

February 4, 2014  
Cottonwood County Board of Commissioners  
Regular Meeting  
Minutes

The Cottonwood County Board of Commissioners met in regular session on Tuesday, February 4, 2014 at 9:00 a.m. at the Cottonwood County Courthouse in Windom, MN. Presiding over the meeting was Chairman Jim Schmidt. Present for all or portions of the meeting were: Commissioners Jim Schmidt, Tom White, Kevin Stevens, John Oeltjenbruns; County Coordinator Kelly Thongvivong; County Attorney Nick Anderson; Auditor/Treasurer Jan Johnson; Kathy Marsh, JinYeene Neumann, Kyle Pillatzki, Glenn Johnson, Representative Rod Hamilton, Senator Bill Weber, Rahn Larson, Steve Nasby, Craig Myers, Gale Bondhus, Alan Coners. Absent was Commissioner Norm Holmen.

Motion by Oeltjenbruns, second by Stevens, unanimous vote to approve additions to the agenda. Motion by White, second by Oeltjenbruns, unanimous vote to approve the minutes of the January 28, 2014 meeting.

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JinYeene Neumann, County Engineer, met with the board to discuss a few items. Neumann presented a bridge resolution that is to be submitted to the Minnesota DOT every one to two years which allows Cottonwood County to receive bridge bonding and township funds. Motion by White, second by Stevens, unanimous roll call vote (Commissioner Holmen was absent) to approve resolution as follows:

**Resolution 14-02-04**  
CREATING PRIORITIZED BRIDGE REPLACEMENT LIST

WHEREAS; Cottonwood County has reviewed the pertinent data on bridges requiring replacement, rehabilitation, or removal, supplied by local citizenry and local units of government; and

WHEARAS; Cottonwood County has identified those bridges that are high priority and that require replacement, rehabilitation, or removal within the next five years;

NOW, THEREFORE BE IT RESOLVED, that the attached list of deficient bridges are high priority and Cottonwood County intends to replace, rehabilitate or remove these bridges as soon as possible when funds are available,

FURTHERMORE, Cottonwood County does hereby request authorization to replace, rehabilitate or remove such bridges; and

FURTHERMORE, Cottonwood County does hereby request financial assistance with eligible approach grading and engineering costs on township bridges, as provided by law.

DATED: February 4, 2014

S/Jim Schmidt, Board Chairman

S/Jan Johnson, Auditor/Treasurer

Neumann reported that Kelly Brown and Joe Doblal will have successfully completed their 6 month probationary period on February 12, 2014. Motion by White, second by Stevens, unanimous vote to move Kelly Brown and Joe Doblal off probation and to permanent full-time status with each to receive a one-step increase to Step 8 (\$15.8933) on the current matrix.

Neumann also requested that Jeff Yonker's position of Engineering Technician/Signman be changed to Highway Signman as the signman portion of the position is full-time in itself. Also, because the position of Highway Signman is pointed higher than that of the Heavy Equipment Operator and because Yonker has been here longer than the two latest HEO hires, she would like to request that he be moved from Step 7 of the Engineering Technician/Signman matrix to Step 9 on the current Highway Signman matrix. Motion by White, second by Oeltjenbruns, unanimous vote to change Jeff Yonker's position to Highway Signman and to move him from Step 7(\$16.09) of the Engineering Technician/Signman matrix to Step 9 (\$17.0085) on the Highway Signman matrix.

Neumann presented a Leave of Absence request that was received from an employee at the Highway Department. Motion by Oeltjenbruns, second by Stevens, unanimous vote to grant the Leave of Absence without pay, which is not to exceed six months.

Neumann informed the board that a box fell off truck #44 due to rust. The cost to repair the truck will be approximately \$20,000. Neumann will get quotes and present to the board at a future meeting.

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Kyle Pillatzki, Assistant County Engineer/Solid Waste Administrator, informed the board that the swine remains discussed at the last meeting have been hauled to Worthington. Pillatzki informed the board of his discussions with the Board of Animal Health and the MPCA concerning the disposal of the swine.

Motion by Oeltjenbruns, second by Stevens, unanimous vote to allow each municipality within Cottonwood County to offer a one-time city-wide clean up event in 2014 and Cottonwood County will agree to waive 50% of the tipping fee.

Pillatzki was informed of a request for a mailbox at the landfill.

Motion by White, second by Stevens, unanimous vote to approve Kyle Pillatzki to use the county credit card for conference registration, airfare, and hotel expenses to attend the Waste Expo in Atlanta.

