



Le Sueur County, MN

Tuesday, June 26, 2018

Board Meeting

Item 7

10:20 a.m. Darrell Pettis, County Administrator

RE: CD54

RE: County Ditch Update

RE: Furniture Design Proposal

RE: Transit Update

RE: Broadband Update

Staff Contact:

STATE OF MINNESOTA
LE SUEUR COUNTY BOARD OF COMMISSIONERS
RICE COUNTY BOARD OF COMMISSIONERS
SEATED CONCURRENTLY PURSUANT TO MINNESOTA STATUTES SECTION 103E.235 FOR THE
PURPOSE OF APPOINTING MEMBERS TO A JOINT DRAINAGE AUTHORITY BOARD FOR LE SUEUR
COUNTY DITCH 54

The matter of the petition of the Appointment of Members to the Joint Drainage Authority Board	Appointment Order
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The County Boards of Commissioners of Le Sueur and Rice Counties, meeting concurrently at their regular meetings on June 26th, 2018, considered appointments to a Joint Drainage Authority Board of Le Sueur County Ditch (CD) 54. After consideration of the matter and upon motion and second duly noted in the minutes of meeting, the Boards adopt the following Findings and Order:

WHEREAS, CD 54 is an existing County Ditch in Le Sueur County near the Rice County line; and

WHEREAS, on appropriate findings, the Le Sueur County Board of Commissioners initiated a redetermination of benefits for CD 54; and

WHEREAS, during the viewing process, the appointed viewers determined property in Rice County that may benefit from CD 54; and

WHEREAS, upon this discovery, the Le Sueur County Board recessed the proceedings in order to establish a Joint Drainage Authority for the Redetermination of Benefits.

THEREFORE, based on the forgoing, the Boards of Commissioners of Le Sueur and Rice Counties, seated concurrently, adopt the following:

ORDER

1. The Boards acknowledge and establish a Joint Drainage Authority pursuant to Minnesota Statutes Section 103E.235 for Le Sueur County Ditch 54.
2. The Boards appoint initial members to the Joint Drainage Authority Board as follows:

[15741-0012/3041727/1]

1

Gliszinski	(Le Sueur County, District 1)
Connolly	(Le Sueur County, District 2)
Wetzel	(Le Sueur County, District 4)
Gillen	(Rice County, District 1)
Docken	(Rice County, District 5)

3. The Joint Drainage Authority Board shall meet promptly to determine the status of the currently initiated redetermination of benefits.
4. Should the redetermination of benefits result in confirmation of benefits in Rice County, the Joint Drainage Authority shall be permanent, Le Sueur County Ditch 54 be redesignated appropriately and future vacancies on the Joint Drainage Authority Board shall be filled by the successor Commissioner from the district indicated.
5. Should the Joint Drainage Authority become permanent, Le Sueur County is designated as the “majority” county for the Joint Drainage System resulting from the redetermination of benefits. The Le Sueur County Auditor shall coordinate with the Rice County Auditor and proceed with future management and administration of the resulting Joint System according to Minnesota Statutes Chapter 103E.
6. This Order may be signed in counterparts and the counter parts together constitute the full Order.

After discussion, the motion **Passed** and the Findings and Order were **Adopted**.

Dated this 26th day of June, 2018

LE SUEUR COUNTY BOARD OF COMMISSIONERS

By _____
Chairperson

[15741-0012/3041727/1]

2

Dated this 26th day of June, 2018

RICE COUNTY BOARD OF COMMISSIONERS

By _____
Chairperson

[15741-0012/3041727/1]

3



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Interior Design
Engineering

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Inc.

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EOE

May 29, 2018

Darrell Pettis
Le Sueur County Administrator
88 South Park Ave.
LeCenter MN, 56057

RE: Furniture, Fixture and Equipment (FF&E) Design Services for the Le Sueur County Justice Center- Phase I

Dear Darrell:

We are pleased to present this proposal for FF&E Design Services for the new Le Sueur County Justice Center. We understand this project will consist of the selection and planning of furniture and equipment for the new Justice Center including Courts, Jail and associated office facilities. Furniture selections will include office space, meeting rooms, court rooms, public spaces and jail areas not included within housing units.

We propose to assess the fee for FF&E Services in one part:

Part I: Basic Furniture Design Services

Upon the start of the FF&E selection process, BKV will facilitate a preliminary meeting to discuss project goals, procurement strategies, vendor selection methods and budget verification. The BKV contact person for this scope of work will be Margaret Lafferty. The following is a proposed work scope for each part of the FF&E services as outlined above.

Part I: Basic Furniture Design Services

Based on review of the current project scope an overview of the proposed design services for furniture design are as follows:

1. Determine scope of new furniture to be purchased vs reuse of existing furniture based on final furniture budget
2. Identify locations where existing furniture may be reused within the project (if any)
3. Consult with owner on procurement methods; i.e.: Bidding the furniture package vs purchasing furniture from a pre-negotiated contract
4. Facilitate tours of 2-4 systems furniture manufacturers and furniture dealerships prior to final vendor selection
5. Selection of new furniture for private offices, workstations, seating, lobby, meeting and training rooms, etc.
6. Preparation of detailed furniture plans coding locations of all furniture
7. Provide all furniture specifications for new product
8. Coordination of all finish and material selections for furniture
9. Facilitate user group meeting to determine specific departmental workspace requirements

10. Coordinate all meetings with selected furniture dealerships
11. On site visits during the installation process
12. Final punch list
13. Provide owner with a final set of as built furniture installation documents and a facilities manual with all the furniture and finish selections used on the project.

