

December 17, 2024

At 9:00 AM, on Tuesday, December 17, 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 Braun, and was seconded by Commissioner Borchert, 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: Advanced Correctional Healthcare Inc \$2,542.30, ALPHA WIRELESS COMMUNICATIONS \$2,427.65 CARR'S TREE SERVICE INC \$3,500.00, Consolidated Correctional Foods \$11,971.54 Hoffman Construction Co Inc \$2,071.00 LIBERTY TIRE RECYCLING LLC \$21,881.08 Minnesota Paving & Materials \$37,307.42 MN Counties Computer Cooperative \$6,755.10 Mn Valley Testing Laboratories Inc \$8,951.75 North Central International LLC \$5,220.20 PHYSICIANS GROUP OF NEW ULM LTD \$2,000.00 River Bend-Kemske Business Products \$3,358.34 Runnings ACCT 960140 \$2,095.10 TYLER TECHNOLOGIES INC \$79,470.00 95 2000 32,473.09; 95 payments less than \$2,000 total \$32,473.09. Final Total: \$222,024.57.

4. Human Services Claims Payments

In accordance with MS 375.12 the following claims exceed \$2,000; Bergy's Handyman Service \$6,731.00; Elan Financial services \$5,231.90; Heart of New Ulm \$3,767.48; Independent School District 84 \$10,400.00; Independent School District 88; \$10,400.00; Mn Human Services \$15,494.01; Mn Valley Funeral Home \$3,3365.00; Superior Mobility \$2,786.92; 160 payments less than \$2000.00 total \$62,228.31. Final Total: \$120,404.62.

5. Families First Grant Agreement

6. Families First Collaborative Coordinator Agreement with Public Health

7. Opioid Settlement Grant Applications

8. Wetland Conservation Act TEP Agreement 2025

9. 2025 Brown County Legal Services Contract Renewal for CHIPS Attorneys

10. Staffing Report

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

New Business

13. Mary Priebe, HR Director, met with the County Board. A motion was offered by Commissioner Borchert, and was seconded by Commissioner Braun, to approve the changes to Public Health as identified in the 2024 Wage Review. This motion carried unanimously.

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

12. Jeremy Reed, Chief Deputy, met with the County Board. A motion was offered by Commissioner Windschitl, and was seconded by Commissioner Borchert, to declare Rescue Sled Surplus and approve the return to River Valley Snowmobile Club. This motion carried unanimously.

14. Jaimee Brand, Public Health Director, met with the County Board. A motion was offered by Commissioner Borchert, and was seconded by Commissioner Braun, to approve purchase of an outdoor workstation including a four seat round concrete table, three seat round concrete table for ADA access, privacy screens, planter boxes, and concrete using SHIP award funds in the amount of \$6,853. In-kind contributions towards the grant include dirt

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donated by a community member, education, communication, plants and seeds for garden beds; all provided through the wellness committee. Other in-kind contributions include volunteer time planting the garden and maintenance fees for setting up the workstation and removal of rock. This motion carried unanimously.

15. A motion was offered by Commissioner Berg, and was seconded by Commissioner Windschitl, to approve the Environmental Health Manager Software Contract Agreement and purchase of software needed to update and maintain licensure information for Food, Pools, and Lodging establishments in the amount of \$11,640. This motion carried unanimously.

16. Anne Broskoff, Human Services Director, met with the County Board. A motion was offered by Commissioner Windschitl, and was seconded by Commissioner Berg, to approve a Temporary Income Maintenance Worker position at 10 hours per week for 4 months at the pay rate of \$24.31/hour (Grade 5, Step 1/2024 pay scale) or \$26.29/hour (Grade 6, Step 1/2025 pay scale) plus an administrative rate charged by the employer of record. This motion carried unanimously.

17. Kelly Hotovec, Auditor-Treasurer, met with the County Board. A motion was offered by Commissioner Windschitl, and was seconded by Commissioner Borchert, to approve a 4% interest rate for 2025 drainage assessments and a 45-day no interest prepayment period for landowners to pay assessment fees in full. This motion carried unanimously.

