

SYNOPSIS OF COUNTY BOARD MEETING

November 16, 2021

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

M/Windschitl, S/Borchert, to accept the Minutes of 11-02-2021 and authorize publication of the Synopsis of same; carried.

M/Borchert, S/Veerkamp, to appoint Paul Gunderson as FT Assistant County Attorney in the County Attorney Office at the hourly rate of \$47.05 (Grade XIX, Step 8, plus position market adjustments) effective 12-6-2021 contingent on the passage of the pre-employment background screens/checks; carried.

M/Borchert, S/Berg, to authorize Brown County and Carol Weikle, Court Administrator to enter in a Legal Services Contract for CHIPS Attorneys Michael Mountain and Elizabeth Weinandt from 1-1-2022 through 12-31-2022; carried.

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

M/Windschitl, S/Veerkamp, to approve the Auditor Treasurer to seek bids from local qualified financial institutions for a full range of banking services beginning 1-1-2022 for an initial term of five years, with a five year County extension option; carried.

M/Simonsen, S/Berg, and passed 5-0, to approve the Preliminary Hearing Findings and Order for the Improvement of Brown County Ditch No. 44.

M/Veerkamp, S/Borchert, to approve one (1) drainage ditch repair request and the payment of said repair; carried.

M/Veerkamp, S/Borchert, to approve the new alignment for CSAH 13 near the KC Road for CSAH 13 (Boundary Street) Project as recommended by the Highway Committee which would authorize moving the road 15 feet to the east of the original straight line alignment; carried

M/Borchert, S/Windschitl, to approve the agreement between Families First Children's Collaborative of Brown County and Brown County Public Health-Universal Contact/Follow Along Program in the FY2022 Grant Agreement amount of \$30,000; carried.

M/Simonsen, S/Borchert, to approve the agreement between Families First Children's Collaborative of Brown County and Brown County Probation - Brown County Stop Truancy Program in the FY2022 Grant Agreement amount of \$25,000; and authorize the Brown County Probation Director to sign said agreement; carried.

M/Simonsen, S/Berg, to accept and file the presentation on the Landfill Air Permit Submittal, Environmental Protection Agency Section 70 Permit Application, 2021 Landfill Construction and the Demonstration Research Project; carried.

M/Simonsen, S/Berg, to approve Final Plat Application APP-P-0091 by Robert Dehn on the property owned by Lillian Dehn LVG ETAL known as Dehn's 2nd Subdivision (6.24 Acres) on the property described as the SE ¼ of the SW ¼ & the Balance of the SW ¼ of the SE ¼ of Section 26, Township 110 North, Range 31 West, all in Milford Township, Brown County, MN. Application is to split building site from tillable land, all located in the Agricultural Protection Zoning District; carried 5-0.

M/Veerkamp, S/Windschitl, to approve Preliminary Plat Application APP-P-0092 by Roger Hauth on property owned by Roger P & Diane M Hauth known as Hauth 2nd Subdivision (5.57 Acres) on the property described as Hauth First Subdivision and part of the of the NW ½ of Section 2, Township 108 North, Range 34 West, all in Bashaw Township, Brown County, MN. Application is to add to existing building site plat, all located in the Agricultural Protection Zoning District; carried 5-0.

M/Borchert, S/Veerkamp, to approve Preliminary Plat Application APP-P-0093 by David Mack on property owned by David E & Betty M Mack and David Kathleen Niemann known as Niemann Subdivision (Lot 1 5.48 acres & Lot 2 5.51 acres) on the property described as Lot A of the NE ¼ of the NE ¼ and part of the E ½ of the NE ¼ except Lot A (5 AC) of the NE ¼ of the NE ¼ & except the S 50 AC of the E ½ of the NE ¼ of Section 20, Township 109, Range 34 West, all in Burnstown Township, Brown County, MN. Application is to re-subdivision of the property, all located in the Agricultural Protection Zoning District; carried 5-0.

M/Simonsen, S/Windschitl, to approve Preliminary Plat Application APP-P-0094 by Howard Melzer on property owned by Howard K Melzer ETAL known as Melzer 2nd Subdivision (Lot 8.16 Acres) on the property described as N ½ of the NW ¼ of Section 27, Township 108 North, Range 30 West, all in Linden Township, Brown County, MN. Application is to split building site from tillable land, all located in the Agricultural Protection Zoning District; carried 5-0.

M/Veerkamp, S/Berg, to approve Preliminary Plat Application APP-P-0095 by Greg Rosenhammer on property owned by Michelle Taft ETAL and Larry R Kramer Living Tr known as Christensen's 3rd Subdivision (Lot 5.23 Acres) on the property described as NE ¼ of the NE ¼ of Section 27, Township 108 North, Range 32 West, all in Albin Township, Brown County, MN. Application is to expand the existing building site to include the grove, all located in the Agricultural Protection Zoning District; carried 5-0.

M/Simonsen, S/Borchert, to approve Preliminary Plat Application APP-P-0096 by Daniel Marti on

property owned by Daniel and Kristina Marti known as Marti 3rd Subdivision (Lot 4.54 Acres) on the property described as S 1/2 of the NW ¼ of Section 5, Stark Township 109 North, Range 32 West, all in Stark Township, Brown County, MN. Application is to establish a new building site, all located in the Agricultural Protection Zoning District; carried 5-0.

