

SYNOPSIS OF COUNTY BOARD MEETING

March 7, 2023

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

M/Borchert, S/Braun, to accept the Minutes of 02-28-2023 and authorize publication of the Synopsis of same; carried.

M/Braun, S/Berg, to authorize payment of General Government claims in the amount of \$649,180.22 as follows: Revenue \$82,697.15; Public Health \$16,293.00; Road and Bridge \$540,719.85; Human Services \$585.54; Building Fund \$46.57; Landfill \$8,838.11. In accordance with MS 375.12, the following claims exceeding \$2,000 are included in the Fund totals above: Bond Trust Services Corp 329545 \$521,586.25; C & S Heating & Air Conditioning Inc. \$4,364.15; Cargill Inc \$9,022.30; Champ Software Inc \$15,775.00; Dell Marketing LP \$10,819.37; Everbridge Inc. \$7,000.00; GEI Consultants Inc \$4,452.00; Master's Touch LLC/The \$8,452.50; Motorola Solutions Inc. \$49,182.00; 54 Payments less than \$2,000 \$18,526.65. Final Total \$649,180.22; carried.

M/Berg, S/Borchert, to receive and order filed the Auditor/Treasurer's Office report on the distribution of the 2022 interest income in the amount of \$393,292.55 to the major funds of the county based upon average fund balance; carried.

M/Borchert, S/Windschitl, to accept and file the report on the JD#9 and JD#10 B&BE Joint Drainage Teleconference/Zoom Meetings held at 8:30 AM and 8:35 AM this date 3-07-2022 in the Brown County Courthouse Room 204 noting that the Brown County Commissioners Borchert, Berg, and Windschitl were present along with Blue Earth County Commissioners Bruender and Piepho whereby the JD#9 B&BE Joint Drainage Authority took the following action: set a Final Public Hearing date of Wednesday, 4-5-2023 at 10:00 AM for JD#9 B&BE and 10:30 AM for JD#10 B&BE in the Brown County Law Enforcement Center Training Room, 15 S. Washington St., New Ulm, MN, in the matter of the Redetermination of Benefits for JD#9 and JD#10 B&BE; carried.

M/Berg, S/Windschitl, to accept the quote from Zahl Equipment in the total amount of \$15,072 (\$7,536 each site) for the purchase of two (2) 1,000 gallon fuel tanks for the Brown County Highway Department Springfield and Hanska Shop; carried. One other quote was received from Hanska Co-Op.

M/Braun, S/Berg, to accept the quote received for maintenance striping of 120 road miles in Brown County from Sir Lines-A-Lot LLC in the amount of \$118,000.00; carried. No other quotes were received.

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

M/Braun, S/Borchert, to approve the Collaborative Coordinator Contract between Brown County Public Health and Brown County Families First Children's Collaborative for the period 3-07-2023 through 12-31-2023 for Brown County Public Health to provide the services of a Collaborative Coordinator; carried.

M/Windschitl, S/Berg, to approve Brown County Public Health Preparedness Coordinator Michelle Steinbeisser and Public Health Supervisor Jessica Johnson attendance at the Emergency Preparedness Coordinator Workshop from 4/18-4/19/2023 in Minneapolis, MN, noting that registration and lodging will be paid by the Minnesota Department of Health and COVID-19 Response funding will be utilized for salary, meals and mileage expenses; carried.

M/Windschitl, S/Berg, to approve the following policy/procedure updates for Public Health: Organization Structure; Public Health Advisor Committee; Background Checks; Orientation Guide; Performance Management; Employee Expense Reimbursement; Transfer of Client Care; Discontinuation of Services; and Policy and Procedure Review and Approval; carried.

Correspondence C-2 through C-4 were accepted and filed. Windschitl reported on the Enterprise North Finance meeting, and JD 9 & 10 B&BE meetings; Berg reported on the employee recognition meeting, park committee meeting, and JD 9 & 10 B&BE meetings; Braun reported on the employee recognition meeting, and Brown County extension meeting.

