

March 8, 2011
Cottonwood County Board of Commissioners
Regular Meeting
Minutes

The Cottonwood County Board of Commissioners met in regular session on Tuesday, March 8, 2011 at 9:00 a.m. at the Cottonwood County Family Service Agency in Windom, MN. Presiding over the meeting was Chairman Ron Kuecker. Present for all or portions of the meeting were: Commissioners Ron Kuecker, Norm Holmen, John Oeltjenbruns, Jim Schmidt, Tom White; Administrative Assistant Kelly Thongvivong; Auditor/Treasurer Jan Johnson; County Attorney Nick Anderson; Kristi Sell, John Fitzgerald, Craig Myers, Jason Purrington, Lisa Graphenteen, Bob Pankratz, Michelle Kompelien, Jackie Doeden, Brian Schultz, Cindy Johnson, Randy Sook, Gerald Engstrom, Janice Stadlander, Todd Johnson, Jon Wiering, Duane Bendixon, Jim Weidemann, William Moldestad, Richard Green and Lang Jensen.

Motion by White, second by Oeltjenbruns, unanimous vote to approve additions to the agenda. Motion by Holmen, second by Schmidt, unanimous vote to approve the minutes of the March 1, 2011 meeting.

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Jail Administrator Kristi Sell met with the board to ask for approval to write off two outstanding checks as follows: \$15.60 issued to Norbert Negen on 10/11/07 and \$26.50 issued to Jenna Lanning on 4/2/06 that had not yet been cashed. Motion by Holmen, second by White, unanimous vote to write off the two outstanding checks totaling \$42.10.

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John Fitzgerald, Executive Director of Western Community Action, met with the board to give an update about some of the programs/services that Western Community Action provides. He also asked that the board consider writing letters to state and federal representatives urging them to support funding of the Community Services Block Grant as the program is currently in jeopardy of being eliminated.

Michelle Kompelien, Self-Sufficiency Case Manager, from Western Community Action asked that the board adopt a resolution authorizing application for Minnesota Housing and Finance Agency Family Homelessness Prevention and Assistance Program. Motion by White, second by Oeltjenbruns, unanimous roll call vote to adopt resolution as follows:

Resolution 11-03-08
Authorizing Application for Minnesota Housing and Finance Agency
Family Homelessness Prevention and Assistance Program

WHEREAS, the Minnesota Housing Finance Agency, State of Minnesota, has been authorized to undertake a program to provide funds for Family Homeless Prevention and Assistance Projects; and,

WHEREAS, Western Community Action has developed an application for the Minnesota Housing Finance Agency Family Homelessness Prevention and Assistance Program; and

WHEREAS, Western Community Action has demonstrated the ability to perform the required activities of the Minnesota Housing Finance Agency Family Homelessness Prevention and Assistance Program;

NOW, THEREFORE, be it resolved that Western Community Action is hereby authorized as an entity to be charged with the administration of funds made available through the Minnesota Housing Finance Agency Family Homelessness Prevention and Assistance Program in the county of Cottonwood, in Minnesota.

S/Ron Kuecker, Board Chairman

S/Jan Johnson, Auditor/Treasurer

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Commissioner Schmidt gave an update regarding an Area II meeting he recently attended. He reported that Area II is considering forming another group within Area II and RCRCA so that they can work together more closely on some of the issues/concerns.

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Motion by Oeltjenbruns, second by White, unanimous vote to authorize Auditor/Treasurer Jan Johnson to sign Plan Sponsor Signature Page for Nationwide Retirement Solutions. This signature represents his authority to act on behalf of the plan.

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Motion by Oeltjenbruns, second by Holmen, unanimous vote to recess as the County Board and to convene as the Ditch Authority to hold a public hearing for JD #32.

Gerald Engstrom presented the final report for the proposed improvement of JD #32. The petition requests that a lateral line be added to the system to relieve the flooding of farm land near the NW corner of the SW quarter of section 9-106N-R34W.