18. A motion was offered by Commissioner Berg, and was seconded by Commissioner Braun, to approve and accept by Resolution No. 2024-38 (7) drainage system assessments for 2025 totaling \$176,200.00. This motion carried on a roll-call vote of 5-0.

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

System	Repair #	Order	TWP	Section	Repair Type	Cost
CD01	18-013	1	Milford	30	Slough	\$3,428.50
CD38	24-087	1	Milford	9	Blowout, Surface Intake	\$3,890.50
CD05	24-005	1	Prairieville	12	Slough	\$2,497.60
CD05	24-006	1	Prairieville	12	Slough, Tile Outlet	\$2,539.00
CD05	24-007	1	Prairieville	2	Culvert/Crossing, Rock Pile	\$8,904.30
CD05	24-008	1	Prairieville	12	Slough, Tile Outlet	\$2,506.00
CD05	24-009	1	Prairieville	12	Slough, Tile Outlet	\$2,565.40
CD05	24-010	1	Prairieville	12	Culvert/Crossing	\$8,869.68
CD10	20-025	1	Home	16	Tile Outlet	\$2,360.07
CD10	24-108	1	Home	16	Televiser	\$1,408.50
CD18	24-109	1	Stark	7	Televiser	\$2,054.00
CD49	24-096	1	Home	14	Blowout	\$400.00
CD49	24-107	1	Home	14	Televiser	\$660.00
JD29 B_R	24-106	1	Eden	33	Slough, Tile Outlet	\$3,808.50
JD30 R_B	22-060	1	Prairieville	23	Culvert/Crossing	\$7,210.68
CD28	23-069	1	Mulligan	27	Slough	\$8,667.04
CD47	24-029	1	Leavenworth	15	Blowout, Replacement	\$1,523.66
JD12 B_R	JD12 B_R	1	Burnstown	6	Surface Intake, Tile Outlet	\$3,200.00
JD12 B_R	24-112	1	Burnstown	6	Surface Intake, Tile Outlet	\$5,905.19

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This motion carried unanimously.

20. Kelly Hotovec, Auditor-Treasurer, Wayne Stevens, Engineer, and Andrew Lang, Assistant Engineer, met with the County Board. A motion was offered by Commissioner Berg, and was seconded by Commissioner Braun, to approve by Resolution No. 2024-37 the agreement between the Department of Revenue and Brown County for Local Option Sales Tax for Transportation including administration, collection and enforcement of the transit sales tax. This motion carried on a roll-call vote of 5-0.

21. Wayne Stevens, Engineer, and Andrew Lang, Assistant Engineer, met with the County Board. A motion was offered by Commissioner Windschitl, and was seconded by Commissioner Braun, to approve 90,000 lb. trucks with 6 axles for a \$300 annual permit and 97,000 lb. trucks with 7 axles for a \$500 annual permit for the county roads identified on the permitted routes map. This motion carried unanimously.

22. A motion was offered by Commissioner Berg, and was seconded by Commissioner Veerkamp, to award the contract for fuel at the New Ulm, Comfrey, Hanska and Springfield Shops to Braun Oil in the amount of \$219,263.16. Another quote received. This motion carried unanimously.

23. A motion was offered by Commissioner Braun, and was seconded by Commissioner Borchert, to approve final acceptance and pass by Resolution No. 2024-40 the SAP 008-633-004 & 008-634-012 surface rehabilitation projects on CSAH 33 and CSAH 34 in Sleepy Eye. This motion carried on a roll-call vote of 5-0.

