presenter: Kristy Larson Title: HR Director	Attachments: ☒ Yes ☐ No
County Strategy: Collaborative Workplace - sustain the core values of our culture (Select One)	
BACKGROUND/JUSTIFICATION: Nicollet County's Employee Handbook includes a policy regarding benefits for Elected Officials. It's policy number 4.17. The policy states that Elected Officials and their dependents are eligible for certain health care benefits after the elected official's service to the County ends. Elected Officials who have served the County for five years are eligible for these benefits. For the purposes of this policy, we are requesting that Commissioner Denny Kemp be considered to have served the County for five years.	
Supporting Documents: ☒ Attached ☐ In Signature Folder ☐ None	
Prior Board Action Taken on this Agenda Item: ☐ Yes ☒ No	
If "yes", when? (provide year; mm/dd/yy if known)	
Approved by County Attorney's Office: ☐ Yes ☐ No ☒ N/A	
ACTION REQUESTED: Action by the Board to Approve or Deny request	
FISCAL IMPACT: Included in current budget (Select One) If "Other", specify	FUNDING County Dollars = Other (Select One)
FTE IMPACT: No FTE change (Select One) If "Increase or "Decrease" specify: Related Financial/FTE Comments:	Total

governmental retirement. In the event of the retired employee's death the spouse and dependents may continue the insurance as provided by state or federal laws.

The employee must furnish written notice to the Human Resources Department stating this request. The employee shall be responsible for payment of the full cost of the monthly premium.

4.16 Appointed Department Head Separation

If the County Board intends to terminate or not reappoint an appointed Department Head for reasons other than just cause, the Board shall present written notice to the appointed Department Head 90 calendar days prior to the termination or end of term or some other time frame as allowed for under Minnesota Statute.

4.17 Elected Official Benefit Policy

Medical and Hospitalization Insurance coverage shall be paid for elected officials and their dependents following the termination of the elected official's tenure in office upon the following provisions:

1. Has served a minimum of five years as an elected official of Nicollet County.
2. The eligible elected official and/or their surviving spouse and dependents will be eligible for coverage of medical and hospitalization insurance paid 100% by Nicollet County for a period equal to 25 percent of the years in elective office (i.e., nine years in office equals two and one quarter years of paid health insurance.)
3. The maximum of paid health insurance is five years. This is equivalent to 20 years of elective office.

4.18 Elected Officials

The termination or interruption of employment to serve in an elective office of Nicollet County shall not serve to disqualify an employee from being paid for accumulated unused sick leave and vacation time.

Such employee may elect to receive payment of accumulated sick leave as provided in Chapter XXXX or may elect not to receive payment of accumulated sick leave or vacation time, choosing to leave the accumulated days "as is" until retirement or other termination from Nicollet County.

When such employee chooses to be paid for sick leave and/or vacation time, the payment shall be based upon the most recent rate at which the sick leave and/or vacation time was earned.

Nicollet County Board of Commissioners
Board Meeting Agenda Item



Agenda Item:

Declaration of Vacancy and Authorization for a Special Election Resolution

Primary Originating Division/Dept.: Administration

Meeting Date: 10/26/2021

Contact: Mandy Landkamer Title: County Administrator

Item Type: Regular Agenda
(Select One)

Amount of Time Requested 5 minutes

Presenter: Mandy Landkamer Title: County Administrator

Attachments: ☒ Yes ☐ No

County Strategy: Programs and Services - deliver value-added quality services
(Select One)

BACKGROUND/JUSTIFICATION:

Consideration of the attached resolution declaring a vacancy in the County Commissioner Third District. This resolution also authorizes the special election for the vacancy since more than one year remains in the term.

Supporting Documents: ☒ Attached ☐ In Signature Folder ☐ None

Prior Board Action Taken on this Agenda Item: ☐ Yes ☒ No

If "yes", when? (provide year; mm/dd/yy if known)

Approved by County Attorney's Office: ☒ Yes ☐ No ☐ N/A

ACTION REQUESTED:

Approval of the resolution.

