

January 7, 2025

At 8:30 AM, on Tuesday, January 7, 2025, 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.

8:30 AM Convene Organization of County Board of Commissioners

1. County Administrator Hansen called to order the 2025 Organization of Brown County Board of Commissioners Meeting for the purposes of electing the 2025 Board Chair and Board Vice-Chair.

Upon call for nomination for the position of County Board Chair 2025, Commissioner Berg nominated Commissioner Windschitl. Commissioner Veerkamp seconded the nomination. A motion was offered by Commissioner Berg, and was seconded by Commissioner Borchert, to cease nominations and cast a unanimous ballot for Commissioner Windschitl as Board Chair of the Brown County Board of Commissioners for 2025. This motion duly carried.

A motion was offered by Commissioner Borchert, and was seconded by Commissioner Berg, to nominate and elect Commissioner Braun as Board Vice-Chair of the Brown County Board of Commissioners for 2025. This motion duly carried.

A motion was offered by Commissioner Veerkamp, and was seconded by Commissioner Berg, to adopt the Brown County Board of Commissioners Operating Rules and Guidelines, and Robert's Rules of Order with the following additional provisions: The Board Chair is permitted to offer a second to any motion offered by another Board Member; In roll-call votes, the vote of the Board Chair shall be called last; At the beginning of any Board Meeting, the Board Chair polls the other members and the County Administrator for any additional agenda items over and above the printed agenda. When the Board Chair declares that the additional items are permitted, this constitutes the meeting agenda, hence, no other action items are permitted without a unanimous approval of a suspension of the rules. Information items may be additionally considered without the necessity of any formal action of the Board; and The County Board Chair and County Administrator are authorized to sign all legal documents and resolutions on behalf of the Board of Brown County Commissioners. This motion duly carried.

At 8:41 AM, Chairman Windschitl recessed the meeting until 9:00 AM.

9:00 AM Convene Regular Board of Commissioners Meeting

Agenda Review

2. Chairman Windschitl convened the Regular Meeting at 9:00 AM. A motion was offered by Commissioner Berg, and was seconded by Commissioner Borchert, to accept the printed agenda. This motion duly carried.

Consent Agenda Review

3. Previous Meeting's Official Proceedings and Synopsis Approval

4. General Government Claims

In accordance with MS 375.12, the following claims exceed \$2,000: Assn of MN Counties \$25,736.00; BUREAU OF CRIMINAL APPREHENSION \$5,880.00; Cargill Inc \$5,021.50; CivicPlus, LLC \$10,494.76; DIVERSIFIED REAL ESTATE \$2,000.00; Kimtek Corporation \$4,075.00; LiftOff, LLC \$90,642.54; Mn Co Attorneys Assn \$4,952.00; MN Counties Intergovernmental Trust \$449,948.00; MOTOROLA SOLUTIONS INC \$71,206.46; River Bend-Kemske Business Products \$4,061.79; SCHNEIDER GEOSPATIAL \$16,212.00; SHI INTERNATIONAL CORP \$71,936.98; TSG SERVER AND STORAGE \$11,802.00; 17 payments less than \$2,000 total \$5,002.49. Final Total: \$778,971.52.

5. Surplus Declaration and Disposal of Motorola XTS 2500 Radios

6. Recognition of Public Health Advisory Committee Member Service

7. Consulting Services Renewal

8. Staffing Report

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

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New Business

9. Jaimee Brand, Public Health Director, met with the County Board. A motion was offered by Commissioner Braun, and was seconded by Commissioner Windschitl, to approve appointment of Commissioner Berg as Brown County's representative and Public Health Director Brand as the alternate to the State Community Health Services Advisory Committee (SCHSAC). This motion duly carried.

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

System	Repair	Order	TWP	Section	Repair Type	Cost
CD 23	24-119	1	North Home	29	Surface Intake, Tile Outlet	\$1097.92
JD 17 R_B	24-062	2	Eden	9	Jetting	\$465.00

This motion duly carried.

11. Andrew Lang, Engineer, met with the County Board. A motion was offered by Commissioner Berg, and was seconded by Commissioner Borchert, to accept and order file the Highway Department Monthly Update for Construction and Maintenance Projects. This motion duly carried.

12. A motion was offered by Commissioner Braun, and was seconded by Commissioner Veerkamp, to approve participation in updating the County Roadway Safety Plan (CRSP) which includes a 20% local match contribution estimated between \$20,000 and \$35,000 as part of Phase IV of the Minnesota CRSP. This motion duly carried.

13. A motion was offered by Commissioner Berg, and was seconded by Commissioner Borchert, to approve installation of a lighting system at the CSAH 11 (Essig) & TH 14 intersection and assume ownership and maintenance responsibilities after installation. This motion duly carried.

14. Sam Hansen, County Administrator, met with the County Board. A motion was offered by Commissioner Braun, and was seconded by Commissioner Windschitl, to amend take home vehicle benefit practice for Engineer, Assistant Engineer, and Foreman in the Highway Department from in-County residency only to any residency, in-County or out-of-County, within 30 minutes of their assigned workshop. This motion carried 4-1, with Commissioner Borchert opposed.

Break

Other Business

15. Commissioner Committee Reports: Commissioner Borchert reported on the Cannabis workshop, and MRCI executive-finance meeting; Commissioner Berg reported on the Cannabis workshop, and Assistant County Engineer interviews; Commissioner Windschitl reported on the Cannabis workshop, Enterprise North meeting, SCHA meeting, and Transportation Advisory Committee meeting; Commissioner Braun reported on the Cannabis workshop; and Commissioner Veerkamp reported on the Cannabis workshop, Assistant Engineer interviews, and RCRCA meeting.

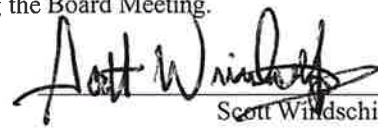
16. Calendars were coordinated for the next two-week period.

Adjournment

There being no further business, Chairman Windschitl declared the Meeting adjourned at 10:40 AM.

Notice

County Board Workshop regarding Elixir Building took place following the Board Meeting.


Scott Windschitl, Chair
Board of Brown County Commissioners
Brown County, Minnesota

January 7, 2025

ATTEST:

A handwritten signature in black ink, appearing to read "Sam Hansen". The signature is written in a cursive, flowing style.

Sam Hansen

Brown County Administrator

Brown County, Minnesota