

STATE OF MINNESOTA
BOARD OF ARCHITECTURE, ENGINEERING, LAND SURVEYING, LANDSCAPE ARCHITECTURE,
GEOSCIENCE AND INTERIOR DESIGN

In the Matter of

**SETTLEMENT AGREEMENT AND
CEASE AND DESIST ORDER**

Jeffrey Manninen
Unlicensed

Board File No. 2024-0007

STIPULATION

Jeffrey Manninen (“Respondent”) and the Minnesota Board of Architecture, Engineering, Land Surveying, Landscape Architecture, Geoscience and Interior Design’s Complaint Committee stipulate that, subject to Board’s review and discretionary approval, the Board may issue a consent order that imposes the following sanctions:

A. Respondent shall pay to the Board a civil penalty of \$2,000. Respondent shall submit the civil penalty by check to the Board within 60 days of the Board’s approval of this Settlement Agreement and Cease and Desist Order.

B. Respondent shall cease and desist from practicing as a Professional Engineer in Minnesota until such time as he becomes licensed as a Professional Engineer in the State of Minnesota.

C. Respondent shall comply with all statutes and rules within the Board’s jurisdiction. *See* Minn. Stat. §§ 326.02–.15 (Supp. 2025) and Minn. R. chs. 1800 & 1805 (2023).

D. Respondent shall report in writing within ten days any and all violations of this Settlement Agreement and Cease and Desist Order to the Board’s Executive Director.

Respondent and the Committee enter into this settlement agreement based on the following findings of fact, conclusions of law, and other stipulated provisions:

Findings of Fact

1. Respondent is not now, nor has he ever been, licensed as a Professional Engineer—nor any other profession under the Board’s jurisdiction—in the State of Minnesota.
2. Respondent is the Branch Manager at a Wisconsin location of a firm providing engineering and geotechnical services.
3. Respondent and a staff geologist at his firm prepared a Subsurface Exploration and Foundation Evaluation report providing geotechnical recommendations for a housing project in Fridley, Minnesota, dated December 8, 2022.
4. The report does not include the certification of a licensed professional.
5. Respondent stated that the “name, signature, and P.E. stamp” of the Professional Engineer who provided oversight and review of the report was “inadvertently omitted from the title page of this report.”
6. A draft copy of the report was sent to the Professional Engineer on September 22, 2022. Respondent provided a copy of the Professional Engineer’s handwritten revisions which were grammatical versus substantive.
7. Respondent’s role in the creation of the report was to classify soil samples, review the staff geologist’s portion of the report, and complete the draft report.
8. The report includes soil descriptions and groundwater levels from boring logs.

9. Respondent stated that “the borings were drilled by PSI personnel with a company-owned drill rig. We are not licensed to drill in Minnesota and regret doing so. We no longer drill there and always retain subcontracted firms licensed in the State of Minnesota.”

10. Respondent held out and practiced as a Professional Engineer in the State of Minnesota without a license.

Conclusions of Law

1. The Board has authority to license and regulate the practice of professional engineering and to take disciplinary action as appropriate. Minn. Stat. § 326.111 (Supp. 2025).

2. Respondent violated Minn. Stat. § 326.02, subds. 1 and 3 (2024) and Minn. R. 1800.4200, subp. 1 (2023).

3. Respondent is subject to discipline pursuant to Minn. Stat. § 326.111 subds. 3 and 6 (Supp. 2025).

4. This Settlement Agreement and Cease and Desist Order is in the public interest.

Other Stipulated Provisions

1. This Settlement Agreement and Cease and Desist Order must be approved by the Board to become effective.

2. Respondent agrees that the Committee may move the Board *ex parte*, with or without advance notice to the Respondent, to approve this Settlement Agreement and Cease and Desist Order. Respondent understands that the Board may either approve the Settlement Agreement and Cease and Desist Order or not approve it. This settlement agreement and the

files, records, and proceedings associated with this matter may be reviewed by the Board in its consideration of the Committee's motion.

