

November 19, 2024

At 9:00 AM, on Tuesday, November 19, 2024, the Brown County Board of Commissioners met in Room #204 of the Brown County Courthouse located in New Ulm, Minnesota, 56073. Commissioners present were David Borchert, Anton Berg, Scott Windschitl, Brian Braun and Jeff Veerkamp, along with County Administrator Sam Hansen and County Attorney Charles Hanson.

Agenda Review

1. Chairman Veerkamp convened the Regular Meeting at 9:00 AM. A motion was offered by Commissioner Berg, and was seconded by Commissioner Braun, to accept the printed agenda. This motion carried unanimously.

Consent Agenda Review

2. Previous Meeting's Official Proceedings and Synopsis Approval

3. General Government Claims

In accordance with MS 375.12, the following claims exceed \$2,000: ALPHA WIRELESS COMMUNICATIONS \$2,427.65; Brown Co Economic Dev Partners Inc \$25,000.00; Brown Co Historical Society \$3,565.00; CARSON/BARBARA A \$2,000.00; CONSOLIDATED CORRECTIONAL FOODS \$11,404.61; Daguna Consulting, LLC \$6,000.00; Election Systems & Software Inc \$11,522.50; ERICKSON ENGINEERING CO LLC \$4,456.50; GEI Consultants Inc \$3,067.75; H & S TILING LLC \$3,000.00; I & S Group Inc \$23,374.49; Minnesota Paving & Materials \$4,014.99; MOTOROLA SOLUTIONS INC \$70,199.26; North Central International \$2,122.04; PHYSICIANS GROUP OF NEW ULM LTD \$2,000.00; River Bend-Kemske Business Products \$3,160.77; Scott Kral Construction LLC \$16,650.00; Taylor Print & Visual Impressions Inc \$13,863.33; 89 payments less than \$2,000 total \$23,511.31. Final Total: \$231,340.20.

4. Human Services Claims Payments

In accordance with MS 375.12, the following claims exceed \$2,000.00; Confidential Client \$2,566.20; Brown Co Human Services \$3,279.59; Brown Co Public Health Nursing \$2,650.00; Chuck Spaeth Ford Inc. \$3,659.02; Confidential Client \$3,031.10; Mn Human Services \$2,804.88; Superior Mobility \$3,609.88; 147 payments less than \$2,000.00 total \$61,404.97. Final total is \$83,005.64.

5. DNR Joint Powers Agreement

6. Staffing Report

A motion was offered by Commissioner Braun, and was seconded by Commissioner Borchert, to approve said Consent Agenda items. This motion carried unanimously.

New Business

7. Evonn Westcott, Probation Director, met with the County Board. A motion was offered by Commissioner Windschitl, and was seconded by Commissioner Berg, to recognize the Minnesota Corrections Association Professional Achievement - Field Services Award recipient, Probation Agent Mary Portner. This motion carried unanimously.

8. Jason Seidl, County Sheriff, and Jeremy Reed, Chief Deputy, met with the County Board. A motion was offered by Commissioner Berg, and was seconded by Commissioner Borchert, to accept and order file the Sheriff's Office October Monthly Report of Activity. This motion carried unanimously.

9. A motion was offered by Commissioner Borchert, and was seconded by Commissioner Windschitl, to approve the purchase of CIS CAD-Motorola Interface to complete the Motorola mobile video and body camera project. This integration will allow for the Computer Aided Dispatch initial call for service numbers to be automatically assigned to the Motorola mobile camera system in the deputy's patrol cars. This motion carried unanimously.

10. Kelly Hotovec, Auditor-Treasurer and Andrew Lang, Assistant Engineer, met with the County Board. A motion was offered by Commissioner Berg, and was seconded by Commissioner Windschitl, to approve the following drainage repair request(s) and the payment of said repair(s):

System	Repair #	Order	TWP	Section	Repair Type	Cost
CD 63	24-110	1	Linden	20	Slough, Tile Outlet	\$692.64

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CD 10	24-111	1	Home	15	Tile Outlet	\$850.00
JD 17 R&B	24-062	1	Eden	9	Jetting	\$400.00
CD 33	24-095	1	Albin	30	Blowout	\$2,496.50
CD 46	24-061	1	Leavenworth	33	Surface Intake	\$1,769.50

This motion carried unanimously.

