

September 3, 2013
Cottonwood County Board of Commissioners
Regular Meeting
Minutes

The Cottonwood County Board of Commissioners met in regular session on Tuesday, September 3, 2013 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, Jim Schmidt, Kevin Stevens, Tom White, Norm Holmen; Executive Assistant Kelly Thongvivong; Auditor/Treasurer Jan Johnson; County Attorney Nick Anderson; Sarah Anderson, Him Hall, Gordy Olson, Gale Bondhus, Jason Purrington, Kyle Pillatzki, Gerry Engstrom, Rahn Larson, Rory Lindvall, Guy Dammann, Audrey Davis, Sharon Pankonin, Randy Pankonin, Allan Werner, Clarence Davis and Thomas Volk.

Motion by Holmen, second by Schmidt, unanimous vote to approve additions to the agenda. Motion by White, second by Holmen, unanimous vote to approve the minutes of the August 27, 2013 meeting.

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Brief discussion was held regarding the preliminary levy for 2014, which will be certified at the next board meeting.

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Motion by White, second by Schmidt, unanimous vote to recess as the County Board and to convene as the Ditch Authority to open quotes for JD #31 improvement project.

Eight quotes (on file in the Commissioner's Office) were received from three contractors (Gustafson Drainage, Ground Water Management Inc. and Cooreman Contracting) who had the option of submitting quotes for four different alternatives for the project. After further discussion and deliberation, there was a motion by Holmen, second by White, unanimous vote to accept the low quote (Alternative 3) from Gustafson Drainage for \$144,615.90. Crop damages will be paid at the rate of \$900/acre for corn and \$650/acre for soybeans. If the crop is removed prior to excavation work the dollar amount for crop damage will be reduced by 50%. Arvid Redman will receive a one-time payment in the amount of \$1,000 for damages to be used for fencing and reseeding. A special assessment of 3 years at 7% interest will be allowed as an option to the landowners.

Motion by Holmen, second by Stevens, unanimous vote to adjourn as the Ditch Authority and to reconvene as the County Board.

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Sarah Anderson met with the board representing Lutheran Social Services. Anderson reported that 2012 marked the celebration of the 40th anniversary for the Nutrition Program, including Senior Dining and Meals on Wheels. Anderson is involved with the program through Lutheran Social Services which serves Cottonwood, Brown, Watonwan and the western part of Sibley County. She encouraged promoting more usage of the program within the county.

Kim Hall, Emergency Management Director, met with the board to discuss a few different items. Hall gave an update regarding the possible purchase of a county-wide Emergency Notification System that she is currently looking into. There are a few different options for such a system that the Emergency Management Directors and Sheriffs from Cottonwood and Jackson counties are considering. By purchasing a system with another county, there could be a significant cost savings. Hall will present quotes for consideration at a later time. This purchase is eligible to be used with 911 funds.

Hall presented further information to the board regarding the adoption of NIMS requirements that will be discussed further at the next board meeting. If the county does not meet the NIMS requirements as established, funding to the county could be eliminated.

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Interim Planning & Zoning Administrator Gordy Olson met with the board to present a conditional use permit application for Maynard Johnson to add 3600 square feet of refrigerated space to his present fruit packaging facility located in the NE ¼ of SE ¼ of section 36 of Great Bend Township. Motion by White, second by Schmidt, unanimous vote to approve conditional use permit as presented with three conditions as mentioned and upon recommendation of the Planning Commission.

Brief discussion was held regarding a bill that was received for brush clean up that County Attorney Anderson was going to do some research on. Anderson feels that the bill should be the responsibility of the township.

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County Assessor Gale Bondhus met with the board to discuss the replacement of the part-time Assessor Technician position. After much discussion regarding the hay points vs. the Wayne Brede pay study, there was a motion by White, second by Schmidt, unanimous vote to allow Bondhus to post and advertise for the part-time Assessor Technician position with a salary range of \$12.66 to \$17.86 and to update the job description if necessary for possible repointing on the hay system.

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Sheriff Jason Purrington met with the board to discuss several items. Motion by Schmidt, second by White, unanimous vote to sign Joint Powers Agreement for the H.E.A.T. tactical team.

