

SYNOPSIS OF COUNTY BOARD MEETING

July 19, 2016

Members present: Seeboth, Berg, Windschitl, Simonsen, and Potter, along with County Administrator Enter, County Attorney Hanson, and Family Services Director Henderson.

M/Berg, S/Potter, to accept the Minutes of 7-5-2016 and authorize publication of the Synopsis of same; carried.

M/Berg, S/Potter, to accept and file the June 2016 Social Service Case Actions; carried.

M/Seeboth, S/Potter, to approve payment of Family Services administrative claims in the amount of \$79,179.37; carried.

M/Seeboth, S/Berg, to accept and file the following Family Services Consent Agenda Items: Abuse Reports, Accepted Cases Skyrocketed; South Country Health Alliance Update; Anoka Client; and the Income Maintenance Monthly Report; carried.

At 9:26 AM, Chairman Windschitl convened a Closed Session to consider Social Services Payments, whereupon M/Simonsen, S/Berg, to authorize the payment of Social Services payments in the amount of \$170,700.77; carried and the Closed Session ended at 9:32 AM.

M/Simonsen, S/Windschitl, to authorize payment of General Government claims in the amount of \$312,027.89 as follows: Revenue \$175,717.75; Public Health \$11,179.75; Road and Bridge \$57,377.69; Family Services \$179.33; Building Fund \$41,394.02; Park \$12,797.38; Ditch \$10,724.47; Landfill \$2,560.00; Score \$97.50; carried.

M/Berg, S/Potter, to authorize the Highway Dept. to obtain quotes for repair work that is needed on approximately 500 ft of open ditch bank of CD#60 which is located primarily in Prairieville Township and start the repair as soon as possible to avoid more erosion; carried.

M/Seeboth, S/Simonsen, to approve two (2) Drainage Repair requests and the payment of said repairs; carried.

M/Potter, S/Seeboth, to award the SAP 008-613-026 Bridge Repair Project on CSAH 13 to PCi Roads LLC in the amount of \$455,213.90; carried. L.S. Black Constructors, Inc. also provided a quote.

M/Berg, S/Simonsen, to accept and file the Highway Dept. Monthly Update for Construction Projects and Maintenance Projects; carried.

M/Potter, S/Simonsen, to approve the purchase of a VM Host Server for the Law Enforcement Center from Businessware Solutions in the amount of \$7,525.72; carried 4-0, with Windschitl abstaining. One other quote was received from Insight Public Sector SLED.

M/Seeboth, S/Berg, to renew the Adult Basic Education Cooperative Contract Program Year 2016-17 with Mankato Area Adult Basic Education Consortium and to approve funding in the amount up to but not to exceed \$2,728 for instruction costs to continue the General Education Degree (G.E.D.) Program for inmates for the period of 7-1-2016 through 6-30-2017; carried.

M/Seeboth, S/Simonsen, to accept and file the 2016 2nd Quarter (Cash Basis and Unaudited) Budget Report which reflects activity at 50% of the budget year as follows: Expenditures of \$13,058,437.65 or 43.5%, and revenues of \$16,195,805.92 or 53.9%; and the 2016 2nd Quarter Supplemental Budgets Report noting expenditures of \$946,907.89 or 41.8%, and revenues of \$1,119,719.95 or 47.4% of budgeted activity; carried.

M/Berg, S/Simonsen, to accept and file the Sentence-to-Service (STS) Crew Leaders' and the Juvenile STS Quarterly Reports for 4-1-2016 through 6-30-2016; carried.

M/Potter, S/Windschitl, to accept and order filed the June 2016 Reports of Activity for the Brown County Sheriff's Dept.; carried.

M/Berg, S/Potter, to approve the Emergency Management Performance Grant (EMPG) 2016 Agreement for Federal funding assistance through the MN Division of Homeland Security and Emergency Management for calendar year 2016 for the Brown County Emergency Management Program in the amount of \$22,841 and to authorize the Board Chair to sign said contract; carried.

