

SYNOPSIS OF COUNTY BOARD MEETING

October 5, 2021

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

M/Borchert, S/Windschitl, to accept the Minutes of 09-28-2021 and authorize publication of the Synopsis of same; carried.

M/Veerkamp, S/Simonsen, to authorize payment of General Government claims in the amount of \$330,359.76 as follows: Revenue \$261,461.76; Public Health \$8,766.55; Road & Bridge Fund \$5,846.19; Human Services \$2,781.10; Building Fund \$827.39; Park \$2,779.83; Ditch Fund \$290.36; Capital improvement Fund \$11,180.80; Landfill Fund \$31,193.22; SCORE \$5,232.56. In accordance with MS 375.12, the following claims exceeding \$2,000 are included in the Fund totals above: Brown County Agricultural Society \$14,250.00; Brown County Historical Society \$48,918.50; Brown County Humane Society \$4,037.50; Brown County Library Board \$41,750.00; Brown County Soil & Water Conservation District \$50,300.00; Barbara Carson \$2,536.90; Consolidated Correctional Foodservice \$10,009.68; Erickson Engineering Co. LLC \$3,886.00; Full Service Electric Inc. \$2,874.00; GEI Consultants Inc. \$6,979.62; Liberty Tire Recycling LLC \$5,232.56; Mathiowetz Enterprises Inc. \$12,540.00; MN Dept. of Corrections STS \$75,074.94; MN Valley Action Council \$3,317.00; River Bend-Kemske Business Products \$2,313.99; River Valley Forensic Services PA \$2,000.00; Sanofi Pasteur Inc. \$7,401.07; Uhl Company Inc. \$11,489.05; Watchguard Inc. \$2,940.00. 60 payments less than \$2,000 \$22,508.95; Final total \$330,359.76; carried.

M/Simonsen, S/Veerkamp, to accept and file the Highway Department Monthly Update for Construction Projects and Maintenance Projects; carried

M/Borchert, S/Berg, to approve the 2021 Purchase of Service Agreement with Counseling Services of Southern MN at a rate of \$150 per hour for Clinical Supervision of three (3) Children's Mental Health Case Managers and five (5) Adult Mental Health Case Managers for the period 10-1-2021 through 12-31-2021, provided that the insurance limits of said agreement are in accordance with MS 466.04; carried.

M/Simonsen, S/Veerkamp, to accept the resignation of Maria Schlieman, PT Deputy Recorder, effective 10-13-2021, and authorize to delay posting the vacancy for a Deputy Recorder until a determination can be made regarding the staffing needs of the department; carried.

M/Borchert, S/Simonsen, to approve extending to 3-31-2022 the allowance of the accrual of vacation time to exceed the 200 hour limit for the Public Health staff due to vacation requests denied for these employees because their position's duties and the department staffing needs are continually being directly impacted due to the COVID-19 virus as approved by the Department Head and Human Resources Director; carried.

M/Veerkamp, S/Windschitl, to approve extending to 4-8-2022 the allowance of the accrual of vacation time to exceed the 200 hour limit for A/T Kelly Hotovec due to the inability for her to use accrued vacation time over the past year because of her oversight duties of the License Bureau and her transition to the Auditor/Treasurer position; carried.

M/Borchert, S/Berg, to approve the employment termination of Lori Bode, Engineering Instrument Technician – Highway Dept., effective 9-29-2021, and authorize posting the vacancy according to policy; carried.

M/Veerkamp, S/Simonsen, to appoint Dale Hansen as Temporary IPT Heartland Express Bus Driver at the hourly rate of \$18.35, Grade IX, Step Entry, to be scheduled for the unfilled routes up to 12-31-2021, due to an employee's leave of absence, with an effective hire date to be determined upon completion and receipt of satisfactory results of the pre-employment background checks/screenings; carried.

M/Borchert, S/Windschitl, to accept the resignation of Andrea Lieser, FT Assistant County Attorney, effective 10-29-2021, and ratify the posting for the vacant FT Assistant County Attorney position according to policy; carried.

M/Simonsen, S/Berg, to approve the conditional FT Human Services Case Aide position offer to Callie Fore at the hourly wage of \$22.57 (Grade XI, Step 3) with an anticipated start date 10-25-2021 contingent on satisfactory results of the pre-employment screenings; carried.

M/Windschitl, S/Veerkamp, and passed 5-0 to approve Brown County Resolution 2021-22 in regards authorizing the County Attorney to sign Grant Agreement No. A-CVS-2022-BROWNCAO-013 with the MN Department of Public Safety Office of Justice Programs in the amount of \$137,062 to allow the Brown County Attorney Department to continue serving victims of general crime for the period of 10-1-2021 thru 9-30-23.

Correspondence C-1 thru C-7 were accepted and filed. Veerkamp reported on JD 24; Windschitl reported on SCHA meeting, Highway committee meeting, and Enterprise North meeting; Borchert reported on the MRCI meeting; Berg reported on the Highway committee meeting, and JD 24 meeting.

Calendars were coordinated for the next two week period.

There being no further business, Chairman Berg declared the Meeting adjourned at 10:07 AM.

The Official Minutes of the Regular Meeting of 10-5-2021 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