

SYNOPSIS OF COUNTY BOARD MEETING

December 14, 2021

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

M/Borchert, S/Simonsen, to accept the Minutes of 11-23-2021 and authorize publication of the Synopsis of same; carried.

M/Windschitl, S/Berg, to approve the 2022-2023 MN Off-Highway Vehicle Safety Grant Agreement No. 204279 effective 7-1-2021 through 6-30-2023 in the total amount of \$10,408.00 (\$5,204 in the state fiscal year 2022 and \$5,204 in the state fiscal year 2023); carried.

M/Windschitl, S/Borchert, to accept the proposal dated 11-23-2021 from Citizens Bank MN to provide banking services for a five-year initial period beginning 1-1-2022, and to allow for a renewal or extension of this agreement for an additional term of up to five years; carried.

M/Simonsen, S/Veerkamp, and passed 5-0, to approve Brown County Resolution 2021-30 authorizing Brown County's Application for Grant Funding for Voting Equipment

M/Windschitl, S/Berg, to authorize payment of General Government claims in the amount of \$318,267.22 as follows: Revenue \$71,949.49; Public Health \$3,319.45; Road and Bridge \$138,607.85; Human Services \$1,016.94; Park Fund \$1,201.09; Ditch Fund \$6,706.33; Landfill \$95,466.07. In accordance with MS 375.12, the following claims exceeding \$2,000 are included in the Fund totals above: Behrends/Mark \$3,001.64; Blue Earth Co Sheriff \$3,286.32; Brown County REA \$8,700.00; C & B Operations, LLC \$2,160.00; Cargill Inc \$7,896.00; GEI Consultants Inc \$61,018.95; I & S Group Inc \$3,055.29; KnowBE4 Inc \$8,167.50; Mathiowetz Enterprises Inc \$10,395.00; MN Paving & Materials \$93,448.69; MN Counties Computer Cooperative \$4,344.92; MN Dept of Transportation \$2,894.32; Mn Pollution Control Agency 20000988700 \$9,147.20; New Ulm Tire Inc. \$8,180.19; New Ulm/City of \$7,108.33; North Central International \$21,551.60; PC Janitorial Supplies LLC \$2,883.37; Ron's Recycling \$4,160.00; Squads Plus \$24,290.84; Willscot \$3,297.24. 78 Payments less than \$2,000 \$29,279.82; Final Total \$318,267.22; carried.

M/Simonsen, S/Borchert, to approve three (3) drainage ditch repair requests and the payment of said repairs; carried.

M/Windschitl, S/Berg, and passed 5-0, to approve Brown County Resolution 2020-31 in regards to the final payment for the SP 008-613-030 & SP 008-070-006 Concrete Overlay Projects on CSAH 13.

M/Borchert, S/Simonsen, to approve the Engineering Instrument Technician II Position Description in the Highway Dept., the DDA Human Resources assigned Grade 14, and authorize to internally post the vacancy of an Engineering Instrument Technician II; carried.

M/Borchert, S/Veerkamp, to approve the Asst. Truancy Officer Position Description, the DDA Human Resources assigned Grade 11, and authorize to post the vacancy for an up to 29 hours per week school year Asst. Truancy Officer for an effective hire date after January 1, 2022; carried.

M/Simonsen, S/Berg, to approve the conditional appointment of Breanna Tuley as FT Social Worker – Child Protection at the Bachelor's level social worker position 2021 hourly rate of \$26.67, Grade XV, Entry with an anticipated hire date of 12-27-2021; carried.

M/Veerkamp, S/Borchert, approve the appointment of Katelyn Suess as FT Public Health Nurse (School Nurse) at the hourly rate of \$30.47, Grade XVI, Step 4, contingent on the passage of the background checks/screens with an anticipated start date of 12-27-2021 on a part-time basis for training purposes and becoming full-time on or about 1-17-2022; carried.

M/Windschitl, S/Berg, to approve the appointment of Jill Derksen as FT Deputy Recorder effective 1-3-2022 at the hourly rate of \$23.52, Grade XI, Step 4, accept the resignation of Jill Derksen from the FT Property Maintenance Specialist/Drainage Assistant position (contingent upon the acceptance of her appointment in the Recorder's office), and authorize to post a vacancy for the FT Property Maintenance Specialist/Drainage Assistant according to policy and union contract; carried.

