

SYNOPSIS OF COUNTY BOARD MEETING August 21, 2018

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

M/Borchert, S/Windschitl, to accept the Minutes of 08-07-2018 and authorize publication of the Synopsis of same; carried.

M/Borchert, S/Berg, to approve the Brown-Lyon-Redwood-Renville Emergency Response Unit Joint Powers Agreement effective 8-21-2018; carried.

M/Potter, S/Simonsen, to authorize payment of General Government claims in the amount of \$209,406.55 as follows: Revenue \$113,601.55; Public Health \$2,917.80; Road and Bridge \$25,966.67; Human Services \$631.15; Park \$2,862.47; Ditch \$36,904.54; Landfill \$24,738.05; SCORE \$34.32; Forfeited Tax \$1,750.00. In accordance with MS 375.12, the following claims exceeding \$2,000 are included in the Fund totals above: Alpha Wireless Communications \$2,427.65; Flint Hills Resources, LP \$10,871.64; Full Service Electric \$3,371.65; Heiderscheidt Digging Inc. \$8,199.50; Klassen Mechanical \$3,128.34; MN Dept of Corrections \$58,019.63; MN Valley Testing Laboratories \$13,608.05; New Ulm Body Shop \$6,860.88; North Central International \$2,000.99; Powerplan OIB \$2,397.84; Prairie Lakes Juvenile Detention Center \$11,263.98; Scott's Helicopter Services \$11,880.00; Seachange \$3,531.46; Summit Food Service LLC \$5,730.93; TSG Server and Storage \$10,200.00; Walters Excavating \$15,015.00; Ziegler Inc. \$2,031.22; 123 Payments less than 2,000 \$38,867.79; Final Total: \$209,406.55; carried.

M/Potter, S/Berg, to approve five (5) Drainage Repair requests and the payment of said repairs; carried.

M/Berg, S/Potter, to authorize the needed 10% local share for the Federal Grade Crossing Safety Program funding for railroad crossing gates and lights, and prioritize the Brown County projects as follows: CSAH 8 crossing west of Sleepy Eye and CSAH 11 crossing in Essig based on traffic count and crash prediction factors, and also to support the City of New Ulm's submittal of the Boundary Street crossing as the city's highest priority; carried.

M/Borchert, S/Berg, to approve Public Health Director Moritz's attendance at the Association of MN Counties County Opioid Summit on 9-12-18 in Alexandria, MN, noting expenses will be incurred for registration, lodging, mileage, and meals; carried.

M/Windschitl, S/Potter, to accept and file the Public Health Update 8-21-2018 on: Vector Borne Disease Show a Rise; Smoke Free Housing Law for HUD Housing; USDA Funds to Help with Radon Mitigation; Recreational Water Illness; Community Health Assessment; Family Home Visiting Site Visit; (IPI) Immunizations Practices Improvement Site Visit; Public Health Actively Providing Health Promotion in the Community; and Advisory Committee Meeting Minutes 6-13-2018; carried.

M/Berg, S/Simonsen, to accept and file the Sentence-to-Service (STS) Crew Leaders' and the Juvenile STS Quarterly Reports for 4-1-2018 through 6-30-2018; carried.

M/Windschitl, S/Potter, to accept and file the Assessor's Office 3rd quarterly report of 2018 noting the Ag Fractional Homestead Project and Tax Court update; carried.

M/Windschitl, S/Berg, to approve Final Plat Application APP-P-033 by Casandra Anderson known as Anderson Family Trust Subdivision (4.85 Acres) described as the S $\frac{1}{2}$ of the NE $\frac{1}{4}$ of Section 28, Township 109N, Range 34W, Burnstown Township, Brown County, MN. Parcel being platted is an existing building site being split off from the tilled ground; carried.