Closed Session

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

A motion was offered by Commissioner Berg, and was seconded by Commissioner Borchert, to authorize payment of Social Services claims in the amount of \$248,181.98. In accordance with MS 375.12 the following claims exceed \$2,000: Brown Co Evaluation Ctr \$12,194.06; CW Plumbing LLC \$2,631.67; DHS – MSOP \$24,155.20; DHS St Peter RTC – 472 \$3,577.40; ELAN FINANCIAL SERVICES \$6,112.52; Full Service Electric Inc \$2,745.00; Gerard Nexus Inc \$6,055.35; Gleason/Courtney A \$5,207.85; Greater MN Family Services \$15,312.00; Heartland Girls Ranch \$10,122.00; Hoffmann Counseling Services \$2,540.98; Land 2 Home Construction \$18,665.00; LSSMN \$3,379.02; Lutheran Social Services of Minnesota \$6,910.70; MBW Company SILS Program \$2,070.00; MN Valley Action Council \$27,598.94; MRCI INC \$8,772.80; Confidential Client \$2,138.40; Nexus - Mille Lacs Family Healing \$27,032.70; Oconomowoc Developmental Training Ctr WI \$15,772.50; Perala/Samantha Jo \$2,742.00; Prairie Lakes Youth Programs \$10,830.00; Spurgin/Gerane \$4,523.32; Wings Guardianship Services \$2,655.10; 40 payments less than \$2,000 total \$24,437.47; Final Total \$248,181.98. This motion carried unanimously.

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

Break

25. Planning Commission Recommendations:

Robert Santaella, Zoning Administrator, met with the County Board. A motion was offered by Commissioner Berg, and was seconded by Commissioner Veerkamp, to approve Conditional Use Permit application APP-C-0180 filed by Scott Cowan on the property owned by Roger P Hauth described as part of the Lot 1, Block 1, Hauth 2nd Subdivision, Section 2, Township 108 North, Range 34 West, Bashaw Township, Brown County, Minnesota to allow a farm equipment repair shop, all located in the A-1 Agricultural Protection Zoning District. 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 Final Plat Application APP-P-0160 Wellman 2nd Subdivision. This motion carried on a roll-call vote of 5-0.

A motion was offered by Commissioner Berg, and was seconded by Commissioner Windschitl, to approve Preliminary Plat application APP-P-0161 Marz Subdivision. This motion carried on a roll-call vote of 5-0.

26. A motion was offered by Commissioner Borchert, and was seconded by Commissioner Berg, to approve Wetlands Conservation Act (WCA) contract with Watonwan County including reimbursement to Brown County for

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time spent providing WCA services at an hourly rate equal to wages and benefits paid to the employee, mileage at the current IRS rate per mile, and 50% of training costs for one employee. This motion carried on a roll-call vote of 4-1. Commissioner Windschitl dissenting.

27. A motion was offered by Commissioner Braun, and was seconded by Commissioner Windschitl, to approve the 2025 GEI services proposal providing environmental reporting services and compliance at an estimated fee of \$48,200. This motion carried unanimously.

28. Anne Grunert, County Assessor, met with the County Board. A motion was offered by Commissioner Borchert, and was seconded by Commissioner Braun, to approve Local Option Disaster Abatement - MS (273.1233) for taxes payable in 2024 in the amount \$492 and Homestead Disaster Credit – MS (276.1234) for parcel 150.028.003.12.315 in the amount of \$983 for taxes payable in 2025. This motion carried unanimously.

29. Sam Hansen, County Administrator, met with the County Board. A motion was offered by Commissioner Borchert, and was seconded by Commissioner Braun, to approve the SafeAssure Contract providing Safety and OSHA Compliance programs and consulting services in the amount of \$12,370 annually. This motion carried on a roll-call vote of 4-1. Commissioner Berg dissenting.

30. A motion was offered by Commissioner Berg, and was seconded by Commissioner Veerkamp, to approve by Resolution No. 2024-36 the appointment of Leslie Anderson, James Haler, John Smith, and Bruce Gunderman to another 4-year term for the Red Rock Rural Water System Board of Commissioners. This motion carried unanimously.

31. A motion was offered by Commissioner Windschitl, and was seconded by Commissioner Berg, to schedule a Public Hearing for 9:01 on Tuesday, December 31, 2024, in the Brown County Courthouse Commissioners Room, #204 for revisions to the Brown County Fee Schedule. This motion carried unanimously.

