

December 18, 2012
Cottonwood County Board of Commissioners
Regular Meeting
Minutes

The Cottonwood County Board of Commissioners met in regular session on Tuesday, December 18, 2012 at 2:00 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, Jim Schmidt, Tom White, Ron Kuecker; Executive Assistant Kelly Thongvivong; Auditor/Treasurer Jan Johnson; County Attorney Nick Anderson; Jason Purrington, Jack Chambers, Mary Magnus, Kristi Sell, Jim Jorgensen, Kevin Stevens, Senator Bill Weber, Representative Rod Hamilton, Gordy Olson, Gerry Engstrom, Gale Bondhus, Leslie Makovsky, Craig Myers, Rory Lindvall and Rahn Larson.

Motion by White, second by Oeltjenbruns, unanimous vote to approve additions to the agenda. Motion by Oeltjenbruns, second by Kuecker, unanimous vote to approve the minutes of the December 11, 2012 meeting.

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Motion by Kuecker, second by White, unanimous vote to close the meeting at 2:07 p.m. pursuant to Minnesota Statute 13D.05 in regards to Mary Magnus (full-time jailer/dispatcher). Individuals present for the closed session included: Commissioners Norm Holmen, John Oeltjenbruns, Jim Schmidt, Tom White, Ron Kuecker, Executive Assistant Kelly Thongvivong, Auditor/Treasurer Jan Johnson, County Attorney Nick Anderson, LELS Representative Jack Chambers, Mary Magnus, Sheriff Jason Purrington, Jail Administrator Kristi Sell and Chief Deputy Sheriff Jim Jorgensen. The closed session ended at 3:00 p.m.

After review of the information presented and after seeking own legal counsel, there was a motion by White, second by Kuecker, unanimous vote to state that it was an egregious mistake and therefore justifies termination of Mary Magnus (full-time jailer/dispatcher) effective December 18, 2012.

Purrington reported that interviews were recently held for the position of part-time jailer/dispatcher and he would like to recommend the hiring of Brett Oltmanns and Gary Stevenson as part-time jailer/dispatchers. Motion by Schmidt, second by White, unanimous vote to allow for the hire of Brett Oltmanns and Gary Stevenson as part-time jailer/dispatchers contingent upon successful completion of a background check and pre-employment drug test.

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Representative Rod Hamilton and Senator Bill Weber met with the board to discuss the upcoming legislative session and to listen to comments and concerns of those in attendance.

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Interim Planning & Zoning Administrator/Parks Director Gordy Olson was present to discuss the camping rates at Talcot Park for 2013. Discussion was held regarding the possibility of upgrading more of the sites at the campground with 50 amp service. Motion by Schmidt, second by White, unanimous vote to leave the

camping rates for 2013 the same as 2012. Further research will be done regarding costs for possible further electrical upgrades.

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Interim County Engineer Gerry Engstrom met with the board to give an update regarding state aid finals. He reported that the county will be receiving approximately \$52,266 in January and that any outstanding projects should then be finalized.

Assistant County Engineer Rory Lindvall met with the board to further discuss a phone call that was received by Chrystal Dunker from the Prairie Ecology Bus regarding the 3 R Challenge. A letter will be drafted from the board and sent to Waste Management for further consideration.

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Motion by White, second by Oeltjenbruns, unanimous vote to approve temporary Joint Powers Agreement between Cottonwood-Jackson Health and Human Services.

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Motion by White, second by Schmidt, unanimous vote to accept retirement resignation of Jolaine Mielke (Sr. Transit Driver) effective December 31, 2012 with appropriate payout of benefits.

Motion by Oeltjenbruns, second by White, unanimous vote to notify Monica Muller and Beth Kalash (part-time transit drivers) of their layoff due to the transfer of the Cottonwood County Transit System to Western Community Action effective December 31, 2012 and to allow for appropriate payout of benefits. Both drivers will begin new employment with Western Community Action effective January 1, 2013.

