

Board of Commissioners and Drainage Authority Agenda

July 12, 2022

Commissioners: Marie Dranttel- Board Chair; Jack Kolars- Vice Chair; John Luepke; Terry Morrow; Dave Haack

- 9:00 a.m. Call Board of Commissioners Meeting to Order: Chair Dranttel**
1. Pledge of Allegiance
 2. Silence Your Cell Phones
 3. Approval of Agenda
 4. Approval of Consent Agenda:
 - a. [June 28, 2022 Board Minutes](#)
 - b. Approval of Bills
 - c. [End of Probations](#)
 5. Public Appearances
- 9:05 a.m. 6. Administration**
- a. [Southern MN Initiative Foundation \(SMIF\) Presentation – Tim Penny](#)
- 9:20 a.m. 7. Property Services**
- a. [AgBMP Low Interest Loan Project – Septic Lien](#)
- 9:25 a.m.**
8. County Attorney Update
 9. Chair's Report
 10. Commissioner Committee Reports
 11. Commissioner Meetings & Conferences
 12. Approve Per Diems and Expenses
 13. Adjourn Board of Commissioners Meeting
- 9:55 a.m. Call Drainage Authority Meeting to Order: Chair Dranttel**
1. Approval of Agenda
 2. Approval of Consent Agenda:
 - a. [June 28, 2022 Drainage Authority Minutes](#)
 3. Public Appearances

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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- 10:00 a.m.** 4. Public Services
- a. Continued CD79 Public Hearing on the Final Acceptance of the Improvement Project
5. Adjourn Drainage Authority Meeting

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.

July 2022:

- July 12 - Board of Commissioners Meeting, 9 a.m.; Nicollet County Board Room, St. Peter *
- July 12 - Drainage Authority Meeting, 9 a.m.; Nicollet County Board Room, St. Peter *
- July 18 - Board of Adjustment and Appeals/Planning & Zoning Advisory Commission Meeting, 7 p.m.; Nicollet County Board Room, St. Peter *
- July 19 - Individual Department Head Meeting – Human Resources, 8:15 a.m.; Nicollet County Board Room, St. Peter *
- July 19 - County Board Workshop, 9:30 a.m.; Nicollet County Board Room, St. Peter*
- July 22 - Personnel Committee Meeting, Closed for LELS Licensed Mediation, 9 a.m. - 4 p.m.; Nicollet County Board Room, St. Peter
- July 22 - BNEH Full Board Meeting, 9:00 a.m.; New Ulm Law Enforcement Center, 15 S Washington St, New Ulm*
- July 26 - Board of Commissioners Meeting, 9 a.m.; Nicollet County Board Room, St. Peter *
- July 26 - Drainage Authority Meeting, 9 a.m.; Nicollet County Board Room, St. Peter *
- July 26 - Tour of the North Mankato Health and Human Services Building Construction, 2:30 p.m., North Mankato*

August 2022:

- August 3 - SWCD Board Meeting, 8:30 a.m., Nicollet, MN
- August 9 - Board of Commissioners Meeting, 9 a.m.; Nicollet County Board Room, St. Peter*
- August 9 - Drainage Authority Meeting, 9 a.m.; Nicollet County Board Room, St. Peter*
- August 15 - Board of Adjustment and Appeals/Planning & Zoning Advisory Commission Meeting, 7 p.m.; Nicollet County Board Room, St. Peter *
- August 16 - Individual Department Head Meeting – County Attorney, 8:15 a.m.; Nicollet County Board Room, St. Peter*
- August 16 - County Board Workshop, 9:30 a.m.; Nicollet County Board Room, St. Peter*
- August 23 - Board of Commissioners Meeting, 9 a.m.; Nicollet County Board Room, St. Peter*
- August 23 - Drainage Authority Meeting, 9 a.m.; Nicollet County Board Room, St. Peter*
- August 25 - Budget Workshop #1, 8:30 a.m. – Noon; Nicollet County Board Room, St. Peter*
- August 31 - Budget Workshop #2, 8:30 a.m. – Noon; Nicollet County Board Room, St. Peter*

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Commissioners: Marie Dranttel- Board Chair; Jack Kolars- Vice Chair; John Luepke; Terry Morrow; Dave Haack

NOTICE REGARDING NICOLLET COUNTY BOARD OF COMMISSIONERS MEETING AND DRAINAGE AUTHORITY MEETING

JULY 12, 2022

9:00 A.M.

**NICOLLET COUNTY GOVERNMENT CENTER BOARD ROOM
501 SOUTH MINNESOTA AVENUE
ST. PETER, MN**

The Nicollet County Board and Drainage Authority meetings will be conducted under Minnesota Statute 13D.02 – Meetings by Interactive Technology. County Board and Drainage Authority members will participate by means of Interactive Technology. Commissioner David Haack will be participating virtually at 626 Grant Ave., North Mankato, MN, 56003.

How members of the public can participate in the meeting:

Join Zoom Meeting

<https://us02web.zoom.us/j/81098198198>

Meeting ID: 810 9819 8198

One tap mobile

+16465588656,,81098198198# US (New York)

+16469313860,,81098198198# US

The meeting can be viewed live at:

www.co.nicollet.mn.us/642/County-Board-Meeting-Videos.

A copy of the meeting agenda and packet is available at:

<http://www.co.nicollet.mn.us/AgendaCenter/Board-of-Commissioners-3>

Questions or comments regarding agenda items and viewing or listening to the meeting can be directed to Mandy Landkamer, County Administrator, at 507-934-7074 or by email at mandy.landkamer@co.nicollet.mn.us

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JUNE 28, 2022
OFFICIAL PROCEEDINGS OF THE
BOARD OF COUNTY COMMISSIONERS

The Nicollet County Board of Commissioners met in regular session on Tuesday, June 28, 2022, at 9:00 a.m. Commissioners Marie Dranttel, Jack Kolars, John Luepke and Terry Morrow were present. Also present were County Administrator Mandy Landkamer, County Attorney Michelle Zehnder Fischer, and Recording Secretary Sarah Frahm.

Approval of Agenda

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

Consent Agenda

Motion by Commissioner Luepke and seconded by Commissioner Morrow to approve the consent agenda items as follows:

1. June 13, 2022 County Board of Appeals & Equalization (CBAE) Minutes;
2. June 14, 2022 Board Meeting Minutes;
3. 2022 DNR Boat and Water Safety Grant
4. Master Joint Powers Agreement with State of Minnesota (DPS, BCA) and Resolution
5. Church of St. George Exempt Gambling Permit
6. Acknowledgement of the Auditor's Warrants, and approval of the Commissioner Warrants as presented for the following amounts:
 - a. General Revenue Fund - \$124,709.79;
 - b. Road & Bridge Fund - \$19,341.24;
 - c. Human Services Fund \$260,117.68;
3. End of Probations for Kevin Olson, Probation Officer, effective July 6, 2022; Nathan Jackson, Probation Officer, effective July 7, 2022; and Cara Doyen, Probation Officer, effective July 12, 2022.

Motion carried with all voting in favor.

Public Appearances

Mike Stevenson appeared on behalf of the Nicollet Conservation Club to speak about Chronic Wasting Disease in the local deer population. The Conservation Club would like to be added to the agenda for the next Planning & Zoning Commission meeting to discuss the possibility of a deer moratorium in Nicollet County. Mr. Stevenson was referred to Property Services for assistance.

Human Resources

Alternative Work Schedule Program Policy

Director Larson presented a review of the Alternative Work Schedule Program Policy draft. Motion by Commissioner Morrow and seconded by Commissioner Luepke to approve the Alternative Work Schedule Program Policy. Motion carried with all voting in favor.

Public Works

Consider Award of 2022 Highway Striping Project

Director Greenwood presented the bids that were opened on June 27 at 11:00 am. Traffic Marking Services was the lowest bid. Motion by Commissioner Kolars and seconded by Commissioner Luepke to award the Highway Striping Project contract to Traffic Marking Services. Motion carried with all voting in favor.

Consider Amendment #2 to MnDOT Agreement No. 1045974 and Resolution

Director Greenwood presented updates to the Agreement and Resolution for the reimbursement of preliminary engineering services for the CSAH 21 slope failure. Motion by Commissioner Luepke and seconded by Commissioner Morrow to approve the Amendment No. 2 to MnDOT agreement No. 1045974 and Resolution. Motion carried with all voting in favor on a roll call vote.

Administration

Border-to-Border Grant Application Letter of Support

Motion by Commissioner Morrow and seconded by Commissioner Kolars to approve the Border-to-Border Grant Application letter of support. Motion carried with all voting in favor, with Commissioner Luepke abstaining.

American Rescue Plan Act Funds Resolution

Motion by Commissioner Morrow and seconded by Commissioner Kolars to approve the acceptance of the ARPA Funds Resolution. Motion carried with all voting in favor on a roll call vote.

