

SYNOPSIS OF COUNTY BOARD MEETING

December 28, 2021

Members present: Borchert, Berg, Windschitl, Simonsen, Veerkamp, along with Lay Board Member Gieseke, County Administrator Hansen, Human Services Director Dietz, and County Attorney Hanson. Lay Board Member Kuster was excused.

M/Borchert, S/Veerkamp, to accept the Minutes of 12-21-2021 and authorize publication of the Synopsis of same; carried.

M/Windschitl, S/Borchert, to approve the Prairie Lakes Youth Programs (PLYP) Twelve Month Placement Contract with a \$10/day discount for guaranteed use of 900 days of service for placement of Brown County Juveniles in the Correction/Detention/Non-Secure or Group Home Programs for the period 1-1-2022 through 12-31-2022; carried.

M/Borchert, S/Berg, to accept the Child Welfare/Juvenile Justice Screening Grant 2022 Grant Award from the State of MN Dept. of Human Services in the amount of \$29,921; carried.

M/Simonsen, S/Borchert, to approve the Supervised Visitation and Exchange Services Service Agreement between the Committee Against Domestic Abuse, Inc. (CADA) and Brown County Human Services for supervised visitation and exchange services for the period of 1-1-2022 through 12-31-2022 at a rate of \$35/hour; carried.

M/Borchert, S/Berg, to approve the Purchase of Service Agreement between Greater MN Family Services and Brown County Human Services for Family Group Decision Making Services in the amount of \$1,330 per bundle/quarter for the period of 1-1-2022 through 12-31-2022; carried.

M/Simonsen, S/Veerkamp, to approve the Guardian and Conservator Purchase of Service Agreement with Lutheran Social Service of MN for the period of 1-1-2022 through 12-31-2022 at the rate of \$275 per eligible recipient per month; carried.

M/Borchert, 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 \$210.80 per month per client for Extended Employment Program for calendar year 2022 and \$215.02 per month for Extended Employment Program for calendar year 2023; carried.

M/Windschitl, S/Veerkamp, to approve the Supported Work Agreement dated 11-08-2021 with Enterprise North, Inc. for cleaning Hillside Apartments at \$13.23/hr and the Supported Work Agreement dated 11-08-2021 with Enterprise North, Inc. for cleaning agency vans/cars at \$13.23/hr; carried.

M/Simonsen, S/Berg, to approve the renewal Agreement between Brown County Human Services and Brown County Public Health to provide medication management for Serious and Persistent Mental Illness (SPMI) clients at \$140 per visit for the period of 1-1-2022 through 12-31-2023; carried.

M/Borchert, S/Veerkamp, to approve the Purchase-of-Service Agreement with South Central Community Based Initiative, Mankato, MN, (SCCBI) for the period of 1-1-2022 to 12-31-2022 with respect to mental health services in accordance with the SCCBI Joint Powers Agreement; carried.

M/Veerkamp, S/Berg, to approve the Agreement for the Mental Health Client Assistance Program with Southern MN Behavioral Health, New Ulm, MN as a provider in the Mental Health Client Assistance Program effective 1-1-2022 through 12-31-2022; carried 4-0-1, with Simonsen abstaining.

M/Borchert, S/Veerkamp, to approve the 2022 Purchase of Service Agreement with Counseling Services of Southern MN, St. Peter, MN at a rate of \$150 per hour for Clinical Supervision of three (3) Children's Mental Health Case Manager for up to two (2) hours per month, five (5) Adult Mental Health Case Managers for up to four (4) hours per month, and \$150 for up to 3 hours of paperwork for the period 1-1-2022 through 3-31-2022; carried.

M/Windschitl, S/Veerkamp, to approve the agreement with Springfield Area Community Center, 33 South Cass Ave., Springfield to rent space for the Income Maintenance Unit on the 1st Tuesday of each month, 10am-12pm, at a charge of \$70 per month effective 1-1-2022 through 12-31-2022; carried.