M/Borchert, S/Simonsen, and passed 5-0, to approve Brown County Resolution 2020-32 in regards to the restatement of the Plan Document for the Pre-Tax Premium Benefit, Medical Flexible Spending Account, Dependent Care Flexible Spending Account and Health Savings Account effective as of 1-1-2022.

M/Simonsen, S/Veerkamp, to approve the Memorandum of Agreement between Brown County Public Health and Brown County Sheriff for providing jail health services from 1-1-2022 thru 12-31-2023; carried.

M/Borchert, S/Berg, to approve a Certificate of Recognition for Kate Pippert in recognition of serving as the Youth Representative on the Brown County Public Health Advisory Committee; carried.

M/Windschitl, S/Borchert, to accept and file the October 2021 Budget Report (Cash Basis and Unaudited) which reflects activity at 83.3% of the budget year as follows: expenditures of \$34,377,632.25 or 82.1%, and revenues of \$29,200,809.48 or 69.7%; and the October 2021 Supplemental Budgets Report noting expenditures of \$2,197,135.94 or 81.6%, and revenues of \$1,756,810.73 or 98.3% of annual budgeted activity; carried.

Correspondence C-1 thru C-6 were accepted and filed. Veerkamp reported on the AMC General Government committee, RCRC meeting, and AMC Annual Conference; Windschitl reported on BCHS

meeting, and MCIT meeting; Simonsen reported on AMC Transportation meeting, and AMC Annual Conference; Borchert reported on AMC PHHS meeting, AMC Annual Conference, SCHA meeting, MRCI meeting, and JD 36 meeting; Berg reported on the AMC Environment committee, NU JABZ meeting, and JD 36 meeting.

At 5:51 PM, Chairman Berg recessed the Regular Meeting until the start of the 2022 Proposed Budget and Levy Public Meeting.

At 6:00 PM, Chairman Berg reconvened the Regular Meeting to conduct the 2022 Proposed Budget and Levy Public Meeting in the 3rd floor District Courtroom of the Brown County Courthouse located in New Ulm, MN. Commissioners Borchert, Berg, Windschitl, Simonsen, and Veerkamp were in attendance, along with County Administrator Hansen, County Attorney Hanson, and Administrative/HR Assistant Gail Bode. Also in attendance were (12) Brown County department heads and staff; and no members of the general public. NuCAT staff was present and media representative Fritz Busch of the Journal was also present. Informational handouts were distributed to those in attendance.

At 6:00 PM, Administrator Hansen presented Brown County's proposed budget and levy for 2022, reviewing the handouts as provided. The proposed 2022 Brown County levy noted was \$14,848,728 which reflected a 5.81% increase from the 2021 levy in the amount of \$14,032,782. The proposed 2022 revenues and expenditures budgeted at \$43,274,586. The proposed 2022 Expenditures by category as a percentage of total budget were noted as follows: 14.94% General Government; 3.82% Public Health Nursing; 26.35% Human Services; 38.33% Road and Bridge; 0.54% Conservation/Natural Resources; 1.37% Culture/Recreation; and 14.65% Public Safety.

Administrator Hansen addressed additional budget information as follows: Comparison of estimated market values for total agriculture properties and total non-agriculture properties. Administrator Hansen also noted that preparation of the budget is a lengthy process and departments continually look for ways to limit the need for property taxes by seeking grants and reviewing departmental activity.

At 6:14 PM, Chairman Berg called for testimony from the public regarding the proposed 2022 Brown County Budget and levy. There was no testimony from the general public regarding the proposed 2022 county budget and levy. Chairman Berg expressed thanks to those in attendance, and also thanked the department heads and staff for their efforts in preparing the draft 2022 budget and for pursuing non-levy funding in order to keep the property tax levy as low as possible. It was noted that the County Board will consider adoption of the final payable 2022 property tax levy and budget at the regular County Board Meeting on Tuesday 12-28-2021 in Room 204 of the Brown County Courthouse. At 6:15 PM, Chairman Berg recessed the Regular Meeting.

At 6:19 PM, Chairman Berg reconvened the Regular Meeting. Calendars were coordinated for the next two week period.

There being no further business, Chairman Berg declared the Meeting adjourned at 6:26 PM. The Official Minutes of the Regular Meeting of 12-14-2021 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