High School State Champions Proclamation

Motion by Commissioner Kolars and seconded by Commissioner Luepke to approve the following proclamations celebrating the accomplishments of local high school athletic state championship teams:

Mankato West Girls Softball - Class AAA
Nicollet Raiders Girls Softball - Class A
St. Peter Boys Track and Field - Class AA

Motion carried with all voting in favor.

County Attorney Update:

County Attorney Zehnder Fischer spent the past weekend with community members in Nicollet for Friendship Days. She also attended the Tea and Talk in St. Peter and enjoyed conversations with area community members and traditional Somali refreshments.

Chair's Report

- Region 9 Revolving Loan Fund meeting
- Region 9 Full Board meeting
- County Board Workshop
- Township Association meeting
- BNEH
- Planning & Zoning Commission

Commissioner Committee Reports

The Commissioners reported on various meetings and activities, including:

Commissioner Terry Morrow

- MVAC
- County Board Workshop
- Township Association meeting
- County Health Board meeting

Commissioner Jack Kolars

- Traverse de Sioux
- County Board Workshop
- Township Association meeting
- County Board
- Diversity Council
- Area Transportation Planning 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 Commissioner Luepke and seconded by Commissioner Kolars to adjourn the meeting. Motion carried with all voting in favor. The meeting adjourned at 9:28 a.m.

MARIE DRANTTEL, CHAIR
BOARD OF COMMISSIONERS

ATTEST:

MANDY LANDKAMER, CLERK TO THE BOARD

Nicollet County Board of Commissioners
Board Meeting Agenda Item



Agenda Item: End of Probations	
Primary Originating Division/Dept.: Human Resources	Meeting Date: 07/12/2022
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 Christine Miller, Correctional Officer, effective June 16, 2022.	
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: Southern MN Initiative Foundation (SMIF) Presentation – Tim Penny		
Primary Originating Division/Dept.: Administration Contact: Mandy Landkamer Title: County Administrator Amount of Time Requested: 15 minutes	Meeting Date: 07/12/2022 Item Type: Regular Agenda (Select One)	
Presenter: Tim Penny Title: SMIF President & CEO	Attachments: ☒ Yes ☐ No	
County Strategy: Financial Security - prudent use of taxpayer resources (Select One)		
BACKGROUND/JUSTIFICATION: Tim Penny of the Southern MN Initiative Foundation will be presenting information on regional initiatives in 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)		
Approved by County Attorney's Office: ☐ Yes ☐ No ☒ N/A		
ACTION REQUESTED: No action		
FISCAL IMPACT: Other (Select One) If "Other", specify:	FUNDING County Dollars = State (Select One)	
FTE IMPACT: No FTE change (Select One)	Total:	
If "Increase or "Decrease," specify: Related Financial/FTE Comments:		



SOUTHERN MINNESOTA
INITIATIVE FOUNDATION

525 Florence Avenue • PO Box 695 • Owatonna, MN 55060-0695
PH 507.455.3215 • FAX 507.455.2098 • smifoundation.org

May 2022

Mandy Landkamer
Nicollet County
Government Center
501 Minnesota Ave S
Saint Peter, MN 56082

Dear Ms. Landkamer and County Board,

The needs of a community come in every shape and size. Those who live in the wonderfully diverse communities of southern Minnesota know this better than anyone. Southern Minnesota Initiative Foundation's (SMIF) focus is on economic and early childhood development and community vitality – exactly where our region needs us.

Small businesses need resources and financial support more than ever.

Small businesses in Minnesota account for 99.5% of all businesses and employ 46.9% of employees in the state. Job vacancies across the state have increased to 5.2% - nearly double what is considered a healthy number. SMIF's lending and technical assistance has been instrumental in creating dozens of new businesses in our region.

Child care shortages continue to be a concern.

48% of parents with kids under 18 who quit a job in 2021 cited child care issues as a reason for leaving. The need for more child care availability is particularly acute in Greater Minnesota where the numbers of child care providers is not keeping pace with the need. SMIF's child care resources are keeping providers in business and addressing the shortage.

Volunteers to community organizations are experiencing burnout at increasing rates.

Approximately 63 million Americans, 25% of the adult population, contribute \$193 billion of their time in-kind to our communities. However, the volunteer rate is declining. SMIF's support for community project and community foundations is turning this trend around.

Because of generous supporters like you, communities in our region have seen improvement and growth in countless ways. With your help, together we are investing in the vitality of our region. **See the enclosed fact sheet to see how your contribution is making a difference in your county.**

Thank you for your gift of \$3,500.00 on 2/14/2022. Your support is changing lives and addressing the needs of our region. I hope you will consider a gift at the same level in 2023.

Sincerely,

Tim Penny
President & CEO

Collaborating for Regional Vitality





SOUTHERN MINNESOTA
INITIATIVE FOUNDATION

Collaborating for Regional Vitality

Nicollet County Investments

We envision southern Minnesota as a prosperous and growing region with vibrant communities, innovative and successful economies, and engaged and valued citizens. To achieve this vision, Southern Minnesota Initiative Foundation, a regional development and philanthropic organization, fosters economic and community vitality in 20 counties of southern Minnesota through a culture of collaboration and partnership.

For every donation of
from Nicollet County

\$1

=

\$13

is invested back
into Nicollet County
communities.*

*Includes grants, loans & programming

21 LOANS

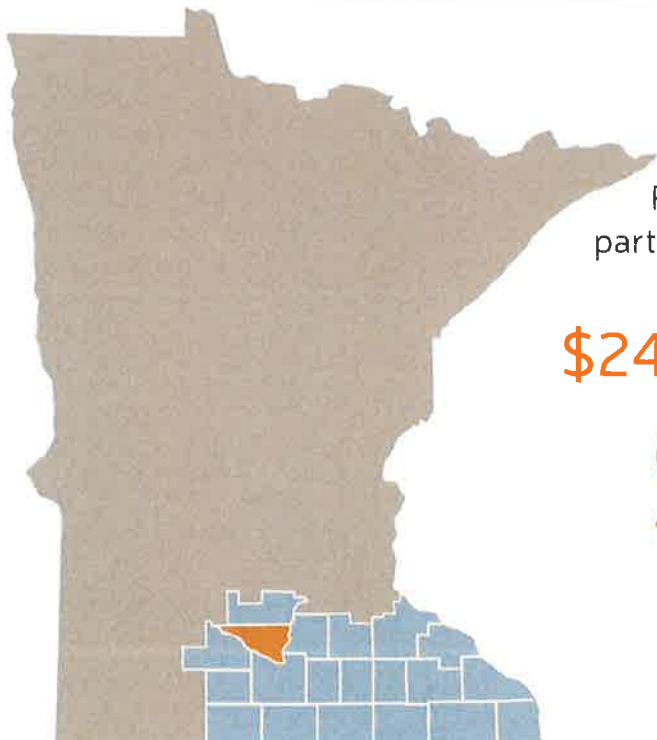
\$1 million to Nicollet County entrepreneurs

\$1.2 million to support community initiatives

130 GRANTS

\$915,000 to support grant-making

***\$5 million invested annually to the 20 counties of
south central and southeastern Minnesota***



Since 1986, Southern Minnesota Initiative Foundation has leveraged local investments & partnerships to create a stronger **Nicollet County**:

\$240,000 in local donations to SMIF

\$3.1 million

invested by SMIF in Nicollet County
through grants, loans, and programming for
stronger kids, businesses and communities

Making a Difference

Supporting a community through collaboration and art



In 2021, StoryArk was awarded a \$13,250 Inclusive and Equitable Communities Grant to facilitate a youth creative arts initiative in the Mankato Area Public Schools, Janesville-Waldorf-Pemberton schools and Saint Peter High School. Students from diverse racial and ethnic backgrounds, socioeconomic statuses and geographic settings engaged in skills training and participated in creative arts teams to produce podcasts, short films and creative writing reflective of students' interests and life experiences. This new grant supported ten organizations as they developed initiatives which increase equity and inclusion within communities or support entrepreneurs in communities of diverse backgrounds.

Early Childhood

- Saint Paul's Evangelical Lutheran Church was awarded 612 books through an Early Literacy Grant and distributed the books through family fun nights.
- 19 early child care providers/centers received a total of \$9,650 in grants to support efforts during the COVID-19 pandemic.
- 21 local Early Childhood professionals participated in free trainings provided by SMIF in 2021, impacting more than 210 children, to gain resources and knowledge to increase quality care for young children.

Number of children
impacted: **566**

Hours of Training
Provided: **43**

Economic Development

- 48 Nicollet businesses received \$480,000 in DEED Small Business Relief Grants to assist with pandemic-related challenges.
- River Rock Kitchen & Baking Co. is part of SMIF's Local Foods Peer Network. This group comes together to share challenges, successes and to gain access to new resources.
- Nola Kitchen from the Nicollet area enrolled in the Prosperity Initiative Program which provides one-on-one technical assistance to minority entrepreneurs.

