

SYNOPSIS OF COUNTY BOARD MEETING

September 21, 2021

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

M/Borchert, S/Simonsen, to accept the Minutes of 09-07-2021 and authorize publication of the Synopsis of same; carried.

M/Veerkamp, S/Windschitl, to convene into closed session to consider Labor Strategy Planning; carried.

Chairman Berg convened a Closed Session pursuant to M.S. 13D.03 for Labor Strategy Planning. This session was attended by Commissioners Borchert, Berg, Windschitl, Simonsen, and Veerkamp, along with County Administrator Hansen, Sheriff Seidl, HR Director Schaefer and Labor Attorney Hansen (via Zoom). The Closed Session ended at 10:28 AM.

M/Windschitl, S/Simonsen, to cease the closed session for Labor Strategy Planning and convene the open session; carried.

M/Veerkamp, S/Simonsen, to add the following item to the agenda: 24c. Withdrawal of FT Dispatcher Appointment.

M/Simonsen, S/Veerkamp, to approve Conditional Use Permit Application APP-C-0139 by Travis Richert on property owned by Gary Richert described as the E ½ of the NE ¼, Section 18, Township 108 North, Range 34 West, Bashaw Township, Brown County, MN. Application is to renew an existing Conditional Use Permit to continue to allow the use of a 855 AU hog wean to finish operation, all located in the Agricultural Protection Zoning District, with nine (9) conditions; carried 5-0.

M/Veerkamp, S/Windschitl, to approve Final Plat Application APP-P-0086 by Cecilia Zwaschka on the property owned by Cecilia Zwaschka known as Zwaschka 2nd Subdivision (6.38 Acres) on the property described as the SW ¼ of the SW ¼, Section 25, Township 108 North, Range 33 West, all in Mulligan Township, Brown County, MN. Application is to split the building site from the tillable, all located in the Agricultural Protection Zoning District; carried 5-0.

M/Simonsen, S/Berg, to approve Final Plat Application APP-P-0087 by Stephen & Kathy Bloom on the property owned by Stephen & Kathy Bloom known as Shady Lane Subdivision (4.29 Acres) on the property described as the NW ¼, balance of the W ½ of the NE ¼ and the NE ¼ of the NW ¼ of Lots Y & Z of the SE ¼ of the NE ¼, Section 16 & 17 Township 108 North, Range 34 West, all in Burnstown Township, Brown County, MN. Application is to split the building site from the tillable, all located in the Agricultural Protection Zoning District; carried 5-0.

M/Windschitl, S/Veerkamp, to approve Final Plat Application APP-P-0088 by Paul Hoffmann on the property owned by Paul B Hoffmann known as Hoffmann 10th Subdivision (4.48 Acres) on the property described as N ½ of the NW ¼ except 11.5 acre tract in the NW ¼ of the NW ¼; balance of the NW ¼ of the NE ¼, Section 21, Township 109 North, Range 30 West, all in Cottonwood Township, Brown County, MN. Application is to split the building site from the tillable land, all located in the Agricultural Protection Zoning District; carried 5-0.

M/Borchert, S/Berg, to approve Preliminary Plat Application APP-P-0089 by Peter Hoffmann on the property owned by David & Anita Hoffmann known as Hoffmann 11th Subdivision (2.50 Acres) on the property described as the S ½ of the NE ¼ of the SE ¼, Section 8, Township 109 North, Range 31 West, all in Sigel Township, Brown County, MN. Application is to split off from tillable for new building site, all located in the Agricultural Protection Zoning District; carried 5-0.

M/Veerkamp, S/Simonsen, to approve Preliminary Plat Application APP-P-0090 by Mindy Schwezler on the property owned by Lloyd H Frederickson known as Frederickson 4th Subdivision (4.70 Acres) on the property described as part of the E ½ of Section 31 commencing at the SW corner of the NE ¼, Section 31, Township 108 North, Range 31 West, all in Lake Hanska, Brown County, MN. Application is to redefine parcel lines of the building site and to move south parcel line to not run through an existing building, all located in the Agricultural Protection Zoning District; carried 5-0.