FISCAL IMPACT: No fiscal impact
(Select One)

If "Other", specify

FUNDING
County Dollars =

Other
(Select One)

FTE IMPACT: No FTE change
(Select One)

If "Increase or "Decrease" specify:

Total

Related Financial/FTE Comments:

**RESOLUTION FOR NICOLLET COUNTY TO SET A SPECIAL ELECTION TO FILL THE VACANCY IN THE OFFICE
OF NICOLLET COUNTY COMMISSIONER FOR THE THIRD DISTRICT**

WHEREAS, Nicollet County has established five individual Commissioner Districts; and

WHEREAS, Denny Kemp was elected to the office of Nicollet County Commissioner for the Third District for a term expiring on January 3, 2025; and

WHEREAS, Commissioner Kemp passed away on September 29, 2021, creating a vacancy on the Nicollet County Board of Commissioners; and

WHEREAS, Minn. Stat. §375.101, subds. 1 and 4 require that if one year or more remains in the unexpired term, a Special Election must be held to fill a vacancy in the office of a county commissioner; and

WHEREAS, Minn. Stat. § 375.101, subd. 1(a) requires that a special election to fill a vacancy in the office of county commissioner be held on a date authorized by Minn. Stat. § 205.10, subd. 3a(a) which requires that a Special Election be held only on the second Tuesday of February, April, May, or August, or on the first Tuesday after the first Monday in November;

NOW THEREFORE BE IT RESOLVED, that the Nicollet County Board of Commissioners hereby call for a Special Election to fill the vacancy in the office of the Nicollet County Commissioner for the Third District.

BE IT FURTHER RESOLVED, that in the event three or more candidates file for the open seat, a Special Primary Election shall be held in the Third District on Tuesday, February 8, 2022 and the Special General Election will be held on Tuesday, April 12, 2022.

BE IT FURTHER RESOLVED, alternatively, that in the event two or fewer candidates file for the open seat, a Special General Election shall be held in the Third District on Tuesday, February 8, 2022.

BE IT RESOLVED, that any proper notices of these Special Elections shall be given, that the nomination and election of candidates be conducted, and all things pertaining thereto be done as provided by relevant Minnesota law.

Dated the 26th day of October, 2021

Terry Morrow, Chair
Nicollet County Board of Commissioners

ATTEST:

Mandy Landkamer
County Administrator/Clerk to the Board

OFFICIAL PROCEEDINGS OF THE
NICOLLET COUNTY DRAINAGE AUTHORITY
OCTOBER 12, 2021

The Nicollet County Drainage Authority met in regular session on Tuesday, October 12, 2021 at 10:09 a.m. with Chair Morrow presiding. Commissioners Terry Morrow, Marie Dranttel, John Luepke, and Jack Kolars were present. Also present were County Administrator Mandy Landkamer, Assistant County Attorney Megan Gaudette Coryell, County Attorney James Dunn, and Recording Secretary Sarah Frahm.

Agenda

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

Consent Agenda

Motion by Commissioner Luepke and seconded by Commissioner Dranttel to approve the consent agenda items as follows: approval of the September 28, 2021 Drainage Authority minutes. Motion carried with all voting in favor.

Consider Change Order for CD86A

Chuck Brandel, ISG Engineer, discussed current project updates for CD48A. He reviewed the Change Orders submitted by the contractor, Lametti & Sons, and shared his recommendations with the Board.

Motion by Commissioner Morrow and seconded by Commissioner Kolars to approve Change Order No. 2. Motion approved 3-0 with Commissioner Luepke abstaining.

Motion by Commissioner Morrow and seconded by Commissioner Dranttel to approve Change Order No. 3. Motion approved 2-1, with Commissioners Kolars and Morrow in favor and Commissioner Dranttel opposed. Commissioner Luepke abstained.

Serial Letter No. 03 for CD86A was presented. No motion taken.

Adjourn

Motion by Commissioner Luepke and seconded by Commissioner Dranttel to adjourn the Drainage Authority Meeting. Motion carried with all voting in favor.

Chair Morrow adjourned the meeting at 11:14 a.m.

TERRY MORROW, CHAIR
BOARD OF COMMISSIONERS

ATTEST:

MANDY LANDKAMER
CLERK TO THE BOARD

Nicollet County Drainage
Authority Meeting
Agenda Item



Agenda Item: Consider ditch repair report 21-019 through 21-023						
Primary Originating Division/Dept.: Public Works Contact: Nate Henry Title: Drainage Inspector Amount of Time Requested 0 minutes Presenter: Nate Henry Title: Drainage Inspector	Meeting Date: 10/26/2021 Item Type: Consent Agenda (Select One)					
Attachments: ☒ Yes ☐ No						
County Strategy: (Select One) Facilities and Space - preserve, maintain and build our assets						
BACKGROUND/JUSTIFICATION: See attached ditch repair reports						
Supporting Documents: ☒ Attached ☐ In Signature Folder ☐ None						
Prior Drainage Authority Action Taken on this Item: ☐ Yes ☒ No If yes, when? (provide year; mm/dd/yy if known)						
Approved by County Attorney's Office: ☐ Yes ☐ No ☒ N/A						
ACTION REQUESTED: Approve ditch repair reports 21-019 through 21-023.						
FISCAL IMPACT: Other (Select One) If "Other", specify FTE IMPACT: No FTE change (Select One) If "Increase or "Decrease" specify: Related Financial/FTE Comments:	FUNDING Drainage Authority Dollars = <table style="width: 100%; border: none;"> <tr> <td style="width: 50%;">Other (Select One)</td> <td style="width: 50%; text-align: right;">\$4,700.00</td> </tr> <tr> <td>Total</td> <td style="text-align: right;">\$4,700.00</td> </tr> </table>		Other (Select One)	\$4,700.00	Total	\$4,700.00
Other (Select One)	\$4,700.00					
Total	\$4,700.00					