M/Berg, S/Braun, to accept the bid to rent 30 acres of tillable ground at the Brown County Landfill described as North Thirty (30) Acres of That Portion of the Northeast Quarter of the Southeast Quarter of Section 31, Township 110 North, Range 31 West, Brown County, MN, lying westerly of the centerline of County State Aid Highway Number 11 from Brad Sellner in the amount of \$6,785.00 per year for the period 3-15-2023 through 11-15-2025; carried. One other bid was received from Mitch Beranek.

M/Windschitl, S/Berg, to accept the bid to rent 37 acres of hay ground at the Brown County Landfill described as South Thirty-Five (35) Acres of That Portion of the Northwest Quarter of the Southeast Quarter of Section 31, Township 110 North, Range 31 West, Brown County, MN, lying westerly of the centerline of County State Aid Highway Number 11 from Mark Manderfeld in the amount of \$1,837.50 per year for the period 3-7-2023 through 11-15-2025; carried. No other bids were received.

M/Braun, S/Windschitl, to approve the purchase of VMware ESXi 8.x Software from TSG Server & Storage, Inc., St. Paul, MN to update the current VMware platform for county production servers in the amount of \$19,428.00; noting that ARPA funds in the amount of \$18,250 and IT Equipment Maintenance (01-

060.6300) in the amount of \$1,178.00 will be utilized for said purchase; carried. No other quotes were received.

M/Berg, S/Veerkamp, to approve the conditional appointment of Lucas Emineth as FT Correctional Officer contingent upon satisfactory results of a pre-employment background checks/screenings, at the hourly rate of \$23.60; Grade 5, Step 1; effective hire date to be determined upon completion and receipt of satisfactory results of the pre-employment background checks/screenings; carried.

M/Windschitl, S/Berg, to approve the employment separation and general release agreement with Joseph Shaffer, as is on file in Human Resources; carried.

M/Berg, S/Borchert, to authorize posting for a Deputy in the Sheriff's Office according to policy and union contract; carried.

M/Berg, S/Borchert, to approve the Labor Agreement between County of Brown and AFSCME Minnesota Council No. 65 Local 1204 Highway Unit for the term of 1-1-2023 thru 12-31-2025; carried 5-0.

M/Windschitl, S/Braun, to approve the proposed 2023 AFSCME Local 1204 Highway, 26 Grade/13 Step, Salary Schedule effective 1-1-2023; and approve the recommended highway job classification placements on the new salary schedule; carried 5-0.

M/Windschitl, S/Borchert, to approve the Labor Agreement between County of Brown and LELS Local No. 94 Unit for the term of 1-1-2023 thru 12-31-2025; carried 5-0.

M/Berg, S/Braun, to approve the proposed 2023 LELS Local No. 94 Unit, 26 Grade/13 Step, Salary Schedule effective 1-1-2023; and approve the recommended LELS 94 job classification placements on the new salary schedule; carried 5-0.

M/Berg, S/Windschitl, to approve the Labor Agreement between County of Brown and LELS Local No. 98 Unit for the term of 1-1-2023 thru 12-31-2025; and approve the Memorandum of Agreement between County of Brown and Law Enforcement Labor Services, Local No. 98 - Dispatcher Unit as it pertains to 12-hour shifts for full-time dispatchers under a 2080 Plan pursuant to Section 7(b) of the Fair Labor Standards Act related to the Labor Agreement for the term of 1-1-23 thru 12-31-25; carried 5-0.

M/Braun, S/Berg, to approve the proposed 2023 LELS Local No. 98 Unit, 26 Grade/13 Step, Salary Schedule effective 1-1-2023; and approve the recommended LELS 98 job classification placements on the new salary schedule; carried 5-0.

Correspondence C-1, C-5, and C-6 were accepted and filed. Borchert reported on the JD 9 & 10 B&BE meetings; Veerkamp reported on the Brown County extension meeting.

Calendars were coordinated for the next two week period.

There being no further business, Chairman Veerkamp declared the Meeting adjourned at 10:26 AM.

The Official Minutes of the Regular Meeting of 3-7-2023 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
Home Page Address: www.co.brown.mn.us