

SYNOPSIS OF COUNTY BOARD MEETING

September 19, 2017

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

M/Potter, S/Berg, to accept the Minutes of 9-5-2017 and authorize publication of the Synopsis of same; carried.

M/Windschitl, S/Borchert, to authorize payment of General Government claims in the amount of \$101,005.66 as follows: Revenue \$45,751.22; Public Health \$7,609.28; Road and Bridge \$14,123.83; Family Services \$834.71; Building Fund \$19,684.90; Park \$1,680.87; Ditch \$9,979.09; Landfill Fund \$120.13; Score Fund \$316.64; Forfeited Tax Fund \$904.99. In accordance with MS 375.12, the following claims exceeding \$2,000 are included in the Fund totals above: Alpha Wireless \$2,427.65; Bolton & Menk Inc \$2,327.50; Cashwise Pharmacy \$6,353.04; Chris Christianson \$2,982.01; Crop Production Services \$7,519.13; Gag Sheet Metal \$ 3,703.44; Horejsi Graphics \$2,257.20; Houston Engineering Inc \$4,000.00; Kendall Langseth \$2,159.45; Sand Creek Group Ltd \$2,750.00; Schwickert's Tecta America LLC \$19,684.90; Southern MN Construction (SMC) \$2,367.50; 126 Payments less than \$2,000.00; Final Total: \$101,005.66; carried.

M/Berg, S/Simonsen, to accept the petition dated 9-11-2017 from Richard, Michael, and Kenneth Griebel to outlet 92 acres of land within the SW1/4 of Section 28-T109N-R30W into CD#70, request Engineer Steve Penkava to determine if the system can handle the increased capacity, and appoint the viewers involved with the Redetermination of Benefits of CD#70 to determine the benefits and an outlet fee; with the understanding that all costs incurred with these proceedings are the responsibility of the petitioners, including but not limited to the outlet fee, publication of the public hearing, mailing notices to landowners on this drainage system, engineer costs, viewer expenses, and the future benefits assigned to said acres; carried.

M/Windschitl, S/Berg, to approve changes to the Drainage System Guidelines for annual drainage assessments as follows: 1) Landowners will be given a period of sixty (60) days to pay assessment billings in full with no interest; 2) Landowners who do not pay in full have the following options: a) Divide the assessment into two (2) installments on the following year's tax billing. Interest would be applied at the rate determined annually by the county drainage authority. b) Landowners assessed over \$1,000 on an individual drainage system have the option to amortize the assessment for three (3) years with an interest rate determined by the county drainage authority. c) Landowners assessed over \$3,000 on an individual drainage system have the option to amortize the assessment for five (5) years with an interest rate determined by the county drainage authority. 3) Landowners that have less than \$5 assessment will not be assessed; carried.

M/Berg, S/Simonsen, to approve the interest rate of 4% for annual drainage assessments in consideration of MN Statutes 549.09; carried.

M/Potter, S/Berg, to approve the Letter of Compliance dated 9-5-2017 to the MN Office of the State Auditor regarding audit of the financial statements of Brown County ending 12-31-2016 and for the year then ending; carried.

M/Potter, S/Berg, to award the CD#68 Open Ditch Clean Out contract to Walters Excavating in the amount of \$29,200 for the clean out of 29,200 feet of CD#68 in Sigel and Lake Hanska Townships, which is scheduled to begin approximately 10-1-2017 and to be completed by 11-30-2017; passed. One other bid was received from Rickert Excavating.

M/Windschitl, S/Berg, to award the CD#69 Open Ditch Clean Out contract to Rickert Excavating in the amount of \$15,267.50 for the clean out of 9,850 feet of CD#69 in Burnstown Township, which is scheduled to begin approximately 10-1-2017 and to be completed by 11-30-2017; passed 4-0, with Potter abstaining. No other bids were received.