M/Windschitl, S/Borchert, to accept and order filed the August 2021 Monthly Report of Activity for the Brown County Sheriff's Dept.; carried.

M/Borchert, S/Berg, to accept the quote dated 8-5-2021 in the amount of \$22,300.00 (including a 20 year manufacturer warranty) from Gag Sheet Metal to replace the Mezzanine flat roof at the Brown County Historical Society; noting that Brown County funding for said project will be \$12,300 with an additional amount for the replacement of decking to be determined; carried 5-0. One additional quote was received from Laraway Roofing.

M/Windschitl, S/Veerkamp, to accept the quote dated 9-3-2021 in the amount of \$116,280.00 from Trane, St. Paul, MN to upgrade the Law Enforcement Center HVAC Tracer Ensemble Controls including Tracer Ensemble Local Server Installation, BCU Panel Upgrade, PCM Panel Upgrade, and TCM Panel Upgrade with acceptance of quote being contingent upon LEC Joint Powers Committee approval of said project. It

should be noted that funding for this project will consist of \$23,256 paid by Brown County Reserves; \$22,130 paid by NUPD; and \$70,894 paid by Sheriff Capital Improvement fund; carried 4-0-1, with Borchert abstaining. It is also noted that the system is proprietary so no other quotes were available.

M/Borchert, S/Berg, to authorize payment of General Government claims in the amount of \$462,207.58 as follows: Revenue \$163,050.62; Public Health \$3,319.34; Road and Bridge \$89,443.95; Human Services \$137.47; Park \$1,314.04; Ditch \$4,492.81; Capital Improvement Fund \$2,506.04; Landfill \$176,407.47; SCORE Fund \$21,535.84. In accordance with MS 375.12, the following claims exceeding \$2,000 are included in the Fund totals above: AAA Striping Service CO \$73,555.80; Alpha Wireless Communications \$2,589.65; Blethen Berens \$2,706.19; Braun Intertec Corp \$3,747.45; Cashwise Pharmacy \$4,841.28; Clean Air & Water Systems, LLC \$112,200.00; I & S Group Inc \$3,159.75; Jmd Manufacturing Inc \$2,222.50; Klassen Mechanical Inc \$2,506.04; L & S Construction Corp \$5,997.85; Liberty Tire Recycling LLC \$3,810.81; MN Elevator Inc \$2,076.71; MN Sheriffs Association \$2,104.00; Netmotion Wireless \$4,307.45; New Ulm/City Of \$8,400.00; North Country GM \$115,844.64; North Star Scale Inc. \$41,944.00; Puhlmann Lumber \$17,429.68; Ron's Recycling \$5,507.50; Scott Kral Construction LLC \$8,350.00; 108 payments less than \$2,000 \$38,906.28; Final total \$462,207.58; carried.

M/Windschitl, S/Berg, to approve the annual subscription to Virtual Surveyor in the amount of \$2,100.00 and quote in the amount of \$4,375.00 from IMAGINiT Civil 3D Jumpstart software for updating highway surveying/road design software; carried.

M/Veerkamp, S/Borchert, to accept the material quotes received from Sioux Rock Quarry for sites #3-\$31.05/ton, #5-\$26.27/ton, and #6-\$31.05/ton for an estimated 3,340 tons of seal coat aggregate; and New Ulm Quartzite Quarries for sites #1-\$29.55/ton, #2-\$26.36/ton, and #4-\$31.14/ton for an estimated 4,060 tons of seal coat aggregate for 2022, all of which will be used to seal coat approximately forty-seven (47) miles of county highway as part of normal maintenance; and with the acceptance of the quotes based on the material costs as quoted and including the estimated hauling cost per ton by Brown County Highway Dept.; carried.

