

SYNOPSIS OF COUNTY BOARD MEETING December 22, 2020

Members present: Borchert, Berg, Windschitl, Simonsen and Veerkamp, along with Lay Board Members Kuster and Gieseke (both via Zoom), County Administrator Hansen, Human Services Director Dietz, and County Attorney Hanson (via Zoom).

M/Berg, S/Veerkamp, to accept the Minutes of 12-15-2020 and authorize publication of the Synopsis of same; carried.

M/Windschitl, S/Borchert, to approve the Agreements for the Mental Health Client Assistance Program with Sioux Trails Mental Health Center, Eunoia Family Resource Center, Hoffmann Counseling Services of New Ulm, and Prairie Family Counseling as providers for the Mental Health Client Assistance Program effective 1-1-2021 through 12-31-22; carried.

M/Berg, S/Simonsen, to approve the Purchase-of-Service Agreement with South Central Community Based Initiative, Mankato, MN, (SCCBI) for the period of 1-1-2021 to 12-31-2021 with respect to mental health services in accordance with the SCCBI Joint Powers Agreement; passed.

M/Veerkamp, S/Berg, to approve the Memorandum of Understanding Between Melissa Fluegge, Parent Support Group Facilitator and Brown County Human Services in the amount not to exceed \$6,000 for the period 1-1-2021 through 12-31-2021 for additional child protection services for families affected by addiction; carried.

M/Simonsen, S/Windschitl, to approve the Purchase of Service Agreement for Extended Employment Services, Community Based Only, for eligible clients with MRCI-New Ulm in the amount of \$206.67/mo per client for Extended Employment Program for the period 1-1-2021 to 12-31-2021; carried.

M/Simonsen, S/Berg, to approve the Guardian and Conservator Purchase of Service Agreement with Lutheran Social Service of MN for the period of 1-1-2021 through 12-31-2021 at the rate of \$320 per eligible recipient per month; carried.

M/Simonsen, S/Berg, to approve the Guardian and Conservator Purchase of Service Agreement with Ethical Solutions, LLC for the period of 1-1-2021 through 12-31-2021 at the rate of \$47/hr with a discounted rate of \$25 per drive time for distances over 30 miles one way from the business location in Mankato; carried.

M/Windschitl, S/Simonsen, to approve eighty-six (86) Human Services write-offs in the total amount of \$32,858.74 for calendar year 2020; carried.

M/Berg, S/Veerkamp, to approve the payment of Human Services administrative claims in the amount of \$20,340.81. In accordance with MS 375.12 the following claims exceed \$2,000: \$2,076.91; Verizon Wireless \$3,323.30; Thirty payments less than \$2,000 total \$14,940.60. Final total is \$20,340.81; carried.

M/Simonsen, S/Windschitl, to accept and file the following Consent Agenda Items: Out of Home Placement Budget; Rental of Community Center in Springfield; CHS Budget Outlook and Bill at Anoka Metro Regional Treatment Center; carried.

Lay Board Members Judy Kuster and DeeAnn Gieseke were excused.

M/Berg, S/Simonsen, to convene into closed session to consider Social Service Payments; carried 5-0.

M/Berg, S/Windschitl, to authorize the payment of Social Services payments in the amount of \$29,598.16; carried. In accordance with MS 375.12 the following claims exceed \$2,000: DHS-MAPS: \$2,364.00; MN Valley Action Council \$25,194.85; 5 payments less than \$2,000 total \$2,039.31; Final Total \$29,598.16.

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

M/Simonsen, S/Berg, to approve the purchase of seven (7) mechanical window blinds from New Ulm Furniture in the amount of \$4,706.50 for use in the Sheriff Dispatch office; carried. An additional quote was received from Puhlmann Lumber.

M/Simonsen, S/Veerkamp, to approve the proposal from Rinke Noonan Law Firm dated 12-1-2020 for providing legal services to the Brown County Drainage Authority in 2021; and authorize the Board Chairman and County Attorney to sign said agreement; carried.

M/Simonsen, S/Windschitl, authorizing the Auditor-Treasurer to make a loan transfer from the Revenue Fund to CD#58 in the amount of \$20,000 to cover a deficit that remains after the 2021 assessment billings; noting that interest would be billed at 4%; carried.

M/Berg, S/Veerkamp, to approve forty (40) drainage ditch repair requests and the payment of said repairs; carried 4-0-1, with Simonsen abstaining.

M/Veerkamp, S/Borchert, to accept the anonymous donation of two (2) \$50 and one (1) \$100 Visa gift cards; noting that they will be used by the Probation Dept. for individuals in need; carried.

M/Windschitl, S/Veerkamp, to accept the low bid from General Office Products in the amount of \$13,576.64 for the purchase of office furniture for the Probation Dept. offices, with the purchase to replace existing office furniture to be taken out of service, deemed surplus and declared as excess property for disposal; carried 5-0. One other quote was received from Riverbend.

M/Simonsen, S/Berg, to approve the Agreement for Services between Brown County and Brown Soil & Water Conservation District for the period 1-1-2021 through 12-31-2021 for Wetland Conservation Act Technical Evaluation Panel Assistance; carried.