For Staff Documentation & Contractor Information

Legend	
 Municipalities  Townships  Sections  County Boundary  Parcels	Public Drainage Systems  Open Ditch  Shallow Ditch  Tile Streams  Protected Natural  Protected Altered  Other Perennial/Intermittent Private Drainage  Drainage Outlet  Open Ditch
	Drainage System Watersheds  Roads  Interstate  U.S. and State Hwy  CSAH  County Road  Township Road  City Street

**NICOLLET COUNTY
DRAINAGE DEPARTMENT
REPAIR REPORT**

For Staff Documentation & Contractor Information

OVERVIEW

Date Repair Was Created:	2021-09-30	Branch:	main
Problem/Proposed Work:	Water running over the ditch bank has created a washout. The landowner is requesting the ditch repair the ditch bank and shape the water to run to the existing rock spillway.		
Ditch Repair:			
Tile Repair:			
FEMA Event:	False	FEMA Date:	

REPAIR LOCATION DETAILS

Commissioner District:	5	Township:	Bernadotte
Twp:	111N	Range:	29W
Section:	19	Qtr-Qtr Section:	
Latitude:	44.389761	Longitude:	-94.327010
Parcel Number:	0519300002		
Location Details:			

PERSON REQUESTING REPAIR

Name	Address	Phone
LESLIE WENNINGER	57688 412TH ST NEW ULM MN 56073	

LANDOWNER

Name	Address	Phone
LESLIE WENNINGER	57688 412TH ST NEW ULM MN 56073	

STATUS LOG

Action	Date	Initials	Notes
For Review	09/30/2021	nhenry	

DRAINAGE AUTHORITY ACTIONS

Action	Date	Board Date	Initials	Notes
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REPAIR ESTIMATES

