

July 8, 2014
 Cottonwood County Board of Commissioners
 Regular Meeting
 Minutes

The Cottonwood County Board of Commissioners met in regular session on Tuesday, July 8, 2014 at 9:00 a.m. at the Cottonwood County Courthouse in Windom, MN. Presiding over the meeting was Chairman Jim Schmidt. Present for all or portions of the meeting were: Commissioners Jim Schmidt, Tom White, Norm Holmen, Kevin Stevens, John Oeltjenbruns; County Coordinator Kelly Thongvivong; County Attorney Nick Anderson; Auditor/Treasurer Jan Johnson; Kathy Marsh, Gordy Olson, Jared Morrill, JinYeene Neumann, Kyle Pillatzki, Jacqueline Zevenbergen, Dominic Jones, Jim Jorgenson, Eric Haken, Denny Arons, and Rahn Larson.

Motion by Holmen, second by Stevens, unanimous vote to approve the agenda as amended. Motion by White, second by Oeltjenbruns, unanimous vote to approve the minutes of the July 1, 2014 regular board meeting.

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

County Revenue Fund	\$116,207.14
Long Term Capital Outlay	\$ 3,785.04
County Building Fund	\$ 26.68
Ditch Fund	\$ 3,020.18
Go Drng Refund 2011 Bond Fun	\$ 7,178.75
Ditch Sinking 3 (Jd 2)	\$ 680.00
Taxes and Penalties Fund	\$ 415.00
Road and Bridge	\$ 57,826.84
Waste Abatement/SCORE	\$ 4,674.03
Landfill Enterprise	<u>\$ 12,721.86</u>
	<u>\$206,535.52</u>

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Commissioner Stevens updated the board on a Law Library meeting he attended on July 2. Law Library terminals were discussed at this meeting and Cottonwood County has two terminals – one in Westbrook and one in Windom. The expense of having the software for a terminal is approximately \$4,000 - \$4,500. The Law Library committee decided to cancel the Westbrook terminal due to non-usage.

Commissioner Holmen shared a 6-month RCRCA-Area II Shared Administration Cost Analysis with the board.

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JinYeene Neumann, County Engineer, introduced Jacqueline Zevenbergen, Jackson/Cottonwood Parks & Trail Director, to the board. Zevenbergen began her duties on July 7, 2014.

Neumann led discussion regarding the Red Rock Rural Water landfill bill. Dominic Jones, RRRWS Manager, explained that Red Rock Rural Water paid the county \$7,000 of grant money to clean up the land surrounding the Thomas Gravel

Pit as RRRW is purchasing the land that will be put into RIM. Jones stated that the true cost for the two days that were spent cleaning up the property by the county was not \$7,000. Jones also stated that through this whole project there has been a good networking relationship between the county, RRRW, and Mr. Thomas. RRRW would like to respectfully request a reduction to the tipping fee on their June 16-20, 2014 landfill bill. Motion by White, second by Holmen, unanimous vote to reduce the Red Rock Rural Water landfill bill by \$4,757.30 as a result of the \$7,000 the Cottonwood County Highway Department previously received from RRRW to help with the clean-up.

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Gordy Olson, Interim Planning & Zoning Administrator, and Jared Morrill, Planning & Zoning Technician presented a few items to the board. Motion by Oeltjenbruns, second by Stevens, unanimous vote to appoint Jared Morrill as Cottonwood County Agricultural Inspector.

Motion by Holmen, second by White, unanimous vote to allow Jared Morrill to attend MACAI Short Course in New Ulm, July 14 – 16, 2014.

Discussion was held regarding a county vehicle for Morrill to use. Olson stated the white 2001 Chevy truck was the Environmental Department’s truck and that Morrill would be using this vehicle.

Motion by White, second by Stevens, unanimous vote to allow Jared Morrill, Planning & Zoning Technician, to receive a cell phone reimbursement in the amount of \$60 per month effective July 1, 2014.

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Kelly Thongvivong, County Coordinator, presented on behalf of Sheriff Purrington a claim for final payment on the 2014 Arctic Cat Prowler that will be paid for by an ATV grant. Motion by Holmen, second by White, unanimous vote to make final payment of \$6,690.50 on the 2014 Arctic Cat Prowler.

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Eric Haken, Deputy Sheriff, and Denny Arons, LELS Union Representative, met with the board to discuss the consideration of a step 2 employee grievance. Nick Anderson, County Attorney, reviewed the timeline of events that brought us to today. Arons reminded the board that Haken has been an employee of Cottonwood County for 15 years. Arons asked the board to consider taking Haken off of unpaid administrative leave and putting him on paid administrative leave until he returns to work. After much discussion, a motion was made by Holmen, second by White, unanimous vote to close the meeting at 10:23 a.m. for client/attorney privilege to discuss possible litigation. Individuals present were: Nick Anderson, Norm Holmen, Kevin Stevens, Kelly Thongvivong, Jim Schmidt, Tom White, John Oeltjenbruns, Jan Johnson, and Kathy Marsh. Motion by Holmen, second by White, unanimous vote to re-open the meeting at 10:45 a.m. Chairman Schmidt appointed Commissioner White and Commissioner Oeltjenbruns to be on a committee, along with the County Attorney, Sherriff, and County Coordinator, to negotiate Haken’s return to work.

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Kelly Thongvivong, County Coordinator, presented a few items to the board. The revision to Personnel Policy #360 has been posted for 30 days with no comments received. Motion by Holmen, second by Oeltjenbruns, to approve the revision to Policy Number 360 "Overtime/Compensatory Time" to reflect a change to the definition of workweek to read as follows: "A workweek is a period of 168 hours during 7 consecutive 24-hour periods, beginning at 12:01 a.m. on Monday and ending at 12 midnight the following Sunday." This will take effect on Monday, July 14, 2014.

Thongvivong was contacted by the Department of Human Services (DHS) in regards to the possibility of leasing some office space for a DHS employee. Thongvivong stated that there are two possible options at the N71 building and would like the board to allow her to explore the N71 building options and work with DHS to develop a proposed lease agreement. The consensus of the board is to allow Thongvivong to have further discussion with DHS and present a lease agreement to the board at a future date.

Thongvivong informed the board that she recently met with John Spiegelhoff, AFSCME Union Representative, Lonng Engler, Landfill Operator, and Donna Stresemann, Solid Waste Worker, regarding the board's desire to re-classify the Landfill Operator and Solid Waste Worker job titles to Solid Waste Technician. Motion by White, second by Stevens, unanimous vote to laterally transfer Lonng Engler and Donna Stresemann to Solid Waste Technician.

Thongvivong and Commissioner Stevens informed the board that the Law Library Board would like counties to purchase literature racks for the law libraries to hold literature/pamphlets, etc. for the public or those individuals that may be using the law library. The Law Library Board would contribute up to \$200 for this purchase. Motion by White, second by Stevens, unanimous vote to purchase a literature rack for the law library using the \$200 from the Law Library Board and the county will pay the difference up to \$250.

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There being no further business, the meeting was adjourned at 11:04 a.m.

Jan Johnson, Auditor/Treasurer

James Schmidt, Board Chairman

Kelly Thongvivong, County Coordinator