

**SYNOPSIS OF COUNTY BOARD MEETING**  
**December 22, 2009**

Members present: Seeboth, Berg, Dove, Lochner, and Potter along with Lay Board Members Kuster and Mohr. Also in attendance were County Administrator Enter, County Attorney Hinnenthal, and Family Services Director Henderson.

M/Lochner, S/Potter, to accept the Minutes of 12-15-09 and authorize publication of the Synopsis of same, carried.

M/Berg, S/Dove, to accept the bid received in the amount of \$3,800 from Besner Bus & Equip., Savage, MN for the sale of the 1999 Ford EIDorado bus that was declared excess property at the 12-1-09 Board Meeting, carried. Additional bids were received from the following: Superior Transit Sales/Telin Transportation Group, Becker, MN.

M/Lochner, S/Dove, to approve the Lease Agreement to purchase garage space from Sleepy Eye Bus Service, Inc. for the calendar year 2010 at the cost of \$95/month, carried.

M/Potter, S/Lochner, to accept and file the B.C. Family Services 2009 Summer Camping Program Report noting that forty-eight youth attended camp this past summer, carried.

M/Berg, S/Dove, to authorize the purchase of office furniture in the state contract amount of \$1,891.43 (sales tax included) from General Office Products Co. for the Heartland Express Operations Coordinator's desk setup, carried.

M/Lochner, S/Potter, to approve the Guardianship and Conservator Purchase of Service Agreement with Lutheran Social Service of Minnesota at the rate of \$53.30/hr not to exceed \$64,000 in the year and 40 clients at any given time for CY 2010, carried.

M/Berg, S/Potter, to approve the County Attorney Fraud Services Contract with the B.C. Attorney's Office for 2010 in the same amount as contracted for in 2009 at \$159.65/hr, carried.

M/Potter, S/Lochner, to approve the Title IV-D Cooperative Agreement with the MN Dept. of Human Services and the B.C. Offices of Human Services, Sheriff, and County Attorney for the period of 1-1-10 thru 12-31-12 at the following rates: County Attorney \$73.68/hr and \$100/yr for Lower Sioux Tribal Court Attorney license fee; and B.C. Sheriff – service of process \$50, carried.

M/Dove, S/Potter, to approve the Contract Addendum with MRCI-New Ulm and B.C. Family Services to provide Facility Based Employment; Community Based Employment; Combined Facility-Community Employment; Habilitation Services; and Transportation DT&H services for CY 2010, carried.

M/Lochner, S/Potter, to approve the Purchase of Service Agreement with Lutheran Social Services (LSS) to provide \$1,700 financial support to the LSS Financial Counseling Service in Brown County for CY 2010, with the condition that the insurance is revised to MS 466.04 liability limits, carried.

M/Lochner, S/Potter, to authorize the payment of Family Services Administrative Claims in the amount of \$28,206.96, carried.

M/Berg, S/Seeboth, to approve the Purchase of Service Agreement with Family Centered Supervised Visitation Services, LLC for CY 2010, carried.

M/Lochner, S/Berg, to accept and file the Social Services Case Actions Listing for Nov. 2009, carried.

M/Berg, S/Potter, to accept the following Services Correspondence Items #1 thru #2 and Family Services Consent Agenda Items #1 thru #12, carried.

At 9:55 AM, Chairman Seeboth convened a Closed Session to consider Social Services Payments, whereupon M/Potter, S/Berg, to authorize the payment of Social Services payments in the amount of \$93,260.17, carried. The Closed Session ended at 10:06 AM.

M/Potter, S/Seeboth, to authorize the payment of General Gov't claims in the amended amount of \$166,516.95, carried.

M/Berg, S/Potter, to authorize the temporary transfer from CD 74 in the amount of \$77,000 to various ditches in the Ditch Fund, and to authorize the transfer in Jan. 2010 from various ditches back to CD 74 to repay the temporary loans/transfers taken in Dec. 2009, carried.

M/Lochner, S/Potter, to authorize the Auditor/Treasurer Office to distribute the 2009 interest income to the following designated funds: Nursing, Road & Bridge, Family Service, Building, Park, E-911, Capital Improvement, Ditch, Landfill, Landfill Trust, Revenue Fund, and to the Eternal Flame Account, understanding that actual distribution will be reported to the County Board in Jan., 2010, carried.

M/Lochner, S/Dove, to approve the six month 3.2 Liquor License Application requested by the River Valley Dutchmen Snowmobile Club, Inc. at Golden Gate Campground in Home Township for the period of 1-1-10 thru 6-30-10, carried.

M/Potter, S/Lochner, to approve the updated 2010 B.C. Committee Appointments Listing, carried.

M/Potter, S/Berg, to approve paying membership dues into the Transportation Alliance in the amount of \$1,760 for 2010, carried.

