

SYNOPSIS OF COUNTY BOARD MEETING January 3, 2017

On Tuesday, 1-3-2017, at 8:15 AM in the Commissioners Room 204 of the Brown County Courthouse located in New Ulm, MN, Fifth Judicial District Judge Robert Docherty administered the oath of office to Brown County Commissioners David Borchert of District 1, Anton Berg of District 2, and Scott Windschitl of District 3.

At 8:47 AM, the Board of Brown County Commissioners met for the purpose of organizing the County Board for 2017 through the election of Board Chair and Vice-Chair.

Members present: Borchert, Berg, Windschitl, Simonsen, and Potter, along with County Administrator Enter and County Attorney Hanson.

Upon nomination by Potter and seconded by Windschitl, M/Berg, S/Borchert to cease nominations and cast a unanimous ballot for Commissioner Simonsen as County Board Chair for 2017; carried.

Upon nomination by Windschitl and seconded by Simonsen, M/Borchert, S/Berg to cease nominations and cast a unanimous ballot for Commissioner Potter as County Board Vice-Chair for 2017; carried.

M/Potter, S/Berg, to adopt Robert's Rules of Order with three (3) additional stipulations, carried.

At 9:00 AM, M/Windschitl, S/Potter, to accept the Minutes of 12-27-2016 and authorize publication of the Synopsis of same; carried.

M/Windschitl, S/Potter, to authorize payment of General Government claims as amended in the amount of \$325,608.52 as follows: Revenue \$147,377.07; Public Health \$8,479.54; Road and Bridge \$21,413.48; Human Services \$475.15; Building Fund \$4,733.61; Park \$583.87; Ditch \$128,638.40; Landfill \$10,113.60; SCORE Fund \$3,793.80; carried.

M/Potter, S/Berg, to approve the signing of the 2016 Audit Engagement Letter with the Office of the State Auditor; carried.

M/Windschitl, S/Borchert, to approve Brown County Financial Policies Document No. 2017-1 Procurement Standards Policy, Purchasing/Disbursement effective 1-1-17 which addresses the Uniform Administrative Requirements (UAF) for federal programs; carried.

M/Windschitl, S/Borchert, to establish a public hearing date of 1-24-17 at 11:00 AM for the redetermination of benefits for CD#47 in Leavenworth Township, with said public hearing to be held in the Commissioners Room 204 of the Brown County Courthouse, New Ulm, MN; passed.

M/Berg, S/Windschitl, to approve final payment to Rickert Excavating in the amount of \$7,802.57 for clean out & tile outlet repair of Imp CD#11; carried.

M/Potter, S/Berg, to approve final payment to Rickert Excavating in the amount of \$1,030.04 for CD#57 open ditch clean out; carried.

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

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

M/Windschitl, S/Potter, to accept the low bid received in the amount of \$6,307.88 from Nilson Heating & Air Conditioning to replace a heater in the Sign Shop and in the Engineering Garage of the County Highway Dept. in New Ulm; carried 5-0. One other bid was received from JP Plumbing & Heating.

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

At 9:35 AM, Chairman Simonsen convened a Public Hearing on proposed revisions to the Brown County Fee Schedule pursuant to MN Statute 373.41. It was noted that affidavits of publication are on file. No public testimony was received. After limited discussion, M/Potter, S/Berg, to adopt the Brown County Fee Schedule revisions, effective 1-3-17 as follows: SHERIFF'S OFFICE Booking Fee: \$15 each; Huber Fees-Work Release: \$25 per day; Out of County Huber Work Release: \$50 per day; Inmate Medical Co-Pay: \$15; Inmate Drug Testing Fee: \$35; Inmate MN BCA Buccal Swab Collection: \$35; Inmate Transportation Fee to non-court ordered appointments: \$25; PROBATION DEPT Adult Diversion: \$100; Copies of Documents on Closed Cases: \$10; COUNTY RECORDER New Certificate on an Abstract: \$60; Continuation Certificate: \$60; Abstract Entry: \$5; Abstractor's Report \$30-\$50; Take & Print Passport Photos: \$15; carried.

M/Windschitl, S/Berg, to appoint membership on the Drainage Committee as follows: Commissioner Simonsen, Commissioner Potter, A/T Prochniak, Engineer Stevens, County Attorney Hanson, and County Administrator Enter; carried.

M/Windschitl, S/Potter, to receive and file the report on Region Nine services to Brown County; carried.

M/Potter, S/Borchert, to approve the Agreement for Services between Brown County and Brown Soil & Water Conservation District for the period 1-1-17 through 12-31-17 for Wetland Conservation Act Technical Evaluation Panel Assistance; carried.

M/Windschitl, S/Berg, to set the Public Hearing for 9:05 AM on Tuesday 2-14-17 in the Commissioners Room 204 of the Brown County Courthouse, New Ulm, MN in regards to the proposed rezoning of property from A-1 Agricultural Protection to I-2 Industrial for the new property recently purchased and the 15 acres north of the Brown County Sanitary Landfill; carried.

M/Potter, S/Borchert, to approve the following policies/procedures for Public Health: Immunization Policy; Medicare Notice Policy; and Disease Prevention and Control Orientation; carried.

In accordance with Minnesota Statute 273.061, the County Board observed the Oath of Office administered to County Assessor Anne Grunert by County Attorney Hanson.

M/Potter, S/Berg, to set the date for County Board of Review for Monday 6-12-17 at 7:00 PM and to continue the Board of Review meeting on Tuesday 6-20-17 at 1:00 PM if necessary; carried.

M/Windschitl, S/Potter, to appoint a committee to study and make recommendations for the Truancy policy for Brown County, with said committee to include Judge Docherty, County Attorney Hanson or delegate, County Commissioner Borchert, Human Services Director Henderson, Probation Director Schultz, Probation Staff Representative, Human Services Children's Supervisor, and School Superintendent/Representatives; carried.

M/Windschitl, S/Potter, to suspend the rules to consider an appointment to the County Extension Committee. The motion to suspend the rules passed unanimously.

M/Berg, S/Potter, to appoint Lisa Steffl, Sleepy Eye, MN as the Commissioners District 4 citizen member on the County Extension Committee for the term of 2017-2019 as nominated by Commissioner Simonsen; passed.

At 10:50 AM, Correspondence C-1 thru C-2 were accepted and filed.

Calendars were coordinated for the next two week period.

There being no further business, Chairman Simonsen declared the Meeting adjourned at 10:56 AM.

The Official Minutes of the Regular Meeting of 01-03-2017 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