

## SYNOPSIS OF COUNTY BOARD MEETING

August 22, 2023

Members present: Borchert, Berg, Windschitl, Braun, Veerkamp, along with Lay Board Members Gieseke and Sieve, County Administrator Hansen, Human Services Director Dietz, and County Attorney Hanson.

M/Windschitl, S/Borchert, to accept the Minutes of 08-15-2023 and authorize publication of the Synopsis of same; carried.

M/Berg, S/Borchert, to accept and order file on the plan and the administration of the Brown County 2024-2025 Child Care Assistance Program; carried.

M/Braun, S/Berg, to approve payment of Human Services administrative claims in the amount of \$20,076.57. In accordance with MS 375.12 the following claims exceed \$2,000: Elan Financial Services \$5,688.93; Confidential Client \$2,365.88; 22; Verizon Wireless \$3,262.57 payments less than \$2,000 total \$8,759.19. Final total is \$20,076.57; carried.

M/Windschitl, S/Braun, to accept and file the following Consent Agenda Items: Staffing; Monthly Out of Home Placement Report; Heartland Express; New Funding Allocations from the State; South Country Health Alliance (SCHA) Appeal; Direct Care and Treatment (DCT) Division at Department of Human Services; Finalization of Estate Recovery; Revenue Recapture Audit; and Conference Report; carried.

M/Berg, S/Borchert, to convene into closed session to consider Social Service Payments; carried. At this time, Lay Board Members DeeAnn Gieseke and Vicki Sieve were excused.

M/Windschitl, S/Berg, to authorize the payment of Social Services payments in the amount of \$50,661.00; carried. In accordance with MS 375.12 the following claims exceed \$2,000: Brown Co Evaluation Ctr \$4,224.35, DHS-MNSOP \$7,979.40; LSSMN \$8,981.01; Lutheran Social Service of MN \$5,777.68; MN Valley Action Council \$15,268.05; Southern Mn Independent Living \$2,109.40; 8 payments less than \$2,000 total \$6,321.11; Final Total \$50,661.00.

M/Berg, S/Borchert, to cease the closed session and reconvene the open session; carried.

M/Berg, S/Braun, and passed 5-0, to approve Brown County Resolution 2023-11 authorizing the Brown County Auditor-Treasurer to conduct the sale of tax forfeited lands for twenty-three (23) parcels pursuant to MN Statute Sections 282.0 et seq. and two (2) parcels of tax-forfeited land to an adjacent owner pursuant to MN Statute Sections 282.01 on 9-21-2023 commencing at 10:00 AM pursuant to MN Law. The sale will be governed by the terms approved by the County Board. Detailed terms of this sale are on file with the County Auditor-Treasurer's office or on our web site at [www.co.brown.mn.us](http://www.co.brown.mn.us). The purchaser is entitled to immediate possession.

M/Borchert, S/Braun, to approve the purchase of twenty-five (25) iPad Poll Pads in the amount of \$7,687.50 from KNOWiNK, LLC, St. Louis, MO; and authorize the Auditor/Treasurer to sign said estimate quote on behalf of the County Board; carried.

M/Berg, S/Windschitl, and passed 5-0, to approve Brown County Resolution 2023-12 to appoint Brandy A. Gatzlaff as the Brown County Deputy Registrar and Driver's License Agent; and that certified copies of this Resolution be forwarded to the County Auditor-Treasurer, the MN Dept/ of Public Safety Deputy Registrar section, and the MN Dept. of Public Safety Drivers Services Coordination Dept. for action and approval by the Commissioner of Public Safety.

M/Braun, S/Berg, to authorize the Brown County License Bureau Supervisor to submit the Application to Administer Web-Based Class D Knowledge Test to the MN Dept. of Public Safety Driver and Vehicle Services to accommodate additional Class D written tests for the community outside the weekly state exams; carried.

M/Berg, S/Windschitl, to approve a tobacco license for The Nine-One Bar, LLC, Hanska for the period 8-22-2023 to 6-30-2024; carried.

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

M/Windschitl, S/Braun, to accept the quote received from Ferguson Aggregate & Crushing, Inc. in the amount of \$143,700 to crush 30,000 cubic yards of Class 5 aggregate at the County owned Alfred's Pit for Highway Dept. construction and maintenance projects gravel; carried.

M/Windschitl, S/Borchert, to approve the purchase of thirty (30) Soldiers Rest grave plots from the City of New Ulm costing \$725 each for a total amount of \$21,750; carried 5-0.

M/Windschitl, S/Berg, to accept the Life Insurance Plan proposal from MN Life Insurance Company through the Request for Proposal bid process and approve the Life Insurance Plan 36 month premium rate guarantee effective 1-1-2024 as follows: Basic Life - \$0.085 per \$1,000, Basic AD&D - \$0.02 per \$1,000, EE and Spouse Supp Life rate schedule, EE and Spouse Supp AD&D - \$0.02 per \$1,000, and Child Supp Life - \$0.13 per \$1,000; accept the Long-Term Disability (LTD) Insurance Plan proposal from Madison NationalLife Insurance Company through the Request for Proposal bid process and approve the LTD Insurance Plan 36 month age banded rates guarantee effective 1-01-2024 with the maximum annual salary increase to \$120,000; and to accept the Short-Term Disability (STD) Insurance Plan proposal from Madison NationalLife Insurance Company through the Request for Proposal bid process and approve the STD Insurance Plan 24 month premium

rate \$0.27 per \$10 of Weekly Benefits guarantee effective 01-01-2024. The maximum weekly benefit under this plan is \$60; carried.

M/Borchert, S/Braun, to approve the conditional offer to Thomas Mueller for the FT Child Protection Social Worker position at the hourly rate of \$32.82, Grade 10, Step 4, to be credited with 40 hours of vacation time and 40 hours of sick time on the first day of employment. Vacation time accrual thereafter will be in accordance with Brown County's personnel policy on vacation leave benefits, and sick time accrual thereafter will be in accordance with the policy on sick leave benefits; and the hire date will be determined and contingent upon satisfactory results of pre-employment background checks/screenings; carried.

M/Berg, S/Borchert, to approve the appointment of Kimberly Hensch as a FT Financial Assistance Supervisor in the Human Services Dept. at the hourly wage of \$33.49, Grade 11, Step 3, with an anticipated start date of 9-11-2023; carried.

M/Berg, S/Borchert, to accept the notice of retirement resignation from Human Services Director Barb Dietz effective 1-05-2024 and authorize creating an Ad-Hoc committee consisting of Administrator Hansen, Human Resources Director Schaefer, and Commissioners Berg and Borchert, to discuss the recruitment and selection process for a FT Human Services Director; carried.

M/Braun, S/Berg, to recognize Taylor Rueckert as taking on a lead role in the Information Technology (IT) Dept. by increasing his hourly wage from \$32.16/hour to \$36.84/hour during the IT Director replacement period of 7-15-2023 through 8-25-2023; carried.

Correspondence C-1 through C-6 were accepted and filed. Windschitl reported on the CHB Budget meeting, and CLA Audit call; Berg reported on GBERBA; Braun reported on the JD 5 meeting; Borchert reported on the NU Child Care meeting; Veerkamp reported on the Cottonwood One Watershed One Plan meeting.

Calendars were coordinated for the next two-week period.

There being no further business, Chairman Veerkamp, declared the Meeting adjourned at 11:12 AM.

The Official Minutes of the Regular Meeting of 8-22-2023 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: [cntyadmn@co.brown.mn.us](mailto:cntyadmn@co.brown.mn.us) Home Page Address: [www.co.brown.mn.us](http://www.co.brown.mn.us)