

SYNOPSIS OF COUNTY BOARD MEETING

June 7, 2022

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

M/Windschitl, S/Berg, to accept the Minutes of 5-24-2022 and authorize publication of the Synopsis of same; carried.

M/Windschitl, S/Borchert, to accept the low quote from Miesens Color Center Company, Inc., Springfield, MN in the amount of \$3,628.20 for the purchase of carpet tiles (including removal, disposal, installation and vinyl base) to replace the flooring in the Courthouse Human Resources Dept. Offices; carried. One other quote was received from Design Home Center, New Ulm, MN.

Chairman Berg convened a Public Hearing for the Tax Abatement of a new construction Single Residential Property in Springfield, MN. The public hearing was attended by Auditor/Treasurer Hotovec and Springfield City Manager Joe Stremcha and no interested citizens. County Administrator Hansen noted that the public notice was published as required. Springfield City Manager Joe Stremcha presented information on the residential tax abatement in connection with the Springfield Housing Development and Improvement Program. No public testimony was received. M/Borchert, S/Windschitl, to approve the abatement of property taxes for Brown County Parcel 003.285.001.02.020 (602 Appel St., Springfield, MN) for no more than five (5) years in connection with the Springfield Housing Development Initiative Program; carried 4-0.

M/Simonsen, S/Borchert, to authorize payment of General Government claims in the amount of \$122,778.53 as follows: Revenue \$87,180.49; Public Health \$221.00; Road and Bridge \$1,781.96; Human Services \$675.34; Park Fund \$2,820.30; Ditch Fund \$16,548.22; Capital Improvement Fund \$72.47; Landfill \$13,478.75. In accordance with MS 375.12, the following claims exceeding \$2,000 are included in the Fund totals above: Farmers Coop of Hanska \$2,196.91; Gutes Essen Deli & Catering \$2,120.00; Knowink \$3,340.00; Metro Sales Inc \$2,154.50; Mn Valley Testing Laboratories Inc \$8,540.00; River Bend-Kemske Business Products \$2,062.09; Ron's Recycling \$3,379.00; SHI International Corp. \$9,000.00; Thomson Reuters – West Payment C \$4,904.00; TSG Server and Storage \$9,972.97; Tyler Technologies Inc. \$6,641.33; University of MN \$21,476.44; Wendland Sellers Law Office \$16,548.22; 73 Payments less than \$2000 \$30,443.07. Final total \$122,778.53; carried.

M/Borchert, S/Berg, to approve the application to conduct off-site gambling at the Leavenworth Baseball Field June 18-20, 2022; carried.

M/Simonsen, S/Windschitl, to ratify the State of MN Joint Power Agreement Swift Contract No. 212193 between the State of MN Office of the Secretary of State and the Brown County Auditor/Treasurer to act as Deputy Recount Official in the event the State deems a recount necessary for the Congressional District 1 Special Primary Election for the period 5-15-2022 through 6-30-2022; and authorize Auditor/Treasurer Hotovec to sign said agreement on behalf of Brown County; carried.

M/Borchert, S/Simonsen, to approve the revised language to the Redwood-Cottonwood Rivers Control Area Joint Powers (RCRCA) Agreement Section 5, Subd. 10 that allows RCRCA to undertake One Watershed One Plan (1W1P) planning; and ratify Brown County's RCRCA delegate Commissioner Veerkamp to sign said agreement on behalf of Brown County; carried.

M/Windschitl, S/Berg, to accept and file the April 2022 Budget Report (Cash Basis and Unaudited) which reflects activity at 33.3% of the budget year as follows: expenditures of \$11,521,470.55 or 26.7%, and revenues of \$9,708,767.26 or 22.5%; and the April 2022 Supplemental Budgets Report noting expenditures of \$799,496.23 or 36.9%, and revenues of \$666,195.66 or 33.5% of annual budgeted activity; carried.

