

## SYNOPSIS OF COUNTY BOARD MEETING

January 3, 2023

At 8:30 AM, the Board of Brown County Commissioners met for the purpose of organizing the County Board for 2023 through the election of Board Chair and Vice-Chair. Members present: Borchert, Berg, Windschitl, Braun, and Veerkamp, along with County Administrator Hansen.

Upon a call for nominations for the position of County Board Chair for 2023, Windschitl nominated Veerkamp. Berg seconded the nomination. After a third call for any further nominations, M/Borchert, S/Windschitl, to cease nominations and cast a unanimous ballot for Veerkamp as Board Chair of the Brown County Board of Commissioners for 2023; carried.

Upon a call for nominations for the position of County Board Vice-Chair for 2023, Berg nominated Windschitl. Borchert seconded the nomination. M/Borchert, S/Berg, to cease nominations and cast a unanimous ballot for Windschitl as Board Vice-Chair of the Brown County Board of Commissioners for 2023; carried.

M/Berg, S/Windschitl, to adopt Robert's Rules of Order with three (3) additional stipulations; carried.

M/Borchert, S/Braun, to accept and file the review of the Brown County Board of Commissioners Operating Rule and Guidelines and to recess the meeting until 9:00 AM; carried.

At 9:00 AM, Members present: Borchert, Berg, Windschitl, Braun, and Veerkamp along with County Administrator Hansen and County Attorney Hanson.

M/Borchert, S/Braun, to accept the Minutes of 12-27-2022 and authorize publication of the Synopsis of same; carried.

M/Berg, S/Borchert, to authorize payment of General Government claims in the amount of \$117,571.50 as follows: Revenue \$70,822.82; Public Health \$3,014.86; Road and Bridge \$21,629.12; Park Fund \$32.00; Landfill \$22,072.70. In accordance with MS 375.12, the following claims exceeding \$2,000 are included in the Fund totals above: Auto Value New Ulm, \$2,020.91; Braulick Concrete Construction Inc. \$2,475.00; Mid States Org Crime Info Ctr \$5,340.00; New Ulm Tire Inc. \$14,917.62; Night Vision Devices Inc \$30,451.00; Powerplan Oib \$3,145.85; Seachange \$ 21,912.16; Searles Well Drilling Inc \$22,072.70; Toppers & Trailers Plus \$2,311.50; 37 payments less than \$2,000 \$12,924.76. Final Total \$117,571.50; carried.

M/Windschitl, S/Berg, and passed 5-0, to approve Brown County Resolution 2023-01 in regards to delegating authority to the Auditor-Treasurer and Assistant Auditor-Treasurer to make electronic funds transfers.

M/Windschitl, S/Berg, to approve four (4) drainage ditch repair requests and the payment of said repairs; carried.

M/Berg, S/Braun, to approve the Agreement for Services between Brown County and Brown Soil and Water Conservation District for the period 1-1-2023 through 12-31-2023 for the purpose of facilitating the administration of the Wetlands Conservation Act (WCA); carried.

M/Borchert, S/Windschitl, to approve the appointment of Andrea Helget as FT Accounting Technician in the Human Services Dept. considering the 2022 hourly rate of \$22.07 (Grade XI, Step 1) with a start date pending successful completion and satisfactory results of pre-employment background checks; carried.

M/Berg, S/Borchert, to approve the conditional appointment of Jessica Johnson as FT Public Health Supervisor considering the 2022 hourly rate of \$34.94, Grade XVIII, Step 5, with an anticipated hire date of 1-30-2023 contingent upon satisfactory results of a pre-employment background checks/screenings; carried.

M/Braun, S/Berg, to approve the conditional appointment of Brandon Tharp as a FT Appraiser in the Assessor's Office considering the 2022 hourly rate of \$24.96, Grade XII, Step 4, with a start date pending successful completion and satisfactory results of pre-employment background checks and screenings; carried.

M/Borchert, S/Berg, to accept and file the November 2022 Budget Report (Cash Basis and Unaudited) which reflects activity at 91.7% of the budget year as follows: expenditures of \$34,451,562.66 or 79.8%, and revenues of \$37,483,752.37 or 86.8%; and the November 2022 Supplemental Budgets Report noting expenditures of \$2,699,339.90 or 124.6%, and revenues of \$3,576,852.87 or 180.0% of annual budgeted activity; carried.

M/Berg, S/Windschitl, to continue the appointment of Dr. Terence J. Knowles, M.D., as Brown County Coroner effective 1-1-2023 through 12-31-2026 and maintain Coroner Knowles' monthly stipend at \$350; carried.

M/Berg, S/Windschitl, and passed unanimously to approve the 2023 Committee Memberships.

M/Braun, S/Borchert, to approve the 2023 renewal of consulting services contract with Madden Galanter Hansen, LLP, Plymouth, MN for assistance as needed to address union labor contract matters; carried.

Correspondence C-1 was accepted and filed.

Calendars were coordinated for the next two week period.

There being no further business, Chairman Veerkamp declared the Meeting adjourned at 9:54 AM. The Official Minutes of the Regular Meeting of 1-03-2023 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).