

December 15, 2015
Cottonwood County Board of Commissioners
Regular Meeting
Minutes

The Cottonwood County Board of Commissioners met in regular session on Tuesday, December 15, 2015 at 3:25 p.m. at the Cottonwood County Courthouse in Windom, MN. Present for all or portions of the meeting were: Commissioners Tom Appel, Kevin Stevens, Norm Holmen, Jim Schmidt, Donna Gravley; County Coordinator Kelly Thongvivong; Auditor/Treasurer Jan Johnson; County Attorney Nick Anderson; Kathy Marsh, JinYeene Neumann, Kyle Pillatzki, Jed Rhubee, Jason Rupp, Gale Bondhus, Bill Moldestad, Rahn Larson, John Spiegelhoff, Dale Moerke, Charles Barrie, Jr., Kelly Brown, Alex Yonker, Charlotte Kruse, Joel Grams, Wade Pfeiffer, Joel Rostomily, Roger Ambrose, Lonn Engler, Rosemary Schaffer, Keith Willard, Lynn Peters, Colleen Scholtz, Laurel Pfeiffer, Keith Anderson, Jackie Baumgard, Richard Seydel, Mark Minion, Jeff Yonker, Gordy Zimmer, Jim Schuur, Steve Burdick, Scott Nesmoe, and Harvey Nerness.

Motion by Gravley, second by Stevens, unanimous vote to approve the agenda as amended. Motion by Schmidt, second by Appel, unanimous vote to approve the minutes of the December 1, 2015 meeting.

* * * *

John Spiegelhoff, AFSCME Local 578 Union Representative, and Jeff Yonker, AFSCME Local 578 President, met with the board to express their concerns in reaching an agreement between the AFSCME Local 578 Union and Cottonwood County. Yonker gave a brief history of the relationship between the union and Cottonwood County, asked questions regarding placement of union employees on the matrix, and stated that the union would like to resume negotiations. Chairman Holmen stated that the board would need time to review the information presented.

* * * *

Discussion was held regarding CSAH 8. Jed Rhubee, Highway Maintenance Superintendent, stated that he has looked at CSAH 8 and stated there is no easy fix. Rhubee did state that the Highway Department will be re-grading CSAH 8 in 2016 and hopefully this will help the road's condition.

* * * *

Bill Moldestad, Ditch Viewer, met with the board in regards to how extensive the redetermination should be on Cottonwood-Watonwan Judicial Ditch #1. Moldestad also informed the board that the review possibly won't happen until 2017. The board should let the Cottonwood County Auditor/Treasurer know if a meeting should be scheduled with Watonwan County regarding the redetermination or if a public hearing should be scheduled.

* * * *

Motion by Schmidt, second by Gravley, unanimous vote to recess as the board and convene as the Ditch Authority.

Motion by Schmidt, second by Appel, unanimous vote to approve the 2016 ditch levies as presented by each commissioner.

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

* * * *

Motion by Schmidt, second by Gravley, unanimous vote to give blanket approval for year-end Commissioner warrants.

* * * *

JinYeene Neumann, County Engineer, met with the board to discuss a few items. Motion by Gravley, second by Stevens, unanimous vote to approve the final payment for project 017-605-022 (CSAH 5) to Duininck, Inc. in the amount of \$321,438.44.

Motion by Stevens, second by Appel, unanimous vote to approve the final payment for project 017-599-099 (Delton Township Bridge) to Veenstra & Son, LLC, in the amount of \$13,437.02. Neumann stated that this bridge will come off the bridge rolls as it no longer has 10 feet of roadway.

Neumann requested a budget change to the Equipment Purchased line item (03-340-6630) in the Road and Bridge 2015 budget. Motion by Schmidt, second by Stevens, unanimous vote to change the 2015 budget line item 03-340-6630 from \$300,000 to \$400,000.

Motion by Gravley, second by Stevens, to accept Steve Burdick's resignation as Heavy Equipment Mechanic effective January 1, 2016 with appropriate payout of benefits. Voting Aye – Appel, Stevens, Gravley. Voting Nay – Schmidt. Motion passed.

Motion by Schmidt, second by Appel, unanimous vote to post internally and advertise for a Heavy Equipment Mechanic.

* * * *

Commissioner Holmen informed the board that he received a letter from the Minnesota Board of Peace Officer Standards and Training stating that the Sheriff's Office passed a comprehensive review of their records concerning mandated employee training and department policies.

* * * *

Kyle Pillatzki, Assistant County Engineer/Solid Waste Administrator, met with the board regarding updating the recycling price for TVs and monitors to \$15.00. Motion by Schmidt, second by Gravley, unanimous vote change the pricing for recycling of TVs and monitors to \$15.00 effective January 1, 2016.

* * * *

Kelly Thongvivong, County Coordinator, met with the board to discuss a few items. Motion by Gravley, second by Stevens, unanimous vote to approve the lease between Cottonwood County and Southwestern Mental Health, Inc., for office space at the North 71 Office Building as presented.

Motion by Schmidt, second by Appel, unanimous vote to approve the Cell Phone Allowance Users list as presented with the adjustment of Gretchen Warner to \$30.