11. Kelly Hotovec, Auditor-Treasurer, met with the County Board. A motion was offered by Commissioner Berg, and was seconded by Commissioner Braun, to approve continuing the Legal Services Agreement with Rinke Noonan for drainage services at the 2025 hourly rates for representation on drainage issues as needed. This motion carried unanimously.

12. A motion was offered by Commissioner Braun, and was seconded by Commissioner Berg, to approve and authorize the Auditor-Treasurer to sign the Engagement Agreement with Government Management Group (GMG) for preparation of Brown County's Central Services Cost Allocation Plans for fiscal years ending December 31, 2024, 2025, and 2026, at a fixed fee of \$3,750 per plan year. This motion carried unanimously.

13. A motion was offered by Commissioner Windschitl, and was seconded by Commissioner Braun, to authorize the Board Chair and appropriate staff to sign the CliftonLarsonAllen LLP Statement of Work-Audit Services for the audit of the 2024 financials in Brown County. This motion carried unanimously.

14. Jennifer Wenish, License Bureau Supervisor, and Kelly Hotovec, Auditor-Treasurer, met with the County Board. A motion was offered by Commissioner Windschitl, and was seconded by Commissioner Borchert, to authorize the posting of a second Part-Time License Bureau Technician up to 29 hours per week. This motion carried unanimously.

15. Shawn Stoermann, PT Emergency Manager, met with the County Board. A motion was offered by Commissioner Braun, and was seconded by Commissioner Borchert, to authorize the Chairman of Brown County Board of Commissioners to sign the ARMER Radio grant agreement from Minnesota Department of Public Safety, Emergency Communication Networks (MN DPS - ECN) in the amount of \$80,000 with a 5% match requirement from each city including Sleepy Eye, Springfield, and Comfrey and approve the purchase of Motorola 800 MHZ radios from Alpha Wireless on behalf of each respective city. This motion carried unanimously.

16. Sam Hansen, County Administrator, Kathleen Backer, Mayor, and Amy Johnson, BCHS Executive Director met with the County Board. A motion was offered by Commissioner Windschitl, and was seconded by Commissioner Braun, to approve Minnesota Historical and Cultural Heritage Grant Agreement (Grant No. 2405-29212) in the amount of \$269,088 with a \$91,891 local cash/in-kind match and move forward with repairs to the Brown County Museum Building. This motion carried unanimously. This project will be bid out and completed in 2025.

Break

17. Planning Commission Recommendations

Robert Santaella, Zoning Administrator, met with the County Board. A motion was offered by Commissioner Braun, and was seconded by Commissioner Berg, to approve a Conditional Use Permit Application filed by Travis Vogel to allow expansion of an existing swine and beef cattle feedlot operation from 561 animal units to 693 animal units (495 AU Finishing Swine and 198 AU Beef Cattle). This motion carried on a roll-call vote of 5-0.

A motion was offered by Commissioner Braun, and was seconded by Commissioner Borchert, to approve Preliminary Plat Application with Conditions of Wellman 2nd Subdivision. This motion carried on a roll-call vote of 5-0.

18. A motion was offered by Commissioner Berg, and was seconded by Commissioner Windschitl, to review and approve the 2025 Park Caretaker Contracts for day-use parks for three caretakers who are willing and able to continue serving in their position; David Helget as the Tremel Park Caretaker at a rate of \$5,700; Gary Shenk as the Mound Creek Park Caretaker at a rate of \$15,300; and Bruns Property Management as the Lost Dog and Fox Hunters Park caretaker at a rate of \$5,000. This motion carried unanimously.

19. Mary Priebe, HR Director, met with the County Board. A motion was offered by Commissioner Borchert, and was seconded by Commissioner Braun, to deny the separation of the HCSP contract for Elected Officials into two

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separate contracts and to re-issue ballots to the Commissioners. This motion carried unanimously.

