

## SYNOPSIS OF COUNTY BOARD MEETING

February 15, 2022

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

M/Borchert, S/Berg, to accept the Minutes of 2-1-2022 and authorize publication of the Synopsis of same; 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/Windschitl, S/Simonsen, approve and order filed the temporary intra-fund drainage ditch transfers to cover deficient balances at the balance sheet dated 12-31-2021 in the following ditch accounts: CD#74, CD#75, JD#30 R&B, CD#08, CD#12, CD#35, CD#58, CD#63, JD#05 W&B, JD #14 B&W, JD#17 R&B, JD#18 B&R, JD#24 R&B and Petitions, with reversal of transfer of said ditches on 1-01-2022 carried.

M/Simonsen, S/Berg, to authorize the transfer of funds from the Revenue Fund (01) to the following drainage systems with buffer easements in 2021: JD#12 B&R-\$187,000; JD#18 B&R-\$89,000; JD#24 B&R-\$45,000; and JD#35 R&B-\$207,000; carried.

M/Simonsen, S/Borchert, to approve continuing the Legal Services Agreement with Rinke Noonan Law Firm for drainage services as approved by the County Board on 12-22-2020 at 2022 hourly rates as noted in the letter dated 11-8-2021 from Rinke Noonan Law Firm; carried.

M/Borchert, S/Veerkamp, to accept the Proposal for Services dated 11-17-2021 from Government Management Group, Inc. (GMG) in the amount of \$3,500 annually to prepare Brown County's Central Services Cost Allocation Plans for the years of 2021, 2022, and 2023, with acceptance based on Brown County's positive experience with GMG in its performance of the Central Services Cost Allocation Plan in recent years and the benefit of consistency for county staff who need to provide background information to GMG to develop the annual Central Services Cost Allocation Plan; carried.

M/Borchert, S/Berg, to authorize to post for four (4) Temporary Highway 2022 Summer Students at the following rates of pay: \$12.00/hr – 1<sup>st</sup> year; \$12.50/hr – 2<sup>nd</sup> year; and \$13.00/hr – 3 plus years; carried.

M/Simonsen, S/Windschitl, to approve the conditional appointment of Baylee Nelson as FT Social Worker – Adult Mental Health at the Bachelor's level social worker position hourly rate of \$29.01, Grade XV, Step 3, with an anticipated hire date to be determined and contingent upon satisfactory results of a pre-employment background checks/screenings; carried.

M/Veerkamp, S/Borchert, to approve the conditional appointment Mary Struss as Full Time Family-Based Service Provider in the Human Services Dept. contingent upon satisfactory results of a pre-employment background checks/screenings, at the hourly rate of \$23.41, Grade XII, Step 1, with an anticipated start date of 2-23-2022; carried.

M/Windschitl, S/Simonsen, to approve the employment termination of Abigail Walter, Public Health Office Support, effective 2-4-2022; and authorize posting a vacancy for a Temporary Intermittent Part-Time Public Health Office Support position for up to 29 hours per week during a 6-month period not to exceed 67 working days in 2022; carried.

M/Borchert, and seconded by Commissioner Veerkamp, to approve the appointment of Teresa Severson as Full Time PHN - WIC Coordinator in the Public Health Department, at her current hourly rate of \$33.85 (Grade XVI, Step 8), with a start date to be determined based on the intradepartmental transition from her current duties to the duties of this position; and authorize to post the vacancy for a FT PHN - Maternal Child Health position according to policy; carried.

M/Simonsen, S/Berg, to approve the conditional appointment of Krista Tande as Part-Time Public Health Nurse (up to 29 hours per week) at the hourly rate of \$29.63, Grade XV, Step 4 due to experience, with an anticipated hire date to be determined and contingent upon satisfactory results of a pre-employment background checks/screenings; carried.

M/Borchert, S/Windschitl, to approve the conditional appointment of Andrea Wortz as FT Social Worker – Children's Mental Health at the Bachelor's level social worker position hourly rate of \$30.28, Grade XV, Step 5 due to related experience, with an anticipated hire date to be determined and contingent upon satisfactory results of a pre-employment background checks/screenings; carried.

M/Simonsen, S/Veerkamp, to approve the conditional appointment of Brianna Hinkemeyer as FT Correctional Officer contingent upon satisfactory results of a pre-employment background checks/screenings, at the hourly rate of \$21.60; Grade XI, Entry; 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 authorize the County Board Chairman to sign the State of MN Board of Water and Soil Resources Block Grant Financial Reports for the 2021 Shoreland-NRBG Grant P21-6884; the 2021 Wetland Conservation Act-NRBG Grant P21-6712; the 2021 Local Water Management-NRBG Grant P21-6538; and the 2021 Septic Treatment Systems-NRBG Grant P21-3022; carried.