M/Berg, S/Potter, to approve Preliminary Plat Application APP-P-0034 by Michael Carpenter known as Eden Ridge Subdivision (Lot 1 5.47 Acres, Lot 2 34.27 Acres) described as part of the NE $\frac{1}{4}$ and the SE $\frac{1}{4}$ of Section 4 Township 111 N, Range 33W, Eden Township, Brown County, MN. The first parcel being platted is an existing platted lot being expanded to allow current structures to meet required setbacks, the second lot is gaining access to the township road and then the remaining is wooded land; carried.

M/Potter, S/Berg, to approve Preliminary Plat Application APP-P-0035 by Troy Windschitl known as Windschitl 2nd Subdivision (5.64 Acres) described as part of the SW $\frac{1}{4}$ of Section 25, Township 109N, Range 34W, Burnstown Township, Brown County, MN. Parcel being platted is an existing building site being split off from the tilled ground; carried.

M/Berg, S/Simonsen, to approve Preliminary Plat Application APP-P-0036 by Darlene Hansen on property owned by Odin Hansen, known as D. Hansen Subdivision (2.50 Acres) described as part of the NW $\frac{1}{4}$ of Section 9, Township 110N, Range 33W, Prairieville Township, Brown County, MN. Parcel being platted is land being split off from tillable land; carried.

M/Potter, S/Berg, to approve Preliminary Plat Application APP-P-0037 by Jeanie Munsterman on property owned by Ardelton Olson, known as Ardelton Olson Subdivision (8.45 Acres) described as part of the N $\frac{1}{2}$ of SE $\frac{1}{4}$ of Section 20, Township 108N, Range 32W, Albin Township, Brown County, MN. Parcel being platted is an existing building site being split off from tilled ground; carried.

M/Borchert, S/Windschitl, to accept the low bid received in the amount of \$24,782 for the purchase of a 2018 Jeep Compass from Mayday Motors, with the use of MPCA Feedlot Performance and MPCA Septic System Performance Grant Funds to pay for the purchase of said vehicle; carried 5-0. Additional bids were

received for a 2018 Ford Escape from Chuck Spaeth Ford; 2018 Chevrolet Equinox from Kohls Weelborg; 2018 Ford Edge from Chuck Spaeth Ford; and a 2019 GMC Acadia from Jensen Motors.

M/Windschitl, S/Potter, to approve the DiamondView Participation Agreement between South Country Health Alliance (SCHA) and Brown County Public Health for direct secure email and Health Information Exchange (HIE) Services effective 8-21-2018; carried.

At 10:45 AM, Correspondence C-1 thru C-7 were accepted and filed. Borchert reported on the SHIP (State Health Improvement Project) meeting on 8-16-2018 in St. Peter; Berg reported on the Salary Survey Committee, Public Health, Highway Committee meeting, JD#18 W&B meeting, and the One Watershed One Plan meeting; Windschitl reported on Teen Court, Law Enforcement Center Joint Management Committee meeting on 8-8-2018, Underage Substance Abuse Coalition meeting on 8-16-2018, and the Brown County Historical Society meeting on 8-13-2018; Simonsen reported on the Brown SWCD meeting on 8-14-2018 and on the Salary Survey Committee.

At 11:00 AM, Chairman Simonsen convened the public hearings for the Consolidation of CD#35 & Imp 35, and for the CD#35 Redetermination of Benefits. The public hearings were attended by Auditor/Treasurer Prochniak; County Engineer Stevens; Ditch Viewers Mark Behrends and Kendall Langseth; and three (3) interested landowners of the ditch system. A/T Prochniak noted that the public hearings notice was published as required and that the Notice of Hearings was sent to all landowners of record. A/T Prochniak presented background information on the consolidation of CD#35 and Imp35. No public testimony was received on the consolidation of CD#35 and Imp35. After limited discussion, M/Berg, S/Potter, to approve the consolidation of CD#35 and Imp 35; and direct the County Attorney to prepare the Findings of Fact and Order to be considered at a following County Board meeting; passed 5-0.

