

October 7, 2008
Cottonwood County Board of Commissioners
Regular Meeting
Minutes

The Cottonwood County Board of Commissioners met in regular session on Tuesday, October 7, 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, Tom White, Ron Kuecker, Norm Holmen; Administrative Assistant Kelly Thongvivong; Auditor/Treasurer Jan Johnson; County Attorney Doug Storey; Tiffany Harder, Mark Marcy, Gale Bondhus, Mike Hanson, Marlene Smith and Andy Olson. Absent was Commissioner Sorenson. Motion by Kuecker, second by Holmen, unanimous vote to approve additions to the agenda. Motion by Kuecker, second by White, unanimous vote to approve the minutes of the September 23, 2008 meeting.

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Commissioner White gave an update regarding the 2009 appropriation request for Travel Southwest. The board agreed to appropriate the \$1,000 that was initially requested.

White reported that a bill in the amount of \$83.99 was received from RSVP for a banner purchased for use at the county fair. Mary Jensen will be contacted in regards to this matter.

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Interviews for the Emergency Management Director position were held at this time. A decision regarding whom to offer the position to as well as the salary to be offered will be discussed at the next board meeting.

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Commissioner Holmen gave an update regarding the Brown-Nicollet-Cottonwood Watershed Coordinator position that is being considered. It was reported that Brown County decided not to support funding such a position so the watershed will continue to run as it has been in the past.

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Motion by Kuecker, second by White, unanimous vote to allow the Windom Chamber of Commerce to use the Courthouse grounds for the Fall Festival on October 13th from 5-7pm.

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Auditor/Treasurer Jan Johnson reported on a personnel issue in his office. He asked that the board consider granting a 4-step increase for Brenda Anderson retro to October 1st as she is now taking on election duties due to a shift of responsibilities within the office. The board did not feel comfortable granting the request and suggested that the job description be updated and presented to the board for their review before proceeding further.

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County Assessor Gale Bondhus met with the board to discuss a few items. Bondhus reported that the county car is in need of new paint as well as

new tires and she wanted to know how the board wishes to proceed. The board suggested that the Sheriff be contacted to see if there is a squad car that needs replacing any time soon.

Discussion was held regarding amended and restated Joint Powers Agreement for the Minnesota Counties Computer Cooperative (MCCC) that needs to be signed by the Board Chairman. Because further clarification is needed on a few items the board will discuss it again at the next board meeting.

Bondhus reported that there is a County Board of Equalization Training that will be offered in Luverne on October 30th from 1:00-3:30pm that she is hoping the commissioners will take advantage of.

Bondhus reported on some miscellaneous items such as a tax court petition regarding Minnesota Energy Resources as well as some tax changes that were recently passed by the legislature.

Bondhus asked that the board consider allowing her to advertise for a part-time Sr. Appraiser position. Motion by Kuecker, second by White, unanimous vote to allow Bondhus to advertise for the part-time Sr. Appraiser position.

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Motion by Kuecker, second by Holmen, unanimous vote to approve adoption of Policy Number 436 "Loss of Driving Privileges" as the 30-day posting period has expired. One comment was received from the County Attorney in regards to two statutes that were referenced in the proposed policy that have been repealed. The recommended wording by the County Attorney was adopted.

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Motion by Kuecker, second by White, unanimous roll call vote to adopt resolution as follows:

**Resolution 08-10-07A
In Support of the Establishment of a Non-Motorized Riding and
Hiking Trail in Jackson, Cottonwood and Murray Counties**

WHEREAS the Friends of Jackson County Trails is proposing to establish a non-motorized riding and hiking trail in Jackson, Cottonwood and Murray counties; and

WHEREAS said trail would originate on the Minnesota, Iowa state line at the Miniwakan Iowa State Park and from there trail northwesterly to Clear Lake, to Jackson, and thence it would follow the Des Moines River to Kilen Woods State Park, and through Cottonwood County with hopes of connecting to other trails such as the Mt. Lake and Windom area trails as well as other points of interest in Cottonwood County such as the Petroglyphs and beyond, and then join the Casey Jones State Trail in Murray County; and

WHEREAS because of the regional significance of the proposed trail, the Friends of the Jackson County Trails is seeking to secure State Trail Authorization from the Minnesota State Legislature.

