

February 24, 2009
Cottonwood County Board of Commissioners
Regular Meeting
Minutes

The Cottonwood County Board of Commissioners met in regular session on Tuesday, February 24, 2009 at 1:00 p.m. at the Cottonwood County Courthouse in Windom, MN. Present for all or portions of the meeting were: Commissioners Gary Sorenson, Tom White, Ron Kuecker, Norm Holmen, John Oeltjenbruns; Administrative Assistant Kelly Thongvivong; Auditor/Treasurer Jan Johnson; County Attorney Doug Storey; Brad Odegard, Laura Sandmeyer, Gale Bondhus, Todd Dibble, Jason Purrington, Mark Marcy, Mike Hanson, Marlene Smith and Ron Gregg.

Motion by Holmen, second by Oeltjenbruns, unanimous vote to approve additions to the agenda. Motion by Holmen, second by Kuecker, unanimous vote to approve the minutes of the February 10, 2009 meeting as amended.

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Brad Odegard and Laura Sandmeyer met with the board representing the Sentencing to Service Program to present the STS contract renewal for the period of July 1, 2009 to June 30, 2011. Motion by Oeltjenbruns, second by White, unanimous vote to approve STS contract.

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Motion by White, second by Kuecker, unanimous vote to approve Cottonwood-Jackson Community Health Service Joint Powers Agreement as was discussed at the January Cottonwood-Jackson Community Health Service Board of Health Meeting.

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Chairman Sorenson gave an update in regards to the District 8 AMC Planning Session he attended on February 13th in Slayton. Motion by Holmen, second by Oeltjenbruns, unanimous vote to authorize the Chair, Vice-Chair and Auditor/Treasurer to attend upcoming District 8 meetings.

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County Assessor Gale Bondhus met with the board to present quotes for a new computer and a laptop for her office. Two quotes for a new computer were as follows: New Star - \$1,296.55 + tax and shipping and DELL - \$1,118.29. Motion by Oeltjenbruns, second by White, unanimous vote to accept low quote in the amount of \$1,118.29 from DELL for the purchase of a new computer.

Two quotes for the purchase of a new laptop were as follows: DELL - \$944 and DELL - \$1,126.16. Motion by White, second by Holmen, unanimous vote to accept low quote in the amount of \$944 from DELL.

Motion by Kuecker, second by White, unanimous vote to authorize Bondhus to get quotes for a new filing cabinet for the Assessor's Office.

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Veterans Service Officer Todd Dibble met with the board to present a state quote in the amount of \$2,481 for two new computers for the Veterans Office that will be purchased with grant funds as well as Long Term Capital

Outlay funds. Motion by Kuecker, second by White, unanimous vote to allow Dibble to purchase two new computers. \$1400 will be paid for through the grant and the rest will be paid out of Long Term Capital Outlay.

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Three quotes for new carpeting at the 9th Street County Office Building were presented as follows: Hammer's Furniture - \$10,982.29; Windom Floor & Sleep Shop - \$11,171.65 and Bargaen Inc. - \$10,608.00. After brief discussion, there was a motion by Kuecker, second by Oeltjenbruns, unanimous vote to reject all quotes and to wait until all furniture is moved out of the building before deciding whether or not new carpeting should be installed.

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Motion by Holmen, second by Oeltjenbruns, unanimous vote to send out letter as presented to all Department Heads regarding Department Head meetings.

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Sheriff Jason Purrington met with the board to discuss a few items. Motion by Oeltjenbruns, second by Kuecker, unanimous vote to approve Budget Change Request Form for the Sheriff's Department as presented by Purrington, which allows for a transfer of funds from the full-time salary line item (01-201-6101) to the part-time salary line item (01-201-6102). The part-time salary line item (01-201-6102) will have a new budget amount of \$25,000 for 2009.

Motion by Holmen, second by Kuecker, unanimous vote to approve authorization for the Sheriff's Department to get a county credit card.

Motion by Oeltjenbruns, second by Holmen, unanimous vote to approve Sheriff's Department fee schedule for 2009.

Purrington presented a 2008 summary of the county jail for the board's review.

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Motion by Kuecker, second by Oeltjenbruns, unanimous vote to approve use of the county credit card for the purchase of a printer for the Highway Department.

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Emergency Management Director Mark Marcy met with the board to discuss several different items. Marcy reported that there have been some revisions to the AWAIR manual and the corrected copy will be presented at a later time.

