

Board of Commissioners Agenda

August 22, 2023

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

Commissioners: Jack Kolars - Board Chair; Terry Morrow - Vice Chair; Marie Dranttel; Mark Dehen; Kurt Zins

- 9:00 a.m. Call Board of Commissioners Meeting to Order: Chair**
1. Pledge of Allegiance
 2. Silence Your Cell Phones
 3. Approval of Agenda
 4. Approval of Consent Agenda:
 - a. [August 8, 2023 Board Minutes](#)
 - b. [End of Probations](#)
 - c. Approval of Bills
 5. Public Appearances
- 9:05 a.m. 6. Sheriff's Office**
- a. [Body Worn Camera Public Comment Meeting](#)
- 9:15 a.m. 7. Chair's Report**
8. Commissioner Committee Reports, Meetings & Conferences
 9. Approve Per Diems and Expenses
 10. Adjourn Board of Commissioners Meeting
- 9:20 a.m. Call Drainage Authority Meeting to Order: Chair**
1. Approval of Agenda
 2. Approval of Consent Agenda
 - a. [August 8, 2023 Drainage Authority Minutes](#)
 3. Public Appearances
- 9:25 a.m. 4. Public Works**
- a. [Consider Award of Quote for CD 83 Hippert Driveway Relocation Project](#)
- 9:35 a.m. 5. Adjourn Drainage Authority Meeting**

Mission Statement

Providing efficient services with innovation and accountability.

Vision Statement

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

Core Values

Leadership. Integrity.
Accountability.
Efficiency. Innovation.



Board of Commissioners Agenda

August 22, 2023

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Commissioners: Jack Kolars - Board Chair; Terry Morrow - Vice Chair; Marie Dranttel; Mark Dehen; Kurt Zins

Notice of Scheduled Meetings

The following is a notice of scheduled meetings. Pursuant to Minnesota Statute 13D.04, this notice of meetings also serves as notice of regular and special meetings of the Nicollet County Board of Commissioners. Questions or comments regarding Nicollet County meetings and requests to participate can be directed to Mandy Landkamer, Nicollet County Administrator, at 507-934-7074 or mandy.landkamer@co.nicollet.mn.us.

Date	Time	Meeting	Location	City & State
August 21	7:00 pm	Board of Adjustment & Appeals and Planning & Zoning Advisory Commission	Gov. Center – Board Room	St. Peter, MN
August 22	9:00 am	County Board of Commissioners Meeting	Gov. Center – Board Room	St. Peter, MN
August 22	*follows adjournment of County Board	Drainage Authority Meeting	Gov. Center – Board Room	St. Peter, MN
August 22	10:30 am	Special Board Workshop	Gov. Center – Board Room	St. Peter, MN
August 23	10:15-11:15 am	Personnel Committee Meeting	Gov. Center – Nicollet Room	St. Peter, MN
August 24	8:15 am	BNCH Executive Committee	1900 Franklin St.	New Ulm, MN
August 29	8:30-12:00 pm	Budget Workshop #1	Gov. Center – Board Room	St. Peter, MN
August 31	8:30-12:00 pm	Budget Workshop #2	Gov. Center – Board Room	St. Peter, MN
September 4	Nicollet County closed in observance of Labor Day			
September 6	8:30-12:00 pm	Budget Workshop #3	Gov. Center – Board Room	St. Peter, MN
September 12	9:00 am	County Board of Commissioners Meeting	Gov. Center – Board Room	St. Peter, MN
September 12	*follows adjournment of County Board	Drainage Authority Meeting	Gov. Center – Board Room	St. Peter, MN
Sept. 13-15	All Day	AMC Fall Policy Conference	Arrowwood Conference Center	Alexandria, MN
September 19	8:15 am	Individual Dept. Head Meeting – County Attorney	Gov. Center – Board Room	St. Peter, MN
September 19	9:30 am	Board Workshop	Gov. Center – Board Room	St. Peter, MN
September 26	9:00 am	County Board of Commissioners Meeting	Gov. Center – Board Room	St. Peter, MN
September 26	*follows adjournment of County Board	Drainage Authority Meeting	Gov. Center – Board Room	St. Peter, MN

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Commissioners: Jack Kolars - Board Chair; Terry Morrow - Vice Chair; Marie Dranttel; Mark Dehen; Kurt Zins

NOTICE REGARDING NICOLLET COUNTY BOARD OF COMMISSIONERS MEETING AND DRAINAGE AUTHORITY MEETING AUGUST 22, 2023 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 Terry Morrow will be participating in the meeting virtually at 39 Walton Heath Way, Mashpee, MA, 02649.