M/Windschitl, S/Berg, to approve UHL, Maple Grove, MN as vendor for installing a video and door security system in the Law Enforcement Center and accept the 2020 quote of \$152,650 for the purchase and installation of a video and door security system, plus and an amount of \$12,000 for switches; noting that costs for video and door security system will be shared by the Brown County Sheriff Office in the amount of \$134,409.62 and New Ulm Police Dept. in the amount of \$30,240.38; carried 4-0-1, with Borchert abstaining. Additional quotes were received from Stanley Security and Electro Watchmen.

Correspondence C-3 through C-4 was accepted and filed. Berg reported on a salary meeting, and PAC meeting; Simonsen reported on a SWCD meeting, Ditch meeting, and PAC meeting.

M/Simonsen, S/Berg, to approve to change the Part-Time 0.75 FTE Emergency Manager position in the Planning and Zoning Dept., currently held by Shawn Stoermann, to a 1.0 FTE position effective 1-01-2021; carried.

M/Berg, S/Veerkamp, to approve extending to 6-30-2021 the allowance of the accrual of vacation time to exceed the 200 hour limit due to vacation requests denied for the employees whose position's duties and dept. staffing needs are directly impacted due to the COVID-19 virus as approved by the Dept. Head and Human Resources Director; carried.

M/Simonsen, S/Berg, to approve the PAC assigned 285 points, to be effective 1-2-2020, for the Probation Dept. Office Supervisor Position Description presented through the Rotational Review process; passed.

M/Windschitl, S/Borchert, to appoint Kristy Denn as a PT Heartland Express Bus Driver (Up to 29 hours per week) at the 2021 hourly rate of \$19.16, Grade IX, Step 2, with an anticipated start date of 1-13-2021 pending completion and receipt of satisfactory results of the pre-employment background checks; passed.

Correspondence C-5 was accepted and filed. Windschitl reported on the Safety committee, BCHS meeting, and COVID webinar.

M/Simonsen, S/Berg, to approve the exiting from the MN Merit System and authorize HR Director Schaefer to send a letter of intent to leave the MN Merit Personnel System to the MN Dept. of Human Services to start the process to be released from MN Merit; carried 5-0.

M/Veerkamp, S/Windschitl, to approve the Proposal 2021–2023 Brown County Legal Printing by the Brown County Editorial Association which designates the Brown County legal newspaper to be the Springfield Advance-Press for 2021, the Hanska Herald for 2022, and the Comfrey Times for 2023; and reflects legal rate publication costs of \$6.30 per column inch (9 column page or 193.5") for 2021, \$6.45 for 2022, and \$6.60 for 2023 for the county-wide printing of the Commissioners Proceedings and other county legal advertisement that runs in all five newspapers; passed.

M/Berg, S/Simonsen, and passed unanimously to approve the 2021 Committee Memberships.

M/Berg, S/Borchert, to approve the salary of \$26,705 for County Commissioners for 2021; to approve \$1,500 additional salary in 2021 for the Brown County Board Chair and \$500 for the Vice Chair; and to approve the per diem for County Commissioners at \$75 in 2021; carried 5-0.

M/Berg, S/Borchert, to approve a salary in the amount of \$125,660 effective 1-1-2021 for the Brown County Highway Engineer, with respect to the responsibilities and duties of the Highway Engineer and Engineer Steven's experience, qualifications, and performance; carried 5-0.

M/Berg, S/Borchert, to approve a salary in the amount of \$115,566 effective 1-1-2021 for the Brown County Human Services Director, with respect to the responsibilities and duties of the Human Services Director and Human Services Director Dietz's experience, qualifications, and performance; carried 5-0.

M/Berg, S/Borchert, to approve a salary in the amount of \$119,353 effective 1-1-2021 for the Brown County Probation Director, with respect to the responsibilities and duties of the Probation Director and Probation Director Schultz's experience, qualifications, and performance; carried 5-0.

M/Berg, S/Borchert, to approve the 2021 Brown County Sheriff salary of \$111,265, pursuant to MN Statutes 387.20 and with respect to the responsibilities and duties of the Sheriff's Office and Sheriff Seidl's experience and qualifications; carried 5-0.

M/Berg, S/Borchert, to approve the 2021 Brown County Recorder salary of \$84,305, pursuant to MN Statutes 386.015 and with respect to responsibilities and duties of the County Recorder's Office and Recorder Kamolz's experience, qualifications, and performance; carried 5-0.

M/Berg, S/Borchert, to approve the 2021 Brown County Auditor/Treasurer salary of \$103,000, pursuant to MN Statutes 384.151 & 385.373 and with respect to the responsibilities and duties of the Auditor/Treasurer's Office and A/T Prochniak's experience, qualifications, and performance; carried 5-0.

M/Berg, S/Borchert, to approve the 2021 Brown County Attorney salary of \$124,320, pursuant to MN Statutes 388.18 and with respect to the responsibilities and duties of the County Attorney's Office and County Attorney Hanson's experience, qualifications, and performance; carried 5-0.

M/Berg, S/Borchert, to approve a salary in the amount of \$126,316 effective 1-1-2021 for the Brown County Administrator, pursuant to MN Statutes 375A.06 and the Employment Agreement dated 4-23-2019, with respect to the responsibilities and duties of the County Administrator and Administrator Hansen's experience, qualifications, and performance; carried 5-0.

Correspondence C-1 through C-2 and C-6 through C-7 was accepted and filed. Veerkamp reported on the Ditch meeting; Borchert reported on the salary meeting.

Calendars were coordinated for the next two week period.

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

The Official Minutes of the Regular Meeting of 12-22-2020 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 Home Page Address: www.co.brown.mn.us