Number of entrepreneurs
impacted: **142**

Hours of training and
and events provided: **565**

Community Vitality

- A region-wide AmeriCorps VISTA member is working with several partners to create a much stronger trajectory for building capacity for farmers' markets across southern Minnesota.
- The VISTA member is supporting Nicollet County by building relationships with local food producers and farmers (including those who are BIPOC), collecting market data and developing training to support market managers' and vendors' business needs.

Your Gift ENABLED US TO RESPOND QUICKLY TO THE COVID-19 CRISIS

TOTAL IMPACT: MORE THAN \$21.5 MILLION



Community Foundation Relief Grants

SMIF provided \$101,218 in matching grants to 21 of our community foundations to support their localized relief efforts. By leveraging this opportunity, they were able to provide a total of \$121,050 to their communities, impacting more than 56,000 people.

Emergency Child Care Grants

SMIF provided \$254,950 in immediate financial support to licensed child care providers. 491 family providers and 34 centers were awarded with immediate funds, serving approximately 1,800 children in southern Minnesota.



Grow a Farmer Assistance Grants

SMIF awarded three organizations \$10,000 each through the Grow a Farmer Assistance Fund. They are working collaboratively to support at least 120 farmers in southern Minnesota through grants that help their businesses respond to new challenges.

Small Town Grants

SMIF awarded 22 organizations a total of \$192,500 to respond and recover from the hardships created by the crisis and the impact on their communities, all of which have populations of less than 10,000.



Small Business Relief Grants and Loans

SMIF distributed 1,867 MN DEED Small Business Relief Grants to southern Minnesota businesses for a total of \$19,495,000. The grants support businesses that have experienced financial hardship as a result of the crisis. Additionally, SMIF dispersed 50 MN DEED Small Business Emergency Loans for a total of \$1.2 million.

Early Care and Education Wrap Around Grants

SMIF approved 45 Early Care and Education Wrap Around Grants totaling \$590,818 in partnership with Minnesota Department of Education. This grant helped fund early care and education wrap around services for children birth to age eight from underserved and diverse populations impacted by the pandemic.



Learn how you can help!

To learn more about our **COVID-19 RESPONSE**, and the many partners and donors who have supported these efforts, visit smifoundation.org/covidresponse. Making a gift to SMIF's general endowment supports these response efforts, including expenses related to the administration of these emergency funds and other essential response resources. Visit smifoundation.org/donate to make a gift.

Your Gift MADE AN IMPACT ON THEIR STORIES

“ In February 2020 when we were jumping-up-and-down-ecstatic to receive a Child Care Expansion Grant through SMIF, we didn't fully understand the true impact it would have on our ability to provide a safe, caring environment for children and families during one of the darkest times of our lives. Not only did the grant allow us to open an additional classroom during the pandemic so the children could learn safely in smaller group sizes, we also received critical support from the dedicated professionals at SMIF. Jeff Andrews helped us work through financial management and planning while John Katz went above and beyond to help us solve issues we were having with our online QuickBooks program. In this time of social distancing, it's this encouragement and generosity that helped our staff remain positive and know that their work was making a true difference in the lives of others. We cannot thank the donors and professionals of Southern Minnesota Initiative Foundation enough for your foresight, dedication and support throughout this pandemic.”

-CHRISTINA VALDEZ, DIRECTOR OF LISTOS PRESCHOOL AND CHILDCARE



“ I'm so grateful to Southern Minnesota Initiative Foundation for their Grow A Farmer Assistance Grant. We've so far distributed funds to our members for things as diverse as installing internet on their farm, getting drone photography, starting up a tea business, buying COVID safety and health equipment and supplies, setting up an online fiber sale site, and more than that. It's been really interesting to see what the farmers are doing with these funds. We're all really dependent on each other when we're small entrepreneurs like this and the more healthy our local economy is we all do better. We've kind of adopted that model for ourselves, 'We all do better when we all do better.' From everyone in the Cannon River Sustainable Farming Association to Southern Minnesota Initiative Foundation, a big thank you for supporting us in our Cannon Valley Grown Project.”

-GWEN ANDERSON, BOARD SECRETARY OF CANNON RIVER SUSTAINABLE FARMING ASSOCIATION



“ In April of 2020, Preston Area Community Foundation (PACF) discussed ways to help the local business community at the onset of the pandemic challenges. PACF reached out to the local EDA to develop a grant and loan program for local businesses to use for normal operating expenses. At this same time, SMIF made available a Community Foundation Relief Fund to be used by community foundations to address pandemic issues in their community. PACF reached out to the F & M Community Bank for support to take advantage of the \$5,000 SMIF matching grant and generously, the bank agreed to underwrite the entire \$5,000 PACF contribution. Thanks to SMIF and F & M Community Bank, the EDA loan and grant program funds increased to \$30,000. To date, over \$21,000 has been provided to local businesses with applications still being accepted. Preston area businesses have been so grateful to receive this support during these challenging times. Our community stepped up this year and we are proud of the work PACF accomplished with the help of local organizations and SMIF.”

- CHUCK AUG, BOARD MEMBER OF PRESTON AREA COMMUNITY FOUNDATION



Nicollet County Board of Commissioners
Board Meeting Agenda Item



Agenda Item: Ag BMP Low Interest Loan Project - Septic Lien	
Primary Originating Division/Dept.: PPSP Contact: Pete Otterness Title: Assistant Director PPSP Amount of Time Requested: 5 minutes Presenter: Pete Otterness Title: Assistant Director PPSP	Meeting Date: 07/12/2022 Item Type: Regular Agenda (Select One) Attachments: ☒ Yes ☐ No
County Strategy: (Select One) Programs and Services - deliver value-added quality services	
BACKGROUND/JUSTIFICATION: Consideration of the lien attachment on a parcel the utilized the AgBMP loan program for a septic replacement. The total loan amount is \$7190.00. The attached resolution identifies the parcel and the loan amount.	
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 lien attachment to the identified parcel on the attached resolution	
FISCAL IMPACT: Other (Select One) If "Other", specify: AgBMP Loan Program FTE IMPACT: No FTE change (Select One) If "Increase or "Decrease," specify: Related Financial/FTE Comments:	FUNDING County Dollars = State \$7,190.00 (Select One) Total: \$7,190.00



**RESOLUTION
OF THE NICOLLET COUNTY BOARD OF COMMISSIONERS
REGARDING AGBMP LOAN PROGRAM LIENS**

WHEREAS, Nicollet County has agreed to execute a program whereby the Minnesota Department of Agriculture AgBMP Loan Program funds are made available to residents of Nicollet County with the loan amount being repaid to the County through the attachment of a lien on the property benefiting, and;

WHEREAS, certain loans have been finalized and the liens have been processed to be assigned to the properties:

NOW, THEREFORE BE IT RESOLVED that the Nicollet County Board of Commissioners do hereby authorize the placement of liens on the properties listed below:

	<u>AgBMP LIEN ATTACHMENT #9</u>	
PARCEL #	ACTUAL COST	LIEN DATE
13.036.1300	\$7,190.00	5/16/2022

Dated this 12th day of July, 2022

Marie Dranttel, Board Chair
Nicollet County Board of Commissioners

ATTEST:

Mandy Landkamer
County Administrator/Clerk to the Board



JUNE 28, 2022
OFFICIAL PROCEEDINGS OF THE
NICOLLET COUNTY DRAINAGE AUTHORITY

The Nicollet County Drainage Authority met in regular session on Tuesday, June 28, 2022, at 10:00 a.m. with Chair Dranttel presiding and Commissioners Terry Morrow, John Luepke and Jack Kolars present. Also present were County Administrator Mandy Landkamer, County Attorney Michelle Zehnder Fischer, and Recording Secretary Sarah Frahm.

Approval of Agenda

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

Consent Agenda

Motion by Commissioner Morrow and seconded by Commissioner Luepke to approve the consent agenda items as follows: approval of the June 14, 2022 Drainage Authority minutes. Motion carried with all voting in favor.

Public Appearances

There were no public appearances.

CD79 Continued Public Hearing on the Final Acceptance of the Improvement Project

Director Kopet appeared before the Board to give background on the CD79 project. On December 17, 2019 the Drainage Authority accepted the Final Engineer's Report and the viewer's reports for the determination pertaining to the improvement project to CD79. On April 28, 2020, the construction bid was awarded to Molnau Trucking, LLC. ISG, the engineer on the project, submitted their Final Acceptance Report in December 2021. The hearing was originally scheduled for February 8, 2022 at 10:00 am. At that time, the Drainage Authority requested a continuance of the hearing to March 8, 2022 at 10:00 a.m. to obtain more information from ISG as a result of landowners' concerns. At the March 8, 2022 hearing, it was determined that additional information was needed to officially close this project. The public hearing was again continued to June 28, 2022 at 10:00 a.m. to allow time for the wet areas on the property to dry out so additional measurements could be taken on the property of Ron Cordes.