Order	Date	Contractor	Total Cost	Notes
1	2021-09-30	Lafayette Excavating	700.00	

REPAIR INVOICES

Order	Date	Contractor	%Complete	Total Cost	Notes
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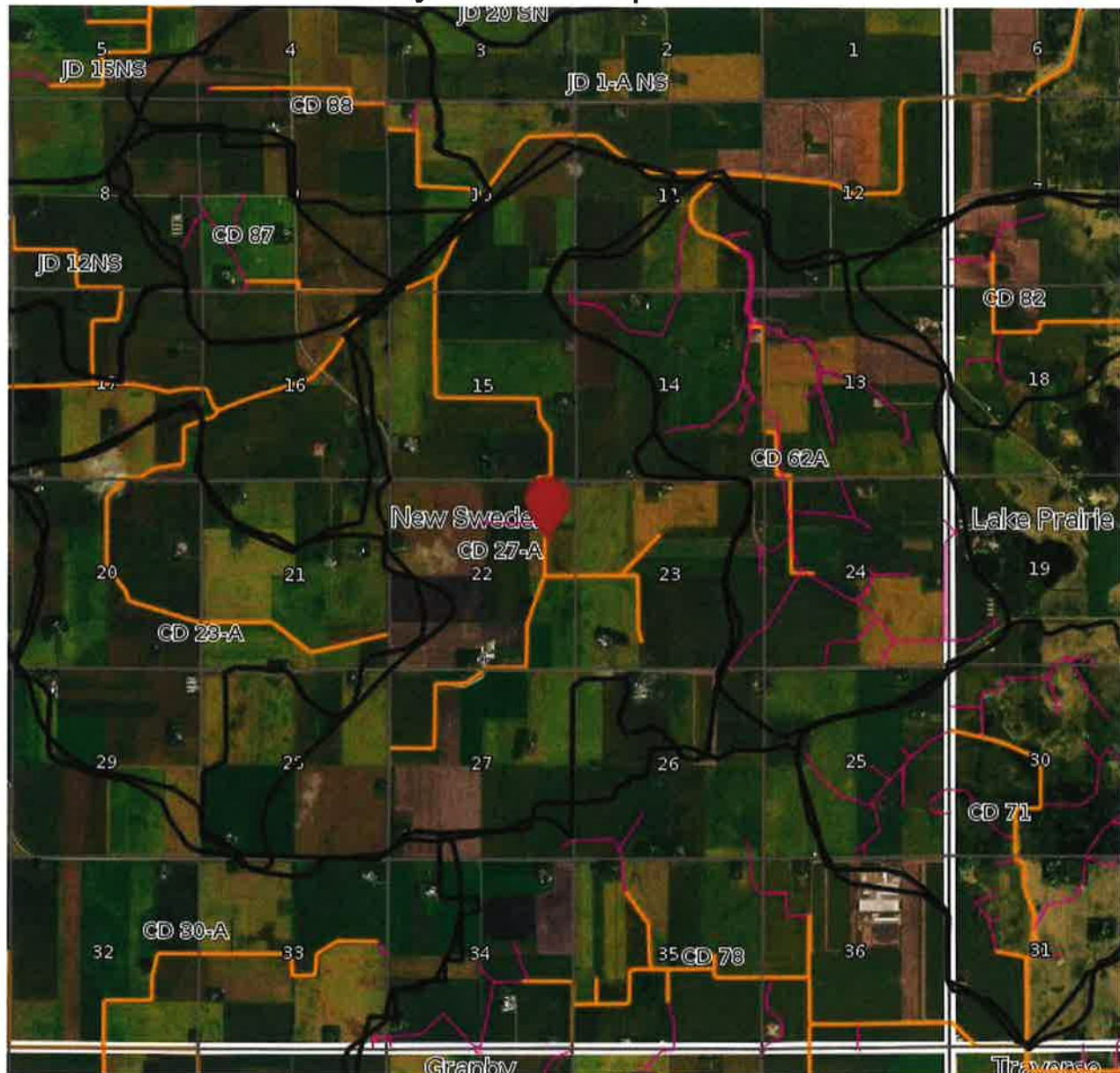
INSPECTION LOG

Date	Initials	Notes
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NICOLLET COUNTY DRAINAGE DEPARTMENT REPAIR REPORT

For Staff Documentation & Contractor Information

County Ditch 27-A Repair #21-020



▼ Municipalities	▼ Public Drainage Systems	▼ Drainage System Watersheds
▼ Townships	Open Ditch	▼ Roads
▼ Sections	Shallow Ditch	Interstate
▼ County Boundary	Tile	U.S. and State Hwy
▼ Parcels	▼ Streams	CSAH
	Protected Natural	County Road
	Protected Altered	Township Road
	Other Perennial/Intermittent	City Street
	▼ Private Drainage	
	Drainage Outlet	
	Open Ditch	

NICOLLET COUNTY DRAINAGE DEPARTMENT REPAIR REPORT

For Staff Documentation & Contractor Information

OVERVIEW

Date Repair Was Created:	2021-09-30	Branch:	main
Problem/Proposed Work:	Water running over the top of a ditch crossing has created a washout. The landowner has requested the ditch system use rip rap to stabilize the slope.		
Ditch Repair:			
Tile Repair:			
FEMA Event:	False	FEMA Date:	

REPAIR LOCATION DETAILS

Commissioner District:	5	Township:	New Sweden
Twp:	111N	Range:	28W
Section:	22	Qtr-Qtr Section:	
Latitude:	44.408432	Longitude:	-94.171157
Parcel Number:	0622200002		
Location Details:			

PERSON REQUESTING REPAIR

Name	Address	Phone
Joel Anthony		

LANDOWNER

Name	Address	Phone
DOROTHY A LE ANTHONY	37553 STATE HWY 22 SAINT PETER MN 56082	

STATUS LOG

Action	Date	Initials	Notes
For Review	09/30/2021	nhenry	

DRAINAGE AUTHORITY ACTIONS

Action	Date	Board Date	Initials	Notes
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REPAIR ESTIMATES

