

January 23, 2007  
Cottonwood County Board of Commissioners  
Regular Meeting  
Minutes

The Cottonwood County Board of Commissioners met in regular session on Tuesday, January 23, 2007 at 1:00 p.m. at the Cottonwood County Courthouse in Windom, MN. Presiding over the meeting was Chairman Norm Holmen. Present for all or portions of the meeting were: Commissioners Norm Holmen, John Oeltjenbruns, Gary Sorenson, Tom White, Ron Kuecker; Administrative Assistant Kelly Thongvivong; Auditor/Treasurer Jan Johnson; County Attorney Doug Storey; Roger Albertson, Sherry Sevcik, Bob Pankratz, Harvey Bourquin, Carol Bourquin, Elmer Wieneke, Mike Hanson, Marlene Smith, Mark Marcy, Ron Gregg, Ken Leas, Travis Winters, Rory Lindvall, Kyle Pillatzki. Motion by Oeltjenbruns, 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 January 9, 2007 meeting.

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State Auditor Roger Albertson met with the board regarding the 2005 audit report. It was noted that the county's net assets increased 2.3% from 2004 to 2005. Albertson did recommend that the county form a Financial Committee to help oversee the fund structure.

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Environmental Officer Mike Hanson met with the board to discuss a few different items. Hanson reported that an application has been submitted by Montana-Dakota Utilities Co. to construct a 6" steel natural gas pipeline to serve the Heron Lake Ethanol Plant.

Hanson presented his recommendation for rate adjustments to the Talcot Lake County Park for 2007 and 2008. Motion by Sorenson, second by Oeltjenbruns, unanimous vote to set 2007 and 2008 rates as follows:

Daily camping rate for sites without water & electricity	\$ 12.00/night
Daily camping rate for sites with water & electricity	\$ 18.00/night
Two week camping rate sites #1-34 (lake sites)	\$195.00
Two week camping rate sites #35-53 (pond & hill sites)	\$170.00
County Park yearly pass (attached to vehicles entering park)	\$ 7.00
Septic tank pumping charge per hook-up	\$ 9.00
Seasonal rate (May 1 – October 1)	\$890.00
(\$250 due by Feb. 1; balance due by May 1)	

Hanson was asked to continue to pursue the upgrade of 8 to 10 electrical peds in the park to 50-amp service.

Brief discussion was held in regards to seasonal employees for the Parks Department and whether or not a few of them could be hired for another year. Because the board would again like to see if it might be more cost-effective to contract the mowing of the county parks, there was a motion by Sorenson, second by Kuecker, unanimous vote to put out bids for the mowing of five county parks. In the meantime, Hanson was asked to put together some further

information in regards to what the county spends each year for seasonal employees, gas for the mowers, the year of the lawnmowers, etc.

Hanson will bring back a recommendation to the February 6<sup>th</sup> board meeting in regards to where to reallocate the funds for the Des Moines Drinking Water budget.

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Emergency Management Director Mark Marcy met with the board to discuss several items. Marcy asked for permission to apply for a grant through the Federated Rural Electric Trust Program. If he receives the grant, he is hoping to possibly purchase a few inflatable rescue boats. Motion by Oeltjenbruns, second by Kuecker, unanimous vote to allow Marcy to apply for this grant that has a deadline of February 16<sup>th</sup>.

Brief discussion was held in regards to a light bar for the pickup. Marcy reported that the light bar would be covered under the Wal-Mart grant if awarded as it didn't seem to matter when the item was purchased.

Marcy gave a brief update in regards to regional grant purchases. He stated that he would be presenting more information at a future meeting as to what the region is hoping to purchase with the funds.

Marcy reported that he recently took the Emergency Management trailer to Klasse Sales in Westbrook and it was determined that the leak probably could not be permanently fixed.

Marcy presented three quotes for the purchase of a mobile radio for the truck as follows: Alpha Wireless - \$4,300.00; Com-Tec Land Mobile Radio - \$5,214.50; Granite Electronics - \$5,180.00. Motion by Oeltjenbruns, second by White, unanimous vote to accept low quote in the amount of \$4,300.00, which is also part of the state bid, from Alpha Wireless. This will be taken out of the Long-Term Emergency Management fund.

Brief discussion was held in regards to Marcy's salary and overtime as Emergency Management Director. No further action was taken.

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County Engineer Ron Gregg met with the board to discuss several items. Gregg presented responses to grievances from Gary Wood and Thomas Keech, employees from the Solid Waste Department. Motion by Sorenson, second by Oeltjenbruns, unanimous vote to accept a Memorandum of Understanding between AFSCME Council 65 and Gary Wood.

Motion by Kuecker, second by Sorenson, unanimous vote to not agree to terms of Memorandum of Understanding between AFSCME Council 65 and Thomas Keech.