Chuck Brandel, Senior Engineer at ISG, shared his Final Acceptance Report to the Board for review. He stated that Molnau Trucking completed the project according to the original plan. He went over the final amount to be paid to Molnau for the project completion. Next, he discussed the work that had been done throughout the project. After completion of the project, he stated that Mr. Cordes had brought up grading issues on the East side of his lot adjacent to the ditch. An ISG technician came out to Mr. Cordes' property after the snow had melted and completed a survey of the berm, grading area, and slope to the riprap overflow. According to Mr. Brandel, material was taken out of the ditch and placed alongside it, which he stated was standard design. He mentioned that spreading material out and leveling it off would be an additional estimated cost of \$4,100. He reached out to two or three contractors via telephone, but did not have any success finding a contractor to take the project due to its small size.

Public Comments:

The public comment period opened at 10:12 a.m. Ron Cordes approached the Board and stated that when he originally purchased the property years ago, he paid someone to come out and level off the small berm alongside the ditch. He went to all meetings regarding this project and did not recall hearing about a spillway being built. He stated that he was told numerous times that the dirt would be leveled off, but the material was placed alongside the ditch instead. Also, he mentioned that in the original plans, the spoils were going to be placed onto a neighbor's property, but Mr. Cordes told them that he wanted the dirt to stay on his land.

Commissioner Morrow addressed Mr. Brandel and asked if he felt Molnau completed the work according to the plans, to which he replied yes. Mr. Brandel also stated once again that standard ditch practice when doing cleanings is to pile material into the easement area. He also noted that there was a positive overflow where water could get out, however he did note that ISG could have done a better job in taking the landowners' needs into consideration.

At 10:33 a.m., Commissioner Morrow motioned for a five-minute recess and Commissioner Luepke seconded. Once the meeting reconvened, Commissioner Morrow clarified that the problem did not seem to be Molnau's issue, and refusing to close the contract with them didn't feel right. There was additional discussion about how the dirt would get leveled off, as well as who would be responsible for the cost.

At this time, Director Kopet approached the Board to share the Drainage Authority minutes from the June 30, 2020 meeting, in which both ISG and Ron Cordes were in attendance. At that meeting, Mr. Cordes had questioned the fill along the ditch and had asked to "flatten it out, and go out as far as necessary." Also in the record was Mr. Brandel replying that this "would be fine with him and it should be fine with Molnau Trucking."

Commissioner Morrow began a discussion regarding the options available going forward. The main issue is cost and who will be paying for the work of leveling off the dirt. According to the meeting record, Mr. Cordes was informed by ISG that the dirt would be leveled off, therefore ISG would be responsible for the cost. Mr. Brandel stated that he would be willing to find a way to resolve this.

Attorney Zehnder Fischer shared her recommendation to close the project so Molnau Trucking can be paid for the work they have completed as per the plan specifications. Attorney Zehnder Fischer's second recommendation is to have ISG put together a proposal for how the remaining work will be completed, as well as an allocation for damages, seeding, and any other associated costs for the Board to consider.

Commissioner Morrow made a motion to accept the Molnau Trucking project as completed so the final payment can be made. He also motioned for a continuation of the project until the next meeting on July 12, 2022 to allow ISG to present a plan for finishing the remaining work as well as provide an allocation for associated project costs. Commissioner Luepke seconded the motion and it was passed on a roll call vote.

Adjourn

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

Chair Dranttel adjourned the meeting at 10:55 a.m.

MARIE DRANTTEL, CHAIR
BOARD OF COMMISSIONERS

ATTEST:

MANDY LANDKAMER,
CLERK TO THE BOARD

DRAFT

Nicollet County Drainage
Authority Meeting
Agenda Item



Agenda Item: Continued CD79 Public Hearing on the Final Acceptance of the Improvement Project	
Primary Originating Division/Dept.: Public Services Contact: Jaci Kopet Title: PPSP Director Amount of Time Requested 20 minutes Presenter: Jaci Kopet Title: PPSP Directdor	Meeting Date: 07/12/2022 Item Type: Regular Agenda (Select One) Attachments: ☒ Yes ☐ No
County Strategy: Programs and Services - deliver value-added quality services (Select One)	
BACKGROUND/JUSTIFICATION: This is a continued public hearing for the improvement project to CD79 at 10:00 am for the final acceptance of the improvement project and levy hearing for CD79. Attached is the Final Acceptance report form ISG. At the last public hearing the drainage authority asked ISG to put together a proposal for the leveling of the berm on Mr. Cordes's property. This would include an allocation of the costs associated with this repair. Mr. Brandel will be in attendance. If the drainage authority approves the Final Acceptance Report, I will be asking for the draining authority to approve by motion the levy to the landowners for the improvement project and other maintenance costs since last levy in the amount of \$231,943.54. Additional details of the costs are attached on the last page of the attachments. If approved I will be submitting Findings and Order for the levy at the next drainage authority meeting for final approval.	
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: The Drainage Authority will be asked to approve or deny the proposed Findings for the Final Acceptance Hearing	
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 = Grant (Select One) Total

FINAL ACCEPTANCE REPORT

Nicollet County Ditch No. 79

18670
December 2021

REPORT FOR:

Jaci Kopet
Drainage Authority
Nicollet County
501 S Minnesota Avenue
St. Peter, MN, 56082
507.934.7806
jaci.kopet@co.nicollet.mn.us

FROM:

Chuck Brandel, PE
Senior Civil Engineer
ISG
115 E Hickory Street, Suite 300
Mankato, MN 56001
507.387.6651
chuck.brandel@isginc.com

ISG

December 7, 2021

Jaci Kopet
Nicollet County Drainage Authority
501 S Minnesota Ave
St. Peter, MN 56082

Re: CD 79

Mrs. Kopet,

The repairs to Nicollet County Ditch 79 have been fully completed. The contractor Molnau Trucking LLC from Norwood, MN has completed 100% of the project including establishment of vegetation in disturbed areas.

The cost estimate for construction, including contingency, from the Final Engineering Report was \$73,000.77. The original contract price based on engineer's estimated quantities was \$77,885.81 however there were some cost savings during construction including the narrowing of the private driveway crossing. The total cost of completed work is \$73,974.65.

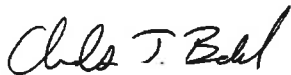
The work was not complete by the November 13, 2021 Substantial Completion deadline as required in the Agreement Form, Section 00 5200 of the contract. Per Article 4.03 of the Agreement Form - Liquidated Damages of the contract, the contractor shall pay owner \$400 for each day that expires after the substantial completion deadline. Final grading and seeding was completed on December 18, 2020 which was 35 days after the substantial completion date. Molnau Trucking has signed and agreed to Change Order 1 which deducts \$14,000 in liquidated damages from final payment.

To date, the contractor has been paid \$53,797.35, with the \$14,000.00 in liquidated damages there is an unpaid balance of \$6,177.30 left to pay on retainage and releasing temporary deductions for vegetation establishment. The As-built Drawings, total completed quantities, and final Pay Request No. 2 are enclosed.

We recommend payment and final acceptance of this project at this time.

Please feel free to contact us with any questions.

Sincerely,



Chuck Brandel, P.E.

Enclosure
Attachment

Cc: - Ryan Molnau Trucking LLC

Nicollet County Ditch No.79

APPENDIX A: As-Built Plans

COURTLAND TWP. MN

ISG PROJECT # 15-18670



AS-BUILT
1/15/21

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NICOLLET COUNTY

COUNTY DITCH
No. 79

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Title	Author	Date	Page
TITLE			

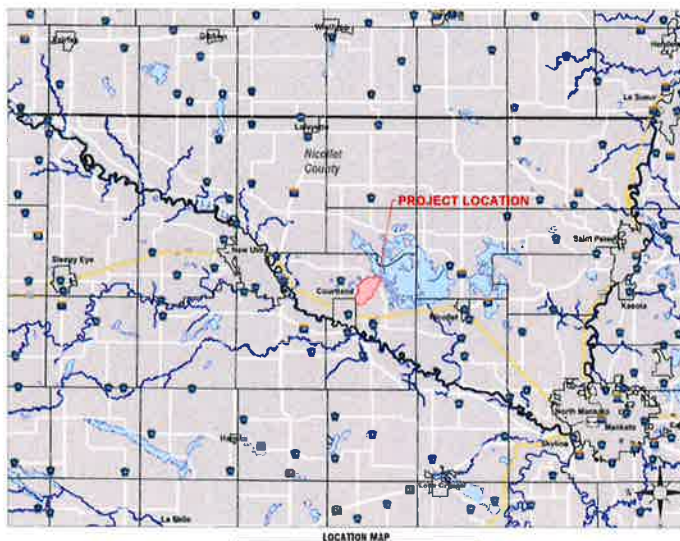
1

LEGEND

EXISTING



PROPOSED



SHEET INDEX

1	TITLE
2	NOTES & QUANTITIES
3	DETAILS
4	DETAILS
5	CONVERT CROSSING DETAILS
6	OVERALL WATERSHED
7	OPEN DITCH PLAN & PROFILE

GIS DISCLOSURE

INFORMATION FOR THE BOUNDARY, LOT LINES, AND UNDERGROUND UTILITIES SHOWN WAS DERIVED FROM FEDERAL DATABASES, AND IS FOR INFORMATIONAL PURPOSES ONLY. DATA MAY NOT HAVE BEEN RECENTLY UPDATED, AND THEREFORE, THE INFORMATION SHOWN MAY BE OUT OF DATE.