M/Lochner, S/Berg, to approve Res. No. 2009-29 approving final acceptance of the SAP 08-599-47 Bridge Replacement and Approach work on 300<sup>th</sup> Street over Spring Creek (JD 29) in Eden Township, carried.

Correspondence C-1 thru C-9 were accepted and filed.

Berg reported on the Regional Radio Board, Area Agency on Aging, and on Sioux Trails; Dove reported on Workforce Council matters.

M/Potter, S/Lochner, to approve Res. No. 2009-30 approving revisions to the B.C. Zoning Ordinance that are required by the MN Pollution Control Agency and Board of Water and Soil Resources for Water Conservation Act (WCA revisions) and general revisions, carried.

M/Berg, S/Seeboth, to approve updates to the Brown County-Wide Emergency Operations Plan and authorize the County Board Chair to sign the approved Plan, Authentication Section and the County Board Plan Review Form, carried.

M/Berg, S/Lochner, to approve the State of MN Board of Water and Soil Resources 2010 Natural Resources Block Grant for the period of 7-1-09 through 6-30-11 in the amount of \$72,067, carried.

M/Lochner, S/Potter, to approve the 2010 Agreement for Services between Brown County and B.C. Soil & Water Conservation District for the purpose of facilitating the administration of the Wetlands Conservation Act, carried.

M/Lochner, S/Potter, to accept and file the update on the Surface Water Assessment Grant (SWAG) for the B.C. Volunteer Water Monitoring Program that has county volunteers monitoring two lakes and five reaches in Brown County for a two year period (2009 and 2010) noting to date the project has expended \$21,625.77 of its grant funds leaving a balance of \$23,889.23, carried.

M/Lochner, S/Berg, to authorize the use of Surface Water Assessment Grant (SWAG) funds in the amount of up to \$500 to hold a volunteer recognition event to thank the volunteers for the work they completed during the 2009 monitoring season, carried. It should be noted fourteen (14) volunteers donated around two hours of their time every two weeks through the months of May thru October to assess the county's water quality.

Calendars were coordinated for the next two week period.

M/Potter, S/Berg, to approve the 2010 Association/Membership Dues listing, carried.

M/Lochner, S/Dove, to approve the State of MN Lease Agreement Amendment No. 1 to Lease No. 11429 for the Dept. of Corrections to lease approximately 458 usable square

feet of exclusive and shared office space in the B.C. Court Services Building located at 1 South State St., New Ulm for the period of 7-1-10 thru 6-30-15 and authorize the County Board Chair and County Administrator to sign same on behalf of Brown County, carried.

M/Dove, S/Potter, to approve the Fifth Judicial District Court and Brown County Probation Dept. Cooperative Agreement to continue cooperative procedures for the implementation and effective operation of the Juvenile Drug Court program for the period of 1-1-10 thru 6-30-11 and authorize the County Board Chair, County Administrator, and Probation Director to sign same on behalf of Brown County, carried.

M/Potter, S/Dove, to accept and file the following Public Health Update: Statewide Health Improvement Program (SHIP); Seasonal Influenza Vaccination Campaign; H1N1 Novel Influenza; Brown County H1N1 Vaccine Campaign; Public Health Emergency Preparedness (PHER) Grant Funds I/II/III; Performance Improvement Plan; Staff Changes; 2009 Fall Student Program Complete; Electronic Health Record Update; ARMER Radio System; The Public Health Standards; NACO Drug Program; Public Health Leadership Institute; Advisory Committee December Meeting; B.C. Public Health Annual Meeting; and Vaccine Expansion of 2010 – Federal Stimulus Funds, carried.

M/Berg, S/Lochner, to approve the United Way of the Brown County Area, Inc. Letter of Assurances (4-1-10 thru 3-31-11); Application Form; and Counterterrorism Compliance Form required by the United Way of the Brown County Area when applying for funding of the Follow Along and Universal Contact Home Visiting Program, carried.

At 11:30 AM, Chairman Seeboth recessed the Regular Meeting and the County Board participated in a luncheon at the Brown County Historical Society Annex Building.

At 1:00 PM, Chairman Seeboth reconvened the Regular Meeting.

The Board reviewed the proposed PACT Agreement for the Facility Infrastructure and Energy Efficiency Improvement Project that would include lighting upgrades in certain county buildings and an upgrade of the county courthouse cooling system. The proposed Facility Infrastructure and Energy Efficiency Improvement Project would include a guaranteed energy-savings contract in accordance with MS 471.345 Subd. 13. County Attorney Hinnenthal reviewed concerns about contract language which TRANE staff agreed to consider in a final draft PACT Agreement. M/Lochner, S/Berg, to accept and file the update on the Proposed Facility Infrastructure and Energy Efficiency Improvement Project, and to authorize a public notice to be published concerning the County Board's intended consideration of a Guaranteed Energy Savings Contract at 9:00 AM on 1-5-10, carried.

