

January 11, 2011
Cottonwood County Board of Commissioners
Regular Meeting
Minutes

The Cottonwood County Board of Commissioners met in regular session on Tuesday, January 11, 2011 at 9:00 a.m. at the Cottonwood County N. 71 County Office Building in Windom, MN. Presiding over the meeting was Chairman Ron Kuecker. Present for all or portions of the meeting were: Commissioners Ron Kuecker, Norm Holmen, John Oeltjenbruns, Jim Schmidt, Tom White; Administrative Assistant Kelly Thongvivong; Auditor/Treasurer Jan Johnson; County Attorney Nick Anderson; Rob Anderson, Paul Kirchner, Ron Gregg, Brian Cooley, Kristi Sell, Kristen Porath, Kay Clark and Rahn Larson.

Motion by Holmen, second by White, unanimous vote to approve additions to the agenda. Motion by Holmen, second by Oeltjenbruns, unanimous vote to approve the minutes of the January 4, 2011 meeting as amended.

* * * *

Rob Anderson, Mt. Lake Community Development Director, and Paul Kirchner, Mt. Power Hydraulics President, met with the board to further discuss their request for consideration of tax abatement for Mt. Power Hydraulics for taxes payable in the years 2011 through 2016. The board expressed their desire to make some modifications to the resolution that was originally presented by Anderson and Kirchner. Chairman Kuecker appointed Commissioners White and Oeltjenbruns to work on this issue with the hopes of presenting an amended resolution by the last meeting in January or the 1st meeting in February.

* * * *

County Engineer Ron Gregg and Highway Shop Supervisor Brian Cooley met with the board to discuss several items. Gregg asked that the board review and approve a detour agreement between MnDOT and Cottonwood County for the use of County State Aid Routes No. 1, 2 & 10. MnDOT will be replacing a bridge on TH 30 5.3 miles west of the City of Darfur. Motion by Oeltjenbruns, second by White, unanimous roll call vote to adopt resolution as follows:

**Cottonwood County
Resolution 11-01-11A**

IT IS RESOLVED that Cottonwood County enter into Mn/DOT Agreement No. 98180 with the State of Minnesota, Department of Transportation for the following purposes:

To provide for payment by the State to the County for the use of Cottonwood County CSAH 2, CSAH 10 and CSAH 1 as a detour route during the contract construction to be performed upon, along and adjacent to Trunk Highway No. 30, 5.3 miles west of the Darfur city limits under State Project No. 1702-10 (T.H. 30).

IT IS FURTHER RESOLVED that the Cottonwood County Engineer and the County Board Chairman are authorized to execute the Agreement and any amendments to the Agreement.

S/Ron Gregg, Board Chairman

S/Jan Johnson, Auditor/Treasurer

Gregg presented two quotes for the purchase of a tandem truck as follows: Nuss Truck & Equipment - \$105,692.19 and Boyer Truck International - \$102,927.22. Three quotes for the purchase of snow removal equipment to be mounted on this equipment were as follows: Sanitation Products Inc. - \$63,015.63; Crysteel Truck Equipment - \$62,014.22; Towmaster Inc. - \$62,410.72. Motion by Oeltjenbruns, second by Holmen, unanimous vote to accept recommendation as submitted by Brian Cooley by accepting the low quote in the amount of \$102,927.22 from Boyer Truck International for the tandem truck purchase and \$63,016.63 from Sanitation Products Inc. for the purchase of snow removal equipment as the Highway Department has an established working relationship with Sanitation Products Inc. and have always been accommodating with any repairs required and very easy to work with.

Gregg asked that the board review and approve a lease agreement from the National Weather Service for the continued use of the Jeffers Tower. Motion by White, second by Schmidt, unanimous vote to allow Chairman and Auditor/Treasurer to sign the lease agreement.

Motion by Holmen, second by Schmidt, unanimous vote (Commissioner White abstained from the vote) to approve the 2011 Solid Waste Hauler license applications from Schaap Sanitation Inc., Hometown Sanitation Services, and Waste Management.

