

## SYNOPSIS OF COUNTY BOARD MEETING

### September 4, 2018

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

M/Borchert, S/Berg, to accept the Minutes of 8-28-2018 and authorize publication of the Synopsis of same; carried.

M/Borchert, S/Potter, to accept and order filed the July 2018 Monthly Report of Activity for the Brown County Sheriff's Dept.; carried.

M/Berg, S/Simonsen, to authorize payment of General Government claims in the amount of \$172,720.24 as follows: Revenue \$67,109.57; Public Health \$3,729.15; Road and Bridge \$20,995.72; Human Services \$393.03; Ditch \$71,454.02; Landfill \$9,038.75. In accordance with MS 375.12, the following claims exceeding \$2,000 are included in the Fund totals above: Nutrien Ag Solutions \$15,127.7; Anoka County Juvenile Detention Center \$4,304.00; Braun Intertec Corp \$3,321.00; Cashwise Pharmacy \$2,179.60; Deangelo Brothers, LLC 41,063.00; Election Systems & Software Inc \$4,222.22; ESRI \$ 6,288.00; GEI Consultants Inc \$3,512.25 Heiderscheidt Digging Inc \$7,268.00; Klassen Mechanical \$6,721.03; MN Corrections Assn \$ 2,000.00; Ron's Recycling \$ 5,526.50; Sanofi Pasteur Inc \$3,268.39; Sioux Sales Company \$7,280.00; Walters Excavating \$19,048.35; Zinniel Utility Contracting Inc \$3,178.50; Zixcorp \$8,096.75. 81 Payments less than 2,000 \$30,314.94; Final Total: \$172,720.24; carried.

M/Windschitl, S/Berg, to approve two Drainage Repair requests and the payment of said repairs; carried.

M/Windschitl, S/Borchert, to approve the 2019 FY Grant Application to Families First for the Brown County Public Health-Universal Contact/Follow Along Program in the amount of \$30,000; carried.

M/Windschitl, S/Berg, to accept the Life Insurance Plan bid with enhancements submitted by Ochs, Inc. which they received from The Municipal Pool - Minnesota Life Insurance Company through the Request for Proposal bid process and approve the Life Insurance Plan 5-yr premium rate guarantee effective 1/1/2019 as follows: Basic Life: \$0.085/month per \$1,000. Basic AD&D: \$0.020/month per \$1,000; carried.

M/Berg, S/Potter, to accept the Short-Term Disability insurance plan bid submitted by Ochs, Inc. which they received from Madison National Life Insurance Company, Inc. through the Request for Proposal bid process and approve the Short-Term Disability Insurance Plan 2-yr premium rate guarantee effective 1/1/2019 at \$.27 per \$10 of weekly benefit (\$60 weekly maximum benefit); carried.

M/Potter, S/Simonsen, to accept the Long-Term Disability insurance plan bid submitted by Ochs, Inc. which they received from Madison National Life Insurance Company, Inc. through the Request for Proposal bid process and approve the Long-Term Disability Insurance Plan 3-yr premium rate guarantee effective 1/1/2019 with a 17% rate savings; carried.

M/Potter, S/Berg, 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 to be considered further in June 2019; motion to table carried 4-1, with Borchert dissenting.

M/Borchert, S/Windschitl, to refer back to the Personnel Advisory Committee (PAC) the proposed assigned points for the following Highway Dept. position descriptions presented through the Rotational Review process: General Foreman; Maintenance Worker III; Maintenance Worker II; Mechanic; and Traffic Sign Technician; passed.

M/Borchert, S/Berg, to appoint Steven Depew as Intermittent Part Time Deputy Sheriff/Court Security at \$19.1492/hr (Grade X, Step 3), contingent on passage of pre-placement physical and background check with effective hire date to be determined pending results; carried.

M/Borchert, S/Simonsen, to approve adding another IPT Deputy Sheriff/Court Security position to be filled from a recent candidate pool; carried.

M/Windschitl, S/Potter, to appoint Paul Scharbach as a Part-Time Heartland Express Bus Driver (32 - 35 hrs/week) at \$15.9573/hr (Grade VIII, Step 2) with a start date contingent on the passage of the pre-employment background checks, and a DOT physical and drug screen; carried.

M/Potter, S/Berg and passed 5-0 to adopt Resolution No. 2018-26 approving final payment for SAP 008-608-039 Bridge Replacement and Approach work on CSAH 8 over JD 30 R&B.

M/Windschitl, S/Potter, to approve the Ten-Year Road and Bridge Construction Program 2019-2028 for the Brown County Highway Dept., understanding that the continuance of the Sales Tax for Transportation will be considered in the process required by the State of MN; carried.

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

M/Potter, S/Berg, to rescind County Board action on 4-17-2018 awarding buffer strip seeding on CD#8, CD#11, CD#58, CD#63, CD#67, CD#68, CD#70, and CD#71 to Tony's Outdoor Services, due to incompleteness of the seeding project and no response to recent communications from the Highway Engineer's Office on said project; passed.

M/Potter, S/Windschitl, to accept the quote received from Evergreen Companies for buffer strip seeding in the amount of \$206.49/acre (estimated total \$28,702) for approximately 139 total acres to include buffer areas of CD#8, CD#11, CD#58, CD#63, CD#67, CD#68, CD#70, and CD#71, understanding that said contractor may also charge \$75/acre for additional disking if needed to address the extra trash on the field from weeds grown over the summer or an additional \$40/acre for the extra work caused by the trash if the disk is not needed; with completion of the seeding required by 9-21-2018; passed.

M/Potter, S/Berg, to appoint Jim Krueger to the Brown County P&Z Board of Adjustment to complete the term representing Commissioner District 5 through 12-31-2018; passed.

Correspondence C-1 through C-2 were accepted and filed. Borchert reported on the Brown County Evaluation Center Personnel Committee meeting on 8-29-2018 and on the Regional Evaluation for Diversion (RED) project meeting. Simonsen reported on the Wellness Committee meeting on 8-30-2018.

Calendars were coordinated for the next two week period.

There being no further business, Chairman Simonsen declared the Meeting adjourned at 10:55 AM.

The Official Minutes of the Regular Meeting of 9-4-2018 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: [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)