M/Borchert, S/Simonsen, to appoint an Opioid Ad Hoc steering committee consisting of Commissioner Berg, Commissioner Borchert, Administrator Hansen, HS Director Dietz, PH Director Moritz, Sheriff Seidl, Probation Director Westcott, and Attorney Hanson to analyze the need in Brown County and advise on how best to utilize Opioid Settlement Funds; carried

M/Simonsen, S/Borchert, to accept the low quote from Searles Well Drilling in the amount of \$14,744.00 for well installation at the Scale House at the Brown County Landfill; noting that Landfill Funds will be utilized for the project; carried. One other bid was received from Schaefer Well Co.

M/Borchert, S/Berg, to accept the low quote from GSM-Plumbing in the amount of \$7,550.00 for plumbing work at the Scale House at the Brown County Landfill; noting that Landfill Funds will be utilized for the project; carried. One other bid was received from Klassen Plumbing.

M/Borchert, S/Berg, to approve the temporary employment appointment of Bryant Karstens at \$15.00/hour for the 2022 Temporary Summer Highway Engineering/Maintenance position with start dates yet to be determined pending results of pre-employment drug screen and physical exam; and approve increasing the Temporary Summer Highway position 2022 hourly rate of pay from \$13.00 to \$15.00 for recruitment purposes; carried.

M/Simonsen, S/Windschitl, to ratify the appointment of Ron Seidl as IPT Bailiff, at \$14.65/hour (Grade V, Step 5) with a start date of 6-6-2022; carried.

M/Windschitl, S/Berg, to appoint Cassandra Jarvis as FT Correctional Officer-Sergeant at the hourly wage of \$24.58 (Grade XI, Step 4 + 4.5% CO-Sgt differential), effective 6-17-2022 and authorize to fill the FT Correctional Officer vacancy according to policy and contract; carried.

M/Borchert, S/Simonsen, to approve the appointment of Helen Hart as FT Human Services Fiscal Supervisor at the hourly rate of \$32.64, Grade XVII, Step 4, effective 6-17-2022; and authorize to post a vacancy for a FT Information Technology Administrative Assistant according to policy (due to Helen's resignation from this I.T. position); carried.

M/Windschitl, S/Berg, to accept the resignation of Peggy Tersteeg, FT Social Worker – Adult Mental Health effective 6-24-2022; carried.

M/Simonsen, S/Berg, to accept the retirement resignation of Cathy Adams, FT Child Support Officer effective 7-29-2022; carried.

M/Borchert, S/Simonsen, to approve the conditional appointment of Megan Kelley and Hannah Heuer as IPT Dispatchers at \$21.60/hour (Grade XI, Entry) contingent on the passage of the pre-employment background checks and screens; carried.

M/Windschitl, S/Berg, to approve the conditional appointment of Jacob Gray as FT Correctional Officer contingent upon satisfactory results of a pre-employment background checks/screensings, at the hourly rate of \$23.02; Grade XI, Step 3; effective hire date to be determined upon completion and receipt of satisfactory results of the pre-employment background checks/screensings; carried.

M/Simonsen, S/Borchert, to approve the temporary employment appointment of Avery Stevens at \$15.00/hour for the 2022 Temporary Summer Highway Maintenance position with start dates yet to be determined pending results of pre-employment drug screen and physical exam; carried.

M/Borchert, S/Windschitl, to approve the appointment of Randy Baker to the Assistant Probation Director position at the hourly rate of \$45.82 (Range 18, Step 12 on the MAPE Compensation Grid 16E) effective 6-17-2022; with the recruitment of a candidate to fill a Probation Agent position vacancy to be determined at a later date; carried.

M/Simonsen, S/Berg, to approve the resignation of Shelley Nelson as a PT Assistant Truancy Officer effective 7-29-2022, and approve posting the vacancy for a PT Assistant Truancy Officer (up to 29 hours per week during the school year) according to policy; carried.