PROJECT GENERAL NOTES

- [illegible]

PROJECT INDEX:

OWNER-

**NICOLLET COUNTY
DRAINAGE AUTHORITY
501 S. MINNESOTA AVE
ST. PETER, MN 56082
PH: 507-934-7800**

PROJECT ADDRESS / LOCATION:

SECTIONS 4, 27, 28, 33, 34
COURTLAND EAST TWP
NICOLLET COUNTY, MINNESOTA

MANAGING OFFICE:

[illegible]

THEY SHALL COMPLY WITH THE MOST STRINGENT

CONSTRUCTION (1984 EDITION) AND THE STANDARD SPECIFICATIONS FOR CASTARY GROUND, GEOTECHNICAL AND WATERWAYS AS PROPOSED BY THE CITY ENGINEERS ASSOCIATION OF MINNESOTA 2012. UNLESS SPECIFIED OTHERWISE.

B.M. ELEVATION—1005.53

3.5 MILES NORTHWEST OF COURTLAND
83 FEET NORTHEAST OF COUNTY ROAD 24
2.8 FEET NORTHEAST OF SECTION POST

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GENERAL OPEN DITCH NOTES

1. DURING CONSTRUCTION CONTRACTOR SHALL MAINTAIN A DRAINAGE CUT-OUT FOR THE DITCH AND COLLECT COUNTY DITCH NO. 19 PROJECT AREA.
2. ALL PIPE DIMENSIONS REFERENCED IN THE PLANS REFER TO THE INSIDE DIMENSIONS.
3. UNLESS OTHERWISE NOTED, CONTRACTOR SHALL LIMIT CONSTRUCTION ACTIVITY TO WITHIN A 30-FOOT WIDE AREA ALONG TOP OF DITCH. ANY DISTURBANCE THROUGH ROAD CROSSINGS, ROAD CUTS, AND GRASS STRIPS SHALL BE LIMITED TO THE TRENCH WIDTH. UNLESS OTHERWISE NOTED, CONTRACTOR SHALL MAINTAIN THE EXISTING GRADE.
4. A 15-FOOT GRASS STRIP SHALL BE ESTABLISHED IN AREAS THAT DO NOT HAVE AN EXISTING 15-FOOT GRASS STRIP. SETTING SHALL OCCUR AFTER ALL WORK HAS BEEN COMPLETED IN THE AREA AND SHALL COMPLY WITH THE COUNTY DOCUMENTS. THESE AREAS WILL BE DETERMINED BY THE ENGINEER.
5. DITCH BANKS SHALL BE PROTECTED ON THE SIDE OF THE DITCH THAT IS THE LOWEST FOR THE GREATEST DISTANCE. ONLY THE OPEN DITCH REQUIREMENTS OF DITCH BANKS SHALL BE PLACED WITHIN A 30-FOOT WIDE GRASS STRIP FROM THE TOP OF DITCH SLOPE UNLESS OTHERWISE DETERMINED BY THE ENGINEER.
6. TOPSOIL IN SPILL AREAS AS SPECIFIED ON PLANS SHALL BE STRIPPED TO THE TOP OF PLACEMENT.
7. SHAVING AND/OR DITCHES SHALL BE PROTECTED AND ELEMENTS SHALL BE ADDITIONAL TO THE RESPECTIVE PAY ITEMS.
8. ALL EXISTING LEAKAGE AND RESTORATION OF DISTURBED AREAS SHALL BE IN ACCORDANCE TO THE COUNTY DOCUMENTS AND SHALL BE INCIDENTAL TO THE WORK PERFORMED.
9. ALL EXISTING TIE-OUTS AND THE DITCH INCLUDING ANY NOT SHOWN ON THE PLANS SHALL BE REPAIRED UNLESS SPECIFICALLY NOTED. WORK ON PVP SHALL BE ACCEPTABLE MATERIAL FOR ALL TIE REPAIRS (SEE DETAIL).
10. EXISTING TIE-OUTS MAY BE SALVAGED, REUSED, AND PROTECTED WITH PERMITS IF THE DITCHES ARE DETERMINED TO BE IN GOOD CONDITION BY THE ENGINEER. THE REPAIR AT THESE LOCATIONS SHALL BE PAID FOR AS PAY ITEM 15-100 (TIE-OUTS) (SEE DETAIL).
11. ALL ROAD CROSSING REMAINS SHALL BE CONSTRUCTED WITH CLASS II RCP ONLY, UNLESS OTHERWISE SPECIFIED ON PLANS OR APPROVED BY THE ENGINEER. THE ALL PIPE SECTIONS UNDER ROAD CROSSINGS (INCORPORATE).
12. CONTRACTOR MUST NOTIFY ENGINEER OF ANY COLLISION SECTION DURING NOT SALVAGEABLE PRIOR TO REMOVAL AND SHALL BE RESPONSIBLE FOR THE COLLISION WORKS ONLY.
13. MATERIALS AND METHODS CLEARING SHALL BE INCIDENTAL TO DITCH CLEARING PAY ITEMS.
14. TREE CLEARING AND HEAVY WEED REMOVAL IS REQUIRED ON TOP OF SLOPES AND WITHIN THE 30-FOOT BUFFER AND SHALL BE PAID FOR AS DETAIL AT FOOT. APPROPRIATE LOCATIONS ARE INDICATED ON THE MAP FOR REFERENCE. TREES SHALL BE CLEARED AND SALVAGED AND SHOWN THE AREA INSIDE THE BUFFER COMPLETE.
15. CONTRACTOR SHALL NOT PLACE ANY OR ENCAVATE ANY MATERIAL FROM THE WETLAND AREA. ALL CONSTRUCTION ACTIVITY MUST STAY OUTSIDE OF THE WETLAND BUFFER FOR THE CONSTRUCTION OF THE NEW DITCH ALTERNATE.
16. ACCESS FOR THE PROJECT IS ONLY AUTHORIZED ALONG THE OPEN DITCH ALTERNATE. ACCESS FROM PRIVATE ROADS ONLY WITH LANDOWNER CONSENT.
17. CONTRACTOR SHALL FOLLOW THE REQUIREMENTS OF THE WETLAND PERMIT AS PROVIDED IN THE SPECIFICATIONS.

FINAL PROJECT QUANTITIES			
Item Code	Item	Unit	Estimated Quantity
2011.501	MOBILIZATION	EA	1
2104.101	RESOLVE CAMP CULVERT	EA	1
2105.602	ASPHALTE BASE COURSE CLASS V	CY	20
2105.602	OPEN CUT & RESTORE GRAVEL ROAD OR DRIVEWAY	EA	1
2105.602	OPEN CUT & RESTORE FIELD DRAINAGE	EA	1
2105.103	DITCH (GRAVEL) (15' WIDE DITCH BOTTOM)	LF	275
2106.501	CONDUIT DITCH (15' WIDE)	CY	555
2106.501	TOP SOIL STRIP & PLACE SHOULDER	AC	0.5
2201.311	80-INCH CLASS II RCP PIPE	LF	20
2201.311	54-INCH CLASS II RCP PIPE	LF	48
2201.311	60-INCH RCP APRON	EA	2
2201.311	CLASS II RCP WITH GEOTEXTILE FABRIC	CY	100
2411.101	INSTALL FLOODING TIE CONNECTION	LF	50
2411.101	MINOR CATEGORY 1 EROSION CONTROL BLANKET	SF	217.88
2411.101	60-3" BUFFER STRIP SETTING	AC	0.5
2411.101	GRASS STRIP BUFFER BLEND WITH TREE & MAINTENANCE	AC	0.5
2411.101	GRASS STRIP BUFFER BLEND WITH TREE & MAINTENANCE	AC	0.5
2411.101	GRASS STRIP BUFFER BLEND WITH TREE & MAINTENANCE	AC	0.5
2411.101	GRASS STRIP BUFFER BLEND WITH TREE & MAINTENANCE	AC	0.5