Gregg asked for approval to enter into a contract for the crushing and purchasing of gravel in the Leland Johnson pit. The approximate cost is \$41,000 for 15,000 cubic yards of gravel. Gregg was asked to draft a contract to present at a future meeting and to have County Attorney Storey review as well.

Gregg addressed a complaint regarding debris on CSAH 2 construction project. He was directed to settle the dispute regarding this matter with the individual involved.

Gregg reported that bids for the CSAH 2 surfacing project were opened on January 22<sup>nd</sup> and were as follows: Central Specialties - \$2,056,560.80; Duininck Bros. - \$1,897,758.20; SMC Inc. - \$1,798,063.50; McLaughlin & Schulz - \$2,133,639.00; Knife River - \$1,887,556.67. Motion by Sorenson, second by White, unanimous vote to award low bid (Alternate A) in the amount of \$1,798,063.50 to SMC Inc.

Gregg reported that there were 30 applicants for the position of Heavy Equipment Operator and that 4 individuals were interviewed. Motion by White, second by Oeltjenbruns, unanimous vote to hire Jeb Rhubee as Heavy Equipment Operator on Start step of the current matrix effective March 12<sup>th</sup>.

Motion by Kuecker, second by Sorenson, unanimous vote to eliminate Schoper Busch Department and to move this budget to the Parks Department.

Discussion was held in regards to a letter that was recently received from Ron Schramel in regards to the 2007 salary of Kathy Kretsch. Motion by White, second by Kuecker, unanimous vote to write a letter to Ron Schramel and to have all commissioners sign letting him know of the boards' intentions to leave Kathy Kretsch's salary at \$42,000 for 2007.

Motion by Oeltjenbruns, second by Sorenson, unanimous vote to finalize 2007 Commissioner Department assignments as follows:

**Commissioner Department Assignments – 2007**

**Commissioner Norm Holmen**  
Board Administrative Assistant  
County Transit System  
Emergency Services

**Commissioner Ron Kuecker**  
County Assessor  
County Highway Department  
Solid Waste Department

**Commissioner John Oeltjenbruns**  
Veteran's Service Office  
Family Service Agency  
Sheriff's Department

**Commissioner Tom White**  
County Auditor/Treasurer  
Court Administration  
County Attorney

**Commissioner Gary Sorenson**  
County Recorder  
Environmental Office  
MN Extension Services

**Commissioner Committee Assignments – 2007**

AMC Voting Delegates

Commissioner Norm Holmen  
Commissioner John Oeltjenbruns  
Commissioner Gary Sorenson

	Commissioner Tom White Commissioner Ron Kuecker County Assessor Gale Bondhus Family Service Agency Director Craig Myers
Area II River Basin Projects	Commissioner Gary Sorenson Commissioner Norm Holmen, alt.
Board of Adjustment	1 <sup>st</sup> District – Phyllis Bakken 2 <sup>nd</sup> District – Lowell Tjentland 3 <sup>rd</sup> District – 4 <sup>th</sup> District – Mike LaMaack 5 <sup>th</sup> District – Jonathan Penner
Brown-Nicollet-Cottonwood County Powers Board of Directors	Commissioner Norm Holmen Commissioner John Oeltjenbruns
Cottonwood County DAC	Commissioner John Oeltjenbruns
Cottonwood County Ditch Authority	Commissioner Ron Kuecker Commissioner Norm Holmen Commissioner John Oeltjenbruns Commissioner Gary Sorenson Commissioner Tom White
Cottonwood County Historical Society	Commissioner Ron Kuecker
Cottonwood County Law Library	Commissioner Ron Kuecker
Cottonwood County Personnel Board of Appeals	Jim Jorgenson (Westbrook) Dennis Nelson (Windom) Jerry Haberman (Mt. Lake)
Cottonwood County Seed Capital Fund Advisory Board	Commissioner John Oeltjenbruns Commissioner Tom White
Des Moines River Drinking Water Project	Commissioner Ron Kuecker Commissioner Gary Sorenson
Des Moines River West Fork Project	Commissioner Ron Kuecker Commissioner Gary Sorenson, alt.
Family Service Agency Labor-Management Committee	Commissioner Norm Holmen
Family Services Collaborative Board	Commissioner John Oeltjenbruns Commissioner Tom White, alt.
Food, Beverage and Lodging Task Force	Commissioner Tom White C. Michael Hanson
Greater Blue Earth River Basin Alliance	Commissioner John Oeltjenbruns Commissioner Norm Holmen, alt. C. Michael Hanson, Tech. Advisor

