

## SYNOPSIS OF COUNTY BOARD MEETING

December 12, 2017

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

M/Potter, S/Berg, to accept the Minutes of 11-28-2017 and authorize publication of the Synopsis of same; carried.

At 4:34 PM, State Senator Dahms and State Representative Torkelson met with the County Board and representatives from thirteen (13) county departments to discuss pending legislative issues. Topics discussed included: Issues with the MNLARS System and the pending Real ID system; Fractional-Linked Homesteads and the Agricultural Homestead Credit; Funding for Community Mental Health Resource Expansion in MN; Child Protection Resource Expansion; Medical Assistance DHS Computer Upgrades (METS); MnCHOICE State Funding Reductions; Yellow Line Project; DHS Residential Housing Rules; County Govt. Structure; General Govt. Publication Requirements; Deputy Registrar Expanded Services; Property Tax Administration; Tax Forfeited Lands; Elections; Drainage Buffer Law; Natural Resources Land PILT Payment; Public Health 2018 LPHA Legislative Priorities; Transportation Funding; County Emergency Management; County Program Aid; and Regional Library Funding. After considerable discussion, Chair Simonsen thanked Senator Dahms and Representative Paul for attending the County Board meeting to review county legislative concerns.

M/Windschitl, S/Potter, to accept and order filed the Nov. 2017 Monthly Report of Activity for the Brown County Sheriff's Dept.; carried.

M/Berg, S/Borchert, to authorize payment of General Government claims in the revised amount of \$173,997.80 as follows: Revenue \$106,967.14; Public Health \$6,060.21; Road and Bridge \$17,305.19; Human Services \$307.07; Park \$24,044.33; Ditch \$3,289.63; Landfill \$16,024.23. In accordance with MS 375.12, the following claims exceeding \$2,000 are included in the Fund totals above: Adam William Legal \$31,906.75; Alpha Wireless \$2,427.65; Brown Co Editorial Assn \$5,515.29; Cashwise Pharmacy \$10,169.41; Global Infrastructure LLC \$22,974.00; H & R Construction Co \$5,525.00; Heiderscheidt Digging Inc. \$2,920.00; Implementation Specialists \$4,556.25; MR Paving & Excavating \$12,611.81; Madelia Community Hospital \$3,266.86; MCCC \$2,466.76; MN Valley Testing Laboratories \$5,494.10; New Ulm Tire \$2,087.17; Ramsey County (Medical Examiner) \$8,400.00; Ron's Recycling \$10,330.00; Shopko Pharmacy \$2,105.20; Summit Food Service LLC \$6,076.65; Valley Asphalt Products Inc. \$2,878.70; other vendor payments less than \$2,000 \$32,286.20; Final Total \$173,997.80; carried.

M/Potter, S/Berg and passed 5-0, to approve Resolution 2017-36 in regards to approving final payment for SAP 008-599-052 Bridge Replacement and Approach Work on 300<sup>th</sup> St. over JD#29 R&B in Prairieville Township.

M/Windschitl, S/Potter and passed 5-0 to approve Resolution 2017-37 in regards to approving final payment for SAP 008-608-040, 008-610-030, 008-611-024 & 008-624-034 Surface Rehabilitation Projects on CSAH 8, 10, 11 & 24.

M/Potter, S/ Berg, to approve seventeen (17) Drainage Repair requests and the payment of said repairs; carried.

At 5:48 PM, Chairman Simonsen recessed the Regular Meeting until 6:00 PM for the 2018 Proposed Budget and Levy Public Meeting in the 3<sup>rd</sup> Floor District Courtroom.

At 6:00 PM, Chairman Simonsen reconvened the Regular Meeting to conduct the 2018 Proposed Budget and Levy Public Meeting in the 3<sup>rd</sup> floor District Courtroom of the Brown County Courthouse located in New Ulm, MN. Commissioners Borchert, Berg, Windschitl, Simonsen, and Potter were in attendance, along with County Administrator Enter, County Attorney Hanson, and Administrative/HR Assistant Bode. Also in attendance were fifteen (15) Brown County department heads and staff. NuCAT staff was present and Media Representative Fritz Busch of the Journal was also present. No members of the general public were present. Informational handouts were distributed to those in attendance.

At 6:01 PM, Administrator Enter presented Brown County's proposed budget and levy for 2018, reviewing the handouts as provided. The proposed 2018 Brown County levy noted was \$13,146,002 which reflected a 3.9% increase from the 2017 levy in the amount of \$12,652,553. The Brown County Summary Budget Statement noted adopted 2017 and proposed 2018 revenues by fund and department, with the 2018 Brown County Budget Revenues projected at \$34,916,231. The adopted 2017 and proposed 2018 expenditures by fund and department were also presented in chart and graph form, with the proposed 2018 expenditures budgeted at \$34,916,231 which represented a 5.04% decrease from 2017. The proposed 2018 Expenditures by category as a percentage of total budget were noted as follows: 15.9% General Government; 5.3% Public Health Nursing; 28.5% Human Services; 31.8% Road and Bridge; 0.6% Conservation/Natural Resources; 1.3% Culture/Recreation; and 16.6% Public Safety.

Administrator Enter addressed additional budget information as follows: Projected Brown County Employer Costs for employee compensation/benefits for 2018 totaling \$17,931,434 or 51.4% of the total proposed budget; and the comparison of estimated market values for total agriculture properties and total non-agriculture properties. Administrator Enter also noted that preparation of the budget is a lengthy process and

departments continually look for ways to limit the need for property taxes by seeking grants and reviewing departmental activity.