Motion by Gravley, second by Stevens, unanimous vote to promote Jason Rupp to full-time Dispatcher/Jailer Supervisor effective December 28, 2015 and to place him on Range 13, Step G (\$23.57).

Motion by Schmidt, second by Stevens, unanimous vote to accept the resignation of Brett Oltmanns, full-time jailer/dispatcher, effective December 30, 2015, with appropriate payout of benefits.

Motion by Gravley, second by Stevens, unanimous vote to promote Danniell Myers to full-time Jailer/Dispatcher effective December 28, 2015. Myers' wage will remain the same (\$15.63).

Motion by Schmidt, second by Appel, unanimous vote to promote Haleasha Kimmer to full-time Jailer/Dispatcher effective December 28, 2015. Kimmer’s wage will remain the same (\$15.63).

* * *

Motion by Schmidt, second by Stevens, unanimous vote to approve December warrants as follows:

County Revenue Fund	\$ 79,985.87
Long Term Capital Outlay	\$ 3,624.21
County Building Fund	\$ 1,836.76
Agency Fund	\$ 293.00
County Revenue Fund	\$ 6,053.57
Road & Bridge Fund	\$134,621.03
Waste Abatement/SCORE	\$ 3,607.70
Landfill Enterprise Fund	<u>\$411,238.98</u>
	\$641,261.12

* * *

Commissioner Stevens updated the board on information regarding the Heron Lake Watershed and the Law Library.

* * *

Motion by Gravley, second by Schmidt, unanimous vote to approve the Amended Retirement and Release of all Claims Agreement for Rory Lindvall as presented.

* * *

Motion by Gravley, second by Schmidt, to set the 2016 commissioner salary at \$20,000 with the chairman to receive an additional \$1,000, per diems at \$75 per day, and the technology supplement at \$60 per month. Motion by Appel, second by Stevens, to amend by striking out the amount of \$20,000 and inserting the amount of \$20,400. Voting on amendment: Aye – Stevens, Appel, and Holmen. Nay – Schmidt and Gravley. Amendment passed. Voting on amended motion: Aye - Stevens, Appel, and Holmen. Nay – Schmidt and Gravley. Amended motion passed.

* * *

Kelly Thongvivong, County Coordinator, met with the board to discuss a few items. Motion by Schmidt, second by Gravley, unanimous vote to approve the Amendment to Agreement Dated 7/31/2012 between Pictometry International Corp. and Cottonwood County. Thongvivong noted that the cost of the aerial flyover has been reduced by \$600.

Thongvivong informed the board of an email she received from Dave Leuthe, Buffer Mapping Project Coordinator, asking for a local contact. The consensus of the board is to have the Auditor/Treasurer and SWCD staff as local contacts for the Buffer Mapping Project.

* * *

Motion by Stevens, second by Schmidt, unanimous vote to allow all non-union employees to receive an increase of a 2% COLA and 3% step for 2016 if a step is warranted and they are not currently at the top of the pay matrix or on probation.

* * *

Motion by Schmidt, second by Gravley, unanimous vote to set Nick Anderson’s 2016 salary at \$106,080.

Motion by Schmidt, second by Stevens, unanimous vote to set Kathy Kretsch's 2016 salary at \$65,127.

Motion by Appel, second by Stevens, to set Jan Johnson's 2016 salary at \$94,500. Motion by Gravley, second by Schmidt, to amend by striking out the amount of \$94,500 and inserting the amount of \$95,370. Voting on amendment: Aye – Gravley, Schmidt, and Stevens. Nay – Appel. Amendment passed. Voting on amended motion: Aye - Gravley, Schmidt, and Stevens. Nay – Appel. Amended motion passed.

* * * *

The board held the 2016 budget meeting beginning at 5:45 p.m. It was reported that the increase to the 2016 tax levy was 5.9% from 2015, which is an increase of \$521,973. Motion by Stevens, second by Schmidt, unanimous roll call vote to certify the 2016 levy at \$9,368,424, which is a 5.9% increase from the 2015 budget of \$8,846,451.

Motion by Appel, second by Schmidt, unanimous vote to set the 2016 Revenues and Expenditures by Fund as presented. The total revenues for 2016 are \$15,050,804 and total expenditures for 2016 are \$15,039,525.

* * * *

Motion by Schmidt, second by Gravley, unanimous vote to close the meeting at 6:13 p.m. to discuss strategy for labor negotiations. Present for the closed session were: Commissioners Holmen, Stevens, Schmidt, Gravley and Appel; Jan Johnson, Nick Anderson, and Kathy Marsh.

Motion by Gravley, second by Schmidt, unanimous vote to open the closed session at 6:35 p.m.

* * * *

Motion by Gravley, second by Schmidt, unanimous vote to allow Chairman Holmen to sign the 2016-2017 Jailer/Dispatcher Union Contract if meets all negotiated criteria.

* * * *

There being no further business, the meeting was adjourned at 6:38 p.m.

Jan Johnson, Auditor/Treasurer

Norman Holmen, Board Chairman

Kelly Thongvivong, County Coordinator