

SYNOPSIS OF COUNTY BOARD MEETING

April 5, 2022

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

M/Borchert, S/Veerkamp, to accept the Minutes of 3-22-2022 and authorize publication of the Synopsis of same; carried.

M/Borchert, S/Windschitl, to approve Judge Docherty's appointed Director of the Brown County Probation Department Evonn Westcott's annual salary of \$102,583, effective 4-8-2022; with the recruitment of a candidate to fill a position vacancy to be determined at a later date due to Evonn's promotion from the Asst. Probation Director position; carried 5-0.

M/Veerkamp, S/Berg, to approve the Off-Site Gambling Application (LG230) of the Searles Baseball Association for the event scheduled to be held on 6-26-2022 at the Searles Baseball Field; carried.

M/Simonsen, S/Windschitl, to approve the amended agreement with Tyler Technologies dated 12-9-2019 "Exhibit 1 Amendment Investment Summary" in the amended amount of \$29,500 for Tyler Cashiering software for the Auditor/Treasurer dept.; carried.

M/Simonsen, S/Windschitl, to approve the State of MN 2022 Election Security Grant Agreement (HAVA) #208847/PO3805 in the amount of \$25,828.97 for the period 3-14-2022 through 4-23-2027; carried.

M/Simonsen, S/Borchert, to ratify the purchase one (1) Poll Pad Electric Roster from Knowink in the amount of \$1,530.00 and approve the purchase of one (1) WiFi hotspot from Knowink in the amount of \$450.00, and fourteen (14) Omni Ballot Tablets from Seachange in the amount of \$61,600 (including annual fee per unit); noting VEGA 3 Grant Funds in the amount of \$18,590.19, HAVA Grant Funds in the amount of \$25,828.97, and America Rescue Plan Act (ARPA) funds in the amount of \$19,160.84 will be utilized for said voting equipment costs; carried 5-0. No other bids were received.

M/Veerkamp, S/Windschitl, to authorize payment of General Government claims in the amount of \$249,755.05 as follows: Revenue \$135,449.68; Public Health \$16,052.35; Road and Bridge \$18,092.73; Human Services \$880.65; Building Fund \$997.32; Park Fund \$1,114.60; Ditch Fund \$39.78; Capital Improvement Fund \$605.42; Landfill \$63,326.02; SCORE Fund \$13,196.50. 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; Assn of MN Counties \$2,600.00; Birkholz & Associates LLC \$4,181.34; Blue Earth Co Environmental Services \$2,000.00; Brown Co Editorial Assn \$2,081.20; Champ Software Inc \$15,038.00; Clifton Larson Allen LLP \$4,515.00; Consolidated Correctional Foods \$11,739.21; Erickson Engineering Co. LLC \$10,902.50; GEI Consultants Inc \$9,350.00; Liberty Tire Recycling LLC \$11,020.10; Mathiowetz Enterprises Inc \$53,185.04; MN Counties Computer Cooperative \$30,871.93; New Ulm Medical Center \$2,559.91; Rural Minnesota Energy Board \$2,500.00; Seachange \$2,999.70; Thomson Reuters-West Payment C \$7,800.89; Trimin Government Solutions \$25,328.00; Us Imaging \$4,060.16; Watchguard Inc \$5,190.00. 82 Payments less than \$2,000 \$39,404.42; Final Total \$249,755.05; carried.

M/Windschitl, S/Borchert, to approve the proposed schedule and rates for Joint Power Agreement Three Year Contracts with the cities of New Ulm, Sleepy Eye, Springfield, Hanska, Cobden, Evan and the townships of North Star, Mulligan, Albin Stately, Stark and Home for assessing parcels by Brown County in said locations; carried.

M/Borchert, S/Berg, to approve the low bid for the purchase of three (3) work stations from River Bend Business Products in the amount of \$12,773 to replace workstations of for the Technicians and provide a separate office enclosure for the Assistant Engineer; noting that funding from the Highway Department Building Maintenance Fund would be utilized for said purchase; carried. One other quote was received from Uplift Desk.com.

M/Simonsen, S/Windschitl, to accept the quote received from Miller Sellner in the state contract total amount of \$25,500 for the purchase of a two (2) Case IH MD83 Mowers Brown County Highway Dept. and to deem surplus unit #23 and #24 (2013 Vicon Disc Mowers) and declared as excess property to be used as parts; carried. An additional quote was received from Kibble Equipment for two (2) John Deere R240 mowers.