M/Windschitl, S/Simonsen, to approve the Consent to Improvements between Brown County and Xcel Energy (Northern States Power Company) for the installation of retaining walls by two power poles located in the easement as needed for the CSAH 13 (Boundary Street) Project; carried.

M/Simonsen, S/Veerkamp, to approve the transfer in the amount of \$4,000 from the County Septic Loan Program to the County Well-Sealing Cost-Share Program; carried.

M/Borchert, S/Simonsen, to appoint Commissioner Berg, Commissioner Veerkamp, County Administrator Hansen, BCHS Director Backer (or an alternate representative of the BCHS), along with Park Commission members Melzer and Guggisberg to serve as an Ad Hoc Committee to study the Lake Hanska Log Cabin use, viability, and present their findings at a future County Board meeting; carried.

M/Borchert, S/Berg, to approve the quote in the amount of \$4,080.33 from Schultz Plumbing, Heating & Drain Cleaning, Inc., New Ulm, MN to replace the shower faucets/lavatory faucets with controlled-timed faucets and toilet flushometers at the Lake Hanska County Park Shower House as recommended by the Park Commission. No other quotes were received; carried.

M/Borchert, S/Berg, to approve the MN DNR Cottonwood River, County Road 11 Carry In Public Water Access Cooperative Agreement Between the State of MN and Brown County for the reconstruction of the Carry In Access to the Cottonwood River at Brown County Road 11; noting estimated costs for said project by Brown County include Ballast Rock (\$300), Steel Anchor Posts (\$400) and labor costs for one staff person plus Sentence to Service Crew; carried.

M/Simonsen, S/Windschitl, to approve the appointment of Tori Hagberg as FT Public Health Nurse at the hourly rate of \$30.47, Grade XVI, Step 4, with an anticipated start date of 10-18-2021 contingent on the passage of the background checks/screens; carried.

M/Veerkamp, S/Simonsen, to accept the resignation of Anne Schuelke as FT Child Protection Social Worker in the Human Services Dept. effective 10-1-2021, and ratify the conditional appointment of Kari Kelso, candidate from the eligible list of applicants, as FT Social Worker – Child Protection contingent upon satisfactory results of a pre-employment background checks/screenings, at the Master's level social worker position hourly rate of \$29.82, Grade XVI, Step 3, with an anticipated start date yet to be determined; carried.

M/Simonsen, S/Berg, to approve the conditional appointment of Alexandra Welsh as FT Social Worker – Child Protection contingent upon satisfactory results of a pre-employment background checks/screenings, at the Bachelor's level social worker position hourly rate of \$29.05, Grade XV, Step 4, with an anticipated start date of 10-5-2021; carried.

M/Borchert, S/Simonsen, to accept the resignation of Courtney Jones-Domeier, FT Public Health Nurse/RN (School Nurse), effective 10-1-2021 and authorize to post for a vacant FT Public Health Nurse position according to policy; carried.

M/Veerkamp, S/Berg, to approve the conditional appointment of Amy Kral as FT Assistant Auditor-Treasurer, contingent upon satisfactory results of a pre-employment background checks/screenings at the hourly rate of \$28.44, Grade XV, Step 3, with an anticipated start date of 10-8-2021; carried.

M/Simonsen, S/Veerkamp, to withdraw the approval for the conditional appointment of Melissa Wall as FT Dispatcher in the Sheriff's Office; carried.

M/Borchert, S/Windschitl, to approve the appointment of Kelly Birkemeyer to serve the remaining term of Julie Hellendrung on the Labor/Management Safety Committee as a LELS Collective Bargaining Unit Representative effective 9-21-21 through 12-31-2022; carried.

