

September 23, 2008  
Cottonwood County Board of Commissioners  
Regular Meeting  
Minutes

The Cottonwood County Board of Commissioners met in regular session on Tuesday, September 23, 2008 at 9:00 a.m. at the Cottonwood County Courthouse in Windom, MN. Presiding over the meeting was Chairman John Oeltjenbruns. Present for all or portions of the meeting were: Commissioners John Oeltjenbruns, Gary Sorenson, Tom White, Ron Kuecker, Norm Holmen; Administrative Assistant Kelly Thongvivong; Auditor/Treasurer Jan Johnson; County Attorney Doug Storey; Andrew Roos, Mark Marcy, Wilma Pell, Ron Gregg, Mike Hanson, Pam Ella, Diane Ludvigson, Gale Bondhus, Cindy Harrington, Craig Myers, Bob Pankratz, Marlene Smith, Kathy Kretsch, Kathy Marsh, Al Baloun, Todd Dibble, Don Wellner, Rory Lindvall, Phil Nasby and JoAnn Asa. Motion by White, second by Sorenson, unanimous vote to approve additions to the agenda. Motion by Sorenson, second by Holmen, unanimous vote to approve the minutes of the September 9, 2008 meeting.

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Andrew Roos, Blue Cross Blue Shield Senior Account Consultant, met with the board to give an update and to present information pertaining to the 2009 renewal for Cottonwood County. It was reported that the premium increase for 2009 would be 2% and there would be no increases to the deductibles. Motion by Sorenson, second by Kuecker, unanimous vote to renew both the Group Sr. Gold and Medicare Blue Rx plans for 2009. Renewal of the healthcare and flexible spending account (FSA) plans will be done at the next board meeting.

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Commissioner Holmen gave an update regarding the Brown-Nicollet-Cottonwood Watershed and the options that they are considering in regards to the Coordinator position. The board agreed that if Brown and Nicollet counties decide to fund the Coordinator position that Cottonwood County will more than likely support it as well.

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Commissioner White gave an update regarding the Mn. River Board meeting he recently attended.

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Emergency Management Director Mark Marcy met with the board to discuss the Emergency Management position. Motion by Kuecker, second by Sorenson, unanimous vote to accept the job description of the Emergency Management Director position as presented. This job description was recently sent to Springsted, Inc. and was given a pointing of 406 on the Hay System.

Motion by Holmen, second by White to set the Start step of the pay matrix for the Emergency Management Director position at \$33,292. Voting as follows: Aye - Holmen, White, Kuecker, Oeltjenbruns. Nay – Sorenson. Motion carried. There will be a 3% increase for each of the additional steps on the matrix.

Chairman Oeltjenbruns will contact the two internal applicants in regards to interviews.

Wilma Pell, Phil Nasby, Al Baloun and JoAnn Asa met with the board representing the Friends of the Trails. They asked that the board consider adopting a resolution in support of the establishment of a non-motorized riding and hiking trail in Jackson, Cottonwood and Murray Counties. A resolution in support of the trails will be drafted for presentation at the next board meeting.

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Two quotes for panels for the office area of the North 71 County Office Building were presented as follows: Dan's Office Supply - \$4,697.00 and Davis Typewriter - \$4,674.99. Motion by Kuecker, second by Sorenson, unanimous vote to accept quote in the amount of \$4,697.00 from Dan's Office Supply as Dan has agreed to use some of the existing product in the new office area as well.

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Veterans Officer Todd Dibble met with the board to present two quotes for a new printer for the Veteran's Office as follows: CDW - \$614.27 w/tax and Davis Typewriter - \$655 + tax. Motion by Sorenson, second by Holmen, unanimous vote to accept low quote in the amount of \$614.27 from CDW. This will be purchased with Long Term Capital Outlay funds.

Dibble asked for authorization to apply for two different grants for the Veteran's Office. Motion by Sorenson, second by White, unanimous vote to allow Dibble to apply for an operational grant, which is offered to counties every three years as well as an enhancement grant, which is a competitive grant.

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Motion by White, second by Kuecker, unanimous vote to approve payment in the amount of \$2,350.00 to Dallas Smith for work done at the North 71 County Office Building.

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County Engineer Ron Gregg met with the board to discuss several different items. Motion by Sorenson, second by Holmen, unanimous vote to accept retirement resignation from Dan Minion (Highway Shop Supervisor) effective October 31, 2008 with appropriate payout of benefits.

Motion by Kuecker, second by White, unanimous vote to approve hiring range (\$17.30 - \$18.91/hour) of Highway Shop Supervisor as suggested by the County Engineer.

Motion by Sorenson, second by Holmen, unanimous vote to allow Gregg to post internally and advertise for the Highway Shop Supervisor position.

Motion by Kuecker, second by Sorenson, unanimous vote to allow Gregg to post internally and advertise for a Heavy Equipment Operator position to be stationed in the Windom shop.

Gregg requested approval to upgrade current survey equipment by purchasing a Trimble R8 GNSS RTK ROVER 450-470 MHZ cable free rover and trade in the Trimble 5700 GPS receiver for the cost of \$15,453 plus tax and shipping. This upgrade will allow for more compatibility with the new MnDOT system and increase efficiency and accuracy with the ability to read and process more satellites. Motion by Sorenson, second by White, unanimous vote to allow

for the purchase in the amount of \$15,453 with trade plus tax and shipping from Frontier Precision Inc. This purchase will be bought with landfill funds.

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Environmental Officer Mike Hanson met with the board to present a conditional use permit for Mark Wellner to transfer ownership and operate a feedlot, which is located in Section 9 of Delton Township. Motion by Holmen, second by Sorenson, unanimous vote to approve the conditional use permit granted to Mark Wellner based on six conditions mentioned and on a recommendation of the Planning Commission.

Motion by Sorenson, second by White, unanimous vote to authorize Chairman Oeltjenbruns to sign agreement for acceptance of Natural Resources Block Grant totaling \$75,558.

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Brief discussion was held regarding labor negotiations and it was reported that three of the unions would be meeting again on September 29<sup>th</sup>.

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Brief discussion was held regarding current billing procedure for IT services that are being done by Greg Walsh of Watonwan County.

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Auditor/Treasurer Jan Johnson presented information regarding current costs for the remodeling project of the North 71 County Office Building.

Johnson reported that the public drainage annual buffer strip reporting form needs to be filled out and submitted by November 15, 2008.

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Commissioner Sorenson reported that the Veteran's Service Office is requesting a second phone line when they move to the North 71 County Office Building as they have been receiving complaints from veterans of not being able to get through on the one line.

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Auditor/Treasurer Jan Johnson reported on a personnel issue in the Auditor/Treasurer's Office. He requested that a realignment of duties as well as a 4-step increase be granted to one of the employees in his office. No action was taken at this time. This matter will be listed as an agenda item for the next board meeting.

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Chairman Oeltjenbruns gave a brief update regarding the Southwest Minnesota Energy Task Force and reported that a new wind farm north of Mt. Lake is currently being proposed.

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There being no further business, the meeting was adjourned at 5:33 p.m.

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Jan Johnson, Auditor/Treasurer

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John Oeltjenbruns, Board Chairman

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Kelly Thongvong, Bd. Adm. Assistant