M/Borchert, S/Berg, to approve forty-one (41) Human Services write-offs in the total amount of \$30,194.84 for calendar year 2021; carried.

M/Simonsen, S/Windschitl, to approve payment of Human Services administrative claims in the amount of \$77,590.20. In accordance with MS 375.12 the following claims exceed \$2,000: Confidential Client \$2,111.23; MN Human Services \$63,000.99; Verizon Wireless \$3,099.83; Twenty-one payments less than \$2,000 total \$9,378.15. Final total is \$77,590.20; carried.

M/Veerkamp, S/Berg, to accept and file the following Consent Agenda Items: Out-of-Home Placement Costs Report; Heartland Express Report; Successful Transition to Adulthood for Youth (STAY); and AMC letter to DHS Commissioner Harpstead; carried.

M/Borchert, S/Windschitl, to approve the FTE status change from 1.0 FTE to .75 FTE for Mary Lou Serbus, Human Services Adult Mental Health Social Worker effective 2-1-2022 up to 6-1-2022; carried.

M/Simonsen, S/Berg, to authorize posting for a FT Adult Mental Health Social Worker according to policy; carried.

M/Windschitl, S/Veerkamp, to authorize to post the vacancy for a FT Social Worker – Developmental Disabilities for an effective hire date after 1-1-2022; carried.

Lay Board Member DeeAnn Gieseke was excused.

M/Simonsen, S/Borchert, and passed 5-0, to approve Brown County Resolution 2021-36 in regards to Drainage Authority for CDs 8, 12, 58, and 63, and Authority of Brown County account balances for JDs 5 B&W, 9 B&BE, 10 B&BE, 12 B&R, 14 B&W, 17 R&B, 18 B&R, 24 B&R, 35 R&B and 36 R&B adopts the drainage system assessments, installment schedules, interest rates and directs certification thereof to the Brown County Auditor-Treasurer for collection

M/Borchert, S/Veerkamp, to approve thirty-seven (37) drainage ditch repair requests and the payment of said repairs; carried.

M/Windschitl, S/Veerkamp, to accept the low quote from Braun Oil for the purchase and delivery of fuel to the Brown County Highway Shop in New Ulm (estimated 30,000 gallons of diesel and 50,000 gallons of unleaded gas) and Comfrey Shop (estimated 8,000 gallons of diesel) in the estimated total amount of \$202,382.02, understanding that said quote was based upon the wholesale price of 12-22-2021 and that the final cost will depend upon the wholesale price on the actual purchase date; carried 5-0. One other quote was received from United Farmers Cooperative.

M/Simonsen, S/Windschitl, and passed 5-0, to approve Brown County Resolution 2021-37 in regards to the 2022 Recycling Grant.

M/Simonsen, S/Borchert, to table the decision to authorize LJP Waste Solutions of Blue Earth County to temporarily bring waste to be deposited in the Brown County Sanitary Landfill up to 30 days to explorer and agreement with Blue Earth County; carried.

M/Simonsen, S/Borchert, to accept and order filed the presentation of DDA Management Consultant Tessia Melvin; carried.

M/Windschitl, S/Veerkamp, to approve the changes in classifications for the following positions to be effective 1-2-2022: Childcare Specialist from Grade 11 to Grade 12; Financial Assistance Supervisor from Grade 16 to Grade 17; and Information Technology Director from Grade 18 to Grade 20; carried.

M/Borchert, S/Windschitl, to approve the hourly rate of \$39.67, Grade XX, Step 7, for Information Technology Director Designee Brandon Wortz effective 1-4-2022; carried.

M/Borchert, S/Simonsen, and passed 5-0, to approve Brown County Resolution 2021-389 in regards to the 2022 Personnel Policy as revised.

M/Simonsen, S/Berg, to approve the conditional appointment of Krystle Weymann as FT Legal Assistant in the County Attorney's Office contingent upon satisfactory results of a pre-employment background checks/screenings at the 2022 hourly rate of \$22.07, Grade XI, Step 1, effective hire date to be determined upon completion and receipt of satisfactory results of the pre-employment background checks/screenings; carried.

