

May 6, 2008
Cottonwood County Board of Commissioners
Regular Meeting
Minutes

The Cottonwood County Board of Commissioners met in regular session on Tuesday, May 6, 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 Thongvong; Auditor/Treasurer Jan Johnson; County Attorney Doug Storey, Crystal Reith, Greg Walsh, Andy Olson, Cliff Carmody, Ron Gregg, Melanie Luinenburg, Sherry Sevcik, Bob Pankratz, Tiffany Harder and Wayne Jensen. Motion by Holmen, second by White, unanimous vote to approve additions to the agenda. Motion by Kuecker, second by Sorenson, unanimous vote to approve the minutes of the April 22, 2008 meeting.

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Crystal Reith, 4-H Program Coordinator, met with the board to give an update on some of the programs that have occurred since the beginning of the year and some events that will be happening in the upcoming months.

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Chairman Oeltjenbruns gave a brief update regarding a recent CERTS Committee Meeting. He reported that 8 different applicants were recently awarded a share of \$40,000 in funding.

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Greg Walsh, Information Services Director, met with the board to present quotes for the purchase of a county server and firewall. Quotes for a new firewall were as follows: Watchguard - \$6,400.00 and Sonicwall - \$6,435.99. Motion by Holmen, second by Sorenson, unanimous vote to accept low quote in the amount of \$6,400 from Watchguard.

Walsh presented a state quote from DELL for the purchase of a county server and battery backup. The quote for the server was \$6,232.11 and the quote for the battery backup was \$447.29. Motion by White, second by Holmen, unanimous vote to accept quotes for the purchase of a server and backup from DELL at a total cost of \$6,679.40.

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Commissioner Kuecker gave a brief update in regards to the Historical Society roof and reported that they are looking into getting competitive bids for the project.

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Commissioner White presented a Memorandum of Understanding on behalf of RSVP for a one-time \$.35/capita (\$4,258.45) allocation to maintain current services, obtain necessary directors and officers insurance and move the organization to a positive future. Motion by White, second by Kuecker, unanimous vote to enter into Memorandum of Understanding with RSVP Program.

Discussion was held regarding North 71 County Office Building. Motion by White, second by Sorenson, unanimous vote to approve work from Borsgard Construction for the removal of 2 walls at the North 71 County Office Building.

Motion by Holmen, second by Kuecker, unanimous vote to appoint Commissioner Holmen to work with SWMHC and Commissioner White to work with county departments and to report to Chairman Oeltjenbruns with updates regarding work involved at the North 71 County Office Building and to allow them to spend up to \$1,000 per occurrence for expenditures.

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Brief discussion was held regarding current transit fares. The board agreed that this is something that should be considered when preparing the budget this fall. At this time the rates seem to be adequate.

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Cliff Carmody, Executive Director of the SW/WC Service Cooperative met with the board to give an update and to explain some of the details of the program.

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County Engineer Ron Gregg met with the board to discuss several different items. Tiffany Harder was present to give an update in regards to the results of the recent e-waste collection. She reported that a total of 3,045 units of electronics were collected from 747 participants. Out of the 3,045 units there were 75 units that were non-covered electronics and 253 were from businesses.

Wayne Jensen, Lakeside Township Supervisor, was in attendance to discuss a request for road construction on Township Road 510. After much discussion, there was a motion by Holmen, second by White, unanimous vote to allow the County Engineer to give assistance to Lakeside Township in the form of technical advice.

Gregg requested approval to apply for an OSHA grant for the purchase of safety items. This is a matching grant up to \$10,000. Motion by Sorenson, second by Holmen, unanimous vote to allow for the application of the OSHA grant.

Gregg gave an update in regards to the GIS project. Motion by Holmen, second by White, unanimous vote to authorize Gale Bondhus to sign off on parcel description development through Schneider Corporation for the GIS project.

Motion by Sorenson, second by Holmen to allow Gregg to advertise for the Southbrook Township bridge replacement project. After further discussion, there was a motion by Kuecker, second by White, unanimous vote to table the motion until the May 27th board meeting so further discussions can be had before that time.

Brief discussion was held regarding landfill litter problems. Gregg will try to see if there are any groups that might be interested in cleaning up the garbage around the landfill for possible fundraising for their group.

Commissioner Kuecker asked Gregg if he ever received clarification from Tri-County Recycling regarding the 2007 report that was presented in April. He also asked a question in regards to section markers and what they are being used for.

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Further discussion was held regarding North 71 County Office Building. It was agreed that the full board would like to see a plan put together before putting bids out to contractors for the remodeling of the building.

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Discussion was held regarding the county's current Electronic Usage Policy as compared to Watonwan County's policy. The board agreed to leave the policy as is for now.

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Brief discussion was held regarding Exit Interview form. The board agreed to add the following statement to the form: "Exit Interviews are voluntary upon termination from employment with Cottonwood County. If you choose to take part in the exit interview process, you may choose to have it conducted by your Department Head, Immediate Supervisor, or a Commissioner of the County Board."

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Motion by Kuecker, second by White, unanimous vote to reappoint Gary Sorenson to another 3-year term on the SW MN EMS Board.

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Three quotes for tuck-pointing of the Courthouse were received as follows: Masonry Restoration - \$115,000; Karr Tuck-Pointing - \$82,487; and Erickson Construction - \$69,400. The award of this bid will be done at the next board meeting so references can be checked.

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Motion by Sorenson, second by Kuecker, unanimous vote to develop an over remittance policy stating that no refunds will be made for overpayments of \$10.00 or less but instead these funds will be receipted into the general fund.

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Commissioner Kuecker asked for input regarding a few different items of which included lighting for outside the Courthouse and the signage for the North 71 County Office Building.

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There being no further business, the meeting was adjourned at 12:56 p.m.

Jan Johnson, Auditor/Treasurer

John Oeltjenbruns, Board Chairman

Kelly Thongvivong, Bd. Adm. Assistant