

SYNOPSIS OF COUNTY BOARD MEETING

September 20, 2022

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

M/Borchert, S/Simonsen, to accept the Minutes of 9-6-2022 and authorize publication of the Synopsis of same; carried.

Chairman Berg convened a Public Hearing on proposed revisions to the Brown County Fee Schedule pursuant to MN Statute 373.41. It was noted that an affidavit of publication is on file from five (5) newspapers in Brown County. Zoning Administrator Laine Sletta and County Administrator Sam Hansen presented information on the proposed 2022 Brown County Fee Schedule and Ordinance 2022-3 in regards to the increase in Solid Waste Tipping Fees. No public testimony was received.

M/Borchert, S/Simonsen, passed 5-0, to approve Brown County Resolution 2022-35 for the Adoption of 2022-3 in regards to the Brown County Fee Schedule-Solid Waste Tipping Fee.

M/Windschitl, S/Veerkamp, to authorize payment of General Government claims in the amount of \$169,812.77 as follows: Revenue \$56,052.27; Public Health \$2,479.64; Road and Bridge \$36,615.69; Human Services \$376.16; Building Fund \$47,120.95; Park Fund \$1,023.68; Ditch Fund \$9,742.50; Landfill \$16,401.88. In accordance with MS 375.12, the following claims exceeding \$2,000 are included in the Fund totals above: Alpha Wireless Communications \$14,158.07; Behrends/Mark \$4,615.00; Bolton & Menk Inc \$3,152.50; Building Restoration Corporation \$47,120.95; Daguna Consulting, LLC \$16,511.00; Election Systems & Software Inc \$2,917.71; I & S Group \$2,075.00; Killion Smith Law Firm \$4,977.22; Midstates Equipment & Supply \$2,472.25; MN Valley Testing Laboratories Inc \$16,040.25; New Ulm Body Shop \$2,013.27; New Ulm Tire Inc \$5,034.24; Phoenix Supply \$2,381.24; Seachange \$3,161.73; Thompson/John L \$2,983.75; 108 Payments less than \$2,000.00 \$40,198.59. Final Total \$169,812.77; carried.

M/Veerkamp, S/Berg, to accept the quote from Everstrong Constructon in the amount of \$10,300 for the repair of Bridge 08519 abutment bearing pads; carried. One other quote was received from Minnowa Construction.

M/Simonsen, S/Veerkamp, to approve the request from Pete Samuelson to install private tile in the south CSAH 20 road ditch in the northwest quarter of section 27 located in Bashaw Township; carried.

M/Borchert, S/Veerkamp, to approve the conditional appointment of Hector Macias as FT Correctional Officers contingent upon satisfactory results of a pre-employment background check/screening, at the hourly rate of \$22.07; Grade XI, Step 1; effective hire date to be determined upon completion and receipt of satisfactory results of the pre-employment background check/screening; carried.

M/Windschitl, S/Berg, to approve the conditional appointment of Robert Christensen as a PT Heartland Express Bus Driver (up to 29 hours per week for the City and County routes) at the hourly rate of \$19.12, Grade IX, Step 1, with an effective hire date to be determined upon completion and receipt of satisfactory results of the pre-employment background checks/screenings; carried.

M/Simonsen, S/Borchert, to approve the conditional appointment of Madeline Manriquez as FT Social Worker – Developmental Disabilities 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/Windschitl, S/Berg, to accept the resignation of Steve Messerli, Intermittent Part-Time Heartland Express Bus Driver effective 9-12-2022; carried.

M/Veerkamp, S/Borchert, to accept the resignation of Kelly Birkemeyer, FT Correctional Officer, effective 10-01-2022, and authorize posting the vacancy for a FT Correctional Officer position according to policy and contract; carried.

M/Simonsen, S/Windschitl, to accept the resignation of Dayna Christensen, IPT Dispatcher in the Sheriff’s Office, effective 9-27-2022, and authorize posting for a vacant IPT Dispatcher position according to policy; carried.

M/Windschitl, S/Berg, to accept the notice of retirement resignation from Public Health Director Karen Moritz effective 12-30-2022, and authorize posting for a FT Public Health Director according to policy; carried.

M/Borchert, S/Veerkamp, to accept the resignation of Margaret Louters, PT License Bureau Technician, effective 9-26-2022, and authorize posting the vacancy for a PT License Bureau Technician according to policy; carried.

M/Veerkamp, S/Simonsen, to approve the conditional appointment of Rhonda Lux as FT Child Support Supervisor at the hourly rate of \$33.34, Grade XVII, Step 5, with an anticipated hire date to be determined and contingent upon satisfactory results of a pre-employment background checks/screenings; carried.

M/Simonsen, S/Berg, to approve the appointment of Trista Barka of Sleepy Eye to fill the District 4 vacancy on the Brown County Library Board; carried.

