

SYNOPSIS OF COUNTY BOARD MEETING
October 6, 2020

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

M/Berg, S/Simonsen, to accept the Minutes of 09-22-2020 and authorize publication of the Synopsis of same; carried.

M/Windschitl, S/Veerkamp, to authorize payment of General Govt. claims in the amount of \$341,526.95 as follows: Revenue \$249,331.11; Public Health Fund \$7,687.96; Road and Bridge \$39,367.65; Human Services \$56.90; Park Fund \$2,609.91; Ditch Fund \$2,839.75; Capital Improvement Fund \$8.06; Landfill Fund \$38,699.75; SCORE Fund \$178.50; Forfeited Tax Fund \$747.36. In accordance with MS 375.12, the following claims exceeding \$2,000 are included in the Fund totals above: Brown Co Ag Society \$14,250.00; Brown Co Historical Society \$46,856.00; Brown Co Humane Society \$4,037.50; Brown Co Library Board \$41,750.00; Brown Co Soil & Water Cons Dist \$50,300.00; Emergency Medical Products \$8,754.38; Erickson Engineering Co, LLC \$7,782.00; GEI Consultants Inc \$3,925.50; Govt. Forms and Supplies \$2,670.04; Green Mill-NUCC \$2,863.44; Grochow/Matthew Elroy \$2,193.75; Houston Engineering Inc \$4,000.00; Mathiowetz Enterprises Inc \$22,027.50; Mn Dept Of Ag \$3,768.00; Mn Dept of Transportation \$4,719.83; Mn Valley Action Council \$3,317.00; New Ulm Medical Center \$2,697.24; New Ulm /City Of \$6,475.00; Premier Biotech Labs LLC \$2,206.76; River Bend-Kemske Business Products \$2,675.39; Ron's Recycling \$6,271.75; Sanofi Pasteur Inc \$6,613.13; Seachange \$4,887.50; Shi International Corp \$2,308.00; Summit Food Service LLC \$5,531.33; University Of Minnesota \$20,082.21; Valley Asphalt Products Inc \$36,806.00. 102 Payments Less Than \$2,000.00 \$21,757.70; Final Total \$341,526.95; carried.

M/Simonsen, S/Berg, to approve three (3) Drainage Repair requests and the payment of said repairs; carried.

M/Windschitl, S/Berg, to approve the revised Ten-Year Road and Bridge Construction Program 2020-2029 for the Brown County Highway Dept.; carried.

M/Berg, S/Veerkamp, and carried 5-0, to approve Resolution 2020-28 for Advance Encumbrance of Regular/Municipal Construction Funds in an amount up to \$2,000,000 as may be needed to implement County State Aid Projects in 2021.

M/Veerkamp, S/Simonsen, and carried 5-0, to adopt Resolution 2020-29 approving final payment for SAP 008-610-031 Bridge Replacement and Approach work on CSAH 10 over JD5.

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

At 9:33 AM, Correspondence C-3 was accepted and filed. Berg reported on the Solid Waste Advisory Committee meeting.

M/Simonsen, S/Berg, to approve the proposal dated 9-8-2020 from GEI Consultants, Inc. in the estimated amount not to exceed \$19,000 to prepare and submittal of an Air Quality Permit Application and Conceptual Landfill Design for the Brown County Sanitary Landfill; carried.

At 9:50 AM, Correspondence C-4 was accepted and filed. Simonsen reported on the Solid Waste Advisory Committee meeting, Detox meeting, and IMMTRACK meeting.

M/Simonsen, S/Borchert, to explore the opportunity to construct a recycling storage facility at the Brown County Landfill North of the existing tree line; noting that funding from the SCORE fund would be utilized for said construction; carried.

M/Simonsen, S/Borchert, to approve the I.T. On-Call Policy effective 11-1-2020 and include in the I.T. dept. budget on-call pay of \$60 per holiday (\$30 per half-day holiday) and \$55 per day per weekend (maximum of \$110 for entire weekend) with paid work time according to policy; carried.

M/Berg, S/Veerkamp, to approve the appointment of Sharylyn Pioske as FT License Bureau Technician at the hourly rate of \$19.28, Grade X, Entry, with a start date of 10-7-2020 with continued employment contingent on satisfactory results of the background check required by State of Minnesota; carried.

M/Simonsen, S/Borchert, to approve the correction to FT Dispatcher Heidi Schmuck's hourly wage presented to the Board at the 9-15-2020 meeting from \$20.76/hour (Grade XI, Entry) to \$21.21/hour (Grade XI, Step 1); carried.

M/Veerkamp, S/Berg, to acknowledge Matthew Uecker's request to withdraw from consideration for the FT Correctional Officer position, and authorize to post for the vacant FT Correctional Officer position according to policy and contract; carried.

M/Berg, S/Veerkamp, to accept the resignation of Kjersti Bastian, FT Dispatcher in the Sheriff's Office effective 10-14-2020; and authorize posting the vacancy for three (3) FT Dispatchers according to policy and union contract; carried.

M/Berg, S/Windschitl, and carried 5-0, to adopt Resolution 2020-30 in regards to the Brown County Telework Policy and Procedure.

M/Windschitl, S/Simonsen, to withdraw the approval for appointing Ulysses Ceron as FT Correctional Officer; carried.

M/Berg, S/Borchert, to approve the appointment of Kjersti Bastian as an IPT Dispatcher at \$22.13/hour (Grade XI, Step 3) effective 10-15-2020; carried.

M/Windschitl, S/Simonsen, to authorize to hire an IPT Public Health Nurse or Account technician to assist with COVID-19 related case investigation and contact tracing duties and other COVID-19 response activities as they arise; carried.

M/Simonsen, S/Veerkamp, to approve the appointment of Abigail Schwab as FT Human Services Child Care Specialist at the hourly rate of \$20.76, Grade XI, Entry Level, with an anticipated start date of 10-21-2020 contingent on satisfactory results of the background checks; carried.

M/Veerkamp, S/Simonsen, to approve the appointment of Lori Sanwick as PT (up to 25 hours/week) Probation Work Crew Leader effective 10-19-2020 at the hourly wage of \$21.21 (Grade 11, Step 1) contingent on satisfactory results of the background check/physical exam; carried.

M/Windschitl, S/Berg, to accept the bid from Consolidated Correctional Foodservice (CCF) for Brown County Jail Food Service; carried. One other bid was received from A'viands.

M/Berg, S/Windschitl, to accept and order filed the 2019 Financial Audit Exit Meeting presented by Clifton Larson Allen; carried.

M/Windschitl, S/Berg, to approve the purchase of a Canon ImageRunner Advance C5740i Copier/Scanner/Printer in the state contract amount of \$4,491.52 from Riverbend Business Products for use in the Brown County License Bureau Dept.; carried. One other bid was received for a Ricoh IM C3000/C3500 Copier from Metro Sales.

At 11:47 AM, Correspondence C-1 through C-2 and C-5 through C-7 were accepted and filed. Windschitl reported on the Safety Committee, the South Country Health Alliance meeting, and Enterprise North meeting; Veerkamp reported on the JD 24 meeting, Rural Energy meeting and the RCRCA meeting; Borchert reported on the SC EMS meeting and the MRCI meeting.

At 12:27 PM, Calendars were coordinated for the next two week period.

There being no further business, M/Simonsen, S/Veerkamp, to adjourn the meeting; passed and Chairman Borchert declared the Meeting adjourned at 12:30 PM.

The Official Minutes of the Regular Meeting of 10-06-2020 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 Home Page Address: www.co.brown.mn.us