

**SYNOPSIS OF COUNTY BOARD MEETING**  
December 13, 2022

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

M/Borchert, S/Simonsen, to accept the Minutes of 11-22-2022 and authorize publication of the Synopsis of same; carried.

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

M/Borchert, S/Veerkamp, to approve the low quote for the purchase of one (1) Synology RackStation RS2421RP+-NAS Server and eight (8) Synology HAT5300 Hard Drive in the total amount of \$6,123.91 from Amazon to replace the current array that is used to run all 9-1-1/LEC Servers; and noting that 911 Funds would be utilized for said purchase; carried. One other quote was received for one (1) Synology RackStation RS2421RP+-NAS server and eight (8) – Synology HAT5300 Hard Drive from QDW.

M/Veerkamp, S/Simonsen, to approve the low quote for the purchase of one (1) HPE ProLiant DL360 Gen10 Network Choice Server and twelve (12) HPE SmartMemory DDR4 Hard Drives in the total amount of \$7,101.62 from CDW-G to replace a virtual machine host service in the LEC Data Center; carried. One other quote was received for a DL360 HP IMSourcing HPE Server from SHI.

M/Simonsen, S/Borchert, to approve the continuance of the 2021 Legal Services Agreement with Rinke, Noonan Law Firm for drainage consultation services with updated legal service hourly rates effective 1-1-2023; carried.

M/Veerkamp, S/Borchert, and passed 4-0, Brown County Resolution 2022-46 delegating the authority to sign checks and authorize ACH payments to the Auditor/Treasurer; and in the absence of the Auditor/Treasurer, the County Board delegates the authority to authorize ACH payments to the Assistant Auditor/Treasurer.

M/Borchert, S/Berg, to approve the Master Services Agreement and Statement of Work dated 11-7-2022 with CliftonLarsonAllen LLP for year end 12-31-2022 Audit Services; and authorize the Board Chairman and Auditor Treasurer to sign said agreements; carried.

M/Simonsen, S/Veerkamp, to authorize payment of General Government claims in the amount of \$251,881.55 as follows: Revenue \$102,088.75; Public Health \$872.18; Road and Bridge \$130,151.58; Human Services \$552.44; Park Fund \$2,301.85; Ditch Fund \$98.25; Capital Improvement Fund \$11,861.04; Landfill \$2,718.92; SCORE Fund \$81.54; Forfeited Tax Fund \$1,155.00. In accordance with MS 375.12, the following claims exceeding \$2,000 are included in the Fund totals above: Brandt Law Office P.A. \$3,778.00; Brown Co Editorial Assn \$4,576.37; Cargill Inc \$9,404.50; Full Service Electric Inc \$2,293.16; Geocomm Inc \$18,471.00; Government Management Group \$3,500.00; GovernmentJobs.com Inc \$9,665.02; H & L Mesabi Inc. \$42,323.50; Hoffman Construction Co Inc. \$2,736.00; Karpel Solutions \$9,000.00; KnowBE4 Inc. \$8,721.00; Master's Touch LLC/The \$3,145.53; Midstates Equipment & Supply \$34,463.64; MN Paving & Materials \$15,222.60; MN DOT \$7,298.21; Petrochoice Lubrication Solution \$2,052.55; Premier Biotech Labs LLC \$3,265.43; River Bend-Kemske Business Products \$3,184.71; Traffic Logix Corporation \$6,328.00; Trane U.S. Inc \$11,409.00; 99 payments less than \$2,000 \$51,043.33. Final Total \$251,881.55; carried.

M/Borchert, S/Berg, to accept the retirement resignation of Marvin Drill, Highway Maintenance Worker III, effective 1-03-2023, and authorize posting for a FT Maintenance Worker III according to policy and contract; carried.

M/Simonsen, S/Veerkamp, to approve the appointment of Beth Vavra as FT Chief Deputy Recorder at the hourly rate of \$24.87, Grade XIII, Step 1, with an anticipated start date of 12-29-2022 contingent upon satisfactory results of pre-employment background checks; carried.

M/Borchert, S/Berg, to authorize extending the 6-month to a 9-month training phase period for Bailey McNulty, FT Social Worker – Child Protection, for further evaluation of job performance; carried.