Motion by Holmen, second by Schmidt, unanimous roll call vote to adopt resolution as follows:

Resolution 13-09-03

A Resolution Approving Modifications to the Joint Powers Agreement Forming the Southwest Minnesota Regional Radio Board

WHEREAS, Cottonwood County is a participating member of the Southwest Minnesota Regional Radio Board (hereinafter the "Board"), a Joint Powers Entity formed pursuant to Minnesota Statutes 403.39 and 471.59; and

WHEREAS, a Joint Powers Agreement creating the Board was approved by the thirteen counties and two cities comprising the Board, including Cottonwood County; and

WHEREAS, the Minnesota legislature has amended Minnesota Statute 403.39 by adding a new section entitled "Regional Emergency Communications Boards" that provides authority for Regional Radio Boards to assume responsibility for coordinating regional 911 services; and

WHEREAS, compliance with this amendment to Minnesota statute requires modification of the existing Joint Powers Agreement; and

WHEREAS, the Board recommends modification of the Joint Powers Agreement governing the Board to provide for regional coordination of 911 services and public safety broadband data services and changes the name of the Board to "Southwest Minnesota Regional Emergency Communications Board".

NOW THEREFORE, BE IT RESOLVED the Cottonwood County Board of Commissioners approves the modifications to the Joint Powers Agreement recommended by the Board and attached hereto; and be it further

RESOLVED that the Board Chairman is hereby authorized to execute the required addendum to the existing Joint Powers Agreement to implement the authorized modifications.

READ AND PASSED this 3rd day of September, 2013.

S/John Oeltjenbruns, Board Chairman

S/Jan Johnson, Auditor/Treasurer

Motion by Holmen, second by Schmidt, unanimous vote to approve modifications to the Southwest Minnesota Regional Board Joint Powers Agreement.

Motion by Holmen, second by Schmidt, unanimous vote to accept letter of resignation from Kristofer Thompson (part-time jailer/dispatcher) effective September 3, 2013 with appropriate payout of benefits.

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Assistant Engineers Kyle Pillatzki and Rory Lindvall met with the board to discuss a few items. Motion by Holmen, second by White, unanimous vote to approve final payment in the amount of \$12,724.69 for SAP 017-030-001 (micro-surfacing 10, 11, 15, 32).

Three quotes for the purchase of a new utility vehicle for the Highway Department were presented. After further discussion the board decided that they would like to see the actual cash value of the utility vehicle from the Polaris dealer in Jackson since a trade-in will not be included. This information will be presented at the next board meeting.

Brief discussion was held regarding the landfill supervisor position. Pillatzki reported that a draft copy was not yet available at this time.

Pillatzki reported that he asked for quotes from two contractors for concrete work to be done at the landfill. He only received a quote from Negen Construction. Motion by Holmen, second by Stevens, unanimous vote to accept quote for \$6,359.21 from Negen Construction since it was the only quote received at the time.

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Discussion was held regarding the miscellaneous appropriations for 2014 and

what amounts have been budgeted to date for each appropriation.

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Discussion was held regarding the Planning & Zoning Administrator position and the direction the county would like to go. A meeting will be held with SWCD on Wednesday morning to discuss the possibility of the septic inspections being done as a county function again instead of contracting with SWCD.

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Further discussion was held regarding a County Coordinator position for Cottonwood County. Commissioner White mentioned that he thinks the county has three options to consider at this point as follows: hiring a County Coordinator, hiring an Executive Coordinator or hiring an Administrative Coordinator all of which could be accomplished through promotion as is encouraged according to Policy 330 "Employment Processing/Selection Process". The board also seemed to agree that an assistant should be hired to help out with HR functions in Cottonwood County due to expanding duties of the office before the end of this year.

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Emergency Management Director Kim Hall reported to the board that she had just been notified that Cottonwood County would be receiving \$29,558.45 from the Minnesota Recovers Grant as a result of the April ice storm.

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There being no further business, the meeting was adjourned at 12:37 p.m.

Jan Johnson, Auditor/Treasurer

John Oeltjenbruns, Board Chairman

Kelly Thongvivong, Executive Assistant