Order	Date	Contractor	Total Cost	Notes
1	2021-09-30	Lafayette Excavating	1200.00	

REPAIR INVOICES

Order	Date	Contractor	%Complete	Total Cost	Notes
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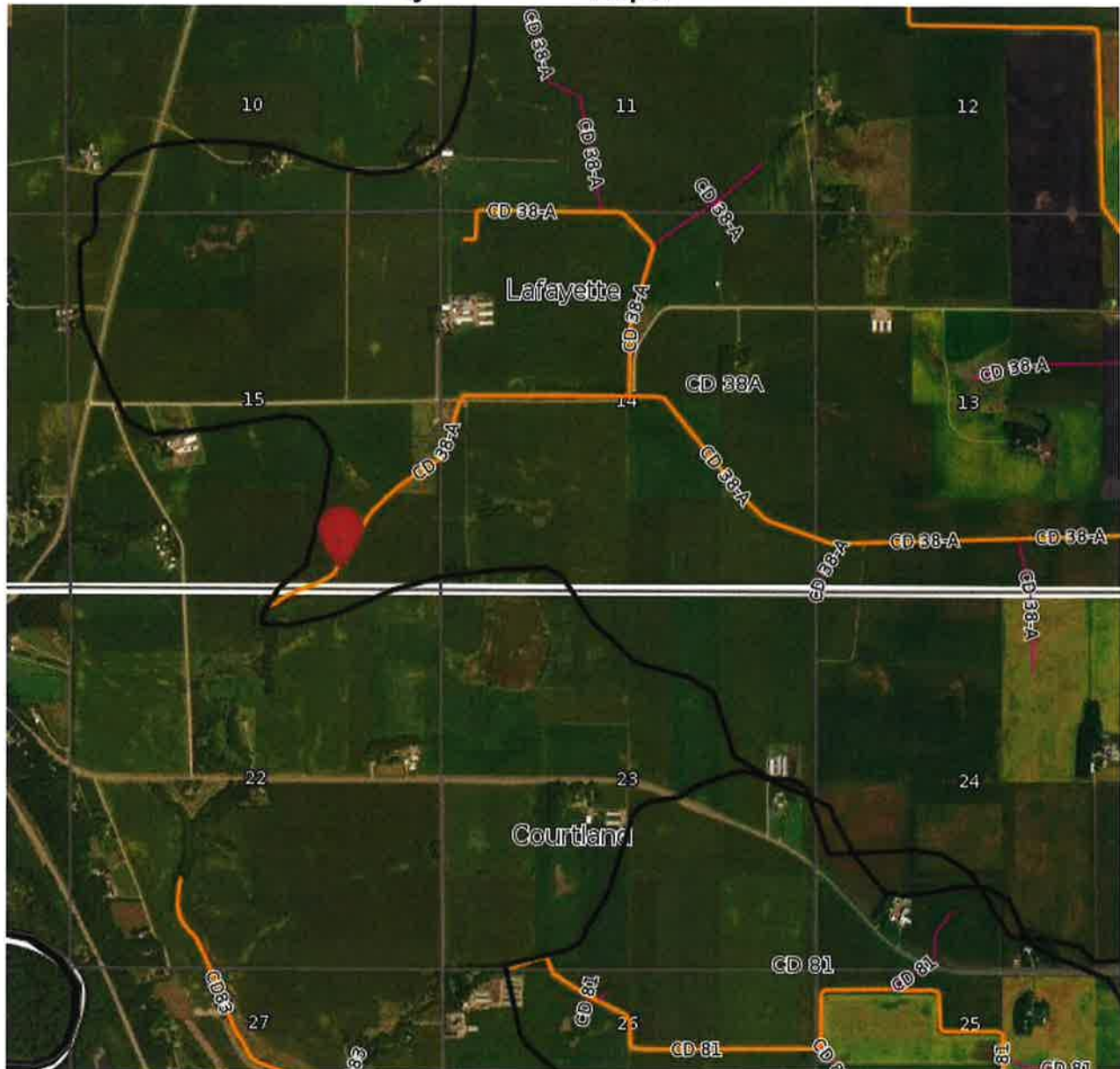
INSPECTION LOG

Date	Initials	Notes
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NICOLLET COUNTY DRAINAGE DEPARTMENT REPAIR REPORT

For Staff Documentation & Contractor Information

County Ditch 38-A Repair #21-021



▼ Municipalities	▼ Public Drainage Systems	▼ Drainage System Watersheds
▼ Townships	Open Ditch	▼ Roads
▼ Sections	Shallow Ditch	Interstate
▼ County Boundary	Tile	U.S. and State Hwy
▼ Parcels	▼ Streams	CSAH
	Protected Natural	County Road
	Protected Altered	Township Road
	Other Perennial/Intermittent	City Street
	▼ Private Drainage	
	Drainage Outlet	
	Open Ditch	

