

September 13, 2011
Cottonwood County Board of Commissioners
Regular Meeting
Minutes

The Cottonwood County Board of Commissioners met in regular session on Tuesday, September 13, 2011 at 9:00 a.m. at the Cottonwood County Courthouse 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; Executive Assistant Kelly Thongvong; Auditor/Treasurer Jan Johnson; County Attorney Nick Anderson; Kim Hall, Andy Geiger, Ron Gregg, George Eilertson, Brian Cooley, Brian Thilges, Derrick Erenstein and Todd Kanakes.

Motion by Oeltjenbruns, second by Holmen, unanimous vote to approve additions to the agenda. Motion by White, second by Schmidt, unanimous vote to approve the minutes of the September 6, 2011 meeting.

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Emergency Management Director Kim Hall met with the board to ask for their input regarding video conferencing maintenance contracts for the video equipment at the Law Enforcement Center. There was an option of two different coverage levels. The silver coverage cost is \$883 and is a requirement as a condition of having the equipment and the platinum coverage cost is \$605. After further discussion, there was a motion by Oeltjenbruns, second by Schmidt, unanimous vote to sign maintenance contracts for both silver and platinum coverage for a total of \$1,488/year.

The board agreed to increase the maintenance line item in the Emergency Management budget for 2012 from \$1,000 to \$2,500 to cover this additional cost.

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Planning & Zoning Administrator Andy Geiger met with the board to present a recommendation from the Planning Commission to grant a conditional use permit to Keela Bakken and Scott Caswell for construction of a garage on existing foundation on the parcel of land located in designated shoreland on the southwest side of Double Lake. Motion by Holmen, second by Schmidt, unanimous vote to approve the conditional use permit with conditions as proposed by the Planning Commission.

Chairman Kuecker asked Geiger to present information sometime next month to include a summary of activities from Talcot Park as well as his thoughts regarding the value of the Campground Host/Hostess Program from this past camping season.

Brief discussion was held regarding a well at Talcot Park and whether or not the county should cap the well. Geiger will do some further research regarding this matter and will get in contact with DNR to get their thoughts.

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Brief discussion was held regarding performance evaluations that will be sent out to Department Heads and Supervisors in the near future for completion by November 1st. The board agreed that they would use "N/A" or

“Don’t know” where appropriate when filling out their evaluations of the Department Heads.

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County Engineer Ron Gregg met with the board to discuss a few different items. Gregg had representatives from John Deere/Hitachi present to discuss the option of a municipal lease (conditional purchase). The representatives explained the program as well as what it entails and discussed warranty options with the board.

Gregg handed out two different bonding recommendations (Bonding Recommendation #1 and Bonding Recommendation #2) for the board to consider if the county were to choose the option of bonding of funds for road improvements. Also handed out was a map entitled “2012 Program with Bonding Total Program \$5,077,380.00” as well as “County Road Rehabilitation Bonding Information” that Gregg prepared.

Brief discussion was held regarding the Landfill Stipulation Agreement. Gregg reported that staff from MPCA will be meeting in regards to the stipulation agreement on September 21st so the issue is on hold until after that time. Gregg will check with MPCA to see if a representative from Cottonwood County can be in attendance at that meeting.

Gregg handed out a budget report for the month of August. Questions will be answered at the next board meeting if necessary. Gregg also handed out Road and Bridge Local Levy information relating to area counties.

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George Eilertson from Northland Securities, Inc. met with the board to give an overview of county road financing options. Eilertson presented figures for a 5-year, 7-year and 10-year \$3.5 million bond as well as some further figures if the county were to choose a smaller bond or longer bond term. Eilertson stated that he could work with Auditor/Treasurer Jan Johnson to put further figures together if the board is interested.

Eilertson gave an overview and analysis relating to the possible refunding of the \$1,900,000 General Obligation Draining Refunding Bonds, Series 2005A (originally financed the \$2,510,000 G.O. Draining Bonds, Series 1998). Eilertson reported that municipal interest rates have continued to fall in recent weeks. This market adjustment has led to an opportunity for local units of government to consider refinancing existing debt to achieve debt service savings.

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Motion by Holmen, second by Schmidt, unanimous vote to approve September warrants as follows:

County Revenue Fund	\$210,064.68
Long Term Capital Outlay	\$ 8,416.30
County Building Fund	\$ 95.94
Ditch Fund	\$ 2,812.20
Agency Fund	\$ 227.49

Taxes & Penalties Fund	\$ 46.90
Road & Bridge	\$135,216.20
Waste Abatement/SCORE	\$ 10,424.75
Landfill Enterprise	<u>\$ 23,050.02</u>
	\$390,354.48

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Motion by Oeltjenbruns, second by Holmen, unanimous vote to recess as the County Board and to convene as the Ditch Authority.

Final payment request for the JD #32 improvement project was received from Nickel Construction. Motion by Holmen, second by White, unanimous vote to approve final payment in the amount of \$27,656.00 to Nickel Construction.

Motion by Oeltjenbruns, second by Schmidt, unanimous vote to adjourn as the Ditch Authority and to reconvene as the County Board.

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Motion by Holmen, second by White, unanimous vote to set the 2012 preliminary levy at \$7,161,752, which is an increase of 4% from 2011, plus the loss in Market Value Credit Aid discontinued by the State of Minnesota.

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Motion by Kuecker, second by Schmidt, unanimous vote to move to transfer \$125,000 of the \$177,258 wind tower tax received by the county from the Revenue Fund to the Road and Bridge Fund. These funds shall be spent by board approval only for the purchase, lease or repair of county highway equipment.

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Update was given regarding boiler licensing. It was reported that the three county employees that currently have a boilers license are comfortable handling the rotation of checking the boilers on weekends. It was also noted that Andy Geiger may be willing to take the boiler license training in the future.

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Further information regarding the Seed Capital program was handed out for the board's review.

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Discussion was held regarding budgetary consideration for a part-time Human Resources position.

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At 12:53 p.m., there was a motion by White, second by Schmidt, unanimous vote to close the meeting to discuss strategy for labor negotiations. Individuals present were: Commissioners Kuecker, Holmen, Oeltjenbruns, Schmidt and White; Auditor/Treasurer Jan Johnson.

Motion by Oeltjenbruns, second by Holmen, unanimous vote to open the closed session at 1:39 p.m.

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There being no further business, the meeting adjourned at 1:39 p.m.

Jan Johnson, Auditor/Treasurer

Ron Kuecker, Board Chairman

Kelly Thongvivong, Executive Assistant