Heron Lake Watershed District	Commissioner Ron Kuecker
Intergovernmental Relations Board	Commissioner Ron Kuecker Commissioner Norm Holmen Commissioner John Oeltjenbruns Commissioner Gary Sorenson Commissioner Tom White
Juvenile Screening	Commissioner Norm Holmen Commissioner Ron Kuecker
Labor-Management Committee	Commissioner John Oeltjenbruns Commissioner Norm Holmen
Land Use Advisory Committee	Commissioner John Oeltjenbruns
Mental Health Local Advisory Council	David Lightner Becky Wiens Ree Tschetter David Johnson
MN Counties Computer Cooperative Delegate	Auditor/Treasurer Jan Johnson County Assessor Gale Bondhus, alternate
MN Extension Agency Board of Directors	Commissioner John Oeltjenbruns Commissioner Norm Holmen Auditor/Treasurer Jan Johnson 1 <sup>st</sup> District – Jane Pederson (12/09) 2 <sup>nd</sup> District – Tom Resch (12/07) 3 <sup>rd</sup> District – Robert "Mike" Stone (12/08) 4 <sup>th</sup> District – Sarah Wiebe (12/07) 5 <sup>th</sup> District – Cindy Garcia (12/09)
Planning Commission	Commissioner John Oeltjenbruns 1 <sup>st</sup> District – Phyllis Bakken 2 <sup>nd</sup> District – Lowell Tjentland (12/08) 3 <sup>rd</sup> District – Leland Thiesen (12/08) 4 <sup>th</sup> District – Tom Fast (12/08) 5 <sup>th</sup> District – Phil Harder (12/08)
Plum Creek Library Board	Commissioner Tom White
Private Industry Council Chief Elected Officials Board Members	Commissioner John Oeltjenbruns
Red Rock Rural Water	Commissioner Ron Kuecker Commissioner Norm Holmen, alt.
Redwood-Cottonwood Rivers Control Agency	Commissioner Norm Holmen Commissioner Gary Sorenson, alt.
Resources Conservation and Development Steering Committee	Commissioner John Oeltjenbruns Commissioner Gary Sorenson, alt.

Retired Senior Volunteer Program (RSVP)	Commissioner Tom White
Soil & Water Conservation District	Commissioner Ron Kuecker
Southern Minnesota Arts and Humanities Council	Laura Esplan, lay member
Southwest Minnesota Housing Partnership	Commissioner Gary Sorenson
State Community Health Service Advisory Committee (SCHSAC)	Commissioner Gary Sorenson
SW Mental Health Center Board of Directors	Commissioner Norm Holmen Commissioner Gary Sorenson Brenda Norby
SW Mental Health Consortium	Commissioner John Oeltjenbruns
SW MN EMS Board	Commissioner Gary Sorenson
SW MN Energy Task Force	Commissioner John Oeltjenbruns Commissioner Gary Sorenson, alt.
SW MN Regional Solid Waste Commission	Commissioner John Oeltjenbruns Commissioner Gary Sorenson, alt.
SW Regional Development Commission	Commissioner Gary Sorenson
Travel Southwest MN	Commissioner Tom White C. Michael Hanson, Env. Officer Randy Markl, DNR
Tri-County Children Day Treatment	Commissioner Tom White
Western Community Action, Inc.	Commissioner Tom White
37-County MN River Basin Projects	Commissioner John Oeltjenbruns Commissioner Norm Holmen, alt.

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Motion by Sorenson, second by Oeltjenbruns, unanimous vote to allow Chairman Holmen to sign 2006 OSHA 300 Summary that is to be posted from February 1, 2007 to April 30, 2007.

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Motion by Kuecker, second by Sorenson, unanimous vote to add minor change as presented to current Application of Employment form.

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After much discussion in regards to the remodeling project in the Commissioners' Room, there was a motion by Kuecker, second by Oeltjenbruns, unanimous vote to choose Room Layout 2 for the meeting area and to use Room Layout 1 for the office area.

Brief discussion was held in regards to county credit card and whether or not charges could be made for other department purchases. This will be discussed further at the next board meeting after reviewing the current guidelines.

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Brief discussion was held in regards to request for board to approve health, dental and other medical supplemental insurance (125 Plan) to be pre-tax as employee option for 2008. Auditor/Treasurer Johnson said that all of these items currently are pre-taxable for the 125 Plan.

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Commissioner Sorenson reported that Westbrook Mayor Rocky Kolar has agreed to be nominated as the SRDC representative from Cottonwood County municipalities. SRDC will send ballots with Mayor Kolar's name to the municipalities for voting.

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Motion by Sorenson, second by Kuecker, unanimous vote to adjourn as the County Board and to convene as the Ditch Authority.

Motion by Sorenson, second by Oeltjenbruns, unanimous vote to set ditch assessments (on file in the Commissioner's Office) as presented for 2007.

There being no further business, the Ditch Authority adjourned.

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Jan Johnson, Auditor/Treasurer

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Norm Holmen, Board Chairman

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Kelly Thongvivong, Bd. Adm. Assistant