**NICOLLET COUNTY
DRAINAGE DEPARTMENT
REPAIR REPORT**

For Staff Documentation & Contractor Information

OVERVIEW

Date Repair Was Created:	2021-10-05	Branch:	main
Problem/Proposed Work:	Beavers have built a dam in the county ditch, the dam is holding back approximately 5' of water the renter is requesting the ditch system trap and remove the beavers and the dam. The beavers will be paid at \$50.00 for each beaver caught.		
Ditch Repair:			
Tile Repair:			
FEMA Event:	False	FEMA Date:	

REPAIR LOCATION DETAILS

Commissioner District:	5	Township:	Lafayette
Twp:	110N	Range:	30W
Section:	15	Qtr-Qtr Section:	
Latitude:	44.328305	Longitude:	-94.405527
Parcel Number:	1015400004		
Location Details:			

PERSON REQUESTING REPAIR

Name	Address	Phone
Tim Waibel		

LANDOWNER

Name	Address	Phone
MARTHA E LE ETAL WELLNER	117 N STATE ST NEW ULM MN 56073	

STATUS LOG

Action	Date	Initials	Notes
For Review	10/05/2021	nhenry	

DRAINAGE AUTHORITY ACTIONS

Action	Date	Board Date	Initials	Notes
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REPAIR ESTIMATES

Order	Date	Contractor	Total Cost	Notes
1	2021-10-05	Sample Vendor	500.00	

REPAIR INVOICES

Order	Date	Contractor	%Complete	Total Cost	Notes
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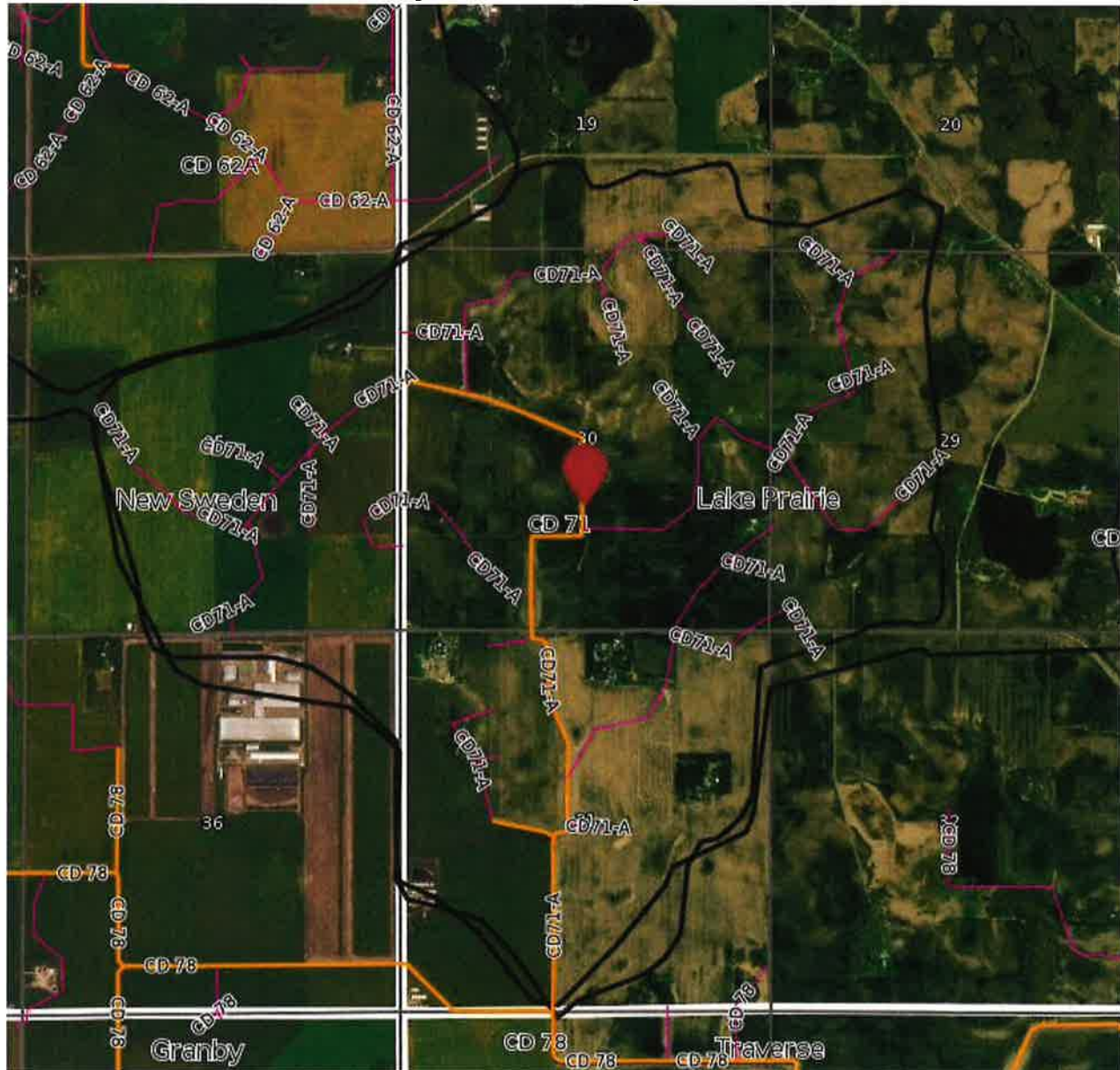
INSPECTION LOG