AS-BUILT 01/15/21

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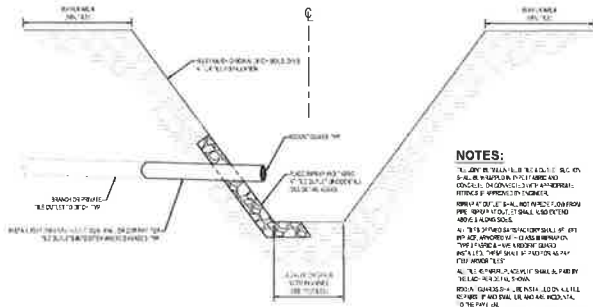
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NOTES & QUANTITIES

2

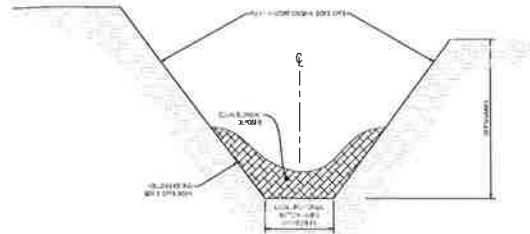
NOTE: ALL TILE OUTLETS AND FIELD INTAKES SHALL BE REPAIRED OR PROTECTED



TYPICAL TILE OUTLET REPAIR
NTS AG430

NOTES:

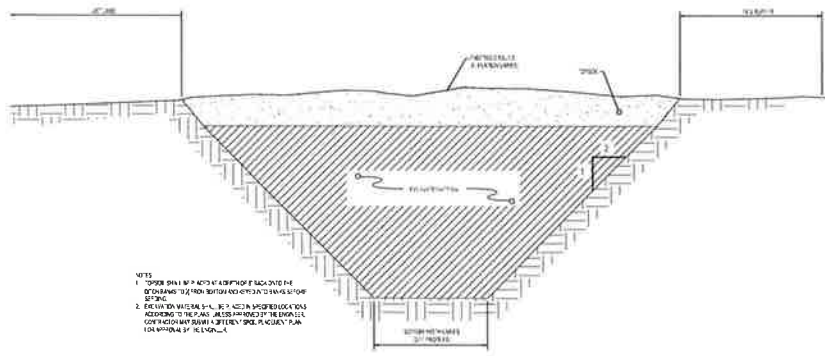
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TYPICAL DITCH CLEANING
NTS AG430



- NOTES:
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TYPICAL OPEN DITCH CONSTRUCTION
NTS AG430



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CHARLES J. BRANDEL
01/15/21 10:45 AM

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PROJECT
NICOLLET COUNTY

COUNTY DITCH
No. 79

COURTLAND TWP MN

DATE	REVISION	DESCRIPTION	BY

DATE	REVISION	DESCRIPTION	BY

DATE	REVISION	DESCRIPTION	BY

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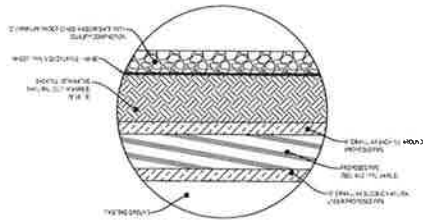
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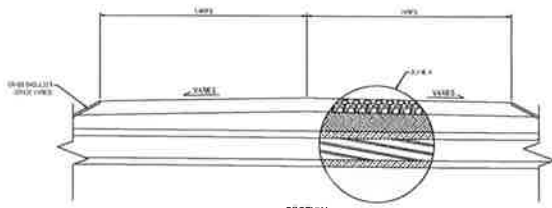
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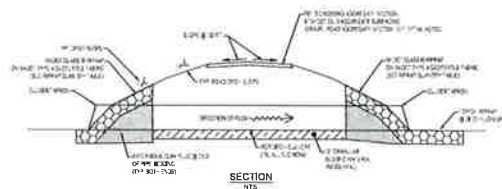
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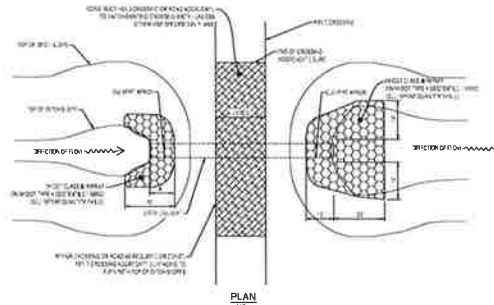
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TYPICAL ROADWAY SECTION
 NTS



SECTION
 NTS



PLAN
 NTS

RIPRAP QUANTITY	
12.000 YDS	12.000 YDS
12.000 YDS	12.000 YDS

NOTES:
 1. ONLY 12\"/>

TYPICAL FIELD OR ROAD CROSSING
 NTS



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PROJECT

NICOLLET COUNTY
 COUNTY DITCH
 No. 79

COUNTYLAND TWP

SECTION

DATE

BY

PROJECT NO.

CAD FILE NAME

DATE

DESIGNED BY

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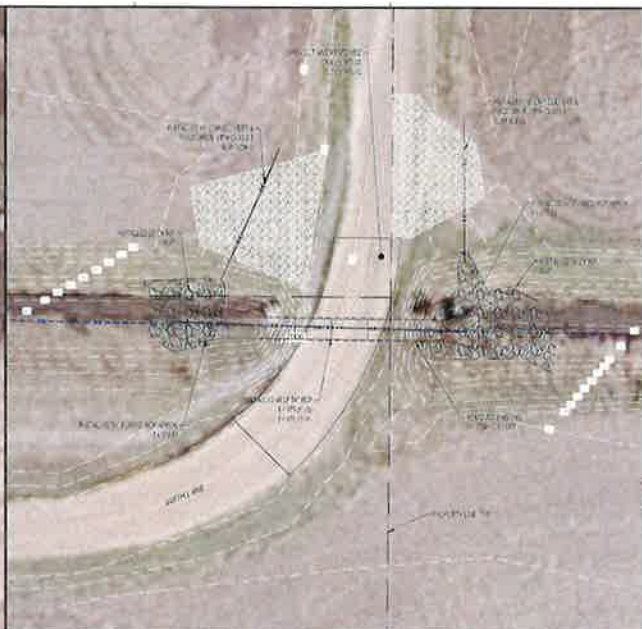
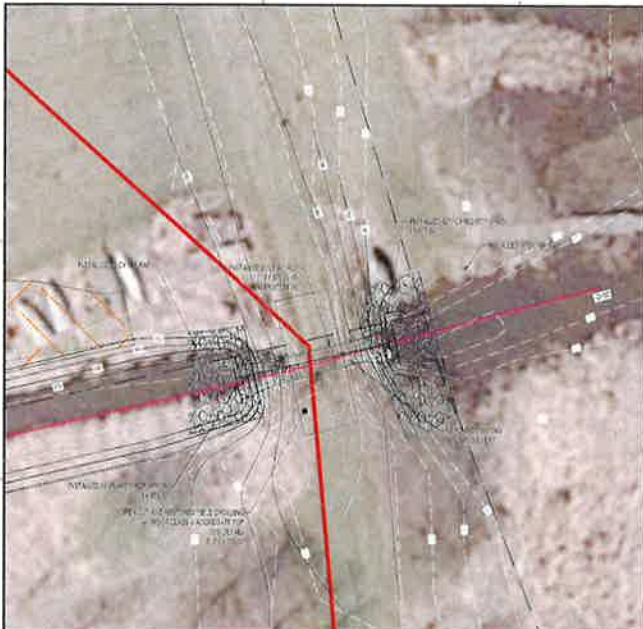
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SCALE IN FEET

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CHARLES J. BRANCO

DATE: 01/15/21

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NICOLLET COUNTY

COUNTY DITCH

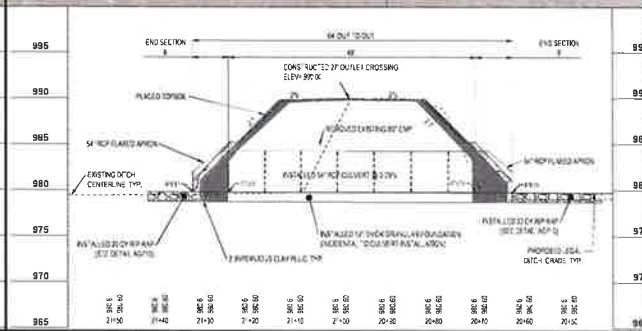
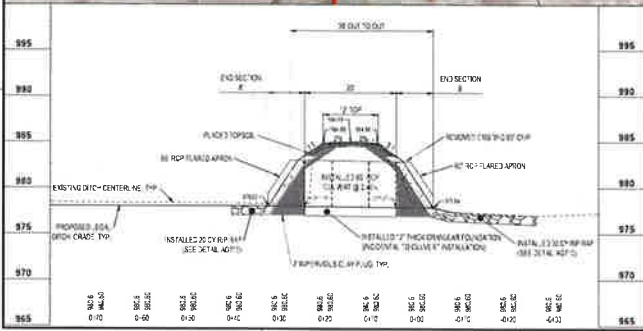
No. 79