M/Borchert, S/Simonsen, to establish a public hearing date of Tuesday 3-08-2022 at 9:25 AM in regards to proposed revisions to the Brown County Zoning Ordinance, with said public hearing to be conducted by the Planning & Zoning Commission in the Commissioners Room 204 of the Brown County Courthouse, New Ulm, MN; carried.

Correspondence C-2 was accepted and filed. Veerkamp reported on the RCRCA meeting.

M/Veerkamp, S/Simonsen, to approve CUP APP-C-0142 by Thomas Goeritz & Verizon Wireless on property owned by St John's Lutheran Home described as part of the W ½ of the NE ¼, Section 20, Township 109 North, Range 34 West, Burnstown Township, Brown County, MN. Application is to renew an existing Conditional Use permit to continue to allow the use of A 250' high guyed tower to be used as a communications facility & to maintain, construct, repair & operate said communication facility inclusive of uses incidental thereto all located in the A-1 Agricultural Protection Zoning District. ; carried 5-0.

M/Simonsen, S/Veerkamp, to approve Preliminary Plat Application APP-P-0097 by Lorin Helget on the property owned by Cecilia D Zwaschka known as Zwaschka 3<sup>rd</sup> Subdivision (8.09 Acres) on the property described as Lot 1, Block 1, Zwaschka 2<sup>nd</sup> Subdivision Section 25, Township 108 North, Range 33 West, all in Mulligan Township, Brown County, MN. Application is the expansion of Lot 1, Block 1, Zwaschka 2<sup>nd</sup> Subdivision, all located in the Agricultural Protection Zoning District; carried 5-0.

Correspondence C-3 was accepted and filed. Windschitl reported on the SCHA Compliance meeting, Drug Court graduation meeting, Heartland Express meeting, and the BCHS meeting.

M/Borchert, S/Veerkamp, to authorize posting internally for an Intermittent Part-Time Heartland Express Bus Driver according to policy; carried.

M/Borchert, S/Simonsen, to approve the appointment of Abigail Schwab as FT Social Worker – Children's Mental Health at the Bachelor's level social worker position hourly rate of \$27.21, Grade XV, Entry, with a start date to be determined based on the intradepartmental transition from her current position to this position; and authorize to post the vacancy for a FT eligibility worker according to policy; carried.

M/Windschitl, S/Berg, to approve payment of Human Services administrative claims in the amount of \$92,787.94. In accordance with MS 375.12 the following claims exceed \$2,000: Brown County Public Health Nursing \$3,000.00; Confidential Client \$2,119.47; Cremation Society of MN LLC \$2,590.00; Journal Inc \$2,022.75; MN Dept. of Transportation \$3,146.31; Mn Human Services \$3,153.97; MN Valley Funeral Home \$4,750.00; Pro Kinship For Kids \$3,500.00; River Bend-Kemske Business Products \$3,373.07; Superior Mobility \$4,216.30; One hundred sixty nine payments less than \$2,000 total \$60,916.07; Final total is \$92,787.94; carried.

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

M/Simonsen, S/Borchert, to authorize the payment of Social Services payments in the amount of \$148,063.37 carried. In accordance with MS 375.12 the following claims exceed \$2,000: Anoka Co Corrections \$2,720.00; Confidential Client \$2,133.85; Brown Co Evaluation Ctr \$9,591.18; Carlson Counseling & Consulting \$6,800.00; DHS – MNSOP \$4,491.90; DHS Forensic Nursing Home \$2,430.40; Gerard Nexus Inc \$11,228.22; Confidential Client \$2,368.50; Confidential Client \$2,300.20; LSSMN \$8,258.71; Lutheran Social Services \$12,480.00; MBW Company SILS Program \$2,796.76; MN Valley Action Council \$13,107.17; MRCI Inc \$4,508.32; Nexus-Kindred Family Healing \$4,989.45; Prairie Lakes Youth Programs \$25,379.28; Prairie Support Services LLC \$2,090.31; Second Chances \$2,152.65; Spurgin/Gerane \$5,703.95; Confidential Client \$2,014.07; 30 payments less than \$2,000 total \$20,518.45; Final Total \$148,063.37; carried.

M/Veerkamp, S/Windschitl, to cease closed session and resume open session; carried.

Correspondence C-1, C-4, and C-5 were accepted and filed. Simonsen reported on the MRCI meeting, SHIP meeting, and SWAC meeting; Berg reported on JD 18 meeting, Public Health meeting, planning and zoning meeting, and SWAC meeting.

Calendars were coordinated for the next two week period.

There being no further business, Chairman Berg declared the Meeting adjourned at 11:54 AM.

The Official Minutes of the Regular Meeting of 2-15-2022 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](mailto:cntyadmn@co.brown.mn.us) Home Page Address: [www.co.brown.mn.us](http://www.co.brown.mn.us)