

**SYNOPSIS OF COUNTY BOARD MEETING**  
**July 24, 2012**

Members present: Seeboth, Berg, Windschitl, Lochner, and Potter along with Lay Board Member Kuster. Also in attendance were County Administrator Enter, Assistant County Attorney Boyle, and Family Services Director Henderson. Lay Board Member Mohr was excused.

M/Seeboth, S/Lochner, to accept the Minutes of 7-10-2012 and authorize publication of the Synopsis of same, carried.

M/Seeboth, S/Potter, to accept and file the annual report on the Lutheran Social Service Senior Nutrition Services as presented by LSS Regional Representative Sarah Anderson, carried.

M/Windschitl, S/Potter, to approve the Family Facilitator Contracts for the period of 7-1-2012 thru 6-30-2013 with the following county school districts: Sleepy Eye School District No. 84; New Ulm School District No. 88; and Springfield School District No. 85, carried.

M/Lochner, S/Berg, to accept and file the Social Service Case Actions Listing for June 2012, carried.

At 9:34 AM, Chairman Berg convened a Closed Session to consider Social Services Payments, whereupon M/Potter, S/Seeboth, to authorize the payment of Social Services payments in the amount of \$214,299.44, carried. The Closed Session ended at 9:42 AM.

M/Seeboth, S/Lochner, to authorize payment of Family Services Administrative claims in the amount of \$99,336.32, carried.

M/Seeboth, S/Windschitl, to accept and file the Consent Agenda Items #1 thru #8, carried.

M/Seeboth, S/Potter, to approve the position descriptions of the Social Services Supervisor, Mental Health Clinical Social Worker, County Agency Social Worker (Master's Degree), County Agency Social Worker (Bachelor's Degree), Family Based Services Provider, and Case Aide; and refer same to the Personnel Advisory Committee (PAC) for pointing under the Rotational Review Process, carried.

M/Potter, S/Lochner, to accept the resignation of Barb Weicherding, PT Deputy Recorder/UCC/VS (Grade VI), effective 7-27-2012, carried.

M/Seeboth, S/Windschitl, to authorize to post a PT (.85 FTE) Deputy Recorder/Real Estate (Grade VIII) position opening according to contract/policy, carried.

M/Lochner, S/Potter, to accept the resignation of Becky Ehlert, FT Correctional Officer, effective 7-31-2012, and to accept the resignation of Brigette Glienke, FT Correctional Officer, effective 8-30-2012; and authorize to fill the two (2) FT Correctional Officer vacancies with current applicant list and, if needed, post according to contract/policy, carried.

M/Windschitl, S/Potter, to approve an additional PT Facilities Assistant (20 hrs per week) and authorize to post the vacancy according to contract/policy, carried.

M/Potter, S/Windschitl, to authorize the payment of General Government claims in the amount of \$285,084.79 as follows: Revenue: \$50,199.01; Public Health: \$6,694.46; Road and Bridge: \$215,209.02; Family Services: \$3,472.95; Park: \$1,861.04; Ditch: \$5,905.00; Landfill: \$1,365.75; SCORE: \$377.56, carried.

M/Seeboth, S/Berg, to accept and file the Cash Management/Investment Report for the month of June 2012 which reflects a county investment portfolio balance of \$21,011,296.77, carried.

M/Lochner, S/Windschitl, to approve the 12-31-2011 Assigned Fund Balances to include the General Fund Assignments as follows: Compensated Absences: \$70,671; County Funded Septic Loan: \$244,088; Parks: \$109,242; and Boat & Water: \$29,919; for a Total General Fund Assignments of \$453,920; and as per the Comprehensive Fund Balance Policy, to approve that all remaining balances that are not reported as restricted or committed in

special revenue, debt service, and capital projects funds are to be classified as assigned, carried.

M/Windschitl, S/Potter, to accept and file the report by Commissioners Berg and Seeboth on the JD#36 BE/B teleconference held at 8:45 AM this date whereby the Judicial Ditch Authority considered the need to clean part of JD#36 BE/B and accepted the estimate of Gustafson LLC in the amount of \$19,155.00 to include approximately 7,000 feet of open ditch cleaning in JD#36 BE/B, carried.

M/Lochner, S/Berg, to accept and file the 2012 2<sup>nd</sup> Quarter (Cash Basis and Unaudited) Budget Report which reflects activity at 50% of the budget year as follows: Expenditures of \$12,382,779.10 or 45.1%, and revenues of \$15,349,713.31 or 55.9%; and the 2012 2<sup>nd</sup> Quarter Supplemental Budgets Report noting expenditures of \$798,144.61 or 42.5%, and revenues of \$765,683.00 or 40.3% of budgeted activity, carried.

M/Lochner, S/Berg, to approve the Conditional Use Permit App. #C-00326 of Northern Con-Agg, Riverland Acres current owners, on property described as part of the of NE4, Sec 33-T112N-R33W in N. Eden Twp. for the purpose of renew CUP #C-00210 and to continue to allow use of the property for the extraction of Kaolin clay from the bed of an intermittent watercourse, with eight (8) conditions listed, carried.