M/Borchert, S/Simonsen, to accept and file the October 2022 Budget Report (Cash Basis and Unaudited) which reflects activity at 83.3% of the budget year as follows: expenditures of \$30,367,244.84 or 70.3%, and revenues of \$28,875,361.07 or 66.9%; and the October 2022 Supplemental Budgets Report noting expenditures of \$2,318,732.62 or 107.1%, and revenues of \$1,987,681.00 or 149.0% of annual budgeted activity; carried.

M/Simonsen, S/Borchert, to approve the 2023 Departmental Conference Schedules and Association/Membership Dues; carried.

M/Borchert, S/Berg, to approve two way snowmobile traffic for the north right of way of CSAH 6 from CSAH 13 to the Hanska Lake Boat Landing; carried.

M/Simonsen, S/Berg, to set a bid letting date for the Brown County SAP 008-599-059 Culvert Replacement and Approach work on 200th Street over CD 3 in Sigel Township for 10:00 AM on Wednesday 1-25-2023 in Commissioner Room 204 located in the Brown County Courthouse, 14 S. State, New Ulm, MN; carried.

M/Veerkamp, S/Berg, to approve the agreement with Springfield Area Community Center, 33 South

Cass Ave., Springfield to rent space for the WIC clinic on the 2<sup>nd</sup> Tuesday of each month, 9am–4pm, at a charge of \$100 per month effective 1-10-2023 through 12-31-2023; carried.

M/Borchert, S/Veerkamp, to approve a Certificate of Recognition for Arianna Urch in recognition of serving as the Youth Representative; Sandy Sellner in recognition of serving as the Registered Nurse Representative; Ellen Vancura in recognition of serving as the New Ulm Representative; and Linda Wallin in recognition of serving as the Comfrey Representative on the Brown County Public Health Advisory Committee; carried.

Correspondence C-1 through C-5 was accepted and filed. Veerkamp reported on the Rural Energy meeting, the Cottonwood One Watershed One Plan meeting, AMC Conference, and RCRC meeting; Simonsen reported on the AMC Conference; Borchert reported on the AMC Conference, and MRCI meeting; Berg reported on the Help Me Grow meeting, and AMC Conference.

Calendars were coordinated for the next two week period.

Chairman Berg recessed the Regular Meeting until the start of the 2023 Proposed Budget and Levy Public Meeting.

Chairman Berg reconvened the Regular Meeting to conduct the 2023 Proposed Budget and Levy Public Meeting in the 3<sup>rd</sup> floor District Courtroom of the Brown County Courthouse located in New Ulm, MN. Commissioners Borchert, Berg, Simonsen, and Veerkamp were in attendance, along with County Administrator Hansen, County Attorney Hanson, and Administrative/HR Assistant Bode. Also in attendance were (15) Brown County department heads and staff; and one (1) member of the general public. NuCAT staff was present and media representative Fritz Busch of the Journal was also present. Informational handouts were distributed to those in attendance.

Administrator Hansen presented Brown County's proposed budget and levy for 2023, reviewing the handouts as provided. The proposed 2023 Brown County levy noted was \$15,860,678 which reflected a 7.74% increase from the 2022 levy in the amount of \$14,721,089. The proposed 2023 revenues and expenditures budgeted at \$42,016,741. The proposed 2023 Expenditures by category as a percentage of total budget were noted as follows: 16.52% General Government; 4.27% Public Health Nursing; 27.83% Human Services; 32.96% Road and Bridge; 0.42% Conservation/Natural Resources; 1.37% Culture/Recreation; and 16.63% Public Safety.

Administrator Hansen addressed additional budget information as follows: Comparison of estimated market values for total agriculture properties and total non-agriculture properties. Administrator Hansen also noted that preparation of the budget is a lengthy process and departments continually look for ways to limit the need for property taxes by seeking grants and reviewing departmental activity.

Chairman Berg called for testimony from the public regarding the proposed 2023 Brown County Budget and levy. There was no testimony from the general public regarding the proposed 2023 county budget and levy. Chairman Berg expressed thanks to those in attendance, and also thanked the department heads and staff for their efforts in preparing the draft 2023 budget and for pursuing non-levy funding in order to keep the property tax levy as low as possible. It was noted that the County Board will consider adoption of the final payable 2023 property tax levy and budget at the regular County Board Meeting on Tuesday 12-20-2022 in Room 204 of the Brown County Courthouse. M/Simonsen, S/Veerkamp, to receive and order file of the Truth in Taxation presentation.

There being no further business, Chairman Berg declared the Meeting adjourned at 6:20 PM.

The Official Minutes of the Regular Meeting of 12-13-2022 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)