Date	Initials	Notes
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NICOLLET COUNTY DRAINAGE DEPARTMENT REPAIR REPORT

For Staff Documentation & Contractor Information

County Ditch 71-A Repair #21-022



▼ Municipalities	▼ Public Drainage Systems	▼ Drainage System Watersheds
▼ Townships	Open Ditch	▼ Roads
▼ Sections	Shallow Ditch	Interstate
▼ County Boundary	Tile	U.S. and State Hwy
▼ Parcels	▼ Streams	CSAH
	Protected Natural	County Road
	Protected Altered	Township Road
	Other Perennial/Intermittent	City Street
	▼ Private Drainage	
	Drainage Outlet	
	Open Ditch	

NICOLLET COUNTY DRAINAGE DEPARTMENT REPAIR REPORT

For Staff Documentation & Contractor Information

OVERVIEW

Date Repair Was Created:	2021-10-14	Branch:	main
Problem/Proposed Work:	Water from a surface intake has eroded the ditch bank on the outlet side of the structure. The landowner is requesting the ditch system repair the ditch bank with rip rap to prevent further erosion.		
Ditch Repair:			
Tile Repair:			
FEMA Event:	False	FEMA Date:	

REPAIR LOCATION DETAILS

Commissioner District:	1	Township:	Lake Prairie
Twp:	111N	Range:	27W
Section:	30	Qtr-Qtr Section:	
Latitude:	44.387995	Longitude:	-94.121010
Parcel Number:	0730100002		
Location Details:			

PERSON REQUESTING REPAIR

Name	Address	Phone
TORGERSON ROGER J FAMILY TRUST	37764 STATE HIGHWAY 22 SAINT PETER MN 56082	

LANDOWNER

Name	Address	Phone
TORGERSON ROGER J FAMILY TRUST	37764 STATE HIGHWAY 22 SAINT PETER MN 56082	

STATUS LOG

Action	Date	Initials	Notes
For Review	10/14/2021	nhenry	

DRAINAGE AUTHORITY ACTIONS

Action	Date	Board Date	Initials	Notes
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REPAIR ESTIMATES