20. A motion was offered by Commissioner Braun, and was seconded by Commissioner Borchert, to authorize the purchase of two staff cubicles and one (1) four drawer cabinet for the Human Resources reception area from River Bend Business Products in the amount of \$10,336 to create a new layout of the reception area to accommodate workspace for two employees: one (1) HR Assistant and one (1) HR Generalist. This motion carried unanimously.

21. Sam Hansen, County Administrator, met with the County Board. A motion was offered by Commissioner Berg, and was seconded by Commissioner Braun, to approve the Provisional Delegation Agreement between the Minnesota Department of Health and Brown County Community Health Board effective 1/1/25-12/31/28. This motion carried unanimously.

22. A motion was offered by Commissioner Borchert, and was seconded by Commissioner Windschitl, to approve the Public Health Environmental Specialist job description and pay grade 9 classification to be advertised to fill following the approval of the Provisional Delegation Agreement and the dissolution of the Brown-Nicollet Community Health Board. This motion carried unanimously.

Closed Session

23. A motion was offered by Berg, and was seconded by Braun, to convene into closed session to consider Social Services Payments. This motion carried unanimously.

A motion was offered by Windschitl, and was seconded by Berg, to authorize payment of Social Services claims in the amount of \$263,902.24. In accordance with MS 375.12 the following claims exceed \$2,000: Aim High Construction LLC \$13,865.08; Boelter Construction/Josh \$13,400.00; Brown Co Evaluation Ctr \$2,411.16; Crooker, Nadia \$2,129.85; DHS – MSOP \$23,376.00; DHS St Peter RTC – 472 \$3,462.00; ELAN FINANCIAL SERVICES \$2,946.57; Families First Collaborative \$45,480.00; Gerard Nexus Inc \$8,938.85; Habilitative Services Inc SILS \$2,732.40; Heartland Girls Ranch \$10,459.40; Hoffmann Counseling Services \$2,150.18; LSSMN \$4,473.92; Lutheran Social Services of Minnesota \$3,549.60; MBW Company SILS Program \$2,277.00; MN Valley Action Council \$18,554.69; MRCI INC \$4,386.40; Confidential Client \$2,762.10; Nexus - Mille Lacs Family Healing \$27,933.79; Oconomowoc Developmental Training Ctr WI \$16,298.25; Perala/Samantha Jo \$2,833.40; Prairie Lakes Youth Programs \$11,264.07; Puhlmann Lumber \$5,648.69; Spurgin/Gerane \$3,873.78; Wings Guardianship Services \$5,130.20; 35 payments less than \$2,000 total \$23,564.86; Final Total \$263,902.24. This motion carried unanimously.

A motion was offered by Borchert, and was seconded by Berg, to cease closed session and reconvene the open session. This motion carried unanimously.

Other Business

24. Commissioner Committee Reports: Commissioner Borchert reported on BC Eval Center meeting, EM Communication Board meeting, and MVAC meeting; Commissioner Berg reported on the P & Z meeting, canvassing meeting, JD 8 meeting, and GBERBA meeting; Commissioner Windschitl reported on the BCHS meeting, and SCHS meeting; Commissioner Braun reported on the County Extension meeting, canvassing meeting, and BC Soil & Water meeting; and Commissioner Veerkamp reported on the County Extension meeting, and Library Board meeting.

25. Calendars were coordinated for the next two-week period.

Adjournment

There being no further business, Chairman Veerkamp declared the Meeting adjourned at 11:19 AM.

Notice

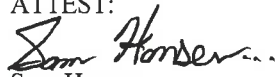
County Board of Commissioners Meeting will be held on December 3rd at 4:30 pm, followed by the Brown County Truth-in-Taxation meeting on the 3rd floor of the Courthouse beginning at 6:00 pm.
County Board Workshop following the Truth-in-Taxation Meeting.



Jeff Veerkamp, Chair
Board of Brown County Commissioners
Brown County, Minnesota

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ATTEST:

A handwritten signature in black ink, appearing to read "Sam Hansen".

Sam Hansen

Brown County Administrator

Brown County, Minnesota