3. If approved by the Board, this Settlement Agreement and Cease and Desist Order shall be classified as public data. Minn. Stat. § 13.41, subd. 5 (2024). The Board will post a copy of this order on its website. The Board will also send a summary to the national discipline data bank pertaining to the practice of professional engineering.

4. If the Board does not approve this Settlement Agreement and Cease and Desist Order, then the matter remains unresolved and the Committee may either seek to negotiate a revised Settlement Agreement and Cease and Desist Order with Respondent to present to the Board or issue an order commencing a contested-case hearing before an Administrative Law Judge at the Court of Administrative Hearings. *See* Minn. Stat. §§ 14.57–.62, 214.10, subd. 2 (2024) (describing administrative hearing process).

5. Respondent agrees that if this case comes before the Board again after it reviews and discusses this Settlement Agreement and Cease and Desist Order, Respondent waives any claim that Respondent or the Board were prejudiced by its review and discussion of this Settlement Agreement and Cease and Desist Order and any records relating to it.

6. Respondent acknowledges that they were advised by the Committee of their right to a contested-case hearing in this matter before an Administrative Law Judge, to file exceptions and make argument to the Board after the hearing, and to seek judicial review from any adverse decision rendered by the Board. Respondent hereby expressly waives those rights. Respondent was further advised by the committee of their right to be represented by counsel and that they knowingly waive that right.

7. Respondent has read, understands, and agrees to this settlement agreement and has voluntarily signed it. It is expressly understood that this settlement agreement contains the entire agreement between the parties, there being no other agreement of any kind, verbal or otherwise. If approved by the Board, a copy of the final Settlement Agreement and Cease and Desist Order shall be served personally or by first class mail on Respondent. The Board's order shall be effective when it is signed by the Chair of the Board or the Chair's designee.

8. Pursuant to Minn. Stat. § 16D.13 (2024), any civil penalty imposed by this Settlement Agreement and Cease and Desist Order shall begin to accrue simple interest in accordance with that section thirty days after the civil penalty is due. Pursuant to Minn. Stat. § 16D.17 (2024), thirty days after any civil penalty imposed by this Settlement Agreement and Cease and Desist Order is due, the Board may file and enforce any unpaid portion of the civil penalty as a judgment against Respondent in district court without further notice or additional proceedings.



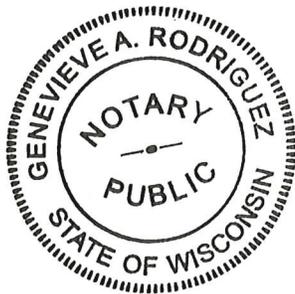
Jeffrey Manninen

STATE OF Wisconsin

COUNTY OF EAU CLAIRE

This instrument was acknowledged before me on November 25th 2025 by Jeffrey Manninen.

(stamp)





(Signature of notary officer)

My commission expires: 04/06/2027

COMPLAINT COMMITTEE



DANIEL HUNTER, PG
Chair

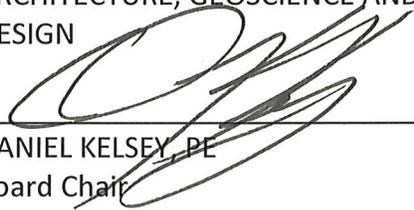
Dated: 12/8/25

CONSENT ORDER

Upon consideration of this Settlement Agreement and Cease and Desist Order, and based upon all the files, records, and proceedings herein, all terms of the Settlement Agreement and Cease and Desist Order are approved. Accordingly, the Board hereby ADOPTS the stipulation and issues the ORDER described above.

MINNESOTA BOARD OF ARCHITECTURE,
ENGINEERING, LAND SURVEYING, LANDSCAPE
ARCHITECTURE, GEOSCIENCE AND INTERIOR
DESIGN

Dated: 1-13-2026



DANIEL KELSEY, PE
Board Chair