M/Potter, S/Berg, to approve the Engineering Services Agreement 17064 dated 8-8-2017 between Brown County and Erickson Engineering Co. LLC, Bloomington, MN in an amount not to exceed \$10,500 for services to perform a hydraulic analysis, preliminary bridge design-structure options, and repair plans to address the critical deficiency at the north pier on Bridge 2110 on CSAH 8 over the Minnesota River, noting that Renville County Board has approved a contribution of 20% or up to \$2,100 toward the total cost of the Erickson Engineering proposal; carried.

At 9:50 AM, Commissioner Simonsen recessed the regular County Board meeting so that Commissioner Berg could participate in the Judicial Ditch #18 W&B Ditch Authority Teleconference in the Brown County Courthouse Room 204 with Watonwan County Commissioners of the JD#18 W&B Ditch Authority by teleconference.

At 9:55 AM, Chairman Simonsen reconvened the regular County Board meeting.

M/Borchert, S/Berg, and passed 5-0 to approve Resolution 2017-28 approving the repurchase of the Tax-Forfeited Property Parcel #004.002.005.00.015 by Dennis & Marlene Raymond.

M/Berg, S/Borchert, and passed 5-0 to approve Resolution 2017-29 in regards to the transfer of Parcel #190.003.001.08.030 (10.75 acres in Section 3-T110N-R31W) to the MN DNR Wildlife Management Program, noting that 1) said parcel is in the floodplain of the Minnesota River in Milford Township; 2) said parcel was acquired by the county through FEMA Hazard Mitigation Funds and the MN DNR Flood Damage Relief

Funds; and 3) said parcel is adjacent to land managed by the state in the MN DNR Wildlife Management Program.

M/Borchert, S/Berg, to approve the appointment of Chelsey Edmonds as an IPT Dispatcher, at \$18.1681/hour (Grade XI, Entry) contingent on the passage of the pre-employment evaluation and physical with effective hire date to be determined pending results; carried.

M/Potter, S/Simonsen, to approve the appointment of Veronica Longo, as PT License Bureau Technician, at the hourly rate of \$15.1403, Grade VIII, Step 1, with a start date of 9-20-2017; carried.

M/Borchert, S/Potter, to accept the resignation of MacKenzie Urban effective 9-28-2017, and ratify the posting for a FT Child Protection Social Worker according to policy; carried.

M/Windschitl, S/Simonsen, to accept and file the report on the JD#18 W&B Ditch Authority Teleconference held at 9:50 AM this date 9-19-2017 in the Brown County Courthouse Room 204 noting that Brown County Commissioner Berg (Potter as alternate) was present along with Watonwan County Commissioners Brekken, Gustafson, Sanders, and Svalland by teleconference, whereby the JD#18 W&B Authority took the following actions: 1) authorized by resolution a Redetermination of Benefits on JD#18 W&B; and 2) appointed Chuck Brandel of ISG as engineer to review relevant information relating to the repair of JD#18 W&B and prepare an Engineer's report addressing the repair and further inspection of said system; carried.

M/Potter, S/Berg, to approve Conditional Use Permit Application #C-0057 by Mathiowetz Construction on property owned by Justin & Carrie Roiger described as the NW ¼, Section 4, Township 108N, Range 35W, Stately Township, Brown County, MN to allow use of property for gravel mining operation to include extraction, screening, and crushing all located in the A-1 Ag Protection Zoning District, noting the 4 to 1 slope for the restoration plan, and with three (3) conditions; carried.

M/Windschitl, S/Berg, to approve Preliminary Plat Application P-0025 by Lucas Amsden on property owned by Dennis Amsden known as Amsden Subdivision described as that part of Lot B of the NE ¼ of the SE ¼ of Section 22, Township 109N, Range 34W, Burnstown Township, Brown County, MN. Parcels being platted are an existing building site (10.4 acres) being split into two parcels for residential building sites, Lot 1 being 7.62 acres and Lot 2 being 2.78 acres; carried.

