

SYNOPSIS OF COUNTY BOARD MEETING

September 20, 2016

Members present were Seeboth, Windschitl, Simonsen, and Potter, along with County Administrator Enter and County Attorney Hanson. Berg was excused.

M/Simonsen, S/Potter, to accept the Minutes of 9-6-2016 and authorize publication of the Synopsis of same; carried.

M/Simonsen, S/Seeboth, to authorize payment of General Government claims in the amount of \$184,007.11 as follows: Revenue \$131,926.93; Public Health \$12,515.65; Road and Bridge \$19,886.28; Family Services \$295.10; Park \$332.45; Ditch \$5,858.86; Landfill \$12,704.58; Score \$387.26; Forfeited Tax Fund \$100.00; carried.

M/Seeboth, S/Windschitl, to accept and file the report from the Office of the State Auditor in regards to the analysis of the increase in 2015 Brown County audit hours and the Office of State Auditor Schedule of Hourly Rates for 2015-2016; carried.

M/Potter, S/Seeboth, to approve the Letter of Compliance dated 9-8-16 to the MN Office of the State Auditor regarding audit of the financial statements of Brown County ending 12-31-15 and for the year then ending; carried.

M/Seeboth, S/Simonsen, to approve the General Fund 12/31/15 Assigned Fund Balances as follows: County Funded Septic Loan \$164,616; Parks \$176,716; Veterans Shuttle \$88,621; Jail Commissions \$64,939; Boat and Water \$33,785; carried.

M/Potter, S/Windschitl, to set the Public Hearing for 9:00 AM on 10-18-16 in the Commissioners Rm 204 of the Brown County Courthouse, New Ulm, MN for consideration of the proposed ditch assessments for taxes payable in 2017; carried.

M/Simonsen, S/Potter, to award the CD#20 Tile Repair contract to Mathiowetz Construction in the amount of \$16,400 for the replacement of the 14 inch concrete tile with 15 inch dual wall plastic pipe for the last approximately 800 feet of CD#20 located in Albin Township; passed. Additional bids were received from Lohrenz Construction and MR Paving & Excavating.

M/Potter, S/Simonsen, to award the CD#49 Tile Outlet Structure Repair contract to Mathiowetz Construction in the amount of \$13,950 to replace some of the outlet's 36" concrete tile; use crushed rock & concrete patch mix to repair the outlet structure base; and riprap the area to prevent erosion; passed. One other quote was received from MR Paving & Excavating.

M/Potter, S/Seeboth, to approve six (6) Drainage Repair requests and the payment of said repairs; carried.

M/Seeboth, S/Windschitl, to accept and file the County Assessor's 2016 2nd Quarterly Report; carried.

M/Seeboth, S/Potter, to accept the state contract bid of \$3,104.80 from Dalco Enterprises, Inc., New Brighton, MN to purchase a Tennant Commercial Model E5 Low-Profile Carpet Extractor with attachments; carried 4-0.

M/Seeboth, S/Potter, to revise the Delegated Capital Purchase Authorization of the County Administrator for purchase requests in the amount not to exceed \$2,000; carried.

M/Potter, S/Windschitl, to approve revising the 2016 County Board of Commissioners meeting schedule to meet on Tuesday 11-29-16 instead of 11-22-16; carried.

M/Simonsen, S/Potter, to approve CUP Application #C-0025 by Brian & Christine Braun on property described as the SW4 of the SE4 of Section 28-Twp110N-R33W, Prairieville Township, Brown County for the purpose to renew current CUP #C-00146 to continue to allow 1620 AU (5400 Head) in a finishing hog operation, all located in the A-1 Agricultural Protection Zoning District, with nine (9) conditions; carried.

M/Seeboth, S/Windschitl, to approve CUP Application #C-0026 by Schwartz Family LLC on property described as Part of SE4 of the SW4 of Section 20-Twp108N-R34W, Bashaw Township, Brown County for the purpose to renew & amend the current CUP #C-00191 to reduce the current 711 AU to a maximum of 630 AU in a hog finishing operation, all located in the A-1 Agricultural Protection Zoning District, with nine (9) conditions; carried.

