

## SYNOPSIS OF COUNTY BOARD MEETING

July 25, 2017

Members present: Borchert, Berg, Windschitl, Simonsen, and Potter, along with Lay Board Member Mohr, County Administrator Enter, County Attorney Hanson (at 9:45 AM), and Human Services Director Henderson. Lay Board Member Kuster was excused.

M/Berg, S/Potter, to accept the Minutes of 7-11-2017 and authorize publication of the Synopsis of same; carried.

M/Windschitl, S/Borchert, to accept and file the Consolidated Chemical Dependency Treatment Fund Report (CCDTF) for Fiscal Year 2017 (7-1-16 thru 6-30-17); the CCDTF report on Placements for Fiscal Years 2012–2017; and the Drug and Alcohol Abuse Normative Evaluation System (DAANES) Report with Brown County admissions summary information for calendar year 2016 regarding chemical dependency treatment program activity; carried.

M/Windschitl, S/Borchert, to approve the 2018 operating budget for Brown County Heartland Express at \$738,175 and to approve the 2018 capital expense budget at \$81,000 for one (1) replacement bus; carried. It was noted that the State/Federal share will cover 85% of approved operating expenses and 80% of approved capital costs.

M/Potter, S/Berg, to approve Resolution 2017-22 to enter into a Calendar Year 2018 Agreement with the State of MN to provide public transportation service in Brown County. Brown County Human Services agrees to provide a local share of 15% of the MnDOT approved total operating cost and 20% of the total MnDOT approved capital costs; carried 5-0.

M/Windschitl, S/Borchert, to approve the Purchase of Service Agreement for Semi-Independent Living Services (SILS) for the period of 7-1-17 through 6-30-19 with a rate increase of 5% to \$35.49/hr with the following service providers: MBW Company and Habilitative Services, Inc.; carried.

M/Borchert, S/Potter, to approve payment of Human Services administrative claims in the amount of \$133,032.11; carried.

M/Potter, S/Berg, to accept and file the following Correspondence: Alliance Bank Letter Regarding Middle School Conversion Project; DHS Letter to MN Congressional Delegation; and Consent Agenda Items: Heartland Express Expansion Publicity; Medicaid Free Press Article; South Country Health Alliance Update; A Day in Brown County with Dept. of Human Services Commissioner and Staff; Food Support Bonus Earnings; Out of Home Placement Quarterly and Monthly Report; Income Maintenance Report; Social Service Case Listings; and Heartland Express Monthly Report; carried.

At 10:20 AM, Chairman Simonsen convened a Closed Session to consider Social Services Payments, whereupon M/Borchert, S/Berg, to authorize the payment of Social Services payments in the amount of \$211,134.27; carried and the Closed Session ended at 10:24 AM.

At 10:24 AM, Lay Board Member Mohr was excused.

M/Potter, S/Berg, to approve CUP Application #C-0054 by Nick Kratz on Property owned by Kurt Kratz described as the N ½ of the NE ¼ of Section 6, Township 109 N, Range 34 W, Burnstown Township, Brown County, MN to renew and amend existing CUP #C-00382 to allow construction of a new 76' X 400' Total Confinement Turkey Barn to hold a maximum of 9,500 Turkeys over 5lbs. (171 AU) for a total of 18,500 Turkeys Over 5lbs.(333 AU) and 10,000 Turkeys Under 5lbs (50 AU) for a total of (383 AU) of Turkeys and a maximum of 750 Head (225 AU) of Finishing Hogs for a site maximum of 608 AU, all located in the A-1 Ag Protection Zoning District, with eight (8) conditions; carried.

M/Potter, S/Simonsen, to approve CUP Application #C-0056 by Kathleen Hacker on property described as the S ½ of the NW ¼ and the N ½ of the SW ¼, Section 4, Township 110 N, Range 33 W, Prairieville Township, Brown County, MN to renew an existing CUP to continue to allow a Maximum of 2,000 Finishing Swine (600 AU) and 25 Head of Finishing Beef Cattle (25 AU) for a site maximum of 625 AU all located in the A-1 Ag Protection Zoning District, with eight (8) conditions; carried.

M/Berg, S/Potter, to approve Final Plat Application P-0019 a single lot combine by Jason Krenz known as Krenz Subdivision (5.72 Acres) in the SE ¼ of the NW ¼, Section 10, Township 109 N, Range 30 W, Cottonwood Township, Brown County, MN; carried.

M/Windschitl, S/Berg, to approve Final Plat Application P-0020 a single lot Split by Richard Bruns known as Cumberland First Subdivision (7.15 Acres) in Part of Government Lots 1 and 8, Section 19, Township 109 N, Range 31 W, Sigel Township, Brown County, MN; carried.

M/Potter, S/Simonsen, to approve Final Plat Application P-0022 a single lot split by Roger & Sharon Kral known as R & S Kral Subdivision (5.49 Acres) in the NW ¼ of the SW ¼, Section 26, Township 109N, Range 32W, Brown County, MN; carried.

