

February 22, 2011
Cottonwood County Board of Commissioners
Regular Meeting
Minutes

The Cottonwood County Board of Commissioners met in regular session on Tuesday, February 22, 2011 at 1:00 p.m. at the Cottonwood County Family Service Agency 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; Leslie Makovsky, Jason Purrington, Bob Pankratz, Ron Gregg, Holli Arp, Elmer Wieneke, Lisa Fest, Crystal Reith and Deb Hadley.

Motion by Oeltjenbruns, second by White, unanimous vote to approve additions to the agenda. Motion by Oeltjenbruns, second by Holmen, unanimous vote to approve the minutes of the February 8, 2011 meeting.

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County Attorney Nick Anderson met with the board to present the Cottonwood County Attorney's Office Discovery Fee Schedule for private attorneys or pro se defendants. Motion by White, second by Schmidt, unanimous vote to approve the fee schedule as presented.

Anderson gave an update regarding a meth house in Windom that has recently been discovered and reported on the county's responsibility as the Environmental Office.

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Leslie Makovsky, Administrative Assistant, met with the board to give an update regarding Talcot Park. It was reported that only a few seasonal sites were still available for the camping season.

Discussion was held regarding the Host/Hostess Program that the county is hoping to implement this upcoming camping season. There are five parties that have expressed an interest in the position at this time. A committee of Commissioners Kuecker and Holmen, Leslie Makovsky and possibly one seasonal camper will plan to meet to bring forward a recommendation to the board to fill this position. Makovsky presented a draft application and further information for the Host/Hostess Program that will be sent out to the five interested parties.

Further discussion was held regarding whether or not Talcot Park should continue to sell ice, pop and firewood. The consensus of the group seemed to feel that the county should not be selling ice and pop at Talcot Park. Further research will be done in regards to selling of firewood.

The board agreed to begin advertising for a seasonal entry station attendant and a seasonal maintenance worker for Talcot Park.

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Sheriff Jason Purrington met with the board to discuss several items. Purrington presented the State of Minnesota Annual County Boat and Water

Safety Grant Agreement for the board's review. The county was awarded with \$964 which will be used for the purchase of two wet suits to be used for cold water rescue. Motion by Schmidt, second by Holmen, unanimous vote to accept the grant in the amount of \$964.

Purrington reported that both Laraway and Borgen were able to look at the roof of the Law Enforcement Center recently and both companies will be providing a presentation to the board on March 1st.

Purrington presented vehicle fleet information for the board's review. He reported that two vehicle leases will be expiring in 2011. He asked that the board allow him to buyout a third lease in 2011 for an amount of \$8,000 as one of the other vehicles has quite a lot of miles on it at this point. After further discussion, there was a motion by White, second by Schmidt, unanimous vote to allow Purrington to purchase one new 2011 Crown Victoria off the state bid at a cost of \$21,846.64 before March 1st. The board suggested that Purrington check with the Assessor's Office to see if they might be interested in a different vehicle for their use.

Motion by Holmen, second by Oeltjenbruns, unanimous vote to move Jordan Bussa and Derick Determan to permanent part-time status effective February 25, 2011 after successful completion of a 6-month probationary period.

Motion by Oeltjenbruns, second by White, unanimous vote to accept Mn Department of Public Safety Datemaster DMT-G with Fuel Cell Option Evidential Breath Tester Instrument Agreement.

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Family Service Agency Fiscal Supervisor Bob Pankratz met with the board to present the CMHS Services Agreement for 2011-2015 for the IFS, ACS, and SWS systems. Motion by Holmen, second by White, unanimous vote to allow for approval of the computer service agreement.

Motion by White, second by Schmidt, unanimous vote to allow for use of the county credit card for a \$10 fee to conduct a background check.