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Kelly Thongvivong, County Coordinator, presented two technical assistance contracts from the SRDC (Southwest Regional Development Commission). The first contract is for 100 hours of technical assistance in the development and writing of the Cottonwood County Capital Improvements Program at a cost not to exceed \$9,000. The second contract is for 120 hours of technical assistance to manage a technical update of the Cottonwood County Comprehensive Plan of 2005 at a cost not to exceed \$9,800. Motion by White, second by Oeltjenbruns, unanimous vote to accept the 120 hours of technical assistance to update the Cottonwood County Comprehensive Plan at a cost not to exceed \$9,800. The Capital

Improvements Program contract will be tabled so Thongvivong can get a second quote.

Motion by White, second by Stevens, unanimous vote for County Recorder to use the county credit card for hotel expense in the amount of \$124.36.

Motion by Oeltjenbruns, second by Stevens, unanimous roll call vote (Commissioner Holmen was absent) to approve resolution as follows:

**RESOLUTION No: 14-02-04A**

A RESOLUTION SUPPORTING LEGISLATION ALLOWING COUNTIES TO DESIGNATE THEIR COUNTY WEBSITE TO PUBLISH PUBLIC NOTICES

**WHEREAS**, counties are currently required by law to publish public notices in a designated official newspaper for the county (Minn. Stat. § 331A); and

**WHEREAS**, counties are committed to providing information to citizens and increasing access to information about county operations and business; and

**WHEREAS**, citizens expect and demand information in an immediate format; and

**WHEREAS**, counties have limited resources and must utilize tax dollars in the most efficient way possible; and

**WHEREAS**, counties should have the authority to determine the best and most efficient method of communicating information to citizens based on citizen expectations; and

**WHEREAS**, counties are continuously improving and investing in technology to reach more citizens in a timely manner; and

**WHEREAS**, utilizing county websites to publish public notices would eliminate the time and costly burden of publishing in newspapers; and

**WHEREAS**, county websites are increasingly the first place citizens look for information about their counties; and

**WHEREAS**, the ability of county websites to provide citizens with up-to-date, detailed information exceeds that of print media

**NOW THEREFORE BE IT RESOLVED**, that the Cottonwood County Board of Commissioners supports HF 1286 and SF 1152, legislation now before the 2014 legislature that would allow counties to publish certain public notices on their websites instead of, or in addition to, in an official newspaper.

**ADOPTED** by the Cottonwood County Board of Commissioners on this, the 4<sup>th</sup> day of February, 2014.

DATED: February 4, 2014

S/Jim Schmidt, Board Chairman

S/Jan Johnson, Auditor/Treasurer

Thongvivong presented the Southern Prairie Health Purchasing Alliance Resolution. The resolution was tabled until the next meeting.

Motion by White, second by Stevens, unanimous vote for Kristi Sell to attend the Fifth District Jail Administrators Conference in Dallas.

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Glenn Johnson, Information Systems Director, presented quotes for electrical work in the computer room at the Law Enforcement Center. Motion by Oeltjenbruns,

second by White, unanimous vote to accept quote from Ron's Electric, Inc. for \$5,576 and Circuitworks for \$1,450.

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Motion by Oeltjenbruns, second by White, unanimous vote to approve liquor license on behalf of Mountain Lake Golf Development, Inc.

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Representative Rod Hamilton and Senator Bill Weber met with the board to discuss upcoming legislation and to ask the board for any concerns they might have for Cottonwood County.

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White presented a listing of legislative issues from MRCC, Minnesota Rural Counties Caucus. MRCC would like the board to prioritize the seven most critical issues to Cottonwood County.

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Oeltjenbruns informed the board of seed letters that he has received.

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Motion by Oeltjenbruns, second by White, unanimous vote to pay the Rural Minnesota Energy dues for 2014 of \$1,000.

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Thongvivong received a bill from RtVision for \$11,000, or 30% of total bill. This will be paid for out of the Commissioner's budget.

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Jan Johnson, Auditor/Treasurer, presented information requested from the board on the cost of the financial statement that is placed in the paper. For an insert, as it is done currently, the cost would be \$2,200. For a regular ad in the paper, the cost would be \$2,300.

There being no further business, the meeting was adjourned at 12:40 p.m.

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Jan Johnson, Auditor/Treasurer

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Jim Schmidt, Board Chairman

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Kelly Thongvivong, County Coordinator