

## SYNOPSIS OF COUNTY BOARD MEETING

March 17, 2020

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

M/Windschitl, S/Simonsen, to accept the Minutes of 3-03-2020 and authorize publication of the Synopsis of same; carried.

M/Berg, S/Veerkamp, to schedule a closed session for COVID-19 strategy planning to be held in the Commissioners Room 204 of the Brown County Courthouse, New Ulm, MN at approximately 11:30 AM this date 3-17-2020 for discussion in regards to the COVID-19 strategy planning; passed 5-0.

M/Simonsen, S/Berg, to accept and order filed the February 2020 Monthly Report of Activity for the Brown County Sheriff's Dept.; carried.

M/Berg, S/Windschitl, to authorize payment of General Government claims in the amount of \$157,143.16 as follows: Revenue \$85,878.38; Public Health \$4,003.43; Road and Bridge\$58,242.71; Human Services \$5,436.32; Park Fund \$193.92; Ditch \$406.80; Landfill \$2,981.60. In accordance with MS 375.12, the following claims exceeding \$2,000 are included in the Fund totals above: Alpha Wireless Communications \$3,027.65; Assn Of Mn Counties \$2,200.00; Cashwise Pharmacy \$3,216.48; Clifton Larson Allen LLP \$6,300.00; Election Systems & Software Inc \$4,344.99; Everbridge Inc \$7,000.00; Grochow/Matthew Elroy \$2,047.50; Intercontinental Hotel Riverfront \$2,571.82; Lamberton Heating & Plumbing \$5,932.56; Midstates Equipment & Supply \$3,015.60; MN Paving & Materials \$28,357.00; Mn Dept of Agriculture \$3,752.00; New Ulm/City of \$2,275.00; SHI International Corp \$4,370.00; Sleepy Eye Electric Co \$6,293.17; Streicher's \$4,149.00; Trimin Government Solutions \$22,973.00; TSG Server And Storage \$4,260.98; WSB & Associates Inc \$4,898.89. 113 Payments Less Than \$2,000.00 \$36,157.52; Final Total: \$157,143.16; carried.

M/Berg, S/Borchert, approve the transfer in the amount of \$3,500 from the 2020 Elections Overtime Budget (01-062.6104) to the 2020 Auditor/Treasurer PT Budget (01-045.6104); and approve the temporary hire of Dianne Melzer, Temporary Election Support, to assist with the 2020 Presidential Election Cycle with a not to exceed 175 hours (approximately 22 days) for the period of July through November 3, 2020; passed 4-0, with Windschitl abstaining.

M/Berg, S/Veerkamp, to accept the state contract price from UFC Lafayette for one (1) Bobcat Snow Blower in the amount of \$6,400.72; with said unit to be used on the skid steer for snow removal; passed 5-0. One other bid was received from Bobcat of Mankato.

M/Windschitl, S/Berg, to accept the proposal dated 3-2-2020 from Erickson Engineering, Eden Prairie MN in the amount of \$21,700 for Bridge Inspection and Bridge Rehabilitation Design and Plans for the Rehabilitation of Existing Bridge 6534 on CSAH 13 over the Little Cottonwood River; carried.

M/Windschitl, S/Veerkamp, to approve to remain the same and not approve changing the Juvenile Crew Position to FT and to not request the Sentence-to-Serve contract be reduced to one position; carried 3-2, with Simonsen and Berg dissenting.

M/Berg, S/Simonsen, to approve the revised Joint Powers Agreement between Brown and Nicollet Counties and Delegation Agreement between the Brown-Nicollet Community Health Board and the Boards of Brown and Nicollet Counties for a Joint Community Health Board; carried 5-0.

M/Berg, S/Veerkamp, to accept and order filed the report on the update to the COVID-19 virus; carried.

M/Windschitl, S/Berg, and passed 5-0, to approve Brown County Resolution 2020-06 declaring Brown County in a State of Emergency in order to prepare and do advance measures to protect the County from this Pandemic event.

M/Simonsen, S/Veerkamp, to approve the School Health Nursing Services Agreement with Budget Amendment January 2020 for New Ulm School District #88 for Non-Public Schools for the 2019-2020 school year in the amended total amount of \$74,439.57; carried.

M/Berg, S/Veerkamp, to approve Conditional Use Permit (CUP) Application APP-C-0086 by Brad J & Michelle K Gaard described as Lot 1, Block 1 Gaard 1<sup>st</sup> Subdivision, Section 4, Township 109 North, Range 31 West, Sigel Township, Brown County, MN. Application is to continue to allow the operation of a manufacturing and machine shop to include equipment such as lathe & milling machine as a home occupation in an accessory structure, all located in the A-1 Agriculture Protection Zoning District, with two (2) conditions; carried 5-0.

