

OFFICIAL PROCEEDINGS OF THE  
BOARD OF COUNTY COMMISSIONERS OF THE  
COUNTY OF NICOLLET  
JANUARY 22, 2019

The Nicollet County Board of Commissioners met in regular session on Tuesday, January 22, 2019, at 9:00 a.m. Commissioners Marie Dranttel, Jack Kolars, Terry Morrow, Denny Kemp and John Luepke were present. Also present were County Attorney Michelle Zehnder Fischer, County Administrator Ryan Krosch and Recording Secretary Lynette Peterson.

**Approval of Agenda**

Chair Kemp stated the Board would like to remove the 2019 Strategic Plan and Resolution Approving the 2019-2023 Capital Improvement Plan from the Consent Agenda and add both to the Regular Agenda. Chair Kemp also stated there is one addition to the Drainage Authority Agenda: "Set Hearing Date for Final Hearing for Redeterminations on CD 46A, CD 49A and CD 72." This item will be added right after the Drainage Authority Consent Agenda. Motion by Commissioner Luepke and seconded by Commissioner Morrow to approve the agenda with the changes noted above. Motion carried with all voting in favor.

**Introduction of New Employees – None**

**Consent Agenda**

Motion by Commissioner Kolars and seconded by Commissioner Luepke to approve the consent agenda items as follows: January 8, 2019 Board Minutes and approval of bills. Motion carried with all voting in favor.

**Administration**

**2019 Strategic Plan**

Administrator Ryan Krosch reviewed the 2019 Strategic Plan. The Plan is a five year work plan that guides staff to develop goals for their performance evaluations and guide departments for the projects they wish to complete. The Board discussed citizen engagement efforts and staff plans to work on citizen engagement in 2019. Motion by Commissioner Kolars and seconded by Commissioner Dranttel to accept the 2019 Strategic Plan. On a roll call vote, motion carried with all voting in favor.

**Resolution Approving the 2019-2023 Capital Improvement Plan**

Administrator Krosch reviewed the 2019-2023 Capital Improvement Plan highlighting key projects in the Plan. The Plan includes projects totaling nearly \$42 million. County Road 12 receiving State and Federal disaster funding was discussed. County Road 15 will include a complete reconstruction using a combination of state and local funding along with bonding using sales tax dollars to complete the project. Administrator Krosch stated sales tax dollars are coming in greater than projected. He complimented Public Works Director Greenwood for securing State and Federal funding for the County Road 12 project. Motion by Commissioner Kolars and seconded by

Commissioner Morrow to adopt the Capital Improvement Plan resolution. On a roll call vote, motion carried with all voting in favor.

RESOLUTION ADOPTING A  
 2019 – 2023 CAPITAL IMPROVEMENT PLAN

WHEREAS, pursuant to Minnesota Statutes, Chapter 475, as amended, and Section 373.40, as amended (collectively, the "Act"), counties are authorized to adopt a capital improvement plan and carry out programs for the financing of capital improvements; and

WHEREAS, Nicollet County, Minnesota (the "County"), has caused to be prepared the "2019–2023 Capital Improvement Plan for Nicollet County, Minnesota" (the "Capital Improvement Plan"); and

WHEREAS, in considering the Capital Improvement Plan, the Board has considered for each project and for the overall Capital Improvement Plan:

1. the condition of the County's existing infrastructure, including the projected need for repair and replacement;
  2. the likely demand for the improvement;
  3. the estimated cost of the improvement;
  4. the available public resources;
  5. the level of overlapping debt in the County;
  6. the relative benefits and costs of alternative uses of the funds;
  7. operating costs of the proposed improvements; and
  8. alternatives for providing services more efficiently through shared facilities with other local government units;
- and

WHEREAS, the Capital Improvement Plan is intended to be a guide that is subject to change and does not commit the County to completing any of the improvements.

NOW, therefore, be it resolved, the Nicollet County Board of Commissioners hereby adopts the 2019 – 2023 Capital Improvement Plan as presented.

**Public Appearances - None**

**Finance**

**Quarter 4 2018 Donations**

Finance Director Heather McCormick requested the Board consider approval of the donations made to Nicollet County for the period of October 1, 2018 through December 31, 2018 as listed below:

DONATIONS RECEIVED BY NICOLLET COUNTY  
 OCTOBER 1, 2018 THROUGH DECEMBER 31, 2018

<u>From Whom</u>	<u>Amount</u>	<u>Purpose</u>
James Ryan	\$54.78	Veteran's Van
American Legion #510	100.00	Veteran's Van
Various Donors	880.00	Veteran's Van
Francis Miller	<u>50.00</u>	Veteran's Van
	\$1,084.78	
Auto Restorers Club Inc	\$150.00	Nicollet County Posse
	850.00	Nicollet County K-9 Foundation
Individual Donation	<u>10.00</u>	Nicollet County Sheriff's Department
	\$1,010.00	
Various Donors	\$830.00	Loan Closet

Motion by Commissioner Luepke and seconded by Commissioner Morrow to approve the donations made to Nicollet County for the period of October 1 through December 31, 2018. Motion carried with all voting in favor.