At 6:11 PM, Chairman Simonsen called for testimony from the public regarding the proposed 2018 Brown County Budget and levy. There was no testimony from the general public regarding the proposed 2018 county budget and levy. Chairman Simonsen expressed thanks to those in attendance, and also thanked the department heads and staff for their efforts in preparing the draft 2018 budget and for pursuing non-levy funding in order to keep the property tax levy as low as possible. It was noted that the County Board will consider adoption of the final payable 2018 property tax levy and budget at the regular County Board Meeting at 10:30 AM on Tuesday 12-19-2017 in Room 204 of the Brown County Courthouse.

At 6:12 PM, Chairman Simonsen concluded the 2018 County Budget/Levy Public Meeting.

At 6:30 PM, Chairman Simonsen reconvened the Regular Meeting in the Commissioners Room 204.

M/Potter, S/Berg, to accept the low quote of \$827.05 from Design Home Center, Inc., New Ulm, MN to purchase and install carpet in the Auditor/Treasurer's vault office area; carried. One other quote was received from New Ulm Furniture Co., Inc.

M/Berg, S/Windschitl, to accept and file the report on the sale of the previously declared excess property 2008 Dodge Sprinter Van sold on MnBid with a net \$5,992.50 received by Brown County for said sale; and information on the usage of the new transit van; carried.

M/Windschitl, S/Simonsen, to approve the Allina Health Charitable Contributions Grant Application in the total amount of \$1,400 for the Brown County Mental Health and Wellness Task Force work on Mental Health and Wellness Initiatives, with said grant application to be submitted by the Brown County Public Health Office; passed.

M/Berg, S/Potter, to approve the Letter of Assurances for United Way of the Brown County Area Grant Application for funding for the Follow Along and Universal Contact Home Visiting programs effective 4-1-2018 through 3-31-2020 in the amount of \$3,750; passed.

M/Berg, S/Windschitl, to approve a Certificate of Recognition for Truman Pippert in recognition of serving as the Youth Representative and Deb Bergstrand in recognition of serving as the Faith Community Representative on the Brown County Public Health Advisory Committee; carried.

M/Borchert, S/Berg, to appoint Ian Coates as FT Correctional Officer at the hourly rate of \$18.3451 (annual \$38,158); Grade XI, Entry Level; effective hire date to be determined pending results of pre-employment background checks; carried.

M/Potter, S/Simonsen, to accept Katie Hesse's withdrawal from consideration for the PT License Bureau Technician position and rescind the appointment; carried.

M/Berg, S/Windschitl, to approve the appointment of Vickie Peterson, as Part Time (up to 20 hours/wk) License Bureau Technician, at the hourly rate of \$15.1403, Grade VIII, Step 1, with a start date of 12-18-2017; carried.

M/Potter, S/Berg, to approve the appointment of Wallace Zemple as a Veteran's Volunteer Shuttle Driver effective 12-13-2017; carried.

M/Borchert, S/Windschitl, to approve the appointment of Eugene Ranweiler as FT Facilities Assistant at \$11.4843/hour (Grade V, Step 1) with an effective date of 12-13-2017; and authorize to post the vacancy for one Part-Time (up to 29 hrs/week) Housekeeper at the Community Service Building according to policy; carried.

M/Borchert, S/Simonsen, to approve the continued employment of Christine Benzing as an Intermittent PT License Bureau Technician at her current hourly rate (Grade VIII, Step 1) until 1-31-2018; carried.

M/Windschitl, S/Borchert, to approve the Memorandum of Agreement between County of Brown and LELS, Inc. Local No. 98 establishing twelve (12) hour shifts for FT Dispatchers for a one year trial period through 12-31-2018; carried.

M/Potter, S/Berg, to approve the 2018 renewal of consulting services contract with Madden Galanter Hansen, LLP, Plymouth, MN for assistance as needed to address union labor contract matters; carried.

M/Berg, S/Windschitl, to accept and order filed the update on 2018 Committee Memberships; carried.

At 6:58 PM, Correspondence C-1 thru C-11 were accepted and filed. Borchert reported with Windschitl on the League of Women Voters meeting on 11-30-2017 with MN Secretary of State Simon, and further reported on the 12-1-2017 Transportation meeting in Mankato, the Emergency Management Readiness Grant meeting in St. Cloud on 12-3-2017, South Country Health Alliance, the Association of Minnesota Counties (AMC) Annual Conference, and the MRCI meeting on 12-11-2017; Berg reported on sessions at the AMC Annual Conference; Windschitl reported on the MCIT annual meeting on 12-4-2017, the Public Safety Policy Committee meeting at the AMC Conference, the Brown/Nicollet/Watonwan Drug Court Steering Committee meeting on 12-1-2017, and South Country Health Alliance; Simonsen reported on sessions attended at the AMC Conference and on the Information Technology Committee meeting on 11-30-2017; Potter reported on the AREA II/Redwood-Cottonwood Rivers Control Area meetings on 12-7-2017 and on the AMC Transportation Policy Committee meeting at the AMC Conference.

At 7:45 PM, Calendars were coordinated for the next two week period.

There being no further business, Chairman Simonsen declared the Meeting adjourned at 7:49 PM.

The Official Minutes of the Regular Meeting of 12-12-2017 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](mailto:cntyadm@co.brown.mn.us) Home Page Address: [www.co.brown.mn.us](http://www.co.brown.mn.us)