M/Simonsen, S/Borchert, and passed unanimously to approve the 2022 Committee Memberships.

M/Borchert, S/Berg, to schedule a public hearing at 9:15 AM on Tuesday 1-18-2022 in the Commissioners Room 204 of the Brown County Courthouse, New Ulm, MN for revisions in the Brown County Fee Schedule; carried.

M/Simonsen, S/Veerkamp, to accept and file the November 2021 Budget Report (Cash Basis and Unaudited) which reflects activity at 91.7% of the budget year as follows: expenditures of \$37,230,423.01 or 88.9%, and revenues of \$36,801,217.15 or 87.9%; and the November 2021 Supplemental Budgets Report noting expenditures of \$2,974,066.86 or 110.5%, and revenues of \$2,271,558.48 or 127.1% of annual budgeted activity; carried.

M/Windschitl, S/Berg, to adopt the certified levy for 2022 in the amount of \$14,721,089 resulting in a 4.90% increase from the 2021 certified levy; and to adopt the 2022 Brown County Budget for revenues and expenditures in the amount of \$43,173,583 resulting in a 3.11% increase from 2021; and instructed the County Administrator to both certify the adopted levy to the Brown County Auditor/Treasurer and submit the summary of the adopted 2022 Brown County Budget for publication; carried 5-0.

M/Veerkamp, S/Simonsen, to approve the following 2022 Supplemental Budgets: Law Library-Rev. & Exp. \$18,000; County Attorney Forfeitures-Rev. & Exp. \$5,400; Sheriff Contingent-Rev & Exp. \$3,000; Snowmobile Safety-Rev. & Exp. \$4,000; Jail Commissions-Rev. & Exp. \$9,000; 911 Emerg. Tel.-Rev. & Exp. \$155,240; Septic Loan Prog.-Rev. & Exp. \$150,330; Building Fund-Rev. \$162,627 & Exp. \$199,842; Ditch Fund-Rev. & Exp. \$50,250; Landfill Fund-Rev. \$1,329,097 & Exp. \$1,471,398; SCORE Fund-Rev. \$100,737 & Exp. \$99,348; carried 5-0.

M/Veerkamp, S/Berg, to approve the salary of \$27,239 for County Commissioners for 2022; to approve \$1,500 additional salary in 2022 for the Brown County Board Chair and \$500 for the Vice Chair; and to approve the per diem for County Commissioners at \$75 in 2022; carried 5-0.

M/Veerkamp, S/Berg, to approve the 2022 Brown County Attorney salary of \$128,982, 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/Veerkamp, S/Berg, to approve the 2022 Brown County Recorder salary of \$86,834, 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/Veerkamp, S/Berg, to approve the 2022 Brown County Sheriff salary of \$117,106, 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/Veerkamp, S/Berg, to approve a salary in the amount of \$123,530, effective 1-1-2022 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/Veerkamp, S/Berg, to approve a salary in the amount of \$119,033 effective 1-1-2022 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/Veerkamp, S/Berg, to approve a salary in the amount of \$97,240, effective 1-1-2022 for the Brown County Auditor/Treasurer, with respect to the responsibilities and duties of the Auditor/Treasurer and Auditor/Treasurer Hotovec's experience, qualifications, and performance; carried 5-0.

M/Veerkamp, S/Berg, to approve a salary in the amount of \$129,430 effective 1-1-2022 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/Veerkamp, S/Berg, to approve a salary in the amount of \$130,106 effective 1-1-2022 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 thru C-6 were accepted and filed. Veerkamp reported on Ag Society meeting, and Ad-Hoc Salary negotiation meeting; Simonsen reported on the SWCD meeting; Borchert reported on the JD 36 meeting; Berg reported on the JD 36 meeting, Ad-Hoc Salary negotiation meeting.

Calendars were coordinated for the next two week period.

There being no further business, Chairman Berg declared the Meeting adjourned at 12:38 PM.

The Official Minutes of the Regular Meeting of 12-28-2021 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