M/Borchert, S/Simonsen, to approve Addendum II to the 2022-2024 Agreement between the U of MN and Brown County for providing Extension programs locally and employing Extension Staff in regards to adding an extra 24 hours for the Admin Support Specialist for County Fair Prep; carried.

M/Windschitl, S/Berg, approved the proposal dated 9-8-2022 from DDA Human Resources, Inc. in the estimated amount not to exceed \$45,000 for a staffing study; carried.

M/Borchert, S/Veerkamp, to accept and file the July 2022 Budget Report (Cash Basis and Unaudited) which reflects activity at 58.3% of the budget year as follows: expenditures of \$19,362,965.46 or 44.8%, and revenues of \$23,859,331.71 or 55.3%; and the July 2022 Supplemental Budgets Report noting expenditures of \$1,565,094.01 or 48.5%, and revenues of \$2,013,145.18 or 101.3% of annual budgeted activity; carried.

M/Windschitl, S/Simonsen, to accept and file the August 2022 Budget Report (Cash Basis and Unaudited) which reflects activity at 66.7% of the budget year as follows: expenditures of \$21,800,796.96 or 50.5%, and revenues of \$25,556,391.98 or 59.2%; and the August 2022 Supplemental Budgets Report noting expenditures of \$1,879,280.08 or 86.8%, and revenues of \$2,297,538.07 or 115.6% of annual budgeted activity; carried.

Correspondence C-3 thru C-4 were accepted and filed. Veerkamp reported on AMC Fall Conference; Windschitl reported on CHB Exec meeting, Wellness committee, Insurance committee, NU City Route, CHB Finance meeting, Hot Topics meeting, Enterprise North, Heartland Express City Route, and Safety meeting.

M/Veerkamp, S/Windschitl, to approve Conditional Use Permit Application (CUP) APP-C-0158 by Jason Jay on the property owned by Jason & Marie Jay described as Lot A of the N ½ of the SE ¼ , Section 20, Township 110 North, Range 31 West, all in Milford Township, Brown County, MN. Application is allow a farm machine repair shop, all located in the A-1 Agricultural Protection Zoning District, with the two (2) conditions; carried 5-0.

M/Windschitl, S/Veerkamp, to approve CUP APP-C-0159 by Brian Domeier on the property owned by Brian R Domeier described as Lot 1, Block 1 Seifert Grove Subdivision, Lot 2, Block 1 Siefert Grove Subdivision, Lot 2, Block 1 Domeier 2nd Subdivision, Section 14, Township 109 North, Range 31 West, all in Sigel Township, Brown County, MN. Application is to amend an existing CUP for a seasonal RV park to allow for an expansion from the existing 24 campsites to allow up to 70 campsites, all located in the A-1 Agricultural Protection Zoning District, with six (6) conditions; carried 5-0.

M/Simonsen, S/Borchert, to approve Preliminary Plat Application APP-P-0112 by Kristine Flygare on the property owned by Alvin H & Hazel M Maasz known as JJKP Subdivision (5.0 Acres) on the property described as part of GOVT Lot 1 commencing at the NW section corner, Section 22, Township 109 North, 32 Range West, all in Stark Township, Brown County, MN. Application is to revise the lot line to incorporate all buildings and better sit with the field lines as they exist, all located in A-1 Agricultural Protection Zoning District; carried 5-0.

M/Veerkamp, S/Berg, to approve Preliminary Plat Application APP-P-0113 by Galen Bode on the property owned by Galen G & Sharon A Bode known as Bode Second Subdivision (2.50 Acres) on the property described as GOVT Lots 9,10,15,&16, Section 19, Township 110 North, 31 Range West, all in Milford Township, Brown County, MN. Application is to split of the building site from the tillable land, all located in A-1 Agricultural Protection Zoning District; carried 5-0.

M/Simonsen, S/Borchert, to approve Preliminary Plat Application APP-P-0114 by Mark Longcor on the property owned by John A Altenburg LIV TR known as Altenburg Subdivision (7.35 Acres) on the property described as SW ¼ of the NW ¼ E ½ of the NW ¼ , Section 29, Township 110 North, 31 Range West, all in Milford Township, Brown County, MN. Application is to split off the building site from the tillable land, all located in the A-1 Agricultural Protection Zoning District; carried 5-0.

M/Simonsen, S/Veerkamp, to approve the Land Surveyors Certificate of Correction to Plat by Jesse Zeig a licensed land surveyor; noting Weert's Second Subdivision file November 19th, 1990 has a correction on the distance from the South Quarter corner of Section 5 to the point of beginning; carried 5-0.