Schedule

The following is an overview of the FF&E anticipated timeline. Upon kick off the FF&E selection process, BKV will provide a detailed schedule of anticipated meetings, tasks and milestones.

1. October 2018: Kick off the FF&E selection process. Conduct manufacturer tours, select desired FF&E vendor.
2. November -December 2018: FF&E Design Process. Conduct user group meetings, finalize workspace, meeting room, storage layouts and finish and material selections.
3. March 2019: Place final FF&E order
4. July 2019: Furniture Installation, punch list and move in.

Additional Services

In addition to the scope of work outlined about, Le Sueur County may elect to request additional services from BKV Group. Additional Services may include:

1. Artwork selection, procurement or commissioning
2. Move coordination services
3. Inventory or coordination of existing furniture for reuse

Compensation

BKV Group strives to establish a well-defined project understanding and scope of services to be provided so that an appropriate fee structure can be determined. BKV Group's compensation for FF&E Design Services outlined in this proposal shall be delivered as follows:

Part I: Basic Furniture Design Services

- Fee to be delivered on an hourly not to exceed basis with a fee not to exceed \$55,000 plus reimbursable expenses.

Reimbursable expenses include, but are not limited to printing, phone charges, and auto mileage.

Compensation shall be billed monthly based on time expended on the project and shall be paid within 30 days of receiving invoice for services. Invoices not paid within 45 days of invoice shall be charged a late fee equal to 1% over current prime per annum.

On behalf of BKV Group, we appreciate this opportunity to be of service on this project. Please review this proposal and, if acceptable, return one signed copy to our office, signifying authorization to proceed. If accepted, BKV Group will enter this work promptly. If you have any questions at all, please feel free to contact me at 612-373-9152.

Respectfully submitted,



Kelly Naylor, CID
BKV Group, Partner
Date 5/29/18

Approved: _____

Date: _____

Darrell Pettis
Le Sueur County Administrator

2018 TRUE Transit Rides

Month	Number of total rides	Ride provided by:		Ride Statistics					Rides per County:			
		Volunteer	Bus	Disabled	Elderly	Adult	Youth	Child	Blue Earth	Le Sueur	Nicollet	Brown
January	114	40	74	22	82	10	0	0	76	9	35	0
February	135	14	121	36	70	28	0	1	94	12	23	6
March	168	28	140	37	94	34	1	2	118	19	29	2
April	194	10	184	33	111	42	2	6	157	18	15	4
May	238	13	225	32	123	77	2	4	170	45	20	3
June												
July												
August												
September												
October												
November												
December												
Total:	849	105	744	160	480	191	5	13	615	103	122	15

Month	Rides per Routes								
	BEC 1	Nic 1	Le S 1	Volunteer	LC City	LeC City	MNP City	Mpl City	County Wide
January	37	11	7	40	0	0	0	0	19
February	45	14	14	14	4	0	0	2	42
March	47	4	18	28	6	0	4	0	61
April	81	5	18	10	10	0	2	0	68
May	84	9	45	13	1	0	7	0	79
June									
July									
August									
September									
October									
November									
December									
Total									

From: [Pettis, Darrell](#)
To: [Kramer, Ruby](#)
Subject: FW: Next steps on broadband
Date: Monday, June 25, 2018 10:29:07 AM

Per our phone conversation.

From: Bill Coleman <bill@communitytechnologyadvisors.com>
Sent: Monday, June 18, 2018 9:28 AM
To: Barbara Droher Kline for 20A <droherklineforhouse20a@gmail.com>
Cc: Bernadine Joselyn <brjoselyn@blandinfoundation.org>
Subject: Next steps on broadband

Hello Barbara,

I know that Bernadine Joselyn called you on Friday to share our strategy for helping Le Sueur County move forward the fastest on improved broadband services. Our team discussed your application's laser focus on pursuing better broadband access and compared it to our Blandin Broadband Community Program's shared emphasis on both access (better broadband networks and services) and more sophisticated use of technology (adoption).

In our experience, communities with this singular focus on access tend to struggle with the people-intensive processes of spurring the adoption of broadband. Both sides of the initiative are time-consuming and the amount of funding available through Blandin Broadband Communities cannot significantly affect broadband deployment. You formed an impressive team and submitted an excellent application in the short time frame of the BBC application.

Through Community Broadband Resources, I provide up to 32 hours of technical assistance to your Le Sueur County team. Together, we gather data, interview providers and begin to narrow technology and business strategy alternatives. Through this process, some broadband improvements may be stimulated by existing providers responding to identified opportunities - low, hanging fruit.

For an overall and detailed broadband plan, many counties then apply to Blandin Foundation for up to \$25,000 in grant funds to implement a feasibility study. This grant requires a 1:1 cash match to launch an up to \$50,000 feasibility study to be conducted by a consulting team of your choice. This study would provide the necessary documentation for any grant program applications. Your best option might involve a single broadband provider or an assortment of providers based on financial and policy choices made by the county, townships and/or other project partners.

Bernadine tells me that you are meeting this Friday. Unfortunately, I am not available Friday, but am anxious to begin work with your team. The application for Community Broadband Resources can be found here: <https://blandinfoundation.org/programs/expanding-opportunity/broadband/community-broadband-resources-program/>

This is a very simple application taking just a few moments to complete.

I look forward to hearing from you!

Bill

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Bill Coleman

bill@communitytechnologyadvisors.com

651-491-2551

www.communitytechnologyadvisors.com