M/Potter, S/Simonsen, to approve Final Plat Application P-0024 a single lot split by Marie Lang known as Lang's 1st Subdivision (5.00 Acres) in the NE ¼ of the NW ¼, Section 35, T109N, R34W, Burnstown Township, Brown County, MN. Parcel being platted is a woodlot being platted off from the existing parcel; carried.

M/Windschitl, S/Borchert, to approve the Emergency Management Performance Grant (EMPG) 2017 Agreement for Federal funding assistance through the MN Division of Homeland Security and Emergency Management for calendar year 2017 for the Brown County Emergency Management Program in the amount of \$22,518 and to authorize the Board Chair to sign said grant agreement; carried.

M/Windschitl, S/Berg, to approve the update to the Brown County Emergency Operations Plan and to authorize Chairman Simonsen to sign the authentication section of the Emergency Operations Plan, and designate and authorize Commissioner Borchert to complete the Review Form and Guidance Document with county staff; passed 5-0.

M/Potter, S/Berg, and passed 5-0 to approve Resolution 2017-30 adopting the Brown County Emergency Operations Plan.

M/Borchert, S/Windschitl, to approve payment of Human Services administrative claims in the amount of \$186,671.59; carried.

At 10:42 AM, Chairman Simonsen convened a Closed Session to consider Social Services Payments, whereupon M/Windschitl, S/Potter, to authorize the payment of Social Services payments in the amount of \$226,159.98; carried and the Closed Session ended at 10:57 AM.

M/Potter, S/Berg, to accept and file the Aug. 2017 Budget Report (Cash Basis and Unaudited) which reflects activity at 66.7% of the budget year as follows: expenditures of \$18,592,754.07 or 52.6%, and revenues of \$25,896,867.62 or 70.4%; and the August 2017 Supplemental Budgets Report noting expenditures of \$1,952,083.58 or 69.7%, and revenues of \$1,292,234.18 or 49.7% of annual budgeted activity; passed.

M/Potter, S/Berg, to establish the 2018 proposed property tax levy for certification to the County Auditor/Treasurer in the amount of \$13,146,002 which represents an increase of 3.9% over the total 2017 certified levy and is based upon a draft 2018 county budget of \$34,916,231; carried 5-0. It was further noted that the final 2018 budget and levy will be adopted by the County Board in December.

M/Windschitl, S/Borchert, to schedule the public meeting on the proposed 2018 county budget and levy for 6:00 PM on Tuesday 12-12-2017 in the District Courtroom located on the 3rd floor of the Brown County Courthouse and to revise the start time of the 12-12-2017 regular County Board meeting to 4:30 PM; passed.

Correspondence C-1 thru C-11 were accepted and filed. Borchert reported on the Association of Minnesota Counties (AMC) New Commissioners Training Session on 9-6-2017, Evaluation Center meeting, AMC Policy Committee meetings, and the Workforce Center; Berg reported on the Solid Waste Advisory Committee, AMC New Commissioners Training Session, JD#18 W&B meeting, Greater Blue Earth River Basin Alliance, Salary Task Force, and AMC Policy Committee meetings; Windschitl reported on the Community Health Board Executive Committee, Safety Committee meeting on 9-14-2017, Drug Court, South

Country Health Alliance, Enterprise North meeting on 9-18-2017, and the Minnesota Valley Action Council meeting on 9-18-2017; Simonsen reported on the Solid Waste Advisory Committee, Salary Task Force, Audit Exit meeting on 9-12-2017, Extension Committee meeting on 9-13-2017, and Environmental Health interviews; Potter reported on Area II and RCRCAs, and the AMC Transportation and Ag Policy Committee meetings.

At 12:02 PM, Calendars were coordinated for the next two week period.

There being no further business, Chairman Simonsen declared the Meeting adjourned at 12:07 PM.

The Official Minutes of the Regular Meeting of 9-19-2017 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
Home Page Address: www.co.brown.mn.us