M/Berg, S/Potter, to approve Final Plat Application P-0023 a single lot split by Dale Domeier Known as Domeier Ranch (2.5 Acres) in the SE ¼ of the SE ¼, Section 19, Township 109N, Range 32W, Stark Township, Brown County, MN; carried.

M/Berg, S/Potter, to table consideration of the proposal dated 7-18-17 from GEI Consultants, Inc. in the estimated amount of \$4,500 for meeting and conference calls on behalf of Brown County with the MN Pollution Control Agency to define the PFC (perflourinated compounds) concerns at the Brown County Sanitary Landfill's leachate treatment field; in the estimated amount of \$8,000 to study leachate management

options; and in the estimated amount of \$22,000 to \$30,000 for GEI to complete a Nature and Extent Investigation and Report with respect to PFC's in groundwater on the landfill property; carried.

M/Potter, S/Borchert to approve Resolution 2017-23 requesting from the MN Board of Water and Soil Resources an extension of the effective date of the current County Comprehensive Local Water Management Plan until 12-31-2020; carried 5-0.

M/Berg, S/Simonsen, to declare nine (9) disc golf baskets that were removed and replaced at Mound Creek County Park as surplus property and authorize to sell the used disc golf baskets on MinnBid; carried.

M/Potter, S/Simonsen, to approve purchase of a Canon ImageRunner Advance C5540i copier with B&W and color copying functionality in the state contract amount of \$5,709.77 from Riverbend Business Products for use in the County Extension Dept.; carried 5-0.

M/Windschitl, S/Simonsen, to accept and file the report from ISG Engineering regarding the option of performing feasibility studies with respect to county drainage systems to determine potential repairs and improvements within the requirements of MN drainage statutes; and to refer the ISG Engineering proposal to complete a feasibility study on CD#33 at a cost of \$2,000 to the Drainage Committee for review and recommendation; carried.

M/Windschitl, S/Potter, to accept the bid received from B & W Control Specialists in the amount not to exceed \$2,500 for ground spraying for ditch slope and buffer strip weed control of CD#28-1; and to accept the bid received from Gene Berger in the amount of \$1,850 for ground spraying for water weed control of CD#28-1; carried. An additional bid was received from Central Applicators, Inc.

M/Borchert, S/Potter, to authorize payment of General Government claims in the amount of \$136,487.53 as follows: Revenue \$47,506.35; Public Health \$10,179.50; Road and Bridge \$37,005.70; Family Services \$209.52; Park \$3,335.68; Ditch \$37,971.03; SCORE \$279.75; carried.

M/Potter, S/Berg, and passed 5-0, to approve the County Ditch No. 73 Findings of Fact for the Redetermination of Benefits whereby IT IS ORDERED as follows: 1. The Viewers' Report, on file herein, and the assessment of benefits and damages stated therein, attached as Exhibit "A," and as detailed by the viewers at the May 23, 2017, public hearing is hereby adopted. 2. The Engineer's Report is hereby adopted. 3. The redetermined benefits and damages, and benefited and damaged areas as detailed by the viewers at the May 23, 2017, public hearing shall take the place of, and be used, in determining assessments from the date approval. 4. The County Auditor-Treasurer is directed to take all necessary actions to implement this redetermination of benefits and to apply assessment and interest terms in accordance with existing policy. 5. The appeal period will be thirty (30) days after this Order is signed and filed in the County Auditor-Treasurer's Office.

M/Borchert, S/Potter, to include the estimated cost of one (1) additional full-time staff in the Auditor/Treasurer Dept. in the draft 2018 County budget with a proposed start date of 4-1-2018 in the amount of \$49,272 including benefits, subject to final budget approval; carried.

M/Windschitl, S/Potter, to set a bid letting date for the SAP 008-608-039 Bridge Replacement and Approach work on CSAH 8 over JD 30 R&B for 10:00 AM on 8-30-2017 in Commissioner Room 204 located in the Brown County Courthouse, 14 S. State, New Ulm, MN; carried.

M/Potter, S/Simonsen, to set a bid letting date for the SAP 008-599-052 Bridge Replacement and Approach work on 300<sup>th</sup> Street over JD 29 R&B (Spring Creek) in Eden Township for 10:00 AM on 8-30-2017 in Commissioner Room 204 located in the Brown County Courthouse, 14 S. State, New Ulm, MN; carried.

M/Potter, S/Berg, to award the SAP 008-606-005, 008-613-028, & 083-606-009 Shoulder Widen & Regrade Projects on CSAH 6 & 13 to Mathiowetz Construction in the amount of \$1,101,979.74; carried. Other bids were also received from Northern Lines Contracting, Inc., Midwest Contracting LLC, Quam Construction Company, Inc., Central Specialties Inc., Duinink Inc. and Michels Civil (Michels Corporation).