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Motion by Holmen, second by Oeltjenbruns, unanimous vote to allow for the approval of Board of Water and Soil Resources FY 2010 State of Minnesota Natural Resources Block Grant Agreement Amendments in the amount of \$62,779 and \$9,931 and FY 2011 State of Minnesota Board of Water and Soil Resources Natural Resources Block Grant Amendment in the amount of \$64,329.

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Brief discussion was held regarding the Cottonwood County municipalities representative for SRDC that needs to be appointed. Commissioner White will do some further checking on this appointment.

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Auditor/Treasurer Jan Johnson reported that the service agreement with Waste Management for the dumpster located at the courthouse is due to expire. Johnson will do some further research to present at the next board meeting.

County Engineer Ron Gregg met with the board to discuss a few different items. Gregg reported that the cities of Bingham Lake and Windom have requested half price on the landfill tipping fees for this years' city-wide cleanup. After further discussion, there was a motion by Holmen, second by Schmidt to allow the county to waive 1/2 of the tipping fee for the cities of Cottonwood County that choose to participate in a spring cleanup program for 2011. Voting as follows: Aye – Holmen, Schmidt, Oeltjenbruns, Kuecker. Abstaining from the vote was White.

Motion by Oeltjenbruns, second by White, unanimous vote to allow for the advertisement of the following constructions projects: SP 17-613-38 (CSAH 13 surfacing project); SP 17-090-01 (Mt. Lake Trail Project); SAP 17-611-014 (No. 17J36 bridge replacement); SAP 17-611-015 (No. 17J37 bridge replacement); SAP 17-606-024 (No. 17J34 bridge replacement); SAP 17-606-025 (No. 17J35 bridge replacement); SAP 17-599-93 (No. 17J32 Amboy Township bridge replacement); SAP 17-632-02 (surfacing project in Jeffers); SAP 17-627-02 (mill and overlay project in Mt. Lake).

Motion by Holmen, second by Schmidt, unanimous vote to approve request to advertise for the construction of cell no. 7 and the partial closure of cell no. 4, 5 & 6.

Gregg gave an update regarding snow removal and reported that the county would be receiving billings from contractors who were recently hired to help push snow.

Update was given regarding some of the equipment at the Highway Department. Gregg reported that the transmission recently went out in one of the motor graders.

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Motion by Holmen, second by White, unanimous vote to approve the installation of energy-efficient lighting by Ron's Electric in the newly remodeled Assessor's Office at a cost of \$3,650.

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Extension Regional Director Holli Arp met with the board to give an update regarding 4-H and Extension in Cottonwood County. Arp reported that there are 236 youth enrolled in the 4-H Program in Cottonwood County. Also giving updates were Crystal Reith, Lisa Fest and Deb Hadley.

Motion by White, second by Holmen, unanimous vote to approve posting and advertising of Extension summer intern position for Cottonwood County.

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Brief discussion was held regarding the cleaning of the courthouse. Auditor/Treasurer Jan Johnson stated that Laura Sandmeyer (STS) seems confident that she can take care of cleaning the whole building. Johnson also stated that STS should be available when we need them.

Motion by Oeltjenbruns, second by White, unanimous vote to recess as the County Board and to convene as the Ditch Authority to discuss JD #32 and JD #10.

Motion by Oeltjenbruns, second by Schmidt, unanimous vote to set public hearing for JD #32 improvement project for March 8th at 9:45 a.m.

Motion by Holmen, second by Oeltjenbruns, unanimous vote to authorize Auditor/Treasurer to re-advertise bids for JD #10 improvement project.

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

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Brief discussion was held regarding job descriptions and whether Department Heads should be using the old job descriptions or the new job descriptions as developed by Wayne Brede when hiring new employees. This will be discussed at the next board meeting with possible adoption of all new job descriptions.

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It was noted that the March 22, 2011 board meeting will be held at 9:00 a.m. instead of 1:00 p.m.

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There being no further business, the meeting adjourned at 4:12 p.m.

Jan Johnson, Auditor/Treasurer

Ron Kuecker, Board Chairman

Kelly Thongvivong, Bd. Adm. Assistant