

SYNOPSIS OF COUNTY BOARD MEETING

March 1, 2022

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

M/Windschitl, S/Borchert, to accept the Minutes of 2-22-2022 and authorize publication of the Synopsis of same; carried.

M/Borchert, S/Berg, to approve the purchase of one (1) Evidence Pass-Thru Locker System in the amount of \$2,922.95 (including freight) from SchoolLockers.com; carried. One other quote was received from FASCO Security Products, Rush City, MN.

M/Borchert, S/Simonsen, to accept and order filed the January 2022 Monthly Report of Activity for the Brown County Sheriff's Dept.; carried.

M/Borchert, S/Simonsen, to approve the purchase of one (1) Trimble R2 GPS Unit with accessories in the amount of \$9,316.07 from Frontier Precision, Maple Grove, MN; noting that the unit is preferred based on interior experience, recommendations of other county departments, technical support and operation updates and compatibility with other devices; carried. One other quote for a FLX100 GPS unit was received from Leica Geosystems, Inc., Norcross GA

M/Windschitl, S/Veerkamp, to recognize County Recorder Betti Kamolz as 2021 Outstanding Member of the Year as awarded by the Minnesota County Recorders Association on 2-16-2022; carried.

M/Windschitl, S/Berg, to accept and file the 2021 statistics of Brown County Probation as noted in the Probation Department's Annual Comprehensive Report; carried.

M/Windschitl, S/Borchert, to approve the dissolution of the Corrections Advisory Council; carried.

M/Borchert, S/Veerkamp, to authorize payment of General Government claims in the amount of \$148,316.70 as follows: Revenue \$78,320.45; Public Health \$379.97; Road and Bridge \$28,392.21; Building Fund \$2,874.00; Park Fund \$932.00; Ditch Fund \$1,674.29; Landfill \$35,743.78. In accordance with MS 375.12, the following claims exceeding \$2,000 are included in the Fund totals above: Alpha Wireless Communications \$2,427.65; AWS Software Systems Support \$16,895.00; Cargill Inc \$10,006.50; Computer Information Systems \$36,400.00; DLT Solutions LLC \$6,459.21; Erickson Engineering Co LLC \$11,552.50; Gag Sheet Metal \$2,874.00; SHI International Corp \$6,254.00; Sleepy Eye Electric Co \$16,140.00; South Central College \$2,491.08; TSG Server and Storage \$5,343.30; Tyler Technologies Inc \$11,798.00. 61 Payments Less Than \$2000 \$19,675.46. Final Total \$148,316.70; carried.

M/Simonsen, S/Berg, to approve two (2) drainage ditch repair requests and the payment of said repairs; carried.

M/Windschitl, S/Borchert, to award the contract for seal coat oil to Flint Hills Resources in the amount of \$476.00/ton for an estimated total amount of \$385,084; carried. Additional bids were received from MEIGS and Jebro Inc.

M/Windschitl, S/Simonsen, to authorize the County Engineer to set a letting date for project number SP 008-608-041 (Bridge 2110); carried.

M/Simonsen, 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 conditional appointment of Allison Budenski as FT Social Worker – Chemical Dependency 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/Simonsen, S/Borchert, to accept Krista Tande's withdrawal from consideration for the PT Public Health Nurse (up to 29 hours per week) and authorize reposting this position vacancy; carried.

M/Veerkamp, S/Simonsen, to accept Brianna Hinkemeyer's request to withdraw from consideration for the FT Correctional Officer position and authorize reposting this position vacancy; carried.

M/Veerkamp, S/Simonsen, to appoint Dale Hansen as an IPT Heartland Express Bus Driver at the hourly rate of \$18.72, Grade IX, Step Entry, with a start date to be effective 3-2-2022; carried.

M/Borchert, S/Simonsen, to authorize posting a vacancy for a FT Probation Director with an annual salary range of \$71,201 to 106,237; and consider the hiring process for this position; carried.

M/Simonsen, S/Berg, to approve the job description review schedule for 2022, 2023, and 2024; and accept the following updated job descriptions prepared by DDA Human Resources in 2021: Office Services Supervisor, Office Support Specialist, Case Aide Income Maintenance, Childcare Specialist, Eligibility Worker, Financial Assistance Supervisor, Fraud Collections Officer, Facilities Manager, Facilities Operator, Facilities Specialist, Custodian, Information Technology Director, IT GIS/Website Administrator, IT Administrative Assistant, IT Network and Systems Administrator, IT Systems Technician, Assistant Truancy Officer, and Highway Engineering Instrument Technician II; carried.

Correspondence C-1 thru C-6 were accepted and filed. Veerkamp reported on the Brown County Extension meeting; Windschitl reported on the AURI presentation, CHB Executive meeting, and SCHA meeting; Simonsen reported on the Brown County Extension meeting, and the Wellness meeting; Borchert

reported on testifying on House File 499, and the CHB Executive meeting; and Berg reported on the Highway 11 meeting.

Calendars were coordinated for the next two week period.

There being no further business, Chairman Berg declared the Meeting adjourned at 11:19 AM.

The Official Minutes of the Regular Meeting of 3-1-2022 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: cntyadm@co.brown.mn.us
Home Page Address: www.co.brown.mn.us