M/Berg, S/Borchert, to approve CUP Application APP-C-0087 by Arland Roiger on the property owned by Arland Roiger described as part of the SW ¼ of Section 33, Township 109North, Range 35 West, North Star Township & part of the NE ¼ of Section 5, Township 108 North, Range 35 West, Stately Township, Brown County, MN. Application is to allow use of existing gravel mine to include crushing and/or screening, gravel extraction and processing all located in the A-1 Agricultural Protection Zoning District, with three (3) conditions; carried 5-0.

M/Veerkamp, S/Berg, to approve CUP Application APP-C-0088 by Matthew James Dorfner of MICB, Inc on the property owned by Loren J & Yvonne Gag described as part of the NE ¼ and the E ½ of the E ½ of the NW ¼ , all in Section 9, Township 109 North, Range 30 West, Cottonwood Township, Brown County, MN. Application is to allow the use of an existing 110 foot Radio Transmission tower to be used in a

Christian related radio station all located in the I-1 Limited Industrial Zoning District, with three (3) conditions; carried 5-0.

M/Berg, S/ Veerkamp, to approve CUP Application APP-C-0089 by Andrew Schmidt on the property described as Block 4, Schotzko's 2<sup>nd</sup> Subdivision, all in Section 19, Township 109 North, Range 34 West, Burnstown Township, Brown County, MN. Application is to continue to allow the use of a 40'X85' office building to include shop for storage of employee's equipment for a masonry business all located A-1 Agricultural Protection Zoning District, with three (3) conditions; carried 5-0.

M/Berg, S/Windschitl, to approve Preliminary Plat Application APP-P-0061 by Bruce Pace on the property owned by Bruce D & Julie A Pace know as Bruce Pace Subdivision (6.32 acres) on the property described as N 408' of the W 675' of the NE ¼ of the SW ¼, Section 26, Township 108N, Range 30 West, all in Linden Township, Brown County, MN. Application is to do adjustment of the current building site, all located in the A-1 Agricultural Protection zoning District; carried 5-0.

M/Berg, S/Simonsen, to approve Preliminary Plat Application APP-P-0062 by Charles & Rita Waibel known as Waibel Subdivision (6.50 Acres) on the property described as Lot 1(E 1 AC) of the NE ¼ of the NE ¼, S ½ of the NE 14/ EXC W 1 RD; E 1 RD of the SW ¼, Section 33, Township 109N, Range 31 West, all in Sigel Township, Brown County, MN. Application is to separate the building site from the tillable acres, all located in the A-1 Agricultural Protection Zoning District; carried 5-0.

M/Windschitl, S/Berg, to approve the Contract with Independent Caretaker Maintenance Agreement with David Helget to serve as Park Caretaker for the 2020 park season (4-15-20 thru 10-15-20) for Treml County Park in the amount of \$5,080 and mileage compensation from Treml County Park to the Brown County Landfill for necessary park waste disposal at a rate of \$.575 per mile; and to approve the Contract with Independent Caretaker Maintenance Agreement with Gary Schenk to serve as Park Caretaker for the 2020 park season (4-15-20 thru 10-15-20) for Mound Creek County Park including winter monitoring (10-15-20 thru 4-15-21) for a total contract cost in the amount of \$11,388 and mileage compensation from Mound Creek County Park to the Brown County Landfill for necessary park waste disposal at a rate of \$.575 per mile; and to approve the Contract with Independent Caretaker Maintenance Agreement with Jeff Hoffmann to serve as Park Caretaker for the 2020 park season (4-15-20 thru 10-15-20) for Lost Dog & Fox Hunter's County Park in the amount of \$4,000 and mileage compensation from Lost Dog & Fox Hunter's County Park to the Brown County Landfill for necessary park waste disposal at a rate of \$.575 per mile; carried 5-0. It should be noted that the day-use park contracts include language and payment (\$20/day) for days that Treml County Park and Mound Creek County Park are open beyond the normal park season of April 15 to October 15.

M/Windschitl, S/Berg, to table the purchase of a new vehicle and to solicit bids to include a 6-cylinder version in addition to the 8-cylinder options; carried.

M/Windschitl, S/Berg, to approve the MPCA feedlot Program 2019 Annual County Feedlot Officer & Performance Credit report (Data for period 1/1/2019-12/31/2019), and authorize the Board Chair to sign same on behalf of Brown County; carried.

M/Berg, S/Simonsen, to approve payment of Human Services administrative claims in the amount of \$75,957.12. In accordance with MS 375.12 the following claims exceed \$2,000: Brown Co Public Health Nursing \$3,000.00; Confidential Client \$4,190.40; MN Human Services \$10,862.91; PRO Kinship \$3,000.00; Superior Mobility \$3,042.98; River Bend/Kemske Business Products \$3,202.42; Confidential Client \$3,880.00; Verizon Wireless \$3,108.50; One hundred eighty eight payments less than \$2,000 total \$41,669.91; Final total is \$75,957.12; carried.