Jim Weidemann (one of the three viewers of the project) gave a presentation in regards to how the benefits for each property owner were determined. Because the viewers wanted to clarify a few questions that were asked of the individuals present at the public hearing, the board decided to continue the public hearing at 10:00 a.m. on March 22nd during their next regular meeting.

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

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Family Service Agency Director Craig Myers met with the board to report that he received a qualified internal applicant for the Collections Officer position that he would like to offer the position to which will then create an opening for a Case Aide/Account Technician. Motion by Schmidt, second by Holmen, unanimous vote to allow Myers to move Tammy Crowell into the Collections Officer position effective March 8th and to post internally and advertise for the Case Aide/Account Technician position. Consideration of a step increase will be given after successful completion of a 6-month probationary period.

Family Service Agency Fiscal Supervisor Bob Pankratz met with the board to present quotes for a new file server for Family Service Agency. The three quotes received were as follows: MARCO - \$5,101.52, DELL - \$5,191.24, Business Technology Management - \$4,053.93. Motion by White, second by Schmidt, unanimous vote to accept the low quote in the amount of \$4,053.93 from Business Technology Management for the purchase of a new file server.

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Sheriff Jason Purrington met with the board to present quotes received for the repair/replacement of the roof at the Law Enforcement Center. The two quotes that the board considered were as follows: Barga Inc. - \$41,523 for repair of the roof and Laraway Roofing - \$54,270 for replacement of the roof. Motion by White, second by Oeltjenbruns, unanimous vote to accept the quote in the amount of \$54,270 (base bid + Alternates #2 & #5) from Laraway Roofing for the replacement of the roof at the Law Enforcement Center. This will be paid for out of the Building Fund.

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Lisa Graphenteen, Community Development Director for Southwest Minnesota Housing Partnership, met with the board to present information regarding the Renter Rehab Deferred Loan Program and to ask that the board adopt a resolution allowing for Cottonwood County's participation in the program. Motion by Holmen, second by Schmidt, unanimous roll call vote to adopt resolution as follows:

Resolution 11-03-08A

WHEREAS, the County of Cottonwood desires to participate in the Minnesota Housing Finance Agency, Renter Rehab Deferred Loan Program (RRDL), and administer it in accordance with all applicable State and Federal regulations; and

WHEREAS, in order to participate in the program it is necessary for the County of Cottonwood to file an application signed by the Southwest Minnesota Housing Partnership, Executive Director with the Minnesota Housing Finance Agency; and

WHEREAS, the need for Cottonwood County Board approval concerning the submission of Application for Administrative Authority; and

NOW THEREFORE, be it resolved by the Board of Commissioners of Cottonwood County that the Southwest Minnesota Housing Partnership, Executive Director is authorized to:

1. file an Application for Administrative Authority with the Minnesota Housing Finance Agency for participation in the Renter Rehab Deferred Loan Program (RRDL); and
2. administer through the Southwest Minnesota Housing Partnership program funds awarded by the Minnesota Housing Finance Agency for the rehabilitation of rental property in the County of Cottonwood.

S/Ron Kuecker, Board Chairman

S/Jan Johnson, Auditor/Treasurer

Commissioner White presented information about the December 23rd union meeting where he promised he would present to the board within 90 days a plan to address the possible effects the old contract language had stating that new employees had to be hired two steps below the lowest paid person in the Heavy Equipment Operator position and the possible positive impact it could now have when hiring new employees now that the language has been removed. After much discussion, there was a motion by White, second by Schmidt to adjust the salaries of four experienced HEO employees effective March 16th as follows: Roger Ambrose from Step 1 to Step 2, Joel Grams from Step 1 to Step 3, Randy Illg from Step 1 to Step 3, and Jed Rhubee from Step 1 to Step 3. Voting as follows: Aye – White, Schmidt and Holmen. Nay – Oeltjenbruns and Kuecker. Motion carried.