Order	Date	Contractor	Total Cost	Notes
1	2021-10-14	Lafayette Excavating	1500.00	

REPAIR INVOICES

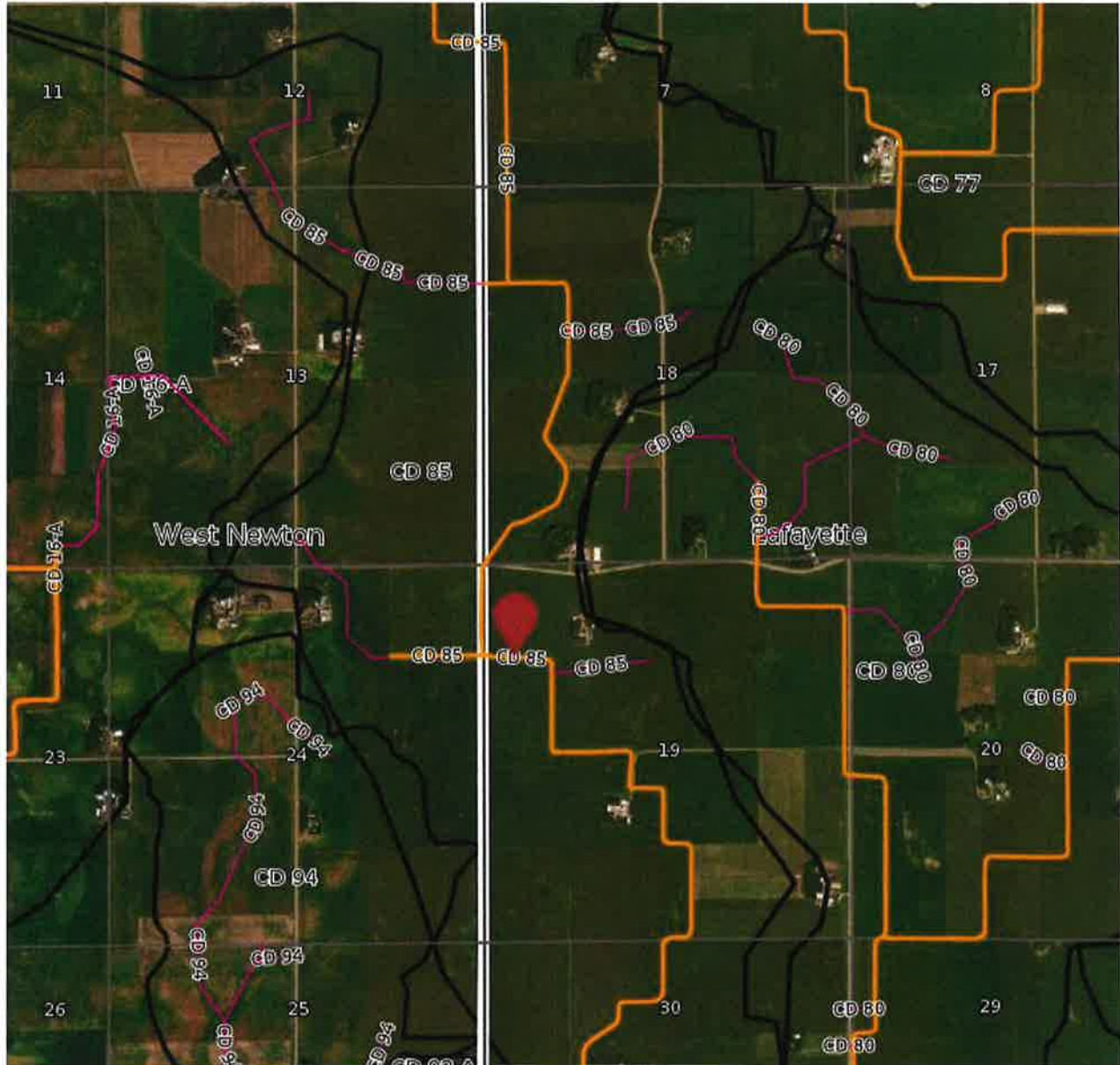
Order	Date	Contractor	%Complete	Total Cost	Notes
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INSPECTION LOG

NICOLLET COUNTY DRAINAGE DEPARTMENT REPAIR REPORT

For Staff Documentation & Contractor Information

County Ditch 85 Repair #21-023



▼ Municipalities	▼ Public Drainage Systems	▼ Drainage System Watersheds
▼ Townships	Open Ditch	▼ Roads
▼ Sections	Shallow Ditch	Interstate
▼ County Boundary	Tile	U.S. and State Hwy
▼ Parcels	▼ Streams	CSAH
	Protected Natural	County Road
	Protected Altered	Township Road
	Other Perennial/Intermittent	City Street
	▼ Private Drainage	
	Drainage Outlet	
	Open Ditch	

**NICOLLET COUNTY
DRAINAGE DEPARTMENT
REPAIR REPORT**

For Staff Documentation & Contractor Information

OVERVIEW

Date Repair Was Created:	2021-10-14	Branch:	main
Problem/Proposed Work:	Beavers have built a dam in the ditch that is holding back approximately 5 feet of water. The landowner is requesting the ditch system trap the beavers and remove the dam. The beavers will be paid at \$50.00 each.		
Ditch Repair:			
Tile Repair:			
FEMA Event:	False	FEMA Date:	

REPAIR LOCATION DETAILS

Commissioner District:	5	Township:	Lafayette
Twp:	111N	Range:	30W
Section:	19	Qtr-Qtr Section:	
Latitude:	44.414318	Longitude:	-94.487765
Parcel Number:	0419100005		
Location Details:			

PERSON REQUESTING REPAIR

Name	Address	Phone
BRADLEY A FRANTA	60781 370TH ST NEW ULM MN 56073	

LANDOWNER

Name	Address	Phone
BRADLEY A FRANTA	60781 370TH ST NEW ULM MN 56073	

STATUS LOG

Action	Date	Initials	Notes
For Review	10/14/2021	nhenry	

DRAINAGE AUTHORITY ACTIONS

Action	Date	Board Date	Initials	Notes
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REPAIR ESTIMATES

Order	Date	Contractor	Total Cost	Notes
1	2021-10-14	Sample Vendor	800.00	

REPAIR INVOICES

Order	Date	Contractor	%Complete	Total Cost	Notes
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INSPECTION LOG

Date	Initials	Notes
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