M/Windschitl, S/Borchert, to approve Preliminary Plat Application APP-P-0115 by Jeremy Zihlke on the property owned by Jeremy J & Jamie L Zihlke and Duane Weerts known as Zihlke Subdivision (6.02 Acres) on the property described as Lot1, Block 1, Weerts 2nd Subdivision and part of the SW 1/4 , Section 2, Township 108 North, 35 Range West, all in Stately Township, Brown County, MN. Application is to add land to existing building site, all located in the A-1 Agricultural Protection Zoning District; carried 5-0.

M/Simonsen, S/Veerkamp, to approve Final Plat Application APP-P-0107 by Mark Moldaschel on the property owned by Mark & Kathleen Moldaschel known as Moldaschel Third Subdivision Lot 1 (7.98 acres), Lot 2 (7.22acres)) on the property described as Lot 1, Block 1 Moldaschel 2nd Subdivision and part of the SW ¼ of the NE ¼, Section 19, Township 109 North, 32 Range West, all in Stark Township, Brown County, MN. Application is to split existing lots into two lots, all located in the A-1 Agricultural Protection Zoning District; carried 5-0.

M/Borchert, S/Veerkamp, to approve Final Plat Application APP-P-0108 by Marcella Beilke on the property owned by William Beilke JR ETAL known as Beilke Subdivision (6.71 Acres) on the property described as part of the NW ¼ , Section 7, Township 111 North, 33 Range West, all in Eden Township, Brown County, MN. Application is to split building site from tillable, all located in A-1 Agricultural Protection Zoning District; carried 5-0.

County Administrator Hansen presented the proposed 2023 Brown County budget, reporting that adjusted total draft 2023 budgeted expenditures in the amount of \$42,016,741 reflect an decrease of 2.68% from the 2022 county budget of \$43,173,583. After considerable discussion, M/Borchert, S/Berg, to establish the 2023 proposed property tax levy for certification to the County Auditor/Treasurer in the amount of \$15,860,678 which represents an increase of 7.74% over the total 2022 certified levy and is based upon a draft 2023 county budget of \$42,016,741; carried 5-0. It was further noted that the final 2023 budget and levy will be adopted by the County Board in December.

M/Veerkamp, S/Berg, to schedule the public meeting on the proposed 2023 county budget and levy for 6:00 PM on Tuesday 12-13-2022 in the District Courtroom located on the 3rd floor of the Brown County Courthouse and to revise the start time of the 12-13-2022 regular County Board meeting to 4:30 PM; carried.

M/Windschitl, S/Veerkamp, to authorize posting for a Part-Time (30 - 35 hours per week) Heartland Express Bus Driver for the City and County routes; carried.

M/Windschitl, S/Berg, to approve payment of Human Services administrative claims in the amount of \$134,040.30. In accordance with MS 375.12 the following claims exceed \$2,000: Jill Brown PR \$3,212.75; Counseling Services of Southern Mn Inc \$3,150.00; Elan Financial Services \$2,851.65; Confidential Client \$3,594.15; Confidential Client \$2,056.53; Confidential Client \$2,854.00; Mikes Collision & Tire \$3,759.50; MN Human Services \$17,713.55; MN Valley Funeral Home \$2,375.00; SHI International Corp \$2,147.00; Superior Mobility \$6,856.85; Two hundred sixteen payments less than \$2,000 total \$83,469.32. Final total is \$134,040.30; carried.

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

M/Windschitl, S/Borchert, to authorize the payment of Social Services payments in the amount of \$234,567.29; carried. In accordance with MS 375.12 the following claims exceed \$2,000: Brown Co. Evaluation Ctr \$13,831.74; DHS-MNSOP \$7,979.40; Families First Collaboration \$44,048.00; Forensic Nursing Home \$2,718.70; Gerard Nexus \$5,689.12; Habilitative Services Inc. \$2,144.18; LDR Home Care LLC \$8,008.03; LSSMN \$10,429.16; MBW Company \$2,153.52; MN Valley Action Council \$15,709.05; MRCI \$3,794.40; Nexus-Kindred \$4,788.26; North Homes Inc. \$42,684.59; Confidential \$3,045.13; Pierson/Alexandria & Matthew \$3,967.69; Prairie Lakes Youth Programs \$17,114.93; Ries/Deanna \$2,285.01; Starry Night Woodworking \$11,112.00; Wings Guardianship Services \$2,328.80; Confidential \$2,855.72; 41 payments less than \$2,000 total \$27,879.86; Final Total \$234,567.29.

M/Borchert, S/Simonsen, to cease closed session and resume open session; carried.

Correspondence C-1, C-2, C-5, & C-6 were accepted and filed. Borchert reported on BC Evaluation Center meeting, AMC Fall Conference, JP Workforce, and MVAC meeting; Berg reported on JD 36, and Planning Commissioner meeting.

Calendars were coordinated for the next two week period.

There being no further business, Chairman Berg declared the Meeting adjourned at 1:04 PM.

The Official Minutes of the Regular Meeting of 9-20-2022 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 Home Page Address: www.co.brown.mn.us