M/Borchert, S/Windschitl, to approve the revisions to the Veterans Hospital Shuttle Policy Manual; carried.

M/Windschitl, S/ Berg, to approve increasing the Vets Van Driver position per diem pay as follows: Trip of 4 hours or less \$50; Trip lasting greater than 4 hours but less than 6 hours \$75; Trip greater than 6 hours but less than 8 hours \$100; and Trip greater than 8 hours \$100 plus \$12.50 per additional hour; carried.

M/Windschitl, S/Veerkamp, to approve the appointment of Andrew Konechne as FT Investigator in the Sheriff's Office at the hourly rate of \$34.85, Grade XVII, Step 8, 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/Simonsen, to approve the conditional FT Dispatcher position offer to Gregory Miller at \$21.18/hour (Grade XI, Entry) with an effective hire date to be determined upon completion and receipt of satisfactory results of the pre-employment background checks/screenings; carried.

M/Windschitl, S/Borchert, to approve the Memorandum of Agreement between County of Brown and Law Enforcement Labor Services, Local No. 98 - Dispatcher Unit as it pertains to 12-hour shifts for full-time dispatchers under a 2080 Plan pursuant to Section 7(b) of the Fair Labor Standards Act related to the Labor Agreement for the term of 1-1-2022 thru 12-31-2022; carried.

M/Borchert, S/Berg, and passed 5-0, to approve Brown County Resolution 2021-25 in which Brown County is in compliance with the Federal Standards for a Merit System of Personnel Administration (5 CFR Part 900); and that Brown County has met all the Merit System of Personal Administration and the County Personnel Act, MN Stat. §§375.56 - 375.71, requirements; and that all personnel services will be provided by Human Resources Director and the County Administrator in compliance with these standards; and the effective date for the implementation and establishment of a Merit System of Personnel in Brown County is 1-1-2022.

M/Windschitl, S/Simonsen, and passed 5-0, to amend Brown County Resolution 2021-16 in regards to the Heartland Bus Purchase previously approved on 7-13-2021.

M/Windschitl, S/Simonsen, and passed 5-0, to amend Brown County Resolution 2021-23 in regards to the Heartland Bus Purchases previously approved on 10-26-2021

M/Borchert, S/Berg, to approve payment of Human Services administrative claims in the amount of \$147,920.00 In accordance with MS 375.12 the following claims exceed \$2,000: Brown Co Human Services \$12,283.00; Greater MN Family Services \$2,471.52; Confidential Client \$4,252.69; MN Human Services \$28,772.14; MN Valley Funeral Home \$3,020.00; Pro Kinship for Kids \$5,750.00; Jamie Rieser \$2,980.98; Southern MN Crisis Nursery \$12,500.00; Sturm Funeral Home \$2,151.44; Superior Mobility \$5,454.01; Voyager Fleet Systems Inc \$3,102.82; One hundred seventy-six payments less than \$2,000 total \$65,181.40. Final total is \$147,920.00; carried.

M/Windschitl, S/Berg, and passed 5-0, to approve Brown County Resolution 2021-26 in regards to the Proclamation of 11-20-2021 as Concord Singers Appreciation Day.

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

M/Windschitl, S/Veerkamp, to authorize the payment of Social Services payments in the amount of \$139,897.77; carried. In accordance with MS 375.12 the following claims exceed \$2,000 Brown Co Evaluation Ctr \$12,882.58; Fraser Wooddale \$2,859.68; Confidential Client \$3,219.66; Heymann Builders LLC/J.H. \$11,507.00; Confidential Client \$2,447.45; Confidential Client \$2,353.52; Kretsch/Alissa & Steven \$2,620.97; LDR Home Care LLC \$6,441.86; Lutheran Social Services \$14,400.00; MBW Company SILS Program \$2,961.17; MN Valley Action Council \$19,495.59; MRCI Inc \$4,508.32; Perala/Samantha \$2,561.52; Prairie Lakes Youth Programs \$14,848.00; Prairie Support Services \$2,075.22; Spurgin/Gerane \$5,823.95; Village Ranch Inc. \$4,189.69; Wings Guardianship Services \$2,026.90; 34 payments less than \$2,000 total \$22,674.69; Final Total \$139,897.77.

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

Correspondence C-1 thru C-8 were accepted and filed. Veerkamp reported on the County Extension committee, CD 44 meeting, RCRC meeting, and Library Board meeting; Windschitl reported on the Highway committee, SCHA JP and compliance meeting; Simonsen reported on the CD 44 meeting, County Extension meeting, CHB Personnel meeting, and Veterans Day program; Borchert reported on the CD 44 meeting, Brown County Evaluation meeting, JD 36 meeting, RAC meeting, CHB Personnel meeting, and MVAC meeting; Berg reported on the Highway committee meeting, CD 44 meeting, and Planning and Zoning meeting.

Calendars were coordinated for the next two week period.

There being no further business, Chairman Berg declared the Meeting adjourned at 11:50 AM.

The Official Minutes of the Regular Meeting of 11-16-2021 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