

## SYNOPSIS OF COUNTY BOARD MEETING

March 24, 2020

Members present: Borchert, Berg, Windschitl, Simonsen, Veerkamp, along with Lay Board Members Kuster and Gieseke (both via teleconference), County Administrator Hansen, Human Services Director Dietz (via teleconference, and County Attorney Hanson. NUCAT staff was present and Media Representative Busch of the Journal (via teleconference) was also present.

M/Berg, S/Simonsen, to accept the Minutes of 03-17-2020 and authorize publication of the Synopsis of same; carried.

M/Windschitl, S/Berg, to schedule a closed session for COVID-19 strategy planning to be held in the Brown County Law Enforcement Center Training Room, New Ulm, MN at approximately 11:45 AM this date 3-24-2020 for discussion in regards to the COVID-19 strategy planning; passed 5-0.

M/Simonsen, S/Berg, to accept and file the annual reports on fraud/collections investigations related to Human Services programs; carried.

M/Windschitl, S/Borchert, to approve payment of Human Services administrative claims in the amount of \$25,205.31. In accordance with MS 375.12 the following claims exceed \$2,000: Confidential Client \$2,408.84; Elan Financial Services \$5,121.57; Thirty seven payments less than \$2,000 total \$17,674.90; Final total is \$25,205.31; carried.

M/Berg, S/Simonsen, to accept and file the following Consent Agenda Items: COVID-19 Update; Income Maintenance Report; Social Services New Intakes During the Month Report; Social Services Total Case Management Workgroups Report; Heartland Express Monthly Report; and Out of Home Placement Report; carried.

At 9:39 AM, Lay Board Members Judy Kuster and DeeAnn Gieseke were excused.

M/Windschitl, S/Simonsen, to accept the bid received from L&M Road Services in the amount of \$315/acre in Zones NW and SE of Brown County for 2020 for ground spraying (spot spraying) for tree, brush, and weed control on the ditch slope and buffer of 42 drainage systems; carried. One additional quote was received from DeAngelo Brothers.

M/Berg, S/Borchert, to set a bid letting date for the SAP 008-594-001 Grading & Surfacing Projects on Central Street in Springfield for 2:00 PM on Tuesday 4-28-2020 in Commissioner Room 204 located in the Brown County Courthouse, 14 S. State, New Ulm, MN; carried 5-0.

M/Windschitl, S/Veerkamp, to set a letting date for the SAP 008-613-031 & New Ulm SAP 148-020-004 on CSAH 13 project for 10:00 AM on Wednesday 4-29-2020 in Commissioner Room 204 located in the Brown County Courthouse, 14 S. State, New Ulm, MN; carried 5-0.

M/Simonsen, S/Berg, and passed 5-0, to approve Brown County Resolution 2020-07 supporting the efforts of the Sleepy Eye City Council to maintain and improve the quality of Sleepy Eye Lake.

M/Windschitl, S/Berg, to accept the low bid received in the amount of \$22,600 for the purchase of a 2020 Dodge Ram V-6 1500 Pickup from Mayday Motors, with the use of Feedlot (\$18,000) and Landfill (\$4,600) Funds to pay for the purchase of said vehicle; carried 5-0. Additional bids were received for a 2020 F-150 V-6 Pickup from Chuck Spaeth Ford; 2020 Chevrolet Silverado V-6 Pickup from Weelborg Chevrolet; 2020 Dodge Ram V-8 1500 Pickup from Mayday Motors; 2020 F-150 V-8 Pickup from Chuck Spaeth Ford; 2020 Chevrolet Silverado V-8 Pickup from Weelborg Chevrolet; and a 2020 GMC Sierra V-8 Pickup from Jensen Motors.

M/Windschitl, S/Simonsen, to approve the purchase of one (1) 2019 Renegade 61" EFI Vanguard Engine Mower from Bad Boys in the total amount of \$10,099, for use in the Lake Hanska County Park and was selected due to similarity to the existing 2013 Outlaw mower engine with its ease in regular maintenance and repairs; carried 5-0. Several additional bids were received for a 2020 Rogue 61" 35 HP 1000cc Kawasaki Engine Mower from Bad Boys; 2020 Grasshopper 61" 335B Zero Turn Mower from Miller Sellner, Sleepy Eye; 2020 Grasshopper 61" 337G5 EFI Zero Turn Mower from Miller Sellner; and a 2020 John Deere Z970R ZTrak Mower from Kibble Equipment.