M/Simonsen, S/Seeboth, to accept the low quote of \$12,918.30 from John Zuhlsdorf Construction LLC, Sleepy Eye, MN to reroof the Brown County Office Building in Sleepy Eye; carried 5-0. Four other quotes were received from Puhlmann Lumber & Design, New Ulm; Towns Edge Lumber, Sleepy Eye; Netzke Construction LLC, Sleepy Eye; and Clements Lumber Inc., Springfield.

M/Simonsen, S/Potter, to approve the updated Feedlot Technician position description and refer to PAC for review and point consideration; carried.

M/Berg, S/Simonsen, to authorize posting for a PT Sheriff's Administrative Assistant (up to 24 hours/wk) according to policy; carried.

M/Potter, S/Simonsen, to accept the resignation of Kevin Henle as FT General Foreman effective 8-31-2016, and approve posting for a FT Highway Dept. General Foreman according to policy; carried.

M/Potter, S/Seeboth, to approve the premium rates for the 2017 HealthPartners Insurance Plans: HP 4500/9000 w/HSA, Single \$656.32 Family \$1,771.91; HP 2600/5200 w/HSA (base plan), Single \$768.73 Family \$2,075.37; HP 500/1000, Single \$922.62 Family \$2,490.85; and HP 300/600 Single \$997.98, Family \$2,694.30 with payment of County share/employee share according to Personnel Policy and Union Contracts; carried 4-0, with Windschitl abstaining.

M/Seeboth, S/Berg, to appoint Donitta Trebesch as FT Human Resources Office Support Specialist effective 8-1-2016 at the hourly rate of \$15.0613, Grade VII, Step 4, and authorize the posting for a PT License Bureau Technician (20 hrs/wk) according to policy; carried.

M/Potter, S/Simonsen, to approve the state contract purchase of a Dell computer processing and operating system, monitors, and accessories in the total amount of \$1,323.87 for the new FT Human Resources Office Support Specialist position; carried.

At 10:33 AM, Chairman Windschitl convened a CD#10 informational session regarding proposed erosion repairs on CD#10. A/T Prochniak and Highway Engineer Stevens joined the proceedings, along with seven (7) landowners in the CD#10 system. CD#10 has a drainage area of about 4,042 acres and is located in Home Township. It was reported that five locations totaling an estimated 1,475 feet of ditch bank requires some riprap armoring to repair erosion. Two (2) quotes were received for the repairs with the low quote being \$42,350. After general discussion, Chairman Windschitl asked for feedback from CD#10 landowners present. Patrick Krzmarzick noted that the open ditch portion of CD#10 was cleaned out in 2015 and voiced concern that in his opinion the ditch was overly aggressively cleaned which attributed to the erosion. Greg Bartz expressed concern that trees from his neighbor's side were cleaned out, deposited on his property, and mixed with the ditch clean out material, which made it difficult to return the cleanout deposit area to farming condition. Cliff Lux noted concern of washouts soon after the ditch clean-out, and asked why the landowners should pay for the needed erosion repairs. It was questioned as to whether or not the ditch cleanout contractor cleaned the ditch according to normal ditch cleaning standards. Jeff Schmid questioned if the ditch cleanout contractor could do the riprapping and thereby save some landowners money. After considerable discussion, M/Simonsen, S/Berg, to request the Ditch Inspector to send a letter to contractor Ed Rettman Jr. Excavating noting that the method of ditch cleaning in 2015 may have contributed to the current need for erosion repairs; and requesting his acceptance of responsibility of the cost for erosion repairs, with response due within ten (10) days due to continuing erosion concerns; carried.

M/Potter, S/Berg, to approve Conditional Use Permit (CUP) Application #C-0022 by Lindeman & Wells on property described as SE4 of SE4 of NE4, Sec5-Twp109N-R35W, North Star Township, Brown County for the purpose to renew existing CUP # C-00137 to continue to allow up to a maximum of 1152 AU (3840 head) in a total confinement hog finishing operation all located in the A-1 Ag Protection Zoning District, with ten (10) conditions; carried.

