

July 14, 2009  
Cottonwood County Board of Commissioners  
Regular Meeting  
Minutes

The Cottonwood County Board of Commissioners met in regular session on Tuesday, July 14, 2009 at 9:00 a.m. at the Cottonwood County Courthouse in Windom, MN. Presiding over the meeting was Chairman Gary Sorenson. Present for all or portions of the meeting were: Commissioners Gary Sorenson, Tom White, Ron Kuecker, Norm Holmen, John Oeltjenbruns; Administrative Assistant Kelly Thongvivong; Auditor/Treasurer Jan Johnson; County Attorney Doug Storey, Jason Purrington, Kristi Sell, Jenny Quade, Angie Blanshan, Todd Dibble, Kathy Kretsch, Doug Storey, Gale Bondhus, Holli Arp, Jim Haag, Ron Gregg and Mike Hanson. Motion by Holmen, second by Oeltjenbruns, unanimous vote to approve additions to the agenda. Motion by Oeltjenbruns, second by White, unanimous vote to approve the minutes of the July 7, 2009 meeting as amended.

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Sheriff Jason Purrington and Jail Administrator Kristi Sell met with the board to discuss a few items. Purrington reported that the Southwest Minnesota Regional Advisory Committee recommends to the Southwest Minnesota Regional Radio Board an initial allocation of the PSIC subscriber equipment Grant funds for the Southwest Region in equal shares among the parties to the Board. Each member receiving PSIC Grant funding for the purchase of 700/800 MHz subscriber equipment must have funds properly budgeted by local jurisdictions for 2009 or committed for the 2010 budget year and available for use by January 1, 2010. The 20% local match required for Cottonwood County will be \$8,643.53. Motion by White, second by Holmen, unanimous vote to approve recommendation for PSIC Grant Subscriber Equipment Funding Allocation.

Purrington presented a mid-year budget report for the Jail as well as the Sheriff's Department.

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Brief discussion was held regarding the Pay Study Process and an update was given regarding the orientation meetings as well as the upcoming interviews.

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Probation Officer Jenny Quade and Angie Blanshan, Southwest Crisis Center/Peace Agency met with the board to discuss Night to Unite which will be held on July 27<sup>th</sup> from 5-7pm. Motion by Holmen, second by Kuecker, unanimous vote to use the courthouse grounds for the Night to Unite event.

Quade presented a mid-year budget report for the Probation Office.

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Holli Arp, University of Minnesota Extension, presented a mid-year budget report for the University of Minnesota Extension Office in Cottonwood County.

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Motion by Kuecker, second by Oeltjenbruns, unanimous vote to grant Karla Ambrose permanent full-time status and to move her to Step 2 of the 2009 pay matrix effective July 22<sup>nd</sup>.

Commissioner Kuecker presented a revised quote in the amount of \$2,285 from Fairmont Glass & Sign for signage at the 9<sup>th</sup> Street Office Building. Motion by Kuecker, second by White, unanimous vote to approve quote from Fairmont Glass & Sign for \$2,285 for signage at the 9<sup>th</sup> Street Office Building.

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Brief discussion was held regarding sample cell phone policies as well as disciplinary policies that have recently been forwarded to the board for their review. This will be discussed in more detail at the next board meeting.

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County Recorder Kathy Kretsch presented a mid-year budget report for the Recorder's Office.

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Motion by Kuecker, second by Oeltjenbruns, unanimous vote to approve July warrants (including all remaining appropriations) as follows:

County Revenue Fund	\$233,475.60
Long Term Capital Outlay	\$ 49,347.04
County Building Fund	\$ 5,793.97
Ditch Fund	\$ 7,802.92
Road & Bridge	\$ 57,368.39
Waste Abatement/SCORE	\$ 10,599.79
Landfill Enterprise	<u>\$ 18,690.79</u>
	\$383,078.50

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Chairman Sorenson reported that the N. 71 County Office Building Open House went well on July 10<sup>th</sup>. He also shared a thank you note that was received from the Southwest Minnesota Arts & Humanities Council for the 2009 appropriation they received from the county.

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County Attorney Doug Storey presented a mid-year budget report for the County Attorney's Office.

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County Assessor Gale Bondhus presented a mid-year budget report for the Assessor's Office and gave an update regarding three new taxing districts.

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Auditor/Treasurer Jan Johnson reported that the State Auditors have requested that the county conduct an actuary study as part of GASB 34 requirements/regulations and he would like to obtain quotes for such a study. Motion by Oeltjenbruns, second by White, unanimous vote to allow Johnson to obtain quotes to present at the first meeting in August.

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Veterans Officer Todd Dibble presented a mid-year budget report for the Veteran's Office.

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The county board recessed at 11:38 a.m.

Jim Haag met with the board representing Johnson Controls to give an update regarding the air conditioning unit at the N. 71 County Office Building and to give his recommendations for further action that may be necessary. Haag reported that he plans to meet with Jim Vellema as soon as possible to conduct training with him in regards to the air conditioning unit and how it operates.

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County Engineer Ron Gregg presented mid-year budget reports for the Highway Department and Solid Waste Department.

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Environmental Officer Mike Hanson met with the board to present a conditional use permit for Minion Excavating, Inc. Hanson reported that the Planning Commission held a public hearing to consider the conditional use application by Dale Minion for Minion Excavating, Inc. to stockpile and crush concrete. The Planning Commission recommended approval of this permit with six conditions as mentioned. Motion by Kuecker, second by Holmen, unanimous vote to approve conditional use permit based on six conditions mentioned with amendment to condition #3 and on a recommendation of the Planning Commission.

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There being no further business, the meeting was adjourned at 2:17 p.m.

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Jan Johnson, Auditor/Treasurer

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Gary Sorenson, Board Chairman

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Kelly Thongvivong, Bd. Adm. Assistant