32. A motion was offered by Commissioner Braun, and was seconded by Commissioner Windschitl, to accept by Resolution No. 2024-39 the 2025 Board of Commissioners salary in the amount of \$31,050 and \$80 for per diems including citizen committee appointments, pursuant to Minnesota Statutes 375.055; plus \$1,500 additional for the Board Chair, and \$500 for the Vice Chair. This motion carried on a roll-call vote of 4-1. Commissioner Berg dissenting.

33. A motion was offered by Commissioner Windschitl, and was seconded by Commissioner Berg, to accept and order file the November 2024 Budget Report (Modified Accrual and Unaudited) which reflects activity at 91.7% of the budget year as follows: expenditures of \$37,381,530 or 88.0%, and revenues of \$37,839,257 or 89.1%; and the November 2024 Supplemental Budget Report noting expenditures of \$1,712,200 or 73.2% and revenues of \$2,057,572 or 99.1% of annual budget activity. This motion carried unanimously.

34. A motion was offered by Commissioner Braun, and was seconded by Commissioner Borchert, to adopt the certified levy for 2025 in the amount of \$17,813,775 resulting in a 7.99% increase from 2024; and to adopt the 2025 Brown County Budget for revenues and expenditures in the amount of \$45,869,475 resulting in a 7.97% increase from 2024; and instructed the County Administrator to both certify the adopted levy to the Brown County Auditor-Treasurer and submit the summary of the 2025 Brown County Budget for publication. This motion carried on a roll-call vote of 5-0.

35. A motion was offered by Commissioner Braun, and was seconded by Commissioner Veerkamp, to adopt 2025 Supplemental Budgets as proposed. The Supplemental Budgets do not receive any levy (local property tax) revenues.

Fund	Revenue	Expenditure
Law Library	\$22,000	\$22,000
County Attorney - Forfeiture	\$5,000	\$5,000
Sheriff Contingent	\$3,000	\$3,000
Snowmobile Safety	\$2,963	\$2,963
Jail Commissioner	\$9,000	\$3,200
911 Emergency Telephone	\$225,183	\$225,183
Septic Loan (County Funds)	\$165,000	\$165,000
Building Fund	\$16,584	\$0
Ditch Fund	\$54,000	\$54,000
Landfill Fund	\$1,699,038	\$1,767,259

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SCORE Fund	\$113,471	\$96,798
Totals	\$2,315,239	\$2,344,403

This motion carried on a roll-call vote of 5-0.

36. A motion was offered by Commissioner Braun, and was seconded by Commissioner Berg, to approve and adopt the 2025 County Board meetings dates on 1st, 3rd and 4th Tuesdays of every month, except for the month of July with meetings to be held on the 2nd and 4th Tuesday. Note: The first meeting of the year must be on the first Tuesday after the first Monday in January in accordance with MS 375.07. This motion carried unanimously.

At 11:23 AM, Chairman Veerkamp recessed the Regular Meeting.

Other Business

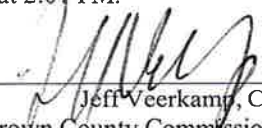
37. At 12:50 PM, Chairman Veerkamp reconvened the Regular Meeting.

Commissioner Committee Reports: Commissioners each reported on the AMC Conference; Commissioner Borchert reported on MRCI; Commissioner Berg reported on P & Z and CD 74; Commissioner Windschitl reported on MCIT and SCHA; Commissioner Braun reported on JD5; and Commissioner Veerkamp reported on JD5, RCRCA, and MRC.

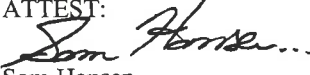
38. Calendars were coordinated for the next two-week period.

Adjournment

There being no further business, Chairman Veerkamp declared the Meeting adjourned at 2:07 PM.



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

ATTEST:

Sam Hansen
Brown County Administrator
Brown County, Minnesota