

October 27, 2009
Cottonwood County Board of Commissioners
Regular Meeting
Minutes

The Cottonwood County Board of Commissioners met in regular session on Tuesday, October 27, 2009 at 1:00 p.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, John Oeltjenbruns; Administrative Assistant Kelly Thongvivong; Auditor/Treasurer Jan Johnson; County Attorney Doug Storey, Jay Trusty, Jason Purrington, Wayne Brede, Greg Walsh, Ron Gregg, Mark Marcy, Kristi Sell, Bob Pankratz, Jessie Zieske, Craig Myers, Darryl Heaps, Craig Mueller and Fred Doran. Absent was Commissioner Holmen. Motion by Oeltjenbruns, second by White, unanimous vote to approve additions to the agenda. Motion by White, second by Oeltjenbruns, unanimous vote to approve the minutes of the October 13, 2009 meeting.

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Jay Trusty, SRDC Executive Director, met with the board to give an update and to present the 2009 Annual Report.

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Sheriff Jason Purrington met with the board to present quotes for a new wash machine at the Sheriff's Department as the current wash machine is in need of repair. Two quotes were presented as follows: Smith Appliance - \$1,249.90 and Town 'N Country - \$1,186.90. Motion by White, second by Kuecker, unanimous vote to accept the low quote in the amount of \$1,186.90 from Town 'N Country.

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Wayne Brede met with the board to present and discuss the pay study report that he has completed. Brede explained that the next step is to create a master grid based on the market grid and the new grid points. He suggested that a sub-committee be formed to work with him to get this completed. Motion by Kuecker, second by Oeltjenbruns, unanimous vote to form sub-committee consisting of Wayne Brede, Gary Sorenson, Tom White and Kelly Thongvivong.

Motion by Kuecker, second by White, unanimous vote to accept receipt of report titled "Job Classification and Compensation Study Report for Cottonwood County" from Wayne Brede dated October 2009. Brede reported that he will now begin working on the development of the job descriptions.

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Commissioner White gave an update regarding the Plum Creek Library System Bookmobile patrons for 2009.

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Greg Walsh, Information Services Director, met with the board to discuss the current phone system for Cottonwood County. Some of the departments were represented and voiced their concerns with the age of the system as well as the availability of parts when problems have occurred. The board suggested

that the Sheriff talk to Dan Olsen from Windom Telecommunications in regards to the immediate needs of the Sheriff's Department if something should happen with the current phone system.

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County Engineer Ron Gregg met with the board to discuss several items. Gregg recommended the hire of Jim Smedsrud for the position of Heavy Equipment Operator at the Windom Highway Shop. Motion by Oeltjenbruns, second by Sorenson, unanimous vote to hire Jim Smedsrud as Heavy Equipment Operator effective November 16, 2009. He will begin on Start of the 2009 pay scale.

Motion by Kuecker, second by Oeltjenbruns, unanimous vote to accept retirement resignation from John Madson (Heavy Equipment Operator – Westbrook Truck Station) effective December 31, 2009 with appropriate payout of benefits and to send letter of thanks for his many years of employment.

Motion by Kuecker, second by Oeltjenbruns, unanimous vote to post internally and advertise for a Heavy Equipment Operator position for the Westbrook Truck Station.

Much discussion was held regarding the three bids that were received for consultant re-permitting work for the Cottonwood County Landfill. The three bids were as follows: SEH - \$52,230; R.W. Beck - \$41,100 and Wenck - \$33,100. Motion by Kuecker, second by White, unanimous vote to accept low bid in the amount of \$33,100 from Wenck.

Gregg requested approval to purchase a 2009 Chevrolet 2500HD 4x4 regular cab pickup for the recycling program. The state bid was \$24,956. Gregg stated that he could always use the pickup in the Highway Department if something should ever change with the recycling program. Motion by White, second by Oeltjenbruns, unanimous vote to accept state bid in the amount of \$24,956 for the purchase of a new pickup.

Gregg presented two quotes for the purchase of two tire compactor attachments as follows: RDO - \$23,810.00/unit and Ziegler - \$35,963.44/unit. Motion by Oeltjenbruns, second by Kuecker, unanimous vote to accept low quote in the amount of \$23,810.00/unit + tax for the purchase of two tire compactor attachments.

Motion by White, second by Oeltjenbruns, unanimous vote to approve final payment in the amount of \$65,171.42 for the Safety Improvement Projects on CSAH 5 & 13.

Gregg gave an update regarding some of the paving projects that are currently being worked on and completed. He also reported that he received a request from the contractor to hold off on the CSAH 9 project until spring and Gregg agreed.

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Emergency Management Director Mark Marcy met with the board to get approval of the Emergency Operation Plan that was recently reviewed by Commissioner Kuecker. Commissioner Kuecker reported that he reviewed and

approved the Emergency Operation Plan and has signed off on it.

Marcy informed the board that he recently accepted a position with the State of Minnesota – Homeland Security. Motion by White, second by Oeltjenbruns, unanimous vote to accept Mark Marcy’s resignation as Emergency Management Director with appropriate payout of benefits effective November 10, 2009. Further discussion will be held at the next board meeting as to how to proceed with filling the position.

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Brief discussion was held regarding upcoming training that will be presented by MCIT. The board agreed to have Jane Hennagir present this information on November 9th at 1:00 p.m. if she is available.

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Motion by Oeltjenbruns, second by Kuecker, unanimous vote to allow for payment of 2010 NACo dues in the amount of \$400.

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Brief discussion was held regarding the upcoming AMC Conference in December as well as the District 8 AMC meeting on Thursday of this week.

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Auditor/Treasurer Jan Johnson reported that the county does not have to hold a Truth in Taxation meeting on December 3rd this year but instead the board will have to set the final tax levy certification at a regularly scheduled meeting or a special meeting but it must occur after 6:00 p.m. Motion by Oeltjenbruns, second by White, unanimous vote to change the December 15th meeting to December 22nd and to set the final tax levy certification at 6:01 p.m. that evening.

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Brief discussion was held regarding AMC Update that was received that pertains to Recovery & Reinvestment Bonds. Cottonwood County could be eligible for up to 45% of interest on a \$30,000 bond.

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Chairman Sorenson reported that he had notes regarding figures for the Unity House if anyone was interested in looking at it.

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There being no further business, the meeting adjourned at 5:32 p.m.

Jan Johnson, Auditor/Treasurer

Gary Sorenson, Board Chairman

Kelly Thongvivong, Bd. Adm. Assistant