How members of the public can participate in the meeting:

Join Zoom Meeting At:

<https://us02web.zoom.us/j/85467490110>

Meeting ID: 854 6749 0110

One tap mobile

+13017158592,,85467490110# US (Washington DC)

+13052241968,,85467490110# 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:

<https://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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AUGUST 8, 2023
OFFICIAL PROCEEDINGS OF THE
BOARD OF COUNTY COMMISSIONERS

The Nicollet County Board of Commissioners met in regular session on Tuesday, August 8, 2023, at 9:00 a.m. Present at the meeting were Commissioners Jack Kolars, Terry Morrow, Marie Dranttel, Mark Dehen, and Kurt Zins. Also present were County Administrator Mandy Landkamer, Chief Deputy County Attorney James Dunn and Recording Secretary Sarah Frahm.

Approval of Agenda

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

Consent Agenda

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

1. July 25, 2023 Board Minutes
2. Additional 2023 Solid Waste Collection and Transportation License Applicant
3. Church of St. George Exempt Gambling Permit
4. Approval of Bills
5. Acknowledgment of the Auditor's Warrants and approval of the Commissioner Warrants as presented for the following amounts:
 - a. General Revenue Fund - \$96,144.60;
 - b. Road & Bridge Fund - \$98,239.52;
 - c. Human Services Fund - \$274,410.23;

Motion carried with all voting in favor.

Public Appearances:

There were no public appearances.

Informational Items:

Region Nine Development Commission (RNDC) Presentation

Nicole Griensewic, RNDC Executive Director, provided an overview of the Commission's work as well as updates on initiatives in the area. RNDC has assisted local entities with business expansion, employee retention, and other growth-related initiatives. They also work closely with other area partners, such as the Southern MN Initiative Foundation, to provide local resources and support.

Administration

Nicollet County Sheriff's Office Re-Roof Project Bid Approval

Administrator Landkamer presented the low bid received on July 13, 2023 for the Nicollet County Jail Re-Roofing project. The bid was received from Gag Sheet Metal, Inc. and was under the County's estimated budget.

Motion by Commissioner Dehen and seconded by Commissioner Dranttel to approve the low bid of \$548,507.78 from Gag Sheet Metal, Inc. Motion carried with all voting in favor on a roll call vote 4-1, with Commissioner Zins voting no.

Chair’s Report

- County Board
- County 4-H
- Brown Nicollet Community Health Board
- Diversity Council
- Personnel Committee

Commissioner Committee Reports:

Commissioner Terry Morrow

- Tri-County Solid Waste Board meeting
- Brown-Nicollet Community Health Board
- HRA meeting and training

Commissioner Marie Dranttel

- Joint Ditch – Gaylord
- CR 15 tour
- Tri-County Solid Waste Board meeting
- Brown-Nicollet Community Health Board
- Personnel Committee

Commissioner Mark Dehen

- County Government 201
- MRCI Board meeting

Approve Per Diems and Expenses

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

Adjourn

Chair Kolars adjourned the meeting at 9:32 a.m.

JACK KOLARS, 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 Contact: Kristy Larson Title: HR Director Amount of Time Requested minutes Presenter: Kristy Larson Title: HR Director	Meeting Date: 08/22/2023 Item Type: Consent Agenda (Select One)
Attachments: <input type="radio"/> Yes <input checked="" type="radio"/> 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 Stephanie Hoppe, Correctional Officer, effective August 15, 2023. Property & Public Services Property & Public Services Director Jaci Kopet has requested the end of probation for Eric Banken, Appraiser, effective August 22, 2023. Health & Human Services Health & Human Services Director Cassie Sassenberg has requested the end of probation for Jessica DuRose, Adult Mental Health Team Lead, effective August 1, 2023, and Alyssa Castro Arntson, Eligibility Worker, effective August 29, 2023.	
+	
Supporting Documents: <input type="radio"/> Attached <input checked="" type="radio"/> In Signature Folder <input type="radio"/> None	
Prior Board Action Taken on this Agenda Item: <input checked="" type="radio"/> Yes <input type="radio"/> No If "yes", when? (provide year; mm/dd/yy if known)	
Approved by County Attorney's Office: <input type="radio"/> Yes <input type="radio"/> No <input checked="" type="radio"/> N/A	
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