M/Simonsen, S/Potter, to approve Conditional Use Permit (CUP) Application #C-0027 by Lorin Helget on property described as SW4 of the NE4 of Section 10-Twp108N-R32W, Albin Township, Brown County for the purpose to renew existing CUP #C-00087 to continue to allow a maximum of 900 AU (3000 head) of finishing hogs, all located in the A-1 Ag Protection Zoning District, with nine (9) conditions; carried.

M/Potter, S/Windschitl, to approve CUP Application #C-0028 by James Schindele on property described as SE4 of SE4 of NW4, Section 33-Twp 112N-33W, Eden Township, Brown County to permit existing CUP #C-00356 to allow a 250' X 250' X 25' deep gravel mining operation to include screening & extraction of gravel, no hot-mix plant, all located in the A-1 Ag Protection Zoning District, with the three (3) conditions; carried.

M/Potter, S/Simonsen, to approve, with the corrected survey map, the Re-zoning Application #RZ-0001 by Judy Havemeier on property described as NE4 of NE4, Section 29-T109N-R30W for the purpose of rezoning approximately 4 acres of land north of CSAH #24 in the NE4 of NE4 of Section 29 in Cottonwood Township from A-1 Ag Protection Zoning District to R-1 General Residential District; carried.

M/Simonsen, S/Windschitl, to approve Preliminary Plat P-0009, a single lot combination by John & Brooke Knisley known as Harmony Acres 2nd Subdivision on the property described as Lot 1, Block 1 Harmony Acres Subdivision and part of the E2 of NE4 Section 23-T108N-R30W, Linden Township, Brown County. Parcel being platted is an existing single lot subdivision that is having additional land added to it for an approximate total of 4.65 acres, all located in the A-1 Ag Protection Zoning District; carried.

M/Potter, S/Simonsen, to approve Final Plat P-0008, a Multi Lot (3) split/combine by Darv Turbes known as Turbo's Cottonwood View Subdivision on property described as a part of E2, Sec24-T109N-R30W, Cottonwood Township, Brown County. Parcels being platted are three previously platted parcels being replatted as three new parcels, two bare lots and one parcel to include all existing buildings in one parcel, all located in the A-1 Ag Protection Zoning District. Note: Easement doc#293448 attached but new ingress/egress easements are in process; carried.

M/Potter, S/Simonsen, to set the Public Hearing for 9:15 AM on Tuesday 10-11-2016 in the Commissioners Rm 204 of the Brown County Courthouse, New Ulm, MN in regards to the proposed revisions to the Brown County Zoning Ordinance to be heard by the Planning Commission; carried.

M/Potter, S/Windschitl, to approve the hiring of a PT bus driver for up to 25 hrs/week for Brown County Heartland Express per county hiring policy; carried.

M/Seeboth, S/Simonsen, to approve payment of Family Services administrative claims in the amount of \$283,966.37; carried.

At 10:53 AM, Chairman Windschitl convened a Closed Session to consider Social Services Payments, whereupon M/Seeboth, S/Potter, to authorize the payment of Social Services payments in the amount of \$198,240.25; carried, and the Closed Session ended at 11:02 AM.

M/Seeboth, S/Windschitl, to approve the amendment to the 2016 South Country Health Alliance (SCHA) Delegation Agreement between SCHA and Brown County; carried.

M/Seeboth, S/Simonsen, to accept and file the Aug. 2016 Budget Report (Cash Basis and Unaudited) which reflects activity at 66.7% of the budget year as follows: expenditures of \$20,966,960.75 or 69.8%, and revenues of \$20,573,583.81 or 71.6%; and the Aug. 2016 Supplemental Budgets Report noting expenditures of \$1,266,499.42 or 55.9%, and revenues of \$1,270,192.03 or 53.7% of annual budgeted activity; passed.

M/Seeboth, S/Potter, to establish the 2017 proposed property tax levy for certification to the County Auditor/Treasurer in the amount of \$12,805,732 which represents an increase of 4.5% over the total 2016 certified levy and is based upon a draft 2017 county budget of \$31,849,930; carried 4-0. It was further noted that the final 2017 budget and levy will be adopted by the County Board in December.

