

SYNOPSIS OF COUNTY BOARD MEETING

February 1, 2022

Members present: Borchert, Berg, Windschitl, Simonsen, Veerkamp along with HR Director Schaefer, County Administrator Hansen (via Zoom) and County Attorney Hanson.

M/Borchert, S/Veerkamp, to accept the Minutes of 01-25-2022 and authorize publication of the Synopsis of same; carried.

M/Simonsen, S/Berg, to authorize the Auditor/Treasurer to open a checking account with Citizens Bank MN for E911 deposits and disbursements with respect to the E911 updated fund requirements pursuant to MN Statute 403.113, subdivision 2(b); carried.

M/Borchert, S/Windschitl, to authorize payment of General Government claims in the amount of \$243,298.48 as follows: Revenue \$200,166.06; Public Health \$356.96; Road and Bridge \$23,785.80; Human Services \$85.71; Park Fund \$15,464.31; Ditch Fund \$74.00; Landfill \$1,755.64; Forfeited Tax Fund \$1,610.00. In accordance with MS 375.12, the following claims exceeding \$2,000 are included in the Fund totals above: Area II MN River Basin Projects \$13,766.00; Blethen Berens \$5,947.50; Brown Co Economic Dev Partners Inc \$10,000.00; Cargill Inc \$9,507.00; Crysteel Truck Equipment \$13,341.00; DDA Human Resources, Inc \$15,000.00; Erickson Engineering Co LLC \$6,314.50; Jones Law Office \$10,255.50; League of MN Cities \$2,430.00; Madden Galanter Hansen, LLP \$3,251.15; MN Counties Intergovernmental Trust \$2,673.00; MNCITLA \$2,033.00; Raatz/Spencer \$15,000.00; Redwood Cottonwood Rivers Control Area \$10,720.00; Southern Mn Initiative Foundation \$3,000.00; Thomson Reuters-West Payment C \$5,221.00; Trane U.S. Inc \$3,551.50; Tyler Technologies Inc \$72,767.00; Vard Law \$3,519.00; 74 payments less than \$2,000 \$35,001.33. Final Total \$243,298.48; carried.

M/Simonsen, S/Borchert, to accept the petition dated 1-19-2022 by Judy Kunkel to Outlet 60 acres into CD 28; appoint viewers to make a determination of the benefits to be applied to that parcel and make a determination as to the outlet fee; and acknowledge with the landowner that all costs incurred with these proceedings are the responsibility of the petitioner. These include but are not limited to: the outlet fee, publication of the public hearing, mailing notices to landowners on this drainage system, viewer expenses and the future benefits assigned to the newly tiled acres; carried.

M/Windschitl, S/Berg, to accept and file the 2021 Percent Delinquent Report for property tax collections thru 12-31-2021 noting that the overall percentage of unpaid tax collections for 2021 being .3988%; carried.

M/Veerkamp, S/Borchert, to accept and file the EOY Cash Management/Investment Report ending 12-31-2021 which reflects a total portfolio balance of \$26,795,138.69 with an average overall interest rate for the portfolio of 1.18%; carried.

M/Borchert, S/Windschitl, to receive and order filed the Auditor/Treasurer's Office report on the distribution of the 2021 interest income in the amount of \$95,135.11 to the major funds of the county based upon average fund balance; carried.

M/Borchert, S/Veerkamp, and passed 5-0, to approve Brown County Resolution 2022-10 in regards to the Updated Bridge Priority list for Bridge Replacement.

M/Simonsen, S/Berg, to approve the spring road restrictions for 2022 as recommended by the County Highway Engineer with the addition of 10 ton posting for CSAH 34 from TH 4 to Windsor Road in Sleepy Eye; carried.

M/Veerkamp, S/Simonsen, to accept the low quote from Southern MN Tree Service in the amount of \$2,990.00 for the removal of trees along the CSAH 8 Bridge Street Project; carried. Additional quotes were received from Zinniel Tree Service, Carr's Tree Service, Belek Tree Service, and Northbound Tree Service.

M/Windschitl, S/Veerkamp, to accept and file the Highway Dept. Monthly Update for Construction Projects and Maintenance Projects; carried.

M/Borchert, S/Berg, to approve the Agreement for Services between Brown County and Brown Soil and Water Conservation District for the period 1-1-2022 through 12-31-2022 for the purpose of facilitating the administration of the Wetlands Conservation Act (WCA); carried.

M/Windschitl, S/Simonsen, to authorize to post the vacancy for a FT Information Technology (IT) Systems Technician according to policy; carried 4-0-1, with Borchert abstaining.

M/Borchert, S/Veerkamp, to approve the Retainer Agreement with Taft Stettinius & Hollister LLP (Attorney – Marc Manderscheid) for the tax court filing for Timber Properties New Ulm LP; carried.

M/Simonsen, S/Berg, to approve the engagement letter from Tim Vergin in regards to the Tax Court filing for Timber properties, for the first phase not to exceed \$15,000, and also authorize Assessor Grunert and Attorney Hanson to sign on behalf of Brown County for this agreement; carried.

M/Borchert, S/Windschitl, to approve MHS MN Historical and Cultural Heritage Grant Agreement #2107-26305 in the grant amount of \$153,736 and match amount of \$67,211 (\$54,765.50 from Brown County and \$10,945.50 from BCHS plus \$1,500 in-kind in staff time) for the Masonry-Terracotta-Windows project for the Brown County Museum at 2 North Broadway, New Ulm, MN.; authorize the county administrator as authorized officer to execute the MHS Grant Agreement #2107-26305 and related documents for the

implementation of said project; and authorize the County Auditor/Treasurer's Office to act as fiscal agent for MHS MN Historical and Cultural Heritage Grant Agreement #2107-26305; carried.

M/Borchert, S/Windschitl, to hold the 2022 Employee Recognition Event during the week of April 25-29, to recognize staff via announcements, delivered lunches, and a presentation at that week's Board meeting for various awards; carried.

M/Simonsen, S/Berg, to accept the resignation of Vanessa Mack, PT WIC Coordinator, effective 2-10-2022, and authorize to internally post a vacancy for a FT Public Health Nurse/WIC Coordinator according to policy; carried.

M/Borchert, S/Veerkamp, to approve the transfer of Meredith Jones to the FT Social Worker, Developmental Disabilities position in the Human Services Dept. at her current hourly rate of \$34.58 (Grade XVI, Step 9) with a transfer date to be determined, and authorize to post the vacancy for a FT Social Worker, Children's Mental Health according to policy; carried

Correspondence C-1 thru C-6 were accepted and filed. Veerkamp reported on Community Health Board meeting; Windschitl reported on Community Health Board meeting; Simonsen reported on Community Health Board meeting; Borchert reported on Community Health Board meeting, JP Workforce meeting, Emergency Communication meeting, and SC EMS meeting; Berg reported on Community Health Board meeting, GBERBA meeting, and JAZB meeting.

Calendars were coordinated for the next two week period.

There being no further business, Chairman Berg declared the Meeting adjourned at 10:52 AM.

The Official Minutes of the Regular Meeting of 2-1-2022 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: cntyadmn@co.brown.mn.us
Home Page Address: www.co.brown.mn.us