M/Berg, S/Simonsen, to approve CUP Application #C-0023 by Duininck Inc., Jason Ver Steeg presenting (L&S Construction, owner) on property described as part of Secs29-Twp109N-R35W, North Star Township, Brown County for the purpose to renew & amend current CUP #C-00420 to continue to allow gravel mining operation to include extraction, processing, screening & crushing and to add operation of a portable hot mix asphalt plant along with all related stockpiling, asphalt recycling and hauling all located in the A-1 Ag Protection Zoning District, with sixteen (16) conditions; carried.

M/Potter, S/Simonsen, to approve Preliminary Plat #2016-0007, a Multi Lot (2) split/combine by Thomas Kuck known as Meadow Creek Fourth Subdivision on property described as Lots 9 & 10, Block 1, Meadow Creek first and Lot1 Block1 Meadow Creek Third Subdivision, Sec21-Twp109N-R30W, Cottonwood Township, Brown County; Parcels being platted are two existing building sites & one bare lot being replatted into two lots all located in the R-1 Rural Residential Zoning District; carried.

At 11:32 AM, Chairman Windschitl convened the CD#49 Redetermination of Benefits public hearing. The public hearing was attended by A/T Prochniak; County Engineer Stevens; Property Maintenance Specialist Derksen; Ditch Viewer Mark Behrends; and four (4) interested landowners of the ditch system. A/T Prochniak noted that the public hearing notice was published as required, the affidavit of publication is on file, and that the Notice of Hearing was sent to all landowners of record. Viewer Behrends reported that CD#49 was established in 1919 and includes approximately 14.1 miles of County tile (no open ditch) in Home Township. No public testimony was received. M/Potter, S/Seeboth, to accept the County Ditch No. 49 Redetermination of Benefits and direct the County Attorney to prepare the Findings of Fact and Order to be considered at a future County Board meeting; carried.

M/Potter, Simonsen, to approve the A/T's Office position description of Asst. Auditor-Treasurer with revision of 10a to an estimated five hours outside average, and refer to PAC for pointing consideration for placement on the 2017 salary schedule due to being included in the 2016 rotational review process; carried.

M/Berg, S/Seeboth, to approve the A/T's Office position description of Financial Manager, and refer to PAC for pointing consideration for placement on the 2017 salary schedule due to being included in the 2016 rotational review process; carried.

M/Simonsen, S/Windschitl, to approve the A/T's Office position description of Financial Specialist, and refer to PAC for pointing consideration for placement on the 2017 salary schedule due to being included in the 2016 rotational review process; carried.

M/Berg, S/Potter, to approve the A/T's Office position description of Property Tax Specialist, and refer to PAC for pointing consideration for placement on the 2017 salary schedule due to being included in the 2016 rotational review process; carried.

M/Seeboth, S/Simonsen, to approve the A/T's Office position description of Property Maintenance Specialist/Drainage Assistant, and refer to PAC for pointing consideration for placement on the 2017 salary schedule due to being included in the 2016 rotational review process; carried.

M/Simonsen, S/Potter, to approve the A/T's Office position description of Collections/Property Maintenance Specialist, and refer to PAC for pointing consideration for placement on the 2017 salary schedule due to being included in the 2016 rotational review process; carried.

Correspondence C-1 thru C-13 were accepted and filed. Seeboth reported on Brown County Historical Society matters and with Windschitl on the South Country Health Alliance (SCHA); Berg reported on the Greater Blue Earth River Basin Alliance and with Windschitl on the MN Valley Action Council; Windschitl reported on the Wellhead Protection meeting in Sleepy Eye; Simonsen reported on Detox; Potter reported on Area II and on the Redwood/Cottonwood Rivers Control Area (RCRCA).

Calendars were coordinated for the next two week period.

There being no further business, Chairman Windschitl declared the Meeting adjourned at 12:08 PM.

The Official Minutes of the Regular Meeting of 7-19-2016 are on file in the County Administrator's Office and may be viewed during normal business hours, M-F, 8AM-4:30PM. Correspondence and requests for additional information may be directed to the County Administrator's E-Mail Address: cntyadm@co.brown.mn.us Home Page Address: www.co.brown.mn.us