COURTLAND TWP

DATE	DESCRIPTION	BY
01/15/21	AS-BUILT	ISG

CULVERT CROSSING DETAILS

5



Culvert Replacement										
Branch	Station	Size and Material	Length (LF)	Slope (%)	Invert (Upstream)	Invert (Downstream)	Crossing Type	Seed Area (SV)	Rip Rap (CY)	Aprons
Main	0+20	60" RCP	20	0.45	978.02	977.84	Field	500	50	2 - 60" Flared RCP
Main	21+00	54" RCP	48	0.10	979.81	979.75	448th Ln	300	50	2 - 54" Flared RCP

Nicollet County Ditch No. 79
Watershed Boundary
Total Area = 1,160 Acres

Legend

- X Remove Culvert
- Remove Culvert
- Existing Ditch
- Ditch Crossing
- Proposed Ditch
- Water Shed
- Watershed Along Part
- Fields

ISG

AS-BUILT 01/15/21

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PROJECT

NICOLLET COUNTY
COUNTY DITCH
No. 79

COURTLAND TWP 104

SECTION 22, TOWNSHIP 104N, RANGE 104E

SECTION 22, TOWNSHIP 104N, RANGE 104E

SECTION 22, TOWNSHIP 104N, RANGE 104E

SECTION 22, TOWNSHIP 104N, RANGE 104E

SECTION 22, TOWNSHIP 104N, RANGE 104E

SECTION 22, TOWNSHIP 104N, RANGE 104E

SECTION 22, TOWNSHIP 104N, RANGE 104E

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SECTION 22, TOWNSHIP 104N, RANGE 104E

SECTION 22, TOWNSHIP 104N, RANGE 104E

SECTION 22, TOWNSHIP 104N, RANGE 104E

SECTION 22, TOWNSHIP 104N, RANGE 104E

SECTION 22, TOWNSHIP 104N, RANGE 104E

SECTION 22, TOWNSHIP 104N, RANGE 104E

SECTION 22, TOWNSHIP 104N, RANGE 104E

SECTION 22, TOWNSHIP 104N, RANGE 104E

SECTION 22, TOWNSHIP 104N, RANGE 104E

SECTION 22, TOWNSHIP 104N, RANGE 104E

SECTION 22, TOWNSHIP 104N, RANGE 104E

SECTION 22, TOWNSHIP 104N, RANGE 104E

SECTION 22, TOWNSHIP 104N, RANGE 104E

SECTION 22, TOWNSHIP 104N, RANGE 104E

SECTION 22, TOWNSHIP 104N, RANGE 104E

SECTION 22, TOWNSHIP 104N, RANGE 104E

SECTION 22, TOWNSHIP 104N, RANGE 104E

SECTION 22, TOWNSHIP 104N, RANGE 104E

SECTION 22, TOWNSHIP 104N, RANGE 104E

SECTION 22, TOWNSHIP 104N, RANGE 104E

SECTION 22, TOWNSHIP 104N, RANGE 104E

SECTION 22, TOWNSHIP 104N, RANGE 104E

SECTION 22, TOWNSHIP 104N, RANGE 104E

SECTION 22, TOWNSHIP 104N, RANGE 104E

SECTION 22, TOWNSHIP 104N, RANGE 104E

OVERALL WATERSHED

SHEET

6

APPENDIX B: Damages

Nicollet County Ditch No. 79

Approximate Easement Summary

December 2020

	40 Description	40 Owner	Approximate Station Range	Improvement Description	Permanent Damages (Acres)	Temporary Easement (Acres)	Crop	PIN
Mainline Open Ditch	PT OF GL 4 TOTAL ACRES 2.18	Marti Theodore Revocable Trust	0+11 - 2+88	60" Culvert Replacement & Open Ditch Cleaning	0.01	0.02	N/A	1127400009
	BEG 500' E & 1710' N OF S 1/4 COR; NE ALONG DITCH C.L. 430'; NE 570'; NW ALONG DITCH C.L. 300'+; W ALONG SLY WATER EDGE 530'+; S 840' TO BEG (SUBJECT TO LAKE) = 8.00 ACRES	Cordes, Randy D.	0+11 - 12+83	60" Culvert Replacement, Open Ditch Establishment & Cleaning	0.34	1.50	N/A	1127400010
	GL 3 ACRES 53.10; GL 4 "EX 80' X 150'" & "EX 2.18 AC" & "EX 8.00 AC" = 15.05 ACRES	Gieseke, Paul W & Sandra J Gieseke	9+67 - 20+79	Open Ditch Establishment & Cleaning, Culvert Replacement	0.01	0.87	N/A	1127300004
	448th Lane Crossing							
	PT OF GL 5 & 6 PARCEL B ACRES 11.08	Gieseke, Paul W & Sandra J Gieseke	20+79 - 21+35	54" Culvert Replacement	0.00	0.03	N/A	1127400004
	S 1/2 OF SW 1/4 ACRES 80.00	Hulke Bruce H Living Trust	20+92 - 21+61	54" Culvert Replacement	0.00	0.07	N/A	1127300002
Total					0.36	2.49		

APPENDIX C: Final Pay Request

Application For Payment Change Order Summary

1. ORIGINAL CONTRACT PRICE.....	\$	77,859.50
2. Net change by Change Orders.....	\$	(14,000.00)
3. Current Contract Price (Line 1 ± 2).....	\$	63,859.50
4. Completed Bid Items (Column J total on Completed Items).....	\$	73,974.65
5. Completed Change Order Items (Column K total on Change Order Items).....	\$	(14,000.00)
6. Temporary Withholdings (Column L on Temporary Withholdings).....	\$	-
7. Stored Materials (Column L total on Stored Materials).....	\$	-
8. TOTAL COMPLETED AND STORED TO DATE LESS TEMPORARY WITHHOLDINGS.....	\$	59,874.65
9. RETAINAGE:		
a. X \$ 59,874.65 Work Completed (Line 4+5+6).....	\$	-
b. X \$ - Stored Material (Line 7).....	\$	-
c. Total Retainage (Line 9.a + Line 9.b).....	\$	-
10. AMOUNT ELIGIBLE TO DATE (Line 8 - Line 9.c).....	\$	59,874.65
11. LESS PREVIOUS PAYMENTS (Line 10 from prior Application).....	\$	53,797.35
12. AMOUNT DUE THIS APPLICATION.....	\$	6,177.30
13. BALANCE TO FINISH, PLUS RETAINAGE		
(Column L total on Completed Items + Column M Total Change Order Items + Column L on Temporary Withholdings + Line 9.c above).....	\$	-

The undersigned Contractor certifies, to the best of its knowledge, the following:

- (1) All previous progress payments received from Owner on account of Work done under the Contract have been applied on account to discharge Contractor's legitimate obligations incurred in connection with the Work covered by prior Applications for Payment;
- (2) Title to all Work, materials and equipment incorporated in said Work, or otherwise listed in or covered by this Application for Payment, will pass to Owner at time of payment free and clear of all Liens, security interests, and encumbrances (except such as are covered by a bond acceptable to Owner indemnifying Owner against any such Liens, security interests or encumbrances); and
- (3) All the Work covered by this Application for Payment is in accordance with the Contract Documents and is not defective.