Serving Citizens since 1853

Sheriff Dave Lange

Nicollet County Sheriff's Office
501 S Minnesota Ave
PO Box 117
St. Peter, MN 56082

Phone: (507) 931-1570 Fax: (507) 931-1577

Chief Deputy
Aaron Petersen

Investigators
Marc Chadderdon
Darrin Isaacson
Jay Link

Notice of Public Comment

The Nicollet County Sheriff's Office intends to purchase and use Portable Recording Devices, commonly called body cameras, which will record audio and video data. Pursuant to Minnesota State Statute 626.8473 subs 2 and 3, the Sheriff must accept public comments, either in person, submitted electronically, or by US Mail, regarding the use of portable recording devices and the implementation of a written policy governing the use. The proposed policy is available on the Nicollet County Sheriff's Office website at <https://www.co.nicollet.mn.us/240/Sheriffs-Office> .

The Nicollet County Board of Commissioners must provide an opportunity for public comments at a regularly scheduled meeting.

The Nicollet County Sheriff's Office began planning for the acquisition of Portable Recording Devices in 2022 and reports that Portable Recording Devices will be worn by the Deputies when they respond to calls for service and interact with the members of the public. The recordings will include audio and video recording of the data.

The Board of Commissioner's meeting is scheduled for Tuesday, August 22, 2023 at 9:00 a.m. and In-Person comments can be made during the meeting. Additionally, comments can be submitted electronically, via e-mail to bodycams@co.nicollet.mn.us and/or by the US mail, addressed to the Nicollet County Sheriff's Office, 501 S. Minnesota Avenue, St Peter, MN 56082. These comments must be received by August 22, 2023 prior to the start of the Board of Commissioner's Meeting.

Authorized by:
Aaron Petersen, Chief Deputy

Portable Audio/Video Recorders

442.1 PURPOSE AND SCOPE

This policy provides guidelines for the use of portable audio/video recording devices by members of this office while in the performance of their duties (Minn. Stat. § 626.8473). Portable audio/video recording devices include all recording systems whether body-worn, handheld or integrated into portable equipment.

This policy does not apply to mobile audio/video recordings, interviews or interrogations conducted at any Nicollet County Sheriff's Office facility, undercover operations, wiretaps or eavesdropping (concealed listening devices) .

442.1.1 DEFINITIONS

Definitions related to this policy include:

Portable recording system - A device worn by a member that is capable of both video and audio recording of the member's activities and interactions with others or collecting digital multimedia evidence as part of an investigation and as provided in Minn. Stat. § 13.825.

442.2 POLICY

The Nicollet County Sheriff's Office may provide members with access to portable recorders for use during the performance of their duties. The use of recorders is intended to enhance the mission of the Office by accurately capturing contacts between members of the Office and the public.

442.3 MEMBER PRIVACY EXPECTATION

All recordings made by members on any office-issued device at any time or while acting in an official capacity of this office, regardless of ownership of the device, shall remain the property of the Office. Members shall have no expectation of privacy or ownership interest in the content of these recordings.

442.4 MEMBER RESPONSIBILITIES

Prior to going into service, each uniformed deputy and sergeant will be responsible for making sure that he/she is equipped with a portable recorder issued by the Office, and that the recorder is in good working order upon visual inspection and consistent with departmental training (Minn. Stat. § 13.825). If the recorder is not in working order or the member becomes aware of a malfunction at any time, the member shall promptly report the failure to his/her supervisor and obtain a functioning device as soon as reasonably practicable. The recorder should be worn in a conspicuous manner or persons should be notified that they are being recorded, whenever reasonably practicable (Minn. Stat. § 626.8473).

Any member assigned to a non-uniformed position may carry an approved portable recorder at any time the member believes that such a device may be useful. Unless conducting a lawful recording in an authorized undercover capacity, non-uniformed members should wear the recorder in a

Portable Audio/Video Recorders

conspicuous manner when in use or otherwise notify persons that they are being recorded, whenever reasonably practicable.

Members should document the existence of a recording in any report or other official record of the contact, including any instance where the recorder malfunctioned or the member deactivated the recording (Minn. Stat. § 626.8473). Members should include the reason for deactivation.

442.5 ACTIVATION OF THE AUDIO/VIDEO RECORDER

This policy is not intended to describe every possible situation in which the recorder should be used, although there are many situations where its use is appropriate. Members should activate the recorder any time the member believes it would be appropriate or valuable to record an incident.