Motion by Holmen, second by White, unanimous roll call vote to adopt resolution as follows:

**Creating Prioritized Bridge Replacement List
Resolution 11-01-11**

WHEREAS; Cottonwood County has reviewed the pertinent data on bridges requiring replacement, rehabilitation, or removal, supplied by local citizenry and local units of government; and

WHEREAS; Cottonwood County has identified those bridges that are high priority and that require replacement, rehabilitation, or removal within the next five years;

NOW, THEREFORE BE IT RESOLVED that the attached list of deficient bridges are high priority and Cottonwood County intends to replace, rehabilitate or remove these bridges as soon as possible when funds are available,

FURTHERMORE, Cottonwood County does hereby request authorization to replace, rehabilitate, or remove such bridges; and

FURTHERMORE, Cottonwood County does hereby request financial assistance with eligible approach grading and engineering costs on township bridges, as provided by law.

S/Ron Kuecker, Board Chairman

S/Jan Johnson, Auditor/Treasurer

Gregg asked that the board allow him to explore and discuss the possibility of hiring temporary seasonal fill-in snow plow drivers. Motion by White, second by Oeltjenbruns, unanimous vote to allow Gregg permission to

advertise for temporary snow plow drivers at a rate of \$15.00/hour.

Commissioner Schmidt asked a question in regards to who is responsible for the lake access at Bean Lake. Gregg will do some follow-up in regards to this matter. He did state that opening of the lake access doesn't take precedence over plowing of the county roads.

Gregg expressed his disappointment of not receiving a 2% wage increase for 2011. He asked that he be allowed to respond to deficiencies that were presented to him by Commissioners Kuecker and Oeltjenbruns at a recent meeting by scheduling a closed session with the board in the near future.

* * * *

Jail Administrator Kristi Sell met with the board to present 2011 Cottonwood County Jail Fees. Motion by Schmidt, second by White, unanimous vote to set Cottonwood County Jail Fees for 2011 as follows:

Huber Fees (Work Release)

- Cottonwood County Inmates \$17 per day (Inmate responsible for all medical)
- Out of County Inmates \$50 per day (Inmate responsible for all medical)

Pay for Stay

- \$20 per day for sentenced inmates only
- All medical added to Pay for Stay bill
- All miscellaneous (Ex. Damage to property) added to bill

Prisoner Board for other agencies

- \$60 per day
- All medical bills for inmate added to Prisoner Board bill

Drug Tests

- Out of County (Ex. For probation or other agencies) \$20
- **We do not do public drug testing**

PBT Testing (we only charge for out of county agencies)

- \$5.00

Fingerprint Fees

- \$10 fee for all public fingerprinting (Ex. Employment, licensing, etc.)

Sheriff's Administrative Assistant Kristen Porath met with the board to present 2011 Cottonwood County Civil Fees. Motion by White, second by Oeltjenbruns, unanimous vote to set Cottonwood County Civil Fees for 2011 as follows:

- | | |
|---|---|
| • Single service | Originating within MN \$30.00 |
| For multiple services at same address add a \$30.00 incremental increase for each additional service. | |
| • Writ of Execution – Service Fee | \$30.00 (plus mileage) \$5.00 minimum for Windom |
| • Per Person Service | \$30.00 |
| • Mileage (round trip per mile from CCSO, 3 attempts) | Federal rate with \$5 minimum |
| • Legal Not Found | \$30.00 (plus mileage) |
| • Return of Process when service is not made | \$30.00 (plus mileage) |

- Execution Commission (based on the total amount seized, collected or stipulated by the parties as a result of the Sheriff's Levy) 6% or \$25.00 (whichever is greater)
- Executions Returned – not satisfied \$30.00
- Postings – 3 public places \$30.00
- Vacancy \$30.00 (plus mileage)

Sales:

- Mortgage Foreclosures \$75.00
- Mortgage Redemptions \$250.00
- Intent to Redeem (each lien) \$100.00
- Document Delivery Fee – following redemption \$20.00
- Mortgage Foreclosure – non-cancellation fee of sale \$50.00

Additional Fees:

- Fingerprinting (by appointment) \$10.00
- Local Records Check – Original signed release authorization \$5.00
- Accident Reports – Insurance Companies \$5.00
- Copy Fee \$0.25/page

* * * *

Motion by Holmen, second by Schmidt, unanimous vote to set Nick Anderson's 2011 salary as County Attorney at \$74,500.