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Motion by Holmen, second by White, unanimous vote to approve payment to BankCard Center in the amount of \$435.26 as invoice was received after the deadline for payment of bills.

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Five mowing bids for N. 71 County Office Building and Cottonwood County parks were as follows: Fred Meyer - \$2,000 for N. 71 Building and \$18,750 for all other parks (Dynamite, Mountain, Red Rock, Schoper/Bush and South Dutch Charley); Evonne Janssen - \$90/week for N. 71 Building; Allen Rahn - \$60/week for N. 71 Building; Jeff Gilbertson - \$820 for Dynamite Park and \$860 for N. 71 Building; Lang Jensen - \$12,640 for 1-year contract for N. 71 Building, Dynamite, Mountain, Red Rock, Schoper/Bush and South Dutch Charley or \$11,750 for 5-year contract for N. 71 Building, Dynamite, Mountain, Red Rock, Schoper/Bush and South Dutch Charley. Jensen also included an option of \$4,140 for Talcot Lake and \$1,786 for Pat's Grove. Motion by Holmen, second by White, unanimous vote to accept 5-year contract in the amount of \$11,750 (N. 71 Building, Dynamite, Mountain, Red Rock, Schoper/Bush and South Dutch Charley) from Lang Jensen and to reserve the right to exercise the option of Talcot (\$4,140) and Pat's Grove (\$1,786) within 60 days for a total price of \$17,676 for all mowing.

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Motion by Holmen, second by Schmidt, unanimous vote to approve March warrants as follows:

County Revenue Fund	\$ 89,468.79
Long Term Capital Outlay	\$ 875.00
County Building Fund	\$ 2,538.03
Ditch Fund	\$ 247.09
Road & Bridge	\$132,786.02
Waste Abatement/SCORE	\$ 4,879.10
Landfill Enterprise	<u>\$ 11,933.37</u>
	\$242,727.40

Motion by Oeltjenbruns, second by Holmen, unanimous vote to approve request for RC & D project in the amount of \$1200 for the planting of trees around the county landfill to assist with the control of blowing debris. SWCD has already approved the request.

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Motion by Oeltjenbruns, second by White, unanimous vote to allow for the pointing of Planning & Zoning Administrator/County Parks Director position on the Hay System.

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Motion by White, second by Schmidt, unanimous vote to allow for the planting of a garden by the Day Treatment Center in cooperation with Southwestern Mental Health Center, which will be located behind the N. 71 County Office Building.

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Motion by Schmidt, second by White, unanimous vote to advertise for one or two seasonal maintenance positions and one seasonal entry station attendant for Talcot Park.

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Motion by Oeltjenbruns, second by White, unanimous vote to allow Kent Freking to rent two parcels of land as part of Pat's Grove and to pay the county \$525 for the 2011 growing season.

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County Attorney Nick Anderson gave an update regarding the meth lab located in the City of Windom. Anderson stated that he has been in contact with the owners of the property.

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Chairman Kuecker gave an update regarding the gravel mine proposal near Talcot Lake. He reported that a meeting with the joint committee would be scheduled in the near future.

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Chairman Kuecker reported on the ranking of the applicants for the Planning & Zoning Administrator/County Parks Director that had previously been done by each of the commissioners. After discussing the rating of each applicant, the board decided to interview the top five candidates for the position. Interviews will be scheduled for Monday, March 14th beginning at 9:00 a.m.

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Brief discussion was held regarding the rental of land adjacent to the county landfill by Mike Harrington and whether or not the county is going to be requesting bids for the rental of this property. County Engineer Ron Gregg will need to be contacted in regards to this matter.

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Chairman Kuecker reported that he received notification from the Minnesota Department of Agriculture in regards to the release of genetically engineered plants in Cottonwood County.

There being no further business, the meeting adjourned at 1:10 p.m.

Jan Johnson, Auditor/Treasurer

Ron Kuecker, Board Chairman

Kelly Thongvivong, Bd. Adm. Assistant