The recorder should be activated in any of the following situations:

- (a) All enforcement and investigative contacts including stops and field interview (FI) situations
- (b) Traffic stops including, but not limited to, traffic violations, stranded motorist assistance and all crime interdiction stops
- (c) Self-initiated activity in which a member would normally notify Dispatch
- (d) Any other contact that becomes adversarial after the initial contact in a situation that would not otherwise require recording

Members should remain sensitive to the dignity of all individuals being recorded and exercise sound discretion to respect privacy by discontinuing recording whenever it reasonably appears to the member that such privacy may outweigh any legitimate law enforcement interest in recording. Requests by members of the public to stop recording should be considered using this same criterion. Recording should resume when privacy is no longer at issue unless the circumstances no longer fit the criteria for recording.

At no time is a member expected to jeopardize his/her safety in order to activate a portable recorder or change the recording media. However, the recorder should be activated in situations described above as soon as reasonably practicable.

442.5.1 CESSATION OF RECORDING

Once activated, the portable recorder should remain on continuously until the member reasonably believes that his/her direct participation in the incident is complete or the situation no longer fits the criteria for activation. Recording may be stopped during significant periods of inactivity such as report writing or other breaks from direct participation in the incident.

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442.5.2 EXPLOSIVE DEVICE

Many portable recorders, including body-worn cameras and audio/video transmitters, emit radio waves that could trigger an explosive device. Therefore, these devices should not be used where an explosive device may be present.

442.5.3 SURREPTITIOUS RECORDINGS

Minnesota law permits an individual to surreptitiously record any conversation in which one party to the conversation has given his/her permission (Minn. Stat. § 626A.02).

Members of the Office may surreptitiously record any conversation during the course of a criminal investigation in which the member reasonably believes that such a recording will be lawful and beneficial to the investigation.

Members shall not surreptitiously record another office member without a court order unless lawfully authorized by the Sheriff or the authorized designee.

442.6 PROHIBITED USE OF PORTABLE RECORDERS

Members are prohibited from using office-issued portable recorders and recording media for personal use and are prohibited from making personal copies of recordings created while on-duty or while acting in their official capacity.

Members are also prohibited from retaining recordings of activities or information obtained while on-duty, whether the recording was created with office-issued or personally owned recorders. Members shall not duplicate or distribute such recordings, except for authorized legitimate office business purposes. All such recordings shall be retained at the Office.

Members are prohibited from using personally owned recording devices while on-duty without the express consent of the Sheriff or Chief Deputy. Any member who uses a personally owned recorder for office-related activities shall comply with the provisions of this policy, including retention and release requirements.

Recordings shall not be used by any member for the purpose of embarrassment, intimidation or ridicule.

Any member who may have questions regarding the application of this policy is encouraged to seek clarification from supervisory personnel.

442.7 IDENTIFICATION AND PRESERVATION OF RECORDINGS

To assist with identifying and preserving data and recordings, members should download, tag or mark the recordings in accordance with procedure and document the existence of the recording in any related case report.

A member should transfer, tag or mark recordings when the member reasonably believes:

- (a) The recording contains evidence relevant to potential criminal, civil or administrative matters.
- (b) A complainant, victim or witness has requested non-disclosure.

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- (c) A complainant, victim or witness has not requested non-disclosure but the disclosure of the recording may endanger the person.
- (d) Disclosure may be an unreasonable violation of someone's privacy.
- (e) Medical or mental health information is contained.
- (f) Disclosure may compromise an under-cover officer or confidential informant.
- (g) The recording or portions of the recording may be protected under the Minnesota Data Practices Act.

Any time a member reasonably believes a recorded contact may be beneficial in a non-criminal matter (e.g., a hostile contact), the member should promptly notify a supervisor of the existence of the recording.

442.8 REVIEW OF RECORDED MEDIA FILES

When preparing written reports, members should review their recordings as a resource (See the Officer-Involved Shootings and Deaths Policy for guidance in those cases). However, members shall not retain personal copies of recordings. Members should not use the fact that a recording was made as a reason to write a less detailed report.

Supervisors are authorized to review relevant recordings any time they are investigating alleged misconduct or whenever such recordings would be beneficial in reviewing the member's performance.