* * * *

Kay Clark met with the board representing SWCD to present a position description for the Water Resource Technician that they are hoping to advertise for. Clark reported that they would like to hold off on advertising for the Administrative Assistant position at this time. Motion by Oeltjenbruns, second by White, unanimous vote to accept position description as presented by Clark and to give SWCD permission to advertise and interview for the position.

* * * *

No action was taken on the approval of job descriptions/job titles/FLSA designation as developed by Wayne Brede as part of the pay study. Chairman Kuecker asked that Commissioner Holmen and Kelly Thongvivong work together on this matter with input from Jan Johnson as well as someone from Family Services for presentation at a future board meeting.

* * * *

Motion by Oeltjenbruns, second by Holmen, unanimous vote to approve January warrants as follows:

| | |
|--------------------------|---------------------|
| County Revenue Fund | \$ 45,985.80 |
| Long Term Capital Outlay | \$ 1,819.88 |
| Road & Bridge | \$ 35,762.32 |
| Waste Abatement/SCORE | \$ 3,438.64 |
| Landfill Enterprise | <u>\$172,036.15</u> |
| | \$259,042.79 |

Brief discussion was held regarding water supply at Talcot Park. There is a well that is costing the county \$140/year that is currently not being used. After discussing the situation, the board decided to pay the cost for 2011 and to look into the matter further once a new employee is hired for the Environmental Office.

* * * *

Much discussion was held in regards to Leslie Makovsky's request for an additional stipend for the month of January and until a new employee is hired for the Environmental Office. Motion by White, second by Schmidt, unanimous vote to grant Leslie Makovsky a \$600/month stipend (with the agreement that she would not be allowed overtime pay during this period) until a new employee is hired for the Environmental Office. County Attorney Nick Anderson was asked to draw up an agreement with Leslie stating that she would not be allowed overtime pay during this time.

* * * *

Brief discussion was held regarding Old Business items. This will be utilized more as a checklist and will not be discussed at this time.

* * * *

Discussion was held regarding two requests for the use of the lower level meeting rooms at the Law Enforcement Center. Motion by White, second by Schmidt, unanimous vote to allow FEMA to extend their lease agreement until mid-March for the usage of the East 1/2 meeting room in the lower level of the LEC.

* * * *

The commissioners were asked to review the information they have on the county website and to submit changes/updates as necessary so that the website can be kept up-to-date.

* * * *

Brief discussion was held regarding a request by Leslie Makovsky to Greg Walsh to be able to access electronic files and e-mail accounts from the Environmental Office. The board agreed to leave things as they currently are.

* * * *

Motion by Holmen, second by White, unanimous vote to appoint Kendall Piotter to the Extension Committee for a 3-year term as a representative of District 4.

Chairman Kuecker is still working on finding a representative to appoint for District 2.

* * * *

A monthly trial balance as well as a quarterly trial balance for the year was handed out for the board's review. It was noted that the Highway Department was loaned \$200,000 at the end of December.

* * * *

Motion by Oeltjenbruns, second by Schmidt, unanimous vote to approve appropriation request in the amount of \$2,525 to Southwest Minnesota Workforce Council for 2011.

* * * *

Brief discussion was held regarding the vacant landfill operator position. Chairman Kuecker will direct Ron Gregg to move forward with this.

* * * *

Brief discussion was held regarding Talcot Park and the things that will need to be completed before the beginning of the camping season.

* * * *

There being no further business, the meeting adjourned at 12:58 p.m.

Jan Johnson, Auditor/Treasurer

Ron Kuecker, Board Chairman

Kelly Thongvivong, Bd. Adm. Assistant