NOW THEREFORE BE IT RESOLVED THAT the County of Cottonwood agrees to fully support the Friends of Jackson County Trails in their application for State Trail Authorization from the Minnesota State Legislature.

S/John Oeltjenbruns, Board Chairman

S/Jan Johnson, Auditor/Treasurer

Environmental Officer Mike Hanson met with the board to discuss a few different items. Motion by Kuecker, second by Holmen, unanimous vote to adopt resolution as follows:

**RESOLUTION REGARDING ADMINISTRATION OF THE
WETLAND CONSERVATION ACT
RESOLUTION 08-10-07**

WHEREAS, Cottonwood County is authorized by Minnesota Administrative Rules Part 8420.0200, Subpart 2, to delegate certain functions with regard to implementation of the Wetland Conservation Act, including decision authority for exemption, no loss, wetland boundary and type, replacement plan, and wetland banking determinations with its staff.

THEREFORE; BE IT RESOLVED by the Board of Commissioners of Cottonwood County that decision authority for exemption, no loss, wetland boundary and type, sequencing determinations, replacement plan, and wetland banking determinations are placed with the Environmental Administrator working in conjunction with the Technical Evaluation Panel to make these determinations.

S/John Oeltjenbruns, Board Chairman

S/Jan Johnson, Auditor/Treasurer

Brief discussion was held regarding Greg Johnson's interest in obtaining a boiler's license, as a licensed individual will be needed to check the boiler at the North 71 County Office Building when it is in use. The board would like to talk to Ron Gregg before proceeding further.

Hanson reported on an upcoming conditional use hearing as well as a variance hearing that will be held on October 24th beginning at 2:00pm.

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Motion by Holmen, second by White, unanimous vote to renew Blue Cross Blue Shield healthcare plan with Southwest/West Central Service Coop for 2009.

Motion by White, second by Holmen, unanimous vote to renew flexible spending account (FSA) with Select Account for 2009.

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Authorization was given for Auditor/Treasurer Johnson to advertise for snow removal for three office buildings.

Johnson presented information and costs regarding the 2008, 2009 and 2010 indirect cost allocation plans. The cost quoted by two different companies (Government Management Group and Maximus) is \$3,250/year for a 3-year contract. Motion by Kuecker, second by White, unanimous vote to approve 3-year agreement at a cost of \$3,250/year with Government Management Group.

Johnson asked for approval of Joint Powers Agreement between the Secretary of State and Cottonwood County Auditor/Treasurer. This agreement allows for compensation to the county for any ballots that may need to be recounted during a primary election. The compensation rate is \$.02/ballot handled with a \$100 minimum reimbursement. Motion by Holmen, second by Kuecker, unanimous vote to approve Joint Powers Agreement between the

Secretary of State and the State and the Cottonwood County Auditor/Treasurer.

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Discussion was held regarding the North 71 County Office Building and some of the work that is still needing to be done.

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Brief discussion was held regarding the Historical Society appropriation for 2009. Commissioner Kuecker will inform Linda Fransen that the preliminary budget was set with no increase for 2009.

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Chairman Oeltjenbruns gave a brief update regarding an RC & D meeting and Environmental Fair he recently attending in Slayton.

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Motion by Holmen, second by White, unanimous vote to approve Ron Gregg's budget request change form for the landfill allowing for the increase of the "Equipment purchased" line item from \$10,000 to \$15,453 based upon approval to purchase a GPS unit at the last board meeting.

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Motion by White, second by Kuecker, unanimous vote to close the meeting at 12:10 p.m. to discuss strategy for labor negotiations. The following individuals were present: John Oeltjenbruns, Tom White, Ron Kuecker, Norm Holmen, Kelly Thongvivong and Jan Johnson. Motion by Holmen, second by Kuecker, unanimous vote to open the meeting at 12:30 p.m.

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There being no further business, the meeting was adjourned at 12:32 p.m.

Jan Johnson, Auditor/Treasurer

John Oeltjenbruns, Board Chairman

Kelly Thongvivong, Bd. Adm. Assistant