M/Berg, S/Veerkamp, to convene into closed session to consider Social Service Payments; carried.

M/Windschitl, S/Veerkamp, to authorize the payment of Social Services payments in the amount of \$203,186.47; carried. In accordance with MS 375.12 the following claims exceed \$2,000: Brown County Evaluation Center \$7,497.61; DHS Anoka Metro RTC \$7,817.60; DHS MAPS \$2,368.00; DHS MNSOP \$3,988.95; DHS St. Peter RTC – 472 \$3,714.80; Families First \$37,740.00; Forensic Nursing Home \$2,467.90; Gehring/Emily or Joseph \$2,266.33; Gerard Nexus \$9,187.78; Confidential Client \$4,122.18; Hansen/Heather \$2,228.68; LDR Home Care LLC \$3,447.01; MBW Company SILS Program \$3,456.11; MN Valley Action Council \$12,569.07; MRCI Inc \$7,052.17; Prairie Lakes Youth Programs \$21,844.89; Second Chances \$4,060.00; Spurgin/Gerane \$2,741.47; Three Counties for Kids \$13,959.00; Village Ranch Inc \$7,124.14; West Central Regional Juvenile Center \$10,037.77; Woodward Academy \$4,929.71; 47 payments less than \$2,000 total \$28,565.30; Final Total \$203,186.47.

M/Simonsen, S/Berg, to cease the closed session and reconvene the open session; carried.

At 11:37 AM, Ad Hoc Wetland Committee Members Commissioner Berg and Simonsen, presented information on the recommendation of the Wetlands Ad Hoc Committee in regards to clarification of the board action made on 4-18-2017 in regards to the Jason Cunningham Irrigation Well Application Number Brown 10-12-2016 under MN Rule 8420.0415 Subp A. Also present were Administrator Sam Hansen, Zoning Administrator Laine Sletta, and Environmental Specialist Andrew Meyer. After considerable discussion, M/Simonsen, S/Berg, to approve the recommendation of the Wetlands Ad Hoc Committee to clarify the decision

made on 4-18-2017 that the Notice of Decision is in good standing and is valid in perpetuity as long as the applicant's activity, described in the wetland application, commenced within three years of the decision; carried.

M/Berg, S/Windschitl, to appoint Joseph Stadheim as District 1, New Ulm, MN Representative to the Planning Commission; carried.

M/Simonsen, S/Veerkamp, to appoint Carl Ziedler as the Brown County Representative on the Traverse Des Sioux Library Board; carried.

M/Simonsen, S/Berg, to accept and file the 2019 Year-End Budget Report (Cash Basis and Unaudited) which reflects activity at 100% of the budget year as follows: Expenditures of \$37,493,140.10 or 100.4%, and revenues of \$33,094,356.75 or 100.4%; and the 2019 Year-End Supplemental Budgets Report noting expenditures of \$2,875,003.61 or 139.1%, and revenues of \$2,839,584.70 or 145.2% of budgeted activity; carried.

M/Berg, S/Borchert, to accept the resignation of MacKenze Vogel, FT Correctional Officer, effective 4-21-2020, and authorize to post for the vacant FT Correctional Officer position according to policy and contract; passed.

At 12:02 PM, M/Berg, S/Windschitl, to go into a closed session. Chairman Borchert convened a Closed Session pursuant to M.S. 13D.03 for COVID-19 strategy planning in the Commissioners Room 204 of the Brown County Courthouse, New Ulm, MN. This session was attended by Commissioners Borchert, Berg, Windschitl, Simonsen, and Veerkamp, along with County Administrator Hansen, County Attorney Hanson, and HR Director Schaefer. M/Veerkamp, S/Windschitl to authorize Administrator Hansen to move forward with a policy to address the utilization of leave pay during a public health emergency; passed. The Closed Session ended at 1:10 PM.

M/Berg, S/Windschitl, to cease the closed session and reconvene the open session; carried.

M/Veerkamp, S/Simonsen, to appoint Ronald Groebner as the Township Representative on the Solid Waste Advisory Committee; carried.

At 1:13 AM, Correspondence C-1 thru C-7 were accepted and filed. Berg reported on the Solid Waste Advisory committee, the Soil and Water committee, and the GRBRBA meeting; Windschitl reported on the Primary canvass meeting, and the PFAS meeting; Simonsen reported on the Solid Waste Advisory committee, the Brown/Nicollet Health meeting, and the Extension meeting; Veerkamp reported on the Extension committee, and the CD-44 ditch meeting; Borchert reported on the Primary canvass committee, the Evaluation Center meeting, the Regional Transit meeting, and the CHB Personnel meeting.

At 1:43 PM, Calendars were coordinated for the next two week period.

There being no further business, M/Berg, S/Simonsen, to adjourn the meeting; passed and Chairman Borchert declared the Meeting adjourned at 1:49 PM.

The Official Minutes of the Regular Meeting of 3-17-2020 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)