M/Borchert, S/Simonsen, to approve tobacco licenses for the following establishments in Brown County for a period of one year from July 1, 2022 to June 30, 2023: Hanska C-Store/Farmers' Cooperative of Hanska, Hanska; Ridin' High Saloon, Cobden; and Hanska Municipal Liquor Store, Hanska; carried.

M/Windschitl, S/Berg, to approve licenses for the following establishment in Brown County for a period of one year from July 1, 2022 to June 30, 2023: Siegel Athletic Association 3.2 Percent Off Sale License - \$40; Church of the Japanese Martyrs 3.2 Percent On Sale License - \$40; Flying Dutchman Cycle Club 3.2 Percent On Sale License - \$40; Stark Baseball Club 3.2 Percent On Sale License - \$40; Searles Baseball Association 3.2 Percent On Sale License - \$40; and Leavenworth Baseball Assn 3.2 Percent On Sale License - \$40; carried.

M/Borchert, S/Simonsen, to approve On and/or Off Sale Liquor Licenses and Sunday Liquor Licenses for the following establishments in Brown County for a period of one year from July 1, 2022 to June 30, 2023: Carl's Corner, Essig On/Off Sale Liquor License - \$1,300 and Sunday Liquor License \$200; Searles Bar & Grill, Searles On/Off Sale Liquor License - \$1,300 and Sunday Liquor License - \$200; and Sleepy Eye Golf Club, Sleepy Eye On Sale Liquor License - \$1,200 and Sunday Liquor License - \$200; carried.

M/Simonsen, S/Berg, to approve three (3) drainage ditch repair request and the payment of said repairs; carried.

M/Simonsen, S/Berg, to authorize Engineer Stevens to set the letting date on the CSAH 11 project; carried.

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

M/Borchert, S/Berg, to approve the purchase of two (2) sets of dive gear for two (2) new diver team members from Adventure Specialties in the total amount of \$14,545.30; noting funding from the Sheriff's Office Boat & Water Safety Budget 01-21-0213-0000-6300 will be utilized for said purchase; carried 4-0. Additional individual quotes were received for an Avid CQR 3 BCD from Sherwood Scuba; a Viking Hitech Rubber Dry Suit from All Hands Fire Equipment; a AGA Full Face Mask from Dive Right in Scuba; and an Ear/Mic Assembly for AGA Full Face Mask from OTS.

M/Simonsen, S/Borchert, to approve the purchase of one (1) OTS MK-III 3 Diver Intercom System from Adventure Specialties in the amount of \$2,500.00; noting funding from the Sheriff's Office Boat & Water Safety Budget 01-21-0213-0000-6300 will be utilized for said purchase; carried 4-0. One other quote was received from an online vendor.

M/Borchert, S/Windschitl, to approve the contract with Law Enforcement Training Academy and Consulting (LETAC) by Eckberg Lammers for law enforcement training in January 2023 and authorize Sheriff Seidl to sign said contract on behalf of Brown County; carried.

M/Windschitl, S/Simonsen, to authorize the Brown County Sheriff's Office to complete the application for the FY 2022 COPS Hiring Program (CHP) for grant funding of an additional Deputy position in 2023; carried 3-1, with Borchert dissenting.

M/Windschitl, S/Berg, to approve Brown County Human Services to seek mediation with DHS related to the choice of health care plan(s) for Brown County's Senior Managed Care health population effective 1-01-2023; carried.

Correspondence C-1 thru C-4 were accepted and filed. Windschitl reported on election canvassing, CHB Exec meeting, and ARPA workshop; Borchert reported on HS Financial Supervisor interviews, election canvassing, ARPA workshop, AMC Opioid webinar, and CHB Exec meeting; Berg reported on the HS Financial Supervisor interviews, and ARPA workshop.

Calendars were coordinated for the next two week period.

There being no further business, Chairman Berg declared the Meeting adjourned at 11:02 AM.

The Official Minutes of the Regular Meeting of 6-7-2022 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