M/Lochner, S/Dove, to authorize Brown County to discontinue implementation of the Manatron GRM tax system, and to reinstate our maintenance and support contract with our former vendor ACS for the period from April 2009 through 12-31-10 of the existing contract term at a cost of \$50,137.40, carried.

M/Lochner, S/Potter, to authorize the purchases through the state contract of a Novell server in the amount of \$5,620.56, and assorted upgrades to switches and parts in the Courthouse in the amount of \$1,620.23, for a total cost of \$7,240.79 (includes sales tax), carried.

M/Dove, S/Berg, to approve the updated Brown/Lyon/Redwood Drug Task Force Joint Powers Agreement and authorize Sheriff Hoffmann to sign on behalf of Brown County, carried.

M/Berg, S/Lochner, to approve a salary plan adjustment of 0.0% effective 1-1-10 and grant step increases in 2010 for eligible Brown County non-union employees excepting county officials who are not part of the Brown County Salary Administration Plan, carried.

M/Dove, S/Potter, to approve the salary for County Commissioners for 2010 at the same level as in 2009 which is \$20,750; to continue the \$500 additional salary in 2010 for

the Brown County Board Chair; and to continue the per diem for County Commissioners at \$75 in 2010, carried.

Pursuant to Minnesota Statutes 387.20, and with respect to the responsibilities and duties of the Sheriff's Office and Sheriff Hoffmann's experience, qualifications, and performance, and with respect to current economic conditions, M/Berg, S/Lochner, to approve the 2010 Brown County Sheriff salary of \$80,000, carried, with Dove dissenting.

Pursuant to Minnesota Statutes 384.151 and 385.373, and with respect to the responsibilities and duties of the Auditor/Treasurer's Office and A/T Helget's experience, qualifications, and performance, and with respect to current economic conditions, M/Berg, S/Seeboth, to approve the 2010 Brown County Auditor/Treasurer salary of \$77,640, carried, with Dove dissenting.

Pursuant to Minnesota Statutes 386.015 and with respect to responsibilities and duties of the County Recorder's Office and Recorder Kamolz's experience, qualifications, and performance, and with respect to current economic conditions, M/Berg, S/Lochner, to approve the 2010 Brown County Recorder salary of \$60,250, carried, with Dove dissenting.

M/Berg, S/Lochner, to approve a salary in the amount of \$94,750 effective 1-1-10 for the Brown County Highway Engineer, with respect to the responsibilities and duties of the Highway Engineer and Engineer Steven's experience, qualifications, and performance, and with respect to current economic conditions, carried, with Dove dissenting.

M/Berg, S/Lochner, to approve a salary in the amount of \$91,700 effective 1-1-10 for the Brown County Family Services Director, with respect to the responsibilities and duties of the Family Services Director and Family Services Director Henderson's experience, qualifications, and performance, and with respect to current economic conditions, carried, with Dove dissenting.

M/Berg, S/Lochner, to approve a salary in the amount of \$96,770 effective 1-1-10 for the Brown County Administrator, pursuant to Minnesota Statutes 375A.06 and the Employment Agreement dated 9-16-97, and with respect to the responsibilities and duties of the County Administrator and Administrator Enter's experience, qualifications, and performance, and with respect to current economic conditions, carried, with Dove dissenting.

M/Lochner, S/Potter, to approve the status change of Part Time Dispatchers Lori Hesse and Greg Palmer from Regular PT to Intermittent PT effective 1-8-10, carried.

M/Berg, S/Potter, to approve Res. No. 2009-31 Adopting the Revised Version of the Employee Personnel Policy for the County of Brown, Minnesota, carried.

M/Dove, S/Berg, to accept the retirement of Gloria Pearson, FT Public Health Supervisor/Adult Health on 1-29-10 and authorize to post the position vacancy internal/external simultaneously, carried.

M/Potter, S/Dove, to accept the update on South Country Health Alliance (SCHA), carried.

M/Berg, S/Dove, to schedule a Special County Board of Commissioners meeting for 9:00 AM on Thursday 12-31-09 in the Commissioners Room 204 of the Brown County Courthouse, New Ulm, MN with the primary purpose to consider South Country Health Alliance informational updates and membership status, carried.

There being no further business, Chairman Seeboth adjourned the Meeting at 3:25 PM.

The Official Minutes of the Regular Meeting of December 22, 2009 are on file in the County Administrator's Office and may be viewed during normal business hours, M-F, 8AM-5PM. Correspondence and requests for additional information may be directed to the County Administrator's E-Mail Address: [cntyadm@co.brown.mn.us](mailto:cntyadm@co.brown.mn.us) Home Page Address: [www.co.brown.mn.us](http://www.co.brown.mn.us)