

## SYNOPSIS OF COUNTY BOARD MEETING

April 28, 2020

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

M/Veerkamp, S/Berg, to accept the Minutes of 04-21-2020 and authorize publication of the Synopsis of same; carried 5-0.

M/Simonsen, S/Veerkamp, to accept and file the report on the Federal CARES Act in regards to funding from MnDOT to reimburse rural transit programs for 100% of operating costs beginning 1-20-2020 during COVID 19; and authorize the extension of suspension of rider fares after 5-1-2020 for Heartland ridership until 6-1-2020 at which time it will be reevaluated; carried 5-0.

M/Berg, S/Veerkamp, to ratify the request for quotes for the Heartland bus garage addition to the Sleepy Eye Highway Dept. building for 10:00 AM on Monday 5-18-2020 in Commissioner Room 204 located in the Brown County Courthouse, 14 S. State, New Ulm, MN; carried 5-0.

M/Windschitl, S/Berg, to approve payment of Human Services administrative claims in the amount of \$7,957.78. In accordance with MS 375.12 the following claims exceed \$2,000: Verizon Wireless \$3,012.83; ten payments less than \$2,000 total \$4,944.95. Final total is \$7,957.78; carried 5-0.

M/Windschitl, S/Veerkamp, to accept and file the following Consent Agenda Items: COVID-19 Update; Explanation of Bills from Vendor Report Last Week; Homelessness Grant; 2019 Cash Assistance and SNAP Performance Report; Conference Reports; 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 5-0.

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

M/Berg, S/Windschitl, and passed 5-0, to approve Brown County Resolution 2020-11 to authorize the Auditor-Treasurer and the County Attorney the authority to sign the escrow and purchase agreement and make application for the conveyance to the City of New Ulm in regards to the sale of tax forfeited mall parcels.

M/Windschitl, S/Berg, to approve the revised Tax Policy Brown County Abatements of Penalty Policy by adding the following two (2) hardships to the policy: 1) Household wage earner was laid off from work due to employer shut down and 2) Business ordered closed by Executive Order; noting that these abatements of penalty are only effective for 60 days after a due date; carried 5-0.

M/Simonsen, S/Berg, to approve four (4) Drainage Repair requests and the payment of said repairs; carried 5-0.

M/Berg, S/Simonsen, to approve the payment of claim in the amount of \$46.16 to Randee Murphy for reimbursement for items purchased by the employee for the Dive Trailer and to request the Personnel Policy Committee to review the language in regards employee reimbursements in Section 10 of the Personnel Policy; carried 5-0.

M/Windschitl, S/Veerkamp, to approve the purchase of one (1) ADC AD-50V Commercial Dryer from MN Chemical Co, St. Paul, MN in the amount of \$6,131.00; carried 5-0. One additional quote was received from BDS Laundry, St. Paul, MN.

M/Simonsen, S/Borchert, to approve the purchase of glass/plexiglas dividers from Nosbush Glass Co. in the total amount of \$11,987.95 for the six (6) public access windows in the Courthouse: Assessor, Recorder (2), Planning and Zoning, and Auditor/Treasurer, Courtroom, one (1) at public health, and seven (7) Plexiglas mounts for the License Bureau with two workstation partitions, and an additional four (4) Plexiglas mounts for other purposes such as voting in the A/T office; noting that costs may be reimbursable up to 75% from FEMA; carried 5-0. No other quotes were received.

M/Berg, S/Borchert, to accept and order filed the report on the update to the COVID-19 virus; carried 5-0.

M/Berg, S/Borchert, to approve and refer to PAC the Chief Deputy County Attorney position description; carried 5-0.

M/Berg, S/Veerkamp, to withdraw approval for appointing John Brummund as FT Correctional Officer; carried 5-0.

M/Veerkamp, S/Borchert, to approve the conditional appointment of Kelly Birkemeyer as FT Correctional Officer contingent upon satisfactory results of a pre-employment background checks/screenings, at the hourly rate of \$20.76; Grade XI, Entry; effective hire date to be determined upon completion and receipt of satisfactory results of the pre-employment background checks/screenings; carried 5-0.

M/Berg, S/Veerkamp, to approve the conditional appointment of Mitchel Tolzman as FT Correctional Officer contingent upon satisfactory results of a pre-employment background checks/screenings, at the hourly rate of \$20.76; Grade XI, Entry; effective hire date to be determined upon completion and receipt of satisfactory results of the pre-employment background checks/screenings; carried 5-0.

M/Simonsen, S/Windschitl, to approve the conditional appointment of Ariel Bruns as FT Correctional Officer contingent upon satisfactory results of a pre-employment background checks/screenings, at the hourly rate of \$20.76; Grade XI, Entry; effective hire date to be determined upon completion and receipt of satisfactory results of the pre-employment background checks/screenings; carried 5-0.

M/Veerkamp, S/Borchert, to approve the appointment of Nicholas Taralson as PT Public Health Nurse (up to 29 hours per week) at the hourly rate of \$27.88, Grade XV, Step 3, with a tentative start date of 5-11-2020 pending results of pre-employment background checks; carried 5-0.

M/Windschitl, S/Berg, to accept and file the 2020 1<sup>st</sup> Quarter (Cash Basis and Unaudited) Budget Report which reflects activity at 25% of the budget year as follows: Expenditures of \$8,347,030.35 or 21.4%, and revenues of \$10,083,841.58 or 25.8%; and the 2020 1<sup>st</sup> Quarter Supplemental Budgets Report noting expenditures of \$442,799.73 or 21.5%, and revenues of \$468,926.09 or 22.5% of budgeted activity; carried 5-0.

At 11:32 AM, Correspondence C-1 through C-3 was accepted and filed. C-3. Commissioner Veerkamp reported on the Ag Society meeting and the Community Partners Public Health meeting.

At 11:37 AM, Calendars were coordinated for the next two week period.

There being no further business, M/Veerkamp, S/Berg, to adjourn the meeting; passed and Chairman Borchert declared the Meeting adjourned at 11:43 AM.

The Official Minutes of the Regular Meeting of 4-28-2020 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: [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)