Thereafter, the CD#35 Ditch Authority received the Engineer's Advisory Report dated 7-30-18. Viewer Behrends presented the Viewers' Report dated 8-21-2018. It was noted that the Consolidation of CD#35 and Imp 35 consists of approximately 22,300 feet of county tile in Bashaw Township. No public testimony was received. After limited discussion, M/Berg, S/Potter, to accept the Viewers' Report and the Engineer's Report; approve the County Ditch No. 35 Redetermination of Benefits which includes the consolidation of CD#35 and Imp 35; and direct the County Attorney to prepare the Findings of Fact and Order to be considered at a following County Board meeting; passed 5-0.

At 11:12 AM, Calendars were coordinated for the next two week period.

At 11:20 AM, Chairman Simonsen convened the CD#57 Redetermination of Benefits public hearing. The public hearing was attended by A/T Prochniak; County Engineer Stevens; Ditch Viewers Behrends and Langseth; and four (4) interested landowners of the ditch system. A/T Prochniak noted that the public hearing notice was published as required and that the Notice of Hearing was sent to all landowners of record. The Engineer's Advisory Report dated 7-30-2018 was noted. Viewer Behrends presented the Viewers' Report dated 8-21-2018. CD#57 includes approximately 20,900 feet of open ditch and 44,165 feet of county tile in Eden and North Home Townships. It was noted that the 100' construction easement would be utilized in the event of work needed on the ditch system such as spreading ditch clean-out spoils. No other public testimony was received. Thereafter, M/Potter, S/Berg, to accept the Viewers' Report and the Engineer's Report; approve the County Ditch No. 57 Redetermination of Benefits; establish the assessment of \$142,000; and direct the County Attorney to prepare the Findings of Fact and Order to be considered at a following County Board meeting; carried 4-0, with Simonsen abstaining.

At 11:38 AM, Chairman Simonsen convened the CD#69 Redetermination of Benefits public hearing. The public hearing was attended by A/T Prochniak; County Engineer Stevens; Ditch Viewers Behrends and Langseth; and no interested landowners of the ditch system. A/T Prochniak noted that the public hearing notice was published as required and that the Notice of Hearing was sent to all landowners of record. The Engineer's Advisory Report dated 7-30-2018 was noted. Viewer Behrends presented the Viewers' Report dated 8-21-2018. CD#69 includes approximately 10,000 feet of open ditch and 14,180 feet of county tile in Burnstown Township. No public testimony was received. Thereafter, M/Berg, S/Simonsen, to accept the Viewers' Report and the Engineer's Report; approve the County Ditch No. 69 Redetermination of Benefits; and direct the County Attorney to prepare the Findings of Fact and Order to be considered at a following County Board meeting; carried 4-0, with Potter abstaining.

M/Windschitl, S/Potter, and passed 5-0 to approve Brown County Resolution 2018-23 in regards to Brown County Heartland Express supporting the Regional Transportation Coordinating Council (RTCC) and transportation coordination with the Mankato/North Mankato Planning Organization (MAPO) in South Central Minnesota.

M/Borchert, S/Windschitl, to approve Transit Manager LaCourse's conference fee, lodging, and meals to attend the 2018 MN/WI Transportation Conference in La Crosse, WI on 10/15-10/17/18, with a total estimated cost of \$850; carried.

M/Borchert, S/Windschitl, to approve the landscape design and materials list to be used to obtain quotes for a renovation of the deck and wall on the south side of the Bridge on Center Building; carried.

M/Berg, S/Borchert, to approve payment of Human Services administrative claims in the amount of \$113,629.56. In accordance with MS 375.12 the following claims exceed \$2,000: AmeriCare Mobility Van \$4,078.34; Brown Co Human Services \$18,694.00; Brown Co Public Health \$3,000.00; Confidential Client \$3,686.13; Confidential Client \$2,546.20; Confidential Client \$3,149.46; Elan Financial Services \$3,869.42;

Journal \$2,189.25; MN Human Services \$14,916.20; Pro Kinship for Kids \$2,275.00; Verizon Wireless \$2,759.42; Superior Mobility \$2,958.32; One hundred ninety seven payments less than \$2,000 total \$49,507.82; Final Total \$113,629.56; carried.