M/Berg, S/Simonsen, to approve the Household Electronic Waste and Household Appliances Recycling Agreement for the period 3-24-2020 through 3-24-2022 with Ron's Recycling to collect e-waste and white goods at the Brown County Landfill; carried 5-0.

M/Simonsen, S/Berg, to approve the request from River View Sanitation to change recycling containers from roll off containers to eight year dumpster containers at the county wide recycling locations; noting that this will not increase current costs; carried.

M/Berg, S/Borchert, to authorize the use of SCORE funds to pay for a voluntary ammunition collection for unwanted or unusable ammunition of Brown County residents; carried.

M/Berg, S/Borchert, and passed 5-0, to approve Brown County Resolution 2020-04 in regards to participation in the Hazard Mitigation Assistance Program.

M/Berg, S/Borchert, to accept and file the Assessor's Office first quarterly report of 2020 noting the Time Adjusted Ratios used to determine values for the 2020 Assessment/Taxes Payable 2021; the Tax Court Update; and Assessor's Office overview for calendar year 2020; carried.

At 10:22 AM, Correspondence C-2 was accepted and filed. Berg reported on One Watershed One Plan meeting, and the MRCI meeting.

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

M/Berg, S/Simonsen, to appoint Andrea Lieser as FT Assistant County Attorney in the County Attorney Dept. at the hourly rate of \$41.18 (Grade XIX, Step 8 plus 10% Market Adjustment) effective 4-8-2020 contingent on the passage of the pre-employment background screens/checks; carried 5-0.

M/Berg, S/Borchert, to ratify the Utilization of Paid Leave during a Public Health Emergency Policy, effective 3-19-202; carried 5-0.

M/Berg, S/Windschitl, to accept and file the January 2020 Budget Report (Cash Basis and Unaudited) which reflects activity at 8.3% of the budget year as follows: expenditures of \$3,089,930.06 or 7.9%, and revenues of \$864,062.54 or 2.2%; and the January 2020 Supplemental Budgets Report noting expenditures of \$244,157.38 or 11.9%, and revenues of \$355,421.60 or 17.0% of annual budgeted activity; carried.

M/Veerkamp, S/Borchert, to accept and file the February 2020 Budget Report (Cash Basis and Unaudited) which reflects activity at 16.7% of the budget year as follows: expenditures of \$5,680,812.74 or 14.6%, and revenues of \$3,939,127.48 or 10.1%; and the February 2020 Supplemental Budgets Report noting expenditures of \$278,464.74 or 13.5%, and revenues of \$397,310.34 or 19.0% of annual budgeted activity; carried.

At 11:26 AM, Correspondence C-1 and C-3 thru C-4 was accepted and filed. Windschitl reported on the Public Health Community Partners meeting; Borchert reported on the MRCI meeting.

At 11:31 AM, Calendars were coordinated for the next two week period.

At 11:37 AM, M/Berg, S/Veerkamp 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 Brown County Law Enforcement Center Training Room, New Ulm, MN. This session was attended by Commissioners Borchert, Berg, Windschitl, Simonsen, and Veerkamp, along with County Administrator Hansen, County Attorney Hanson, Human Services Director Dietz, and HR Director Schaefer. M/Windschitl, S/Berg to offer free Heartland ridership for those on essential services; passed.

M/Simonsen, S/Veerkamp, to approve the accrual of vacation time for employees until year end to exceed the 200 hour limit due to vacation requests denied for those directly impacted by the COVID-19 virus as approved by the department head and human resources; carried.

M/Windschitl, S/Berg, to accept and order file the Emergency FMLA and Emergency Paid Sick Leave divisions of the Families First Coronavirus Response Act report by HR Director Schaefer; carried.

M/Windschitl, S/Simonsen, to approve the locking of all County buildings effective 3-25-20 thru 4-27-20 due to the safety of the public and the employees due to the COVID-19 pandemic; carried.

At 1:35 PM, M/Berg, S/Simonsen to cease the closed session and reconvene the regular meeting; passed.

There being no further business, M/Berg, S/Simonsen, to adjourn the meeting; passed and Chairman Borchert declared the Meeting adjourned at 1:36 PM.

The Official Minutes of the Regular Meeting of 3-24-2020 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)