M/Seeboth, S/Windschitl, to schedule the public meeting on the proposed 2017 county budget and levy for 6:00 PM on Tuesday 12-13-2016 in the District Courtroom located on the 3rd floor of the Brown County Courthouse and to revise the start time of the 12-13-2016 regular County Board meeting to 4:30 PM; passed.

M/Potter, S/Simonsen, to accept and order filed the Aug. 2016 Monthly Report of Activity for the Brown County Sheriff's Dept.; carried.

At 11:27 AM, the Board considered the Sheriff's Office request to purchase in-squad cameras, body camera, and related equipment. In accordance with 2016 MN Statutes 626.8473, Chairman Windschitl opened the County Board meeting for public comment on said proposal at 11:55 AM. There were no public comments received. M/Potter, S/Simonsen, to approve the purchase of nine (9) WatchGuard 4RE in-squad cameras; twelve (12) Vista body cameras; server with remote access point downloading; and licenses from Watchguard, Allen, TX in the amount of \$72,948.00; carried 4-0. One other bid was received from Taser, Scottsdale, AZ.

M/Seeboth, S/Simonsen, to approve and refer to the Personnel Advisory Committee (PAC), under the Rotational Review process, the following Sheriff's Dept. Position Descriptions: Chief Deputy, Sergeant, Investigator, Deputy Sheriff, Deputy Sheriff/Court Security, Communications Lieutenant, Dispatcher, Bailiff, Administrative Assistant/Secretary, Jail Administrator, Programmer, Correctional Officer Sergeant, Correctional Officer, and Records Clerk; carried.

M/Seeboth, S/Potter, to appoint Tammy Carr, Brown County Deputy Recorder, as the Temporary Clerk Typist II in the Planning and Zoning Dept. at her current hourly rate of \$21.1107 (Grade X, Step 14) effective 9-21-2016 for up to 25 hrs/week until the appointed Clerk Typist II returns from a leave of absence; carried.

M/Potter, S/Simonsen, to approve Administrative/HR Assistant Gail Bode's registration for the 2016 Great Plains payroll training conference 11-16/18-2016 for a total estimated cost of \$260; carried.

M/Seeboth, S/Windschitl, to adopt the changes to Brown County's Personnel Policy effective 1-1-2017 as follows: The County shall pay \$640.58 monthly, or 83.33%, of the 2017 single coverage medical health insurance basic plan premium cost and suspend the 50/50 split of increase for 2017 and revisit the 50/50 split of increase for 2018 in August 2017; the County shall pay \$1,452.76 monthly, or 70%, of the family coverage

medical health insurance basic plan premium cost and suspend the 50/50 split of increase for 2017 and revisit the 50/50 split of increase for 2018 in August 2017; Employees participating in a high deductible single plan will receive \$1,550 annually in two equal installments in the HSA; Employees participating in a high deductible family plan will receive at \$1,650 annually in two equal installments in the HSA; Employees shall earn vacation time according to the following schedule of years completed employment: Less than 5 yrs: 8.47 hrs/month; 5 years but less than 10 yrs: 10.83 hrs/month; 10 yrs but less than 15 yrs: 13.11 hrs/month; 15 yrs up to 20 yrs: 15.45 hrs/month; 20 or more yrs: 16.79 hrs/month; carried 4-0.

Correspondence C-1 thru C-8 were accepted and filed. Seeboth reported on the Safety Committee meeting on 9-8-16; Brown County Historical Society matters; and on the Workforce Center meeting on 9-20-16; Windschitl reported on the Highway 14 Partnership meeting with legislators and on the MN Valley Action Council meeting on 9-19-16; Potter reported on the Ditch Redetermination of Benefits meetings in Springfield on 9-14-16 and the Association of Minnesota Counties Policy Committee meetings on 9-15/16-16.

Calendars were coordinated for the next two week period.

There being no further business, Chairman Windschitl declared the Meeting adjourned at 12:25 PM.

The Official Minutes of the Regular Meeting of 9-20-2016 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