Recorded files may also be reviewed:

- (a) By a supervisor as part of internal audits and reviews as required by Minn. Stat. § 626.8473.
- (b) Upon approval by a supervisor, by any member of the Office who is participating in an official investigation, such as a personnel complaint, administrative investigation or criminal investigation.
- (c) Pursuant to lawful process or by court personnel who are otherwise authorized to review evidence in a related case.
- (d) By media personnel with permission of the Sheriff or the authorized designee.
- (e) In compliance with the Minnesota Data Practices Act request, if permitted or required by the Act, including pursuant to Minn. Stat. § 13.82, Subd. 15, and in accordance with the Records Maintenance and Release Policy.

All recordings should be reviewed by the Custodian of Records prior to public release (See the Records Maintenance and Release Policy). Recordings that are clearly offensive to common sensibilities should not be publicly released unless disclosure is required by law or order of the court (Minn. Stat. § 13.82, Subd. 7; Minn. Stat. § 13.825, Subd. 2).

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442.9 COORDINATOR

The Sheriff or the authorized designee should designate a coordinator responsible for (Minn. Stat. § 626.8473; Minn. Stat. § 13.825):

- (a) Establishing procedures for the security, storage and maintenance of data and recordings.
 - 1. The coordinator should work with the Custodian of Records and the member assigned to coordinate the use, access and release of protected information to ensure that procedures comply with requirements of the Minnesota Government Data Practices Act (MGDPA) and other applicable laws (Minn. Stat. § 13.01 et seq.) (See the Protected Information and the Records Maintenance and Release policies).
- (b) Establishing procedures for accessing data and recordings.
 - 1. These procedures should include the process to obtain written authorization for access to non-public data by NCSO members and members of other governmental entities and agencies.
- (c) Establishing procedures for logging or auditing access.
- (d) Establishing procedures for transferring, downloading, tagging or marking events.
- (e) Establishing an inventory of portable recorders including:
 - (a) Total number of devices owned or maintained by the Nicollet County Sheriff's Office.
 - (b) Daily record of the total number deployed and used by members.
 - (c) Total amount of recorded audio and video data collected by the devices and maintained by the Nicollet County Sheriff's Office.
- (f) Preparing the biennial audit required by Minn. Stat. § 13.825, Subd. 9.
- (g) Notifying the Bureau of Criminal Apprehension (BCA) in a timely manner when new equipment is obtained by the Nicollet County Sheriff's Office that expands the type or scope of surveillance capabilities of the office's portable recorders.

442.10 RETENTION OF RECORDINGS

All recordings shall be retained for a period consistent with the requirements of the organization's records retention schedule but in no event for a period less than 90 days.

If an individual captured in a recording submits a written request, the recording may be retained for additional time period. The coordinator should be responsible for notifying the individual prior to destruction of the recording (Minn. Stat. § 13.825).

442.10.1 RELEASE OF AUDIO/VIDEO RECORDINGS

Requests for the release of audio/video recordings shall be processed in accordance with the Records Maintenance and Release Policy.

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442.10.2 ACCESS TO RECORDINGS

Except as provided by Minn. Stat. § 13.825, Subd. 2, audio/video recordings are considered private or nonpublic data.

Any person captured in a recording may have access to the recording. If the individual requests a copy of the recording and does not have the consent of other non-law enforcement individuals captured on the recording, the identity of those individuals must be blurred or obscured sufficiently to render the subject unidentifiable prior to release. The identity of on-duty peace officers may not be obscured unless their identity is protected under Minn. Stat. § 13.82, Subd. 17.

442.11 ACCOUNTABILITY

Any member who accesses or releases recordings without authorization may be subject to discipline (See the Standards of Conduct and the Protected Information policies) (Minn. Stat. § 626.8473).



AUGUST 8, 2023
OFFICIAL PROCEEDINGS OF THE
NICOLLET COUNTY DRAINAGE AUTHORITY

The Nicollet County Drainage Authority met in regular session on Tuesday, August 8, 2023 after the adjournment of the regular Board of Commissioners meeting. Present at the meeting were Commissioners Jack Kolars, Terry Morrow, Marie Dranttel, Mark Dehen, and Kurt Zins. Also present were Chief Deputy County Attorney Dunn, Administrator Landkamer, and Recording Secretary Sarah Frahm.

Approval of Agenda

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

Consent Agenda

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

1. July 25, 2023 Regular Drainage Minutes

Motion carried with all voting in favor.

Public Appearances

There were no public appearances.

Public Services

County Ditch 62A Improvement Project

At this time, Commissioner Zins motioned and Commissioner Dranttel seconded to move into closed session, pursuant to Minn. Stat. § 13D.05, subd. 3(b), to discuss litigation involving CD 62A.

