

## SYNOPSIS OF COUNTY BOARD MEETING

July 11, 2017

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

M/Potter, S/Berg, to accept the Minutes of 6-27-17 and authorize publication of the Synopsis of same; carried.

M/Borchert, S/Simonsen, to authorize payment of General Government claims in the amount of \$236,620.79 as follows: Revenue \$98,791.88; Public Health \$871.69; Road and Bridge \$124,887.40; Family Services \$182.09; Park \$226.00; Landfill \$6,740.00; SCORE \$4,921.73; carried.

M/Potter, S/Berg, to approve three (3) Drainage Repair requests and the payment of said repairs; passed.

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

M/Borchert, S/Potter, to approve renewal of the Adult Basic Education Cooperative Contract with Mankato Life Lines Consortium and Brown County for the period of 7-1-17 thru 6-30-18, with said contract providing a General Education Degree (GED) Program for inmates at a county cost not-to-exceed \$4,085.24; carried.

M/Berg, S/Simonsen, to accept and file award notification of the 2017 MN Association of County Probation Officer's (MACPO) "Superior Service Award" presented to Evonn Westcott, Brown County Assistant Probation Director; carried.

M/Borchert, S/Berg, to accept an \$800 grant award from the Allina Health Heart Safe Communities AED (Automated External Defibrillator) Grant Program and to approve a \$1,050 expenditure of county contingency funds to purchase an AED in the total amount of \$1,850 for the Probation/County Attorney Building; carried.

M/Berg, S/Borchert, to accept and file the Sentence-to-Service (STS) Crew Leaders' and the Juvenile STS Quarterly Reports for 4-1-17 through 6-30-17; carried.

M/Borchert, S/Berg, to appoint Jennifer Taylor RN and Sandy Sellner RN to serve on the Public Health Advisory Committee as registered nurse representatives effective 8-1-17 through 12-31-18; carried.

M/Potter, S/Berg, to approve the School Health Nursing Services Agreement for Springfield School District #85 Public School for the 2017-18 school year in the amount of \$42/hour and the School Health Nursing Services Agreement for Springfield School District #85 Non-Public School for the 2017-18 school year in the amount of \$1,980; passed.

M/Borchert, S/Simonsen, to approve the following policies/procedures for Public Health: Performance Management; Legacy Personal Care Attendant Assessments; MNChoices Assessment; Medication Management; Nursing Services; Student Intern Policy; Adult Health Weight and Height Measurement; and Adult Health Specific Initial and Annual Training; passed.

M/Borchert, S/Potter, to approve Maternal Child Health Nurse Hoffmann's application fee of \$350 for her participation at the 2017-2018 Bridging Brown County Leadership Program; carried.

M/Berg, S/Borchert, to approve and refer to the Personnel Advisory Committee (PAC), under the Rotational Review process, the following Public Health Dept. Office Clerical Position Descriptions: Administrative Supervisor; Account Technician – Compliance/Billing; Office Support Specialist; and WIC Assistant; passed.

M/Borchert, S/Berg, to approve and refer to the PAC, under the Rotational Review process, the following Public Health Dept. Nursing/Healthcare Staff Position Descriptions: Public Health Supervisor; Public Health Nurse – South Country Health Alliance (SCHA) Care Connector/Coordinator; Jail Health; Adult Health/Home Health Care; WIC Coordinator; Maternal and Child Health; Immunization/Disease Prevention and Control; and Public Health Emergency Preparedness Coordinator; Registered Nurse – Maternal & Child Health; Adult Health/Home Health Care; Immunization/Disease Prevention and Control; South Country Health Alliance (SCHA) Care Connector/Care Coordinator; Jail Health; School Health Nurse; and Home Health Aide/Homemaker; passed.

M/Berg, S/Potter, to approve the appointment of Barb Stueber as Highway Clerical Aide effective 7-24-17 at the hourly rate of \$14.6727, Grade V, Step 20; carried.

M/Berg, S/Borchert, to approve the disposal of all assessment books (years 1947 to 1996) ending in years 2-9 and send all assessment books ending in year 0 and 1 to the MN State Archives located at 345 West Kellogg Blvd., St. Paul, MN 55102 per the state Archive retention schedule; carried.

M/Potter, S/Berg, to accept the proposal dated 6-22-17 from GEI Consultants in the estimated amount of \$88,345 for the 2017 Sanitary Landfill Cell 20 expansion to provide the required construction documentation including CAD drawings, field inspection and quality control testing for construction of Cell 20 with the installation of approximately 2.5 acres of two feet of clay liner, 60 mil synthetic liner, leachate collection system, and final cover using synthetic liner system at the Brown County Sanitary Landfill, along with related subcontractor services, Sprayfield Construction documentation, and monitoring well installation, all subject to

MPCA permit re-issuance, and authorize the County Board Chairman to sign the GEI Consultants proposal; carried.

M/Borchert, S/Simonsen, to set the bid letting date for the repair of the low-flow sluice gate at the Wellner-Hageman Dam for 8-10-17 at 12:00 PM Noon in Commissioner Room 204 located in the Brown County Courthouse, 14 S. State, New Ulm, MN; carried.

At 11:15 AM, Correspondence C-1 through C-8 were accepted and filed. Borchert reported on the Community Health Board Personnel Committee meeting on 7-10-17; Berg reported on Region 9 meeting on 6-28-17; Potter reported on the Area II and the Redwood/Cottonwood Rivers Control Area meetings on 7-6-17, and on the Brown County Historical Society meeting on 7-10-17; Simonsen reported on the Technology Committee meeting on 6-29-17.

At 11:25 AM, Calendars were coordinated for the next two week period.

There being no further business, Chairman Simonsen declared the Meeting adjourned at 11:30 AM.

The Official Minutes of the Regular Meeting of 7-11-17 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](mailto:cntyadm@co.brown.mn.us) Home Page Address: [www.co.brown.mn.us](http://www.co.brown.mn.us)