By: 	Date: 9/16/21
---	---------------

Payment of:	<u>\$6,177.30</u>	
	(Line 8 or other - attach explanation of the other amount)	
Is recommended by:	<u>Chris T. Bell</u>	11/30/2021
	(Engineer)	(Date)
Payment of:		
	(Line 8 or other - attach explanation of the other amount)	
Is approved by:		
	(Owner)	(Date)
Approved by:		
	Funding or Financing Entity (if applicable)	(Date)

Completed Bid Items



Nicollet County
Ditch No. 79

Nicollet County Drainage Authority

Pay Request 2
1/8/2021 To 9/16/2021

A	B	C	D	E	F	G	H	I	J	K	L
Bid Item Number	Bid Item	Unit	Quantity	Unit Price	Total Amount	Quantity This Pay Request	Amount This Pay Request	Quantity To Date	Amount To Date	Quantity Remaining	Amount Remaining
2021.501	MOBILIZATION	LS	1.00	\$ 5,000.00	\$ 5,000.00	0.00	\$ -	1.00	\$ 5,000.00	0.00	\$ -
2104.501	REMOVE CMP CULVERT	EA	3.00	\$ 750.00	\$ 2,250.00	0.00	\$ -	3.00	\$ 2,250.00	0.00	\$ -
2105.602	AGGREGATE BASE (CV) (P), CLASS V	CY	35.50	\$ 37.00	\$ 1,313.50	0.00	\$ -	30.00	\$ 1,110.00	5.50	\$ -
2105.602	OPEN CUT & RESTORE GRAVEL ROAD OR DRIVEWAY	EA	1.00	\$ 4,500.00	\$ 4,500.00	0.00	\$ -	1.00	\$ 4,500.00	0.00	\$ -
2105.602	OPEN CUT & RESTORE FIELD CROSSING	EA	1.00	\$ 2,500.00	\$ 2,500.00	0.00	\$ -	1.00	\$ 2,500.00	0.00	\$ -
2105.603	DITCH CLEANING (12" WIDE DITCH BOTTOM)	LF	755.00	\$ 2.50	\$ 1,887.50	0.00	\$ -	755.00	\$ 1,887.50	0.00	\$ -
2106.501	CONSTRUCT DITCH (P) (EV)	CY	655.00	\$ 12.50	\$ 8,187.50	0.00	\$ -	655.00	\$ 8,187.50	0.00	\$ -
2106.501	TOP SOIL STRIP & PLACE SPOILS	AC	1.10	\$ 2,500.00	\$ 2,750.00	0.00	\$ -	0.50	\$ 1,250.00	0.60	\$ -
2501.511	60-INCH CLASS III RCP PIPE	LF	28.00	\$ 300.00	\$ 8,400.00	0.00	\$ -	20.00	\$ 6,000.00	8.00	\$ -
2501.511	54-INCH CLASS III RCP PIPE	LF	48.00	\$ 250.00	\$ 12,000.00	0.00	\$ -	48.00	\$ 12,000.00	0.00	\$ -
2501.515	60-INCH RCP APRON	EA	2.00	\$ 2,500.00	\$ 5,000.00	0.00	\$ -	2.00	\$ 5,000.00	0.00	\$ -
2501.515	54-INCH RCP APRON	EA	2.00	\$ 2,500.00	\$ 5,000.00	0.00	\$ -	2.00	\$ 5,000.00	0.00	\$ -
2511.501	CLASS III RIPRAP WITH GEOTEXTILE FABRIC	CY	100.00	\$ 105.00	\$ 10,500.00	0.00	\$ -	100.00	\$ 10,500.00	0.00	\$ -
2573.502	INSTALL FLOATING SILT CURTAIN	LF	40.00	\$ 35.00	\$ 1,400.00	0.00	\$ -	40.00	\$ 1,400.00	0.00	\$ -
2573.502	INSTALL SILT FENCE	LF	500.00	\$ 2.50	\$ 1,250.00	0.00	\$ -	0.00	\$ -	500.00	\$ -
2575.523	MnDOT CATEGORY 3 EROSION CONTROL BLANKET	SY	1,178.00	\$ 2.50	\$ 2,945.00	0.00	\$ -	257.86	\$ 644.65	920.14	\$ -
2575.501	16.5' BUFFER STRIP SEEDING (SEED MIX: BUFFER BLEND WITH TYPE 3 MULCH)	AC	0.65	\$ 2,500.00	\$ 1,625.00	0.00	\$ -	1.93	\$ 4,975.00	0.00	\$ -
2575.501	STANDARD SLOPE SEEDING (SEED MIX: BUFFER BLEND WITH TYPE 3 MULCH)	AC	0.10	\$ 3,500.00	\$ 350.00	0.00	\$ -	0.32	\$ 1,120.00	0.00	\$ -
2575.541	BUFFER STRIP MOWING	AC	1.30	\$ 500.00	\$ 650.00	1.30	\$ 650.00	1.30	\$ 650.00	0.00	\$ -
2575.545	WEED SPRAYING	AC	1.40	\$ 250.00	\$ 350.00	0.00	\$ -	0.00	\$ -	1.40	\$ -
					\$ 77,858.50		\$ 650.00		\$ 73,974.65		\$ -

Completed Change Order Items



Nicollet County
Ditch No. 79

Nicollet County Drainage Authority

Pay Request 2
1/8/2021 To 9/16/2021

A	B	C	D	E	F	G	H	I	J	K	L	M
Change Order	Bid Item Number	Bid Item	Unit	Quantity	Unit Price	Total Amount	Quantity This Pay Request	Amount This Pay Request	Quantity To Date	Amount To Date	Quantity Remaining	Amount Remaining
1	1.01	Liquidated Damages	EA	35.00	\$ (400.00)	\$ (14,000.00)	35.00	\$ (14,000.00)	35.00	\$ (14,000.00)	0.00	\$ -
						\$ (14,000.00)		\$ (14,000.00)		\$ (14,000.00)		\$ -

Temporary Withholdings



Nicollet County
Ditch No. 79

Nicollet County Drainage Authority

Pay Request 2
1/8/2021 To 9/16/2021

A	B	C	D	E	F	G	H	I	J	K	L
Bid Item Number	Bid Item	Unit	Quantity	Unit Price	Total Amount	Quantity Installed To Date	Amount Installed To Date	Temp Withholding %	Temp Withholding Amount	Amount Released	Amount Remaining
2575.523	MnDOT CATEGORY 3 EROSION CONTROL BLANKET	SY	1178.00	\$ 2.50	\$ 2,945.00	257.86	\$ 644.65	40%	\$ 257.86	\$ 257.86	\$ -
2575.501	16.5' BUFFER STRIP SEEDING (SEED MIX: BUFFER BLEND WITH TYPE 3 MULCH)	AC	0.65	\$ 2,500.00	\$ 1,625.00	1.99	\$ 4,975.00	40%	\$ 1,990.00	\$ 1,990.00	\$ -
2575.501	STANDARD SIDESLOPE SEEDING (SEED MIX: BUFFER BLEND WITH TYPE 8 MULCH)	AC	0.10	\$ 3,500.00	\$ 350.00	0.32	\$ 1,120.00	40%	\$ 448.00	\$ 448.00	\$ -
									\$ 2,695.86		\$ -



Contractor Affidavit Submitted

Thank you, your Contractor Affidavit has been approved.

Confirmation Summary

Confirmation Number:	0-449-630-880
Submitted Date and Time:	6-Dec-2021 3:38:49 PM
Legal Name:	MOLNAU TRUCKING LLC
Federal Employer ID:	20-8516801
User Who Submitted:	amolnau
Type of Request Submitted:	Contractor Affidavit

Affidavit Summary

Affidavit Number:	986201344
Minnesota ID:	8825873
Project Owner:	NICOLLET COUNTY DRAINAGE AUTHORITY
Project Number:	15-18670
Project Begin Date:	26-Oct-2020
Project End Date:	18-Dec-2020
Project Location:	NICOLLET COUTNY
Project Amount:	\$59,974.65
Subcontractors:	No Subcontractors

Important Messages

A copy of this page must be provided to the contractor or government agency that hired you.

Contact Us

If you need further assistance, contact our Withholding Tax Division at 651-282-9999, (toll-free) 800-657-3594, or (email) withholding.tax@state.mn.us. Business hours are 8:00 a.m. - 4:30 p.m. Monday - Friday.

Please [print this page](#) for your records using the print or save functionality built into your browser.

APPENDIX D: Construction Pictures



Floatation silt fence installation.



Typical ditch cleaning.



Road crossing at station 0+00.



Finished road crossing at 0+00 with rip rap
North side.



Finished road crossing at station 0+00
South.



Typical open ditch cleaning.



Typical seeding and blanketing procedure.



Typical spillway overflow rip rap area.



DJI 0963
12/23/2020



6/18/2021



9/18/2021



12/23/2020



6/18/2021



9/18/2021



12/23/2020



DJI_0326

6/18/2021



9/18/2021



12/23/2020



6/18/2021



9/18/2021



12/23/2020



6/18/2021



9/18/2021



12/23/2020



6/18/2021



9/18/2021



12/23/2020



6/18/2021



9/18/2021

PROPOSED LEVY ORDER

Below is a summary of the proposed CD79 drainage system assessment, installment schedule, interest rate, and maintenance.

<u>County Ditch No. 79</u>	<u>Amount to Levy</u>
Final Improvement Cost	\$200,784.27
Maintenance Costs since Last Levy	\$21,159.27
Future Repaid Fund	\$10,000.00
Total Levy	\$231,943.54

All assessments not paid by October 31, 2022 will be charged a 4% annual interest rate beginin November 1, 2022. Unpaid assessments will be assessed to the property tax roles begining in tax year 2023 with the following terms based on the amount of assessment::

- Up to \$7,500 5 years
- Over \$7,500 10 years