The regular meeting was reopened at 10:27 a.m. Members present for the closed session included Chief Deputy County Attorney Dunn, County Administrator Landkamer, Attorney Roger Justin, Property and Public Services Director Kopet, Public Works Director Greenwood, Ditch Inspector Nathan Henry, and Commissioners Kolars, Morrow, Dranttel, Dehen and Zins.

When the public comment portion opened, Blake Webster came forward to ask about additional settlement details. Attorney Justin explained that the settlement amount will be paid to the Drainage Authority. Kevin Johnson came forward to ask what funds are left related to CD 62A. Director Kopet responded that staff will need to assess how much money is in the account after all expenses and receivables are considered.

Commissioner Morrow motioned that Nicollet County, in its capacity as Drainage Authority for CD 62A, approve the mediated settlement agreement, dated July 30, 2023, in which the Drainage Authority will receive payment of \$1.5 million and release any and all claims against the Drainage Authority concerning this project. The motion was seconded by Commissioner Dranttel and approved on a roll call vote of 5-0, with all Commissioners voting yes.

County Ditch 86A Improvement Project

Commissioner Dehen motioned and Commissioner Dranttel seconded to move into closed session, pursuant to Minn. Stat. § 13D.05, subd. 3(b), to discuss potential litigation and legal strategy involving CD 86A.

The regular meeting reopened at 11:50 a.m. Members present for the closed session included Chief Deputy County Attorney Dunn, County Administrator Landkamer, Attorney Roger Justin, Property and Public Services Director Kopet, Public Works Director Greenwood, Ditch Inspector Nathan Henry, Chris Otterness of Houston Engineering, Inc., and Commissioners Kolars, Morrow, Dranttel, Dehen and Zins. No public comment was received and no action was taken.

Set Hearing Date for CD 77 Lateral 2 Improvement Project

Director Kopet came forward to request September 26, 2023 at 10:00 am as the public hearing date for the final acceptance of the CD 77 Lateral 2 improvement project. Public Services received the Final Acceptance Report from ISG Engineering on July 25, 2023. The hearing would include the final acceptance of the improvement project as well as the approval of the terms and levy to landowners.

Motion by Commissioner Dranttel and seconded by Commissioner Zin to approve September 26 at 10:00 am as the public hearing date for CD 77 Lateral 2. Motion carried with all voting in favor.

Adjourn

Motion by Commissioner Zins and seconded by Commissioner Dranttel to adjourn the meeting at 11:53 a.m. Motion carried with all voting in favor on a roll call vote.

JACK KOLARS, CHAIR
BOARD OF COMMISSIONERS

ATTEST:

MANDY LANDKAMER, CLERK TO THE BOARD

Nicollet County Drainage
 Authority Meeting
 Agenda Item



Agenda Item: Consider Award of Quote for CD 83 Hippert Driveway Relocation Project	
Primary Originating Division/Dept.: Public Works-Drainage Ditches Contact: Seth Greenwood, P.E. Title: PWD/County Engineer Amount of Time Requested: 10 min. Presenter(s)/Title(s): -Seth Greenwood, Public Works Director -Nate Henry, Ditch Inspector	Meeting Date: 08/22/2023 Item Type: Regular Agenda <small>(Select One)</small> Attachments: <input type="radio"/> Yes <input checked="" type="radio"/> No
County Strategy: <small>(Select One)</small> Facilities and Space - preserve, maintain and build our assets	
BACKGROUND/JUSTIFICATION: Quotes will be received and opened on August 21, 2023 for the CD 83 Hippert Driveway Relocation Project. Quote results and a recommendation for action will be provided at the August 22, 2023 Drainage Authority Meeting.	
Supporting Documents: <input type="radio"/> Attached <input type="radio"/> In Signature Folder <input checked="" type="radio"/> None	
Prior Drainage Authority Action Taken on this Item: <input type="radio"/> Yes <input checked="" type="radio"/> No If yes, when? (provide year; mm/dd/yy if known)	
Approved by County Attorney's Office: <input type="radio"/> Yes <input type="radio"/> No <input checked="" type="radio"/> N/A	
ACTION REQUESTED:	
FISCAL IMPACT: Other <small>(Select One)</small> If "Other", specify FTE IMPACT: No FTE change <small>(Select One)</small> If "Increase or "Decrease" specify: Related Financial/FTE Comments:	FUNDING Drainage Authority Dollars = Grant <small>(Select One)</small> Total