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

Correspondence C-2 thru C-3 were accepted and filed. Veerkamp reported on the Probation Director interviews, Redistricting workshop, and Rural Energy Board meeting; Windschitl reported on the CHB Exec meeting, SCHA meeting, SCHA JP meeting, Redistricting workshop, and Transportation Advisory Committee meeting.

M/Windschitl, S/Berg, to approve the purchase of one (1) Hobart LXEDH-1 Dish Machine for the County Jail Kitchen in the amount of \$8,376.90 from Webstaurant.com; and deem the replaced dish machine as surplus and declare as excess property for disposal; carried. Additional quotes were received from Katom and Klassen Plumbing.

M/Windschitl, S/Berg, to accept the low bid from Town's Edge Lumber in the amount of \$33,764.44 (including 2x6 Studs and Plates and R-19 Wall Insulation) for the construction of an 16x30 Scale House at the Brown County Landfill; noting that Landfill Funds will be utilized for the project; carried 5-0. Additional bids were received from Design Home Center and Puhlmann Lumber.

M/Veerkamp, S/Borchert, to set a Public Hearing date of Tuesday 5-03-2022 at 10:00 AM in the Commissioners Room 204 of the Brown County Courthouse, New Ulm, MN to receive public comments for an ordinance related to camping at Lake Hanska County Park Campground; carried.

M/Borchert, S/Simonsen, to approve the 2021 Emergency Management Performance Grant (EMPG) for Federal funding assistance through the MN Dept. of Public Safety Homeland Security and Emergency Management Division for the Brown County Emergency Management Program in the amount of \$21,239 and authorize the Board Chair to sign said grant agreement; carried.

M/Windschitl, S/Veerkamp, and passed 5-0, to approve Brown County Resolution 2022-13 in regards to ending a State of Emergency for the COVID-19 pandemic.

M/Borchert, S/Windschitl, to approve increasing the Temporary Summer Highway position hourly rate of pay as follows: \$13.00/hr – 1st year; \$13.50/hr – 2nd year; and \$14.00/hr – 3 plus years; carried.

M/Simonsen, S/Borchert, to approve extending to 4-1-2023 the allowance of the accrual of vacation time to exceed the 200 hour limit for Auditor/Treasurer Kelly Hotovec due to the inability for her to use accrued vacation time over the past two years because of her oversight duties of the License Bureau, her transition to the Auditor/Treasurer position and upcoming departmental undertakings in 2022; carried.

M/Borchert, S/Veerkamp, to approve the conditional appointment of Molly Stimpert as FT Social Worker – Senior Services/Adult Protection at the Bachelor's level social worker position hourly rate of \$27.21, Grade XV, Entry, with an anticipated hire date to be determined and contingent upon satisfactory results of a pre-employment background checks/screenings; carried.

M/Borchert, S/Berg, to ratify the Memorandum of Understanding dated 3-23-22 between County of Brown and LELS Local Union No. 94 (Sheriff Deputies) as it pertains to add a shift of ten (10) hours in duration on a trial period basis effective on or about 1-1-2022 through on or about 12-31-2022; carried.

M/Simonsen, S/Veerkamp, to accept the resignation of Evan Pulford, IPT Correctional Officer in the Sheriff's Office, effective 3-25-2022, and authorize posting for a vacant IPT Correctional Officer position according to policy; carried.

M/Borchert, S/Berg, to accept the resignation of Kim Gibson, FT License Bureau Technician, effective 4-14-2022, and authorize to post for the vacant FT License Bureau Technician position according to policy and union contract; carried.

M/Veerkamp, S/Berg, to accept the retirement resignation of Rose Fischer, Human Services Fiscal Supervisor, effective 4-21-2022, and authorize posting for a FT Fiscal Supervisor according to policy; carried.

M/Simonsen, S/Veerkamp, to accept the resignation of Danielle Fletcher, FT Social Worker - Child Protection, effective 6-9-2022, and starting the recruitment process to fill a vacancy for a FT Social Worker – Child Protection according to policy; carried.

Correspondence C-1 and C-4 thru C-6 were accepted and filed. Simonsen reported on the Redistricting workshop, SWCD meeting, and Probation Director interviews; Borchert reported on CHB Exec meeting, SC EMS meeting, Emergency Management Communication meeting, SCHA meeting, and MRCI meeting; Berg reported on the Redistricting workshop.

Calendars were coordinated for the next two week period.

There being no further business, Chairman Berg declared the Meeting adjourned at 11:17 AM. The Official Minutes of the Regular Meeting of 4-5-2022 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