M/Potter, S/Lochner, to approve the Preliminary Plat #P-00144 a single lot split by Tom Anderson known as Anderson's Second Subdivision, on property described as part of the NW4 , Sec 12-T109N-R34W Burnstown Twp. Property being platted is an existing home site being split off from the farm site, to give sole title, with one (1) condition listed, carried.

M/Potter, S/Berg, to approve the Final Plat #P-00141 a single lot split by D & M Properties Southern MN known as Hellings Second Addition, on property described as part of the NE4 , Sec 31-Twp 108N-R 31W & part of the NW4 , Sec 32-Twp 108N-R31W, all in Lake Hanska Twp. Property being platted is an existing building site being split off from the tillable land, carried.

M/Lochner, S/Potter, to approve the Final Plat #P-00142 a single lot split by Norman Krienke known as Krienke Second Subdivision, on property described as part of the S2, Sec 27-T110N-R32W, Home Twp. Property being platted is an existing building site being split off from the tillable land, carried.

M/Lochner, S/Seeboth, to authorize the Park Coordinator to purchase wood chips which are to be placed under playground equipment at Lake Hanska County Park to improve the safety in the campground and south park play equipment areas at an estimated cost of \$2,270, carried.

M/Windschitl, S/Lochner, to accept and file the following Public Health Update: Emergency Preparedness Mass Dispensing Plan Local Technical Assistance Review (LTAR); Extreme Heat Event Plan; Statewide Healthy 2020 Goals; Brown County Birth Statistics; Promoting Health Forum; Pertussis Update; Healthcare Coordinator Project with SCHA and the New Ulm Medical Center; Alliance for Healthy Homes and Communities; and Robert Wood Johnson Foundation Grant for Exploring, Implementing and Improving Cross Jurisdictional Sharing, carried.

M/Potter, S/Lochner, to authorize the County Administrator to attend the AGRIP (Association of Governmental Risk Pools) Governance and Leadership Conference from 10/15-17/2012 with registration and travel expenses related to the training paid by MCIT (Minnesota Counties Intergovernmental Trust), carried.

M/Windschitl, S/Berg, to approve the purchase of a Local Logging System from Northland Business Systems in the amount of \$26,530.93 and to approve the installation of the Logger Interface by E-911 Independent Emergency Services LLC in the amount of \$1,057.89 plus applicable sales tax, as part of the regional logging system with the ARMER emergency radio communications system and funded by the E911 account, carried.

M/Windschitl, S/Seeboth, to accept and file the June 2012 Monthly Reports of Activity for the Brown County Sheriff's Dept., carried.

M/Lochner, S/Potter, to accept and file the Sentence to Service Quarterly Report for the period of 4-1-2012 thru 6-30-2012, including the updates on STS non-profit projects and the Juvenile Work Service Summary Report for the same period, carried.

M/Seeboth, S/Windschitl, to approve to temporarily increase the Crime Victim's Specialist hours from 29 to up to 35 hours per week until additional grant funds dedicated for said purpose are expended, carried.

C-1 thru C-11 was accepted and filed.

Seeboth reported on the NACO Conference attended 7/15-17/2012; Lochner reported on the SCHA Finance Committee meeting on 7-23-2012; Potter reported on the Rural MN Energy Board and on the SWCD meeting on 7-23-2012; Windschitl reported on the Underage Substance Abuse Coalition; Berg reported on MVAC and Region 9.

Calendars were coordinated for the next two week period.

At 11:45 AM, Chairman Berg recessed the meeting for lunch.

At 1:15 PM, Chairman Berg convened an informational meeting regarding a repair plan from the MN Board of Water and Soil Resources (BWSR) for CD#54B in section 35 of Stately Township. Highway Engineer Wayne Stevens and Assistant Highway Engineer Larrys Kilmer were present, along with CD #54B landowner Jack Vogel and Brown SWCD Program Manager Tom Maher. It was reported that the 10 inch corrugated tile that was installed as part of a wetland restoration project in 2004 had collapsed in several locations restricting water flow. The 10 inch corrugated tile had replaced a 9 inch concrete tile. Jack Vogel stated that he preferred the 10" dual wall tile replacement option with installation utilizing a spoon bucket. Tom Maher, SWCD Program Manager, noted contacts with BWSR staff about planning and funding the project. M/Potter, S/Lochner, to approve the installation of a 10 inch dual wall tile as proposed by BWSR as a ditch repair to replace the existing 10 inch corrugated tile that was installed as part of a wetland restoration project involving CD#54B in section 35 of Stately Twp., with installation utilizing a spoon bucket maintaining the tile grade according to the original ditch design as much as possible and with seeding also paid by BWSR funds, carried. The CD #54B informational session concluded at 1:27 PM.

M/Lochner, S/Berg, to approve fourteen (14) county ditch system repair requests, carried.

M/Lochner, S/Berg, to accept and file the Highway Dept. Monthly Update as follows: Construction Projects Update; Maintenance Projects Update, carried.

There being no further business, Chairman Berg adjourned the Meeting at 1:38 PM.

The Official Minutes of the Regular Meeting of July 24, 2012 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)