### **PPSD – Property Services**

#### **Approval of Watershed Implementation Payments**

Property and Public Services Director Mandy Landkamer requested the Board consider approval of watershed implementation payments. As per the requirement of the Board of Soil and Water Resources grant agreement, the Board of Commissioners must formally approve the two payments totaling \$7,818.25 to Houston Engineering, Inc. for the following amounts:

December 6, 2018 - \$4,113.00 – develop mapping and narrative content for conservation storymap, coordinate with County and SWCD staff on conservation practice highlights for storymap, and create an initial storymap in ESRI software.

December 28, 2018 - \$3,705.25 – finalized content in storymap, transferred the storymap to Nicollet County's ArcGIS Online account.

Motion by Commissioner Luepke and seconded by Commissioner Morrow to approve the two payments to Houston Engineering, Inc. for the PTMAApp project. Motion carried with all voting in favor.

#### **FY 2016 Accelerated Implementation Grant Financial Report**

PPSD Director Landkamer requested the Board acknowledge the FY 2016 Accelerated Implementation Grant financial report through the Board of Soil and Water Resources. This grant was closed at the end of 2018. Motion by Commissioner Kolars and seconded by Commissioner Luepke to acknowledge the FY 2016 Accelerated Implementation Grant financial report. Motion carried with all voting in favor.

#### **2018 Natural Resources Block Grant Financial Reports**

PPSD Director Landkamer requested the Board acknowledge the 2018 Natural Resources Block Grant financial reports. These reports are for Local Water Management, SSTS, SSTS Incentive, Shoreland, Wetland Conservation Act and SSTS Upgrade activities. The total spent in 2018 was \$77,662.31. Motion by Commissioner Luepke and seconded by Commissioner Dranttel to acknowledge the 2018 NRBG financial reports for the above activities in the amount of \$77,662.31. Motion carried with all voting in favor.

#### **Ag BMP Low Interest Loan Project – Septic Lien**

PPSD Director Landkamer requested the Board consider approval of the lien attachment on a parcel that utilized the AgBMP Loan project for septic activities in the total amount of \$257.88.

**AgBMP LIEN ATTACHMENT #2**

<b>PARCEL #</b>	<b>ACTUAL COST</b>	<b>LIEN DATE</b>
07.109.0400	\$257.88	June 12, 2018

Motion by Commissioner Morrow and seconded by Commissioner Luepke to approve the lien attachment to the parcel identified in the resolution in the total amount of \$257.88. Motion carried with all voting in favor.

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

**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 a lien on the property listed below:

<b>PARCEL #</b>	<b>ACTUAL COST</b>	<b>LIEN DATE</b>
07.109.0400	\$257.88	June 12, 2018

Commissioner Kolars asked PPSD Director Landkamer about the timeline for the Beacon Property Tax System to have new aerial photos provided. PPSD Director Landkamer stated a new flight is conducted every three years and this spring would be the next flight.

At 9:21 a.m., the Chair recessed the County Board Meeting for a break. The meeting reconvened at 9:30 a.m.

**County Attorney**

**Victim/Witness Coordinator Report**

County Attorney Michelle Zehnder Fischer gave background information on Bonnie Petersen, Victim/Witness Coordinator, who started full-time on December 22, 2017. Ms. Petersen explained her role as a Victim/Witness Coordinator and gave a report on the statistics and program development for the 2018 calendar year. She stated her goals and plans for 2019.

At 9:49 a.m., the Chair recessed the County Board meeting to hold the Drainage Authority meeting. The meeting reconvened at 9:51 a.m.

**Administration – None**

**Informational Items - None**

**Commissioner Committee Reports**

The Commissioners reported on various past and future activities/meetings, including:

### **Chair's Report**

- MRCI Meeting
- South Central EMS Meeting

### **Commissioner Jack Kolars**

- Governor Inaugural Event
- Board Workshop
- Department Head Meeting with Probation
- Highway 14 Partnership Meeting
- MnDOT Meeting
- TdS Meeting
- AMC Board Meeting

### **Commissioner Marie Dranttel**

- Board Workshop
- Department Head Meeting with Probation
- Nicollet County/City of St. Peter Liaison Meeting

### **Commissioner Terry Morrow**

- AMC County Government 101 Conference

### **Commissioner John Luepke**

- SWCD Meeting
- Energy Summit in North Mankato
- Board Workshop
- Highway 14 Partnership Meeting
- Ditch Informational Meeting

### **Meeting with Legislators**

Chair Kemp stated the Nicollet County meeting with the legislators will be held on Friday, March 15 at 10 a.m. in the Board Room.

Motion by Commissioner Kolars and seconded by Commissioner Luepke to approve expenses and per diems for Chair Kemp to attend the NACO Legislative Conference in Washington, D.C. in March. Motion carried with all voting in favor.

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 listed on the Claims Listing, and authorize payment of those expenses and per diems by the Finance Office. Motion carried with all voting in favor.

Motion by Commissioner Morrow and seconded by Commissioner Luepke to adjourn the meeting. The meeting adjourned at 10:04 a.m.



\_\_\_\_\_  
DENNY KEMP, CHAIR  
BOARD OF COMMISSIONERS

ATTEST:



\_\_\_\_\_  
RYAN KROSCH  
CLERK TO THE BOARD