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Motion by Schmidt, second by White, unanimous vote to approve budget change requests for 2012 as follows: 01.201.5350 (\$85,000 to \$359,000), 01.481.6921 (\$130,000 to \$168,000), 06.392.6920 (\$0 to \$67,500), 13.392.6275 (\$198,000 to \$533,000), 50.391.6287 (\$50,000 to \$665,000).

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

Motion by Oeltjenbruns, second by White, unanimous vote to approve ditch levies for 2013 as set by each commissioner in their respective district.

Motion by White, second by Schmidt, unanimous vote to adjourn as the Ditch Authority and to re-convene as the County Board.

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Update was given regarding possible replacement of lighting for the remaining offices within the county that have not yet been updated. This will be discussed again in the near future.

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Much discussion was held regarding Performance Evaluations as well as the summaries that were recently submitted by the Department Heads to be compiled for the board's review.

Motion by White, second by Schmidt, unanimous vote to state that whatever the negative balance of the Highway Department is as of December 31, 2012 will be designated as a loan and a new balance of \$10,000 will be established.

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Motion by White, second by Schmidt, unanimous vote to set the 2013 commissioner salary at \$19,704 with the Chairman to receive an additional \$1,000 and the per diems to remain at \$65/day.

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Motion by Oeltjenbruns, second by Schmidt, unanimous vote to state that for purposes of the personnel policy that a supervisor of a county employee whom is a non-county employee himself/herself will be recognized as the Department Head for the county employee that he/she supervises.

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It was reported that the social security match that was reduced last year will be going back to 6.2% the first of January.

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It was reported that a bill in the amount of \$1,872.66 from SWCD for county ditch inspections would be paid with year-end commissioner warrants.

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Motion by Oeltjenbruns, second by Schmidt, unanimous vote to accept changes for 2012 fund balance designations as presented.

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Motion by White, second by Schmidt, unanimous vote to approve a bill from Jim and Sandy Thomas in the amount of \$116,950 for gravel mining and to adjust the Highway budget for the same amount.

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At 6:05 p.m., the Truth in Taxation Meeting was held and there was no input from any members of the public. Motion by White, second by Schmidt, unanimous vote to certify the levy for 2013 at \$7,949,571, which is an 11% increase from 2012.

Motion by Schmidt, second by White, unanimous vote to approve the final budget for 2013 in the amount of \$16,390,024 (revenues) and \$15,903,653 (expenditures) as presented by the Auditor/Treasurer.

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Discussion was held regarding a request by the Southwest MN EMS Corporation to appoint an alternate representative from Cottonwood County to serve on their board. The board agreed to appoint Kim Hall as Emergency Management Director for Cottonwood County.

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Discussion was held regarding the approximate \$35,000 of additional funding that the board committed to spend on 2013 salaries for union/non-union positions as part of the 2012-2013 union negotiations. This additional funding will be applied towards certain union/non-union positions that continue to be below the market according to the Wayne Brede pay study.

Commissioner White presented salary information regarding the Assessor's Office and in particular the Senior Appraiser position and the fact that the county was unsuccessful receiving any qualified licensed applicants for the position of Deputy Assessor or Appraiser that was recently advertised in the newspaper. After much discussion, there was a motion by White, second by Schmidt, unanimous vote to set Alan Coner's 2013 hourly salary at \$21.19/hour.

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Discussion was held regarding the three vacant (County Engineer, Planning & Zoning/Parks/Solid Waste Administrator and the Heavy Equipment Operator) county positions. The board will conduct interviews for the County Engineer position on January 10th and the Planning & Zoning/Parks/Solid Waste Administrator position on January 14th. Motion by White, second by Schmidt, unanimous vote to put the Heavy Equipment Operator position for the Westbrook Shop on hold until a new County Engineer is hired and has a chance to weigh in on the position.

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There being no further business, the meeting adjourned at 7:28 p.m.

Jan Johnson, Auditor/Treasurer

Norm Holmen, Board Chairman

Kelly Thongvivong, Executive Assistant