M/Berg, S/Borchert, to ratify the purchase of one (1) 2013 Freightliner Glider from Christensen Farms in the total amount of \$62,480 to replace the current Unit 105 (1993 International) lowboy tractor; and declare Unit 105 as surplus property and authorize to sell Unit 105 on MnBid; carried 4-0, with Simonsen abstaining.

M/Potter, S/Berg, to approve the quote received from Bergen Incorporated of Mountain Lake in the amount of \$22,185 to furnish and install Replay seal coat on the Brown County Highway Dept. New Ulm lot; carried.

M/Borchert, S/Simonsen, to approve the purchase of two (2) JP-15 .223 rifles for \$3,178.80 for the two Brown County Sheriff's Office deputies assigned to the Brown-Lyon-Redwood-Renville County Emergency Response Unit (ERU), with application of a \$1,000 donation to said cost; carried 3-2, with Potter and Windschitl dissenting.

M/Borchert, S/Windschitl, to accept and order filed the June 2017 Reports of Activity for the Brown County Sheriff's Dept.; carried.

M/Potter, S/Berg, to approve the appointment of Jeremy Reed as Intermittent Part Time Deputy Sheriff/Court Security at \$18.7737/hour (Grade X, Step 3), contingent on passage of pre-placement physical and background check with effective hire date to be determined pending results; and to approve posting the vacancy of an additional IPT Deputy Sheriff/Court Security according to policy; carried.

M/Potter, S/Berg, to accept the resignation of Ross Fischer, FT Dispatcher, effective 8-3-2017, and authorize to post the vacancy for one FT Dispatcher according to policy; carried.

M/Windschitl, S/Berg, to authorize to post for a Male IPT Bailiff vacancy and a Female IPT Bailiff vacancy according to policy; carried.

M/Berg, S/Simonsen, to accept the resignation of Julie Carroll from her full-time Public Health Nurse WIC Coordinator position, effective 8-11-17, and authorize to post a vacancy for a FT Public Health Nurse WIC Coordinator according to policy; carried.

M/Windschitl, S/Berg, to accept the resignation/retirement of Darrell Holmgren, FT Facilities Operator, effective 8-31-17, and authorize to post the vacancy for one FT Facilities Operator according to policy; carried.

M/Borchert, S/Windschitl, to accept the Personnel Policy Committee's recommendations for changes to Brown County's Personnel Policy manual, effective 1/1/2018 as follows: 1) Personnel Administration – Personnel Policy Committee: Increase the full term membership from two (2) years to three (3) years. 2) The County shall contribute \$709.35 monthly toward the single coverage premium cost for the high deductible with HSA plan (currently HP \$2,600, HSA; however, beginning 1/1/2018 will become HP \$2,700, HSA). The County shall contribute \$1,638.43 monthly toward the family premium cost for the high deductible with HSA plan (currently HP \$2,600, HSA; however, beginning 1/1/2018 will become HP \$2,700, HSA). The County shall pay 60% and Employee shall pay 40% of the increase cost in the health insurance premium for single and family coverage for the high deductible basic plan. 3) Employees participating in a high deductible single plan will receive \$1,700 annually in two equal installments in the HSA. Employees participating in a high deductible family plan will receive \$1,950 annually in two equal installments in the HSA. 4) Leave Benefits – Section 5. Funeral Leave – Increase leave time for the death of an employee's grandparent from one day to up to 24 hours. 5) Addendum N – Medical Emergency Leave Bank Policy: Increase employee's request for donated hours from not more than 120 to not more than 160 hours per medical emergency; carried.

M/Borchert, S/Berg, to accept the resignation of Christine Benzing effective 8-3-17 and authorize posting according to contract/policy for a PT License Bureau Technician (20-29 hours/week); carried.

Correspondence C-1 thru C-15 were accepted and filed. Borchert reported on the Highway 14 Partnership on 7-12-17, MRCI meetings on 7-13-17 and 7-19-17, Workforce Center meeting on 7-17-17, Sioux Trails meeting on 7-18-17, and Brown County Evaluation Center; Berg reported on the Highway Committee meeting on 7-11-17, Greater Blue Earth River Basin Alliance meeting on 7-14-17, and the Personnel Advisory Committee meetings on 7-17-17 and 7-19-17; Windschitl reported on the Corrections Council meeting, Enterprise North, and South Country Health Alliance; Simonsen reported on the Sioux Trails Mental Health Center, Personnel Advisory Committee meetings on 7-17-17 and 7-19-17, and the Auditor/Treasurer's Office staffing meeting on 7-18-17; Potter reported on the Brown Soil & Water Conservation District meeting on 7-19-17.

Calendars were coordinated for the next two week period.

There being no further business, Chairman Simonsen declared the Meeting adjourned at 1:20 PM.

The Official Minutes of the Regular Meeting of 7-25-2017 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: [cntyadmn@co.brown.mn.us](mailto:cntyadmn@co.brown.mn.us) Home Page Address: [www.co.brown.mn.us](http://www.co.brown.mn.us)