Discussion was held regarding the formation of a safety committee that needs to be in place according to federal guidelines. Marcy reported that this committee would meet quarterly and that he will try to recruit some volunteers to serve on the committee.

Motion by Kuecker, second by White, unanimous vote to increase the weather spotting budget line item from \$1000 to \$1200 and to appropriate \$200 to each of the 6 fire departments for weather spotting.

Discussion was held regarding the Weather Department radar operators. Marcy reported that there are two individuals that have agreed to help out this year. Marcy will try to solicit more volunteers to help serve as weather radar operators.

Brief discussion was held regarding the Deputy Emergency Management Director position.

Marcy reminded the board that the Emergency Management Open House would be held on February 26th from 11:00 a.m. to 1:30 p.m. at the Law Enforcement Center.

Marcy reported that the County Operations Plan would need to be reviewed by the board for approval. Commissioner Kuecker agreed to look over the plan and to bring a recommendation to the county board for approval.

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Environmental Officer Mike Hanson met with the board to discuss a few items. Motion by Holmen, second by White, unanimous vote to approve 3-county ISTS Extension Agreement.

Hanson presented a contract for mowing of the county parks for the board's review and approval.

Hanson reported that a Manure Economic Workshop would be held on February 26th at 1:00 p.m. at the DNR building and that the Children's Water Festival would be held on March 11th in Mankato.

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Motion by Kuecker, second by White, unanimous vote to advertise for the Extension Office Summer Program Assistant/Clerical position as recommended by the Extension Committee.

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County Engineer Ron Gregg met with the board to discuss a few different items. Motion by Holmen, second by Oeltjenbruns, unanimous vote to accept retirement resignation from John Weis (Heavy Equipment Operator – Westbrook Shop) with appropriate payout of benefits effective March 31, 2009.

Motion by Oeltjenbruns, second by White, unanimous vote to accept resignation from Kyle Pillatzki (Highway Tech Supervisor) with appropriate payout of benefits effective March 10, 2009.

After brief discussion regarding whether or not there is a need to fill the two vacant positions at the Highway Department, there was a motion by Holmen, second by Oeltjenbruns, unanimous vote to post internally and then to advertise for the Heavy Equipment Operator and Highway Tech Supervisor positions.

Gregg asked that the board review and comment on the Cottonwood County Landfill Action Plan that is to be submitted to MPCA for their approval. The board stressed the fact that the plan needs to be enforced and disciplinary action will be taken if it is not enforced.

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

Motion by Holmen, second by White, unanimous vote to appoint Gerald Engstrom as the engineer for the JD #10 project.

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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Motion by Oeltjenbruns, second by White, unanimous vote to close the meeting at 3:55 p.m. to discuss strategy for labor negotiations. The following individuals were present: Gary Sorenson, Tom White, Ron Kuecker, Norm Holmen, John Oeltjenbruns, Kelly Thongvivong and Jan Johnson. Motion by White, second by Oeltjenbruns, unanimous vote to open the meeting at 4:18 p.m.

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Brief discussion was held regarding the sample Request for Proposals that the board reviewed for a pay study. The board agreed that an actual RFP does not have to be done and that they would rather contact the two organizations that have already given a presentation to the board as well as the individual that recently contacted the county and tell them what the county would like to include in a pay study and go from there. Chairman Sorenson will work on putting something together to present at an upcoming board meeting.

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Motion by White, second by Oeltjenbruns, unanimous vote to pay partial billing as per the initial bid in the amount of \$5,000 to Windom Floor & Sleep Shop for carpeting at the N. 71 County Office Building.

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Motion by Kuecker, second by Oeltjenbruns, unanimous vote to allow Auditor/Treasurer to get quotes for fax machine with copier/scanner capabilities.

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Commissioners Oeltjenbruns gave an update regarding the Annual GBERBA Meeting and handed out information in regards to the Minnesota River Board.

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Motion by White, second by Kuecker, unanimous vote to allow per diem for those commissioners that attended the Town Hall meeting in Worthington on February 20th.

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Chairman Sorenson reported that he received a letter from the Minnesota Department of Revenue certifying Gale Bondhus' appointment to the position of County Assessor for another 4-year term.

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There being no further business, the meeting was adjourned at 4:44 p.m.

Jan Johnson, Auditor/Treasurer

Gary Sorenson, Board Chairman

Kelly Thongvivong, Bd. Adm. Assistant