

**SYNOPSIS OF COUNTY BOARD MEETING**  
**September 6, 2022**

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

M/Borchert, S/Veerkamp, to accept the Minutes of 8-23-2022 and authorize publication of the Synopsis of same; carried.

M/Borchert, S/Simonsen, to authorize payment of General Government claims in the amount of \$258,849.14 as follows: Revenue \$84,564.30; Public Health \$656.48; Road and Bridge \$122,984.30; Human Services \$712.11; Ditch Fund \$2,320.00; Capital Improvement Fund \$28,522.50; Landfill \$17,435.96; SCORE Fund \$1,653.49. In accordance with MS 375.12, the following claims exceeding \$2,000 are included in the Fund totals above: Adventure Specialties LLC \$2,500.00; Alpha Wireless Communications \$2,727.25; Bond Trust Services Corp 329545 \$31,111.25; Cellebrite Inc \$4,300.00; Consolidated Correctional Foods \$11,266.42; Flint Hilss Resources, LP \$85,313.48; Frontier Precision Inc \$3,800.00; I & S Group Inc \$2,320.00; JK Kieper Constructions \$8,388.00; JP Enterprises \$3,078.00; New Ulm/City of \$8,050.00; Northland Business Systems \$4,181.58; Squads Plus \$6,034.65; Trane U.S. Inc. \$28,522.50; University of MN \$25,344.13. 87 payments less than \$2,000 \$31,865.68; Final Total \$258,802.94; carried.

M/Simonsen, S/Berg, to approve one (1) drainage ditch repair request and the payment of said repair; carried.

M/Simonsen, S/Borchert, and passed 4-0, to approve Brown County Resolution 2022-34 in regards to approving final payment for Brown County SAP 08-634-011 on CSAH 34 & SAP 008-635-015 on CSAH 35 in Sleepy Eye, MN.

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 Immunization/Disease Prevention & Control Nurse Michelle Steinbeisser and Maternal Child Health Nurses Michelle Miller and Lisa Compton's attendance at the MN Cares: A Wellness Workshop for Our Healthcare Community workshop on 10/7-10/8/2022 in Minneapolis, MN, noting that costs for travel, lodging and meal expenses will be paid from the Public Health Federal COVID 19 grant; carried.

M/Simonsen, S/Veerkamp, to approve Public Health Educator Erin Krohn-Schwab's attendance at the MN Prevention Program Sharing Conference on 10/20-10/21/2022 in Duluth, MN, noting that costs for travel, lodging and meal expenses will be covered with existing budgeted funds from a conference that was not attended and/or Opioid Settlement Funds; carried.

M/Veerkamp, S/Simonsen, to accept the low quote from Crysteel Truck Equipment, Lake Crystal, MN in the amount of \$4,423.00 for the purchase of a G2-60-1342-EA38 Tommy Gate Pickup Liftgate; noting that ARPA funding will be utilized for said purchase as discussed in the 2023 Budget Review Workshop; carried. One other quote was received from Northern Truck Equipment.

M/Borchert, S/Berg, to accept the low quote from Kral Concrete and Construction, New Ulm, MN in the amount of \$3,900 to replace the concrete between the main entrance and the parking lot of the Community Services Building; carried. One other quote was received from Wurtzberger Construction, Sleepy Eye, MN

M/Simonsen, S/Berg, to approve the GEI Proposal dated 8-04-2022 in the estimated amount not to exceed \$8,000 to prepare and submit an application for a Federal Title V (Part 70 Individual) Air Permit from the MN Pollution Control Agency for the Brown County Landfill; carried.

M/Borchert, S/Simonsen, to accept and file the 2022 2nd Quarter (Cash Basis and Unaudited) Budget Report which reflects activity at 50% of the budget year as follows: Expenditures of \$16,586,974.18 or 38.4%, and revenues of \$20,617,516.19 or 47.8%; and the 2022 2nd Quarter Supplemental Budgets Report noting expenditures of \$1,254,433.52 or 57.9%, and revenues of \$1,835,966.16 or 92.4% of budgeted activity; carried.

M/Simonsen, S/Borchert, to approve the 2023 renewal of health insurance plans and premium rates through the Joint Powers Agreement for Group Employee Benefits and Other Financial and Risk Management Services between Brown County and the South Central Service Cooperative/Minnesota Healthcare Consortium for the following Medica Health Insurance Plans: Medica-MSI PP 6650/13300 w/HSA, Single: \$718.23 and Family: \$1,939.04; Medica-MSI PP 4500/9000 w/HSA, Single: \$812.93 and Family: \$2,194.70; Medica-MSI PP 3000/6000 w/ HSA (base plan), Single: \$900.09 and Family: \$2,430.00; and Medica-MSI PP-MHC 300/600 Single: \$1,127.87 and Family: \$3,044.96; with payment of County share/Employee share according to Personnel Policy and Union Contracts; carried.

M/Borchert, S/Veerkamp, to approve the conditional offer to Michael Montalto for the FT Assistant Veterans Service Officer position at the hourly rate of \$24.43 (Grade XII, Step 3) with start date pending successful completion and satisfactory results of pre-employment screenings and background checks; carried.

M/Simonsen, S/Berg, to ratify the conditional appointment of Amanda Huiras as IPT Bridge on Center Aide at \$21.60/hour (Grade XI, Entry) contingent on the passage of the pre-employment background checks; carried.

M/Veerkamp, S/Simonsen, to ratify the appointment of Angela Prokosch as IPT Bridge on Center Aide at \$21.60/hour (Grade XI, Entry) effective 8-31-2022; carried.

M/Borchert, S/Berg, to approve the conditional appointment of Crystal Kessler as IPT Bridge on Center Aide at \$21.60/hour (Grade XI, Entry) contingent on the passage of the pre-employment background checks and screens; carried.

M/Simonsen, S/Borchert, to accept the resignation of Temporary Summer Highway Engineering/Maintenance Workers Aaron Dewanz effective 8-17-2022 and Jace Addy effective 8-19-2022; carried.

M/Borchert, S/Veerkamp, to accept the resignation of Kimberly Shropshire, FT Child Support Officer effective 9-16-2022, and authorize posting for a vacant FT Child Support Officer position according to policy; carried.

M/Veerkamp, S/Berg, to approve the conditional appointment of Jack Zellmann as FT Correctional Officers contingent upon satisfactory results of a pre-employment background check/screening, 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 check/screening; carried.

Correspondence C-1 thru C-4 were accepted and filed. Veerkamp reported on the RCRC meeting, and R/B JD 5 meeting; Simonsen reported on R/B JD 5 meeting; Borchert reported on CHB Executive meeting. Calendars were coordinated for the next two week period.

M/Veerkamp, S/Simonsen, to convene into closed session to consider labor strategies; carried.

Chairman Berg convened a Closed Session in the LEC Training Room, New Ulm, MN for discussion of labor strategies. This session was attended by Commissioners David Borchert, Anton Berg, Dean Simonsen and Jeff Veerkamp, along with County Administrator Sam Hansen, and HR Director Ruth Schaefer. M/Simonsen, S/Borchert, to accept and file the update on labor strategies; carried.

M/Veerkamp, S/Borchert, to conclude the closed session and reconvene the meeting in open session; carried.

There being no further business, Chairman Berg declared the Meeting adjourned at 11:25 AM.

The Official Minutes of the Regular Meeting of 9-6-2022 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](mailto:cntyadm@co.brown.mn.us) Home Page Address: [www.co.brown.mn.us](http://www.co.brown.mn.us)