

January 14, 2014  
Cottonwood County Board of Commissioners  
Regular Meeting  
Minutes

The Cottonwood County Board of Commissioners met in regular session on Tuesday, January 14, 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, Glenn Johnson, JinYeene Neumann, Andy Olson, Kyle Pillatzki, Jim Eigenberg, Matt Gohr, Ron Kuecker, Dean Schoeb and Rahn Larson.

Motion by Oeltjenbruns, second by White, unanimous vote to approve additions to the agenda. Motion by Holmen, second by Stevens, unanimous vote to approve the minutes of the January 7, 2014 meeting as amended.

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Glenn Johnson, Director of Information Systems, met with the board to present networking equipment quotes and server equipment quotes. All selected quotes were off the State of Minnesota contracts as follows: Marco - \$10,378.17 (network); SHI - \$19,755.00 (servers); SHI - \$18,584.00 (software); SHI - \$3,631.00 (racks and PDUs) for a total of \$52,348.17. Motion by Holmen, second by White, unanimous vote to allow Johnson to purchase IT equipment as presented in the amount of \$52,348.17. This will be taken out of the IT budget.

Brief update was given regarding the status of the computer room at the Law Enforcement Center and the books that still need to be moved to the County Attorney's Office.

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Motion by White, second by Holmen, unanimous vote to approve January commissioner warrants in the amount of \$69,970.87 (County Revenue Fund) and a blanket approval for the Road & Bridge warrants.

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Motion by Oeltjenbruns, second by Stevens, unanimous vote to approve Kay Clark's (SWCD Administrator) recommendation for a change to the well sealing program effective January 1, 2014 by allowing for a reimbursement in the amount of 50% up to a maximum of \$525/well.

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A professional services proposal was received from I & S Group for a geographical information system (GIS) for the Cottonwood County ditch system. Further discussion was held regarding the possibility of the county highway department doing some of this work internally within the next few months.

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Motion by Holmen, second by Oeltjenbruns, unanimous vote to approve appropriation to RCRCA in the amount of \$9,300 for 2014.

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Motion by Holmen, second by White, unanimous vote to discontinue offering the Minnesota NCPERS decreasing term life insurance to county employees as an employer paid benefit effective March 1st. All employees will be offered the opportunity to continue to receive this benefit as an employee paid expense if they choose.

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Brief discussion was held regarding a Southern Prairie Community Care meeting that will be held on January 17th in Marshall if any of the commissioners are interested in attending.

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Discussion was held regarding publishing rates for Des Moines Valley Health & Human Services. Auditor/Treasurer Jan Johnson will discuss this further with Jan Fransen, Jackson County Coordinator.

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Jim Eigenberg and Matt Gohr met with the board representing New Vision Cooperative and some concerns they have with CSAH 8, which is located near the Mt. Lake elevator.

\* \* \* \*

Discussion was held regarding a presentation that five individuals (Norm Holmen, JinYeene Neumann, Kyle Pillatzki, Glenn Johnson and Kelly Thongvivong) recently participated in to learn more about what RtVision can offer in the area of electronic timecards for all county employees. This component is compatible with a program (RtVision - One Office) that the Highway Department has already been using for approximately eight years. This will be discussed at the next board meeting for possible action to purchase the program.

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Discussion was held regarding the Planning & Zoning position and the possible establishment of a wage range for this position. After further discussion, there was a motion by Stevens, second by White, to pursue working with Jackson County to hire two shared positions of Planning & Zoning Director and Parks Director for the two counties. Voting as follows: Aye - Stevens, White, Holmen. Nay - Oeltjenbruns. Motion carried.

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JinYeene Neumann, County Engineer, and Kyle Pillatzki, Assistant County Engineer, met with the board to discuss several items. Neumann presented information regarding the CSAH paved and gravel roads as well as the traffic count and how much different paving/grading/shouldering options might cost the county. The board also gave their feedback and thoughts regarding CSAH 8. Neumann will plan to bring further information regarding a 5-year plan at the next board meeting.

Neumann asked for permission to purchase a used GPS receiver head unit off the Goodhue County auction site. Motion by Holmen, second by White, unanimous vote to allow for the purchase of a used GPS receiver head for an amount not to exceed \$8,000.

Motion by White, second by Stevens, unanimous vote to change the Highway Office Manager/Accountant positions to exempt status (no overtime) effective January 14, 2014.

Pillatzki asked the board to approve allowing him to amend the SCORE and landfill budgets for 2014 as follows: increase the Waste Abatement/SCORE fund by \$48,500 and reduce the Landfill Enterprise fund by \$33,350. Motion by White, second by Oeltjenbruns, unanimous vote to approve the amended budgets as presented.

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Chairman Schmidt appointed Commissioner White to serve on the Minnesota Rural Counties Caucus committee that Cottonwood County recently became a member of.

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Motion by Oeltjenbruns, second by Stevens, unanimous vote to approve placement of an ad in the Cottonwood County Visitors Guide at a cost of \$92/month for 6 months.

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Commissioner Oeltjenbruns gave a brief update regarding a land use meeting that he attended last week. He mentioned that there are new requirements for commercial application of manure spreading.

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Much discussion was held regarding the possible purchase of the Towleron property located at 1815 1<sup>st</sup> Avenue. Many questions were asked as to whether or not there were other options that the county has considered.

Motion by White, second by Stevens, unanimous vote to close the meeting at 12:07 p.m. to discuss formulation of an offer on the Towleron Motors property located at 1815 1<sup>st</sup> Avenue in Windom. Individuals present for the closed session were: Commissioners Jim Schmidt, Tom White, Norm Holmen, Kevin Stevens, John Oeltjenbruns; County Coordinator Kelly Thongviong; Auditor/Treasurer Jan Johnson and Kathy Marsh.

Motion by Oeltjenbruns, second by White, unanimous vote to open the meeting at 12:34 p.m.

Motion by Holmen, second by Oeltjenbruns, unanimous vote to allow the Chairman and Vice-Chairman to enter into negotiations with Lee Towleron regarding the possible purchase of the Towleron property. County Attorney Nick Anderson will draft a copy of a letter to Lee Towleron.

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There being no further business, the meeting was adjourned at 12:36 p.m.

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Jan Johnson, Auditor/Treasurer

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James Schmidt, Board Chairman

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Kelly Thongviong, County Coordinator