At 12:13 PM, Chairman Simonsen convened a Closed Session to consider Social Services Payments, whereupon a M/Borchert, S/Berg, to authorize the payment of Social Services payments in the amount of \$270,954.84; carried and the Closed Session ended at 12:22 PM. In accordance with MS 375.12 the following claims exceed \$2,000: Brown Co. Evaluation Center \$8,162.51; Dept. of Human Services CCDTF \$7,075.73; Dept. of Human Services AR \$7,294.00; DHS - MAPS \$2,364.66; DHS MNSOP \$4,047.05; DHS St. Peter RTC - 482 \$4,231.80; DHS St. Peter RTC - 472 \$2,684.60; Families First \$31,512.00; Forensic Nursing Home \$2,625.70; Kindred Family Focus \$3,978.54; Lutheran Social Services \$21,883.07; MBW Company SILS Program \$4,205.57; McMahon Counseling \$3,850.00; Minnesota Girls Academy \$9,238.00; Mn Valley Action Council \$11,550.14; MRCI \$6,425.86; Confidential Client \$3,283.01; North Homes Inc. \$4,649.14; Northland Lumber & Supply \$22,334.66; Prairie Lakes Youth Programs \$27,174.86; Confidential Client \$2,101.49; Confidential Client \$2,437.84; Second Chances \$4,185.00; Sioux Trails Mental Health Ctr \$16,147.43; Spurgin/Gerane \$4,023.63; Confidential Client \$3,895.80; Three Counties for Kids \$11,655.00; Village Ranch Inc \$6,293.00; Woodland Hills Chisolm \$7,462.21. 39 payments less than \$2,000 total \$24,182.54; Final Total \$270,954.84.

M/Windschitl, S/Potter, to accept and file the 2018 1st half Brown County Veterans Service Office Semiannual Report; carried.

M/Borchert, S/Berg, to accept and file the County Veterans Service Office report on the \$10,000 FY18 CVSO Operational Enhancement Grant Expenditures; carried.

M/Berg, S/Simonsen and passed 5-0 to approve Brown County Resolution 2018-24 accepting the \$10,000 FY19 CVSO Operational Enhancement Grant.

M/Windschitl, S/Potter, to accept and file the CVSO report on the Disabled American Veterans of Minnesota (DAVMN) Transportation Program; carried.

M/Windschitl, S/Berg, to accept and file the CVSO update report on the Courthouse Lawn Veterans Memorial Renovation Project; carried.

M/Borchert, S/Simonsen, to approve the appointment of Carmen Prodoehl as an IPT Dispatcher at \$18.5315/hour (Grade XI, Entry) and the appointment of Leslie Bianchi as an IPT Dispatcher at \$19.1897/hour (Grade XI, Step 1) contingent on the passage of the pre-employment background screens/checks, evaluations and physicals with effective hire date to be determined pending affirmative results; carried.

M/Berg, S/Potter, to approve the renewal of a PERA Phased Retirement Agreement request of Daryl Helget to extend his employment period as up to a 0.4125 FTE Heartland Express Driver position for an additional year effective 10-1-2018, according to the PERA guidelines; carried.

M/Berg, S/Borchert, to accept the Personnel Policy Committee's recommendations for changes to Brown County's Personnel Policy manual, effective 1/1/2019 as follows: 1) Employees participating in a high deductible family plan will receive \$2,200 annually in two equal installments in the HSA; carried.

M/Borchert, S/Simonsen, to table consideration of the recommendation of the Salary Administration Task Force to implement a 13-Step Salary Range Schedule for paying non-union salaried and hourly employees effective January 3, 2019; motion to table carried.

There being no further business, Chairman Simonsen declared the Meeting adjourned at 12:48 PM.

The Official Minutes of the Regular Meeting of 08-21-2018 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