County Administrator Sam Hansen presented the proposed 2022 Brown County budget, reporting that adjusted total draft 2022 budgeted expenditures in the amount of \$43,274,586 reflect an increase of 3.35% from the 2021 county budget of \$41,872,390. After considerable discussion, M/Windschitl, S/Berg, to establish the 2022 proposed property tax levy for certification to the County Auditor/Treasurer in the amount of \$14,848,728 which represents an increase of 5.81% over the total 2021 certified levy and is based upon a draft 2022 county budget of \$43,274,58; carried 5-0. It was further noted that the final 2022 budget and levy will be adopted by the County Board in December.

M/Simonsen, S/Borchert, to schedule the public meeting on the proposed 2022 county budget and levy for 6:00 PM on Tuesday 12-14-2021 in the District Courtroom located on the 3rd floor of the Brown County Courthouse and to revise the start time of the 12-14-2021 regular County Board meeting to 4:30 PM; carried.

M/Windschitl, S/Berg, to approve the request to accept the transfer of a house (real estate) as part of a medical assistance estate recovery; and approve obtaining an estate attorney to assist with the real estate transaction; carried.

M/Borchert, S/Simonsen, to approve payment of Human Services administrative claims in the amount of \$166,653.15. In accordance with MS 375.12 the following claims exceed \$2,000: Brown Co Public Health Nursing \$6,000.00; Confidential Client \$2,397.30; Confidential Client \$2,812.38; Elan Financial Services \$2,038.42; Greater Mn Family Services \$6,816.76; MN Human Services \$56,756.69; MN Valley Funeral Home \$14,522.75; New Ulm Tire \$3,447.02; Pro Kinship for Kids \$3,250.00; Superior Mobility \$5,706.20; Verizon Wireless \$3,066.21; One hundred eighty-six payments less than \$2,000 total \$59,839.42; Final total is \$166,653.15; carried.

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

M/Simonsen, S/Veerkamp, to authorize the payment of Social Services payments in the amount of \$187,580.06; carried. In accordance with MS 375.12 the following claims exceed \$2,000: Brown Co Evaluation Ctr \$4,546.99; Dept of Human Services CCDTF \$27,709.17; DHS-Anoka Metro RTC \$4,746.40; DHS-MNSOP \$4,264.05; DHS-St Peter RTC-472 \$2,568.00; Forensic Nursing Home-492 \$2,430.40; Gerard Nexus Inc \$3,437.22; Confidential Client \$3,219.66; Confidential Client \$2,368.50; Confidential Client \$2,353.52; Kretsch/Alissa & Steven \$3,231.61; LDR Home Care LLC \$6,525.76; Leo A Hoffmann Center Inc \$3,835.00; MBW Company SILS Program \$3,206.94; Midwest Monitoring & Surveillance \$3,212.00; MN Valley Action Council \$15,988.76; MRCI Inc \$3,720.06; Perala/Samantha \$2,053.78; Pierson/Alexandria & Matthew \$3,106.32; Prairie Lakes Youth Programs \$35,733.70; Ries/Deana \$3,127.41; Russell Consulting Specialists LLC \$2,062.50; Sioux Trails Mental Health Ctr \$2,769.24; Spurgin/Gerane \$5,223.95; Village Ranch Inc. \$11,137.32; 38 payments less than \$2,000 total \$25,001.80; Final Total \$187,580.06.

Correspondence C-1 thru C-9 were accepted and filed. Veerkamp reported on the Park Board meeting; Windschitl reported on the BCHS meeting, and the Wellness/Insurance meeting; Simonsen reported on the Building committee meeting, SWCD meeting, and SWAC meeting; Borchert reported on the RAC meeting, Detox meeting, JP Career Force meeting, and the MVAC Development meeting; Berg reported on the Building committee meeting, SWAC meeting, GBERBA meeting, and P & Z meeting.

Calendars were coordinated for the next two week period.

There being no further business, Chairman Berg declared the Meeting adjourned at 1:08 PM. The Official Minutes of the Regular Meeting of 9-21-2021 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