

April 30, 2013
Cottonwood County Board of Commissioners
Special Meeting
Minutes

The Cottonwood County Board of Commissioners held a special meeting on Tuesday, April 30, 2013 at 1:00 p.m. at the Cottonwood County Highway Department in Windom, MN. Present for all or portions of the meeting were: Commissioners John Oeltjenbruns, Jim Schmidt, Kevin Stevens, Tom White, Norm Holmen; Executive Assistant Kelly Thongvivong; County Auditor/Treasurer Jan Johnson; JinYeene Neumann, County Engineer and Gerry Engstrom.

Discussion was held regarding the Director of Information Systems position. Glenn Johnson was offered the position and has accepted. Further discussion was held regarding the start date, office location, appointment of Commissioner Liaison, budget, possible work session, etc. Chairman Oeltjenbruns appointed Commissioner Holmen to serve as the liaison for the IT Department. The board agreed to create a new IT Department and to transfer the \$80,000 out of the general revenue fund that was originally budgeted for 2013 to the new department. The Department Heads will be given copies of their listings of IT needs they submitted several months ago at the Department Head meeting tomorrow and told to begin prioritizing their needs. Glenn Johnson will be invited to attend the Department Head meeting tomorrow as Dan Olsen, Windomnet, will be in attendance to discuss a new phone system for Cottonwood County. Motion by Holmen, second by Schmidt, unanimous vote to have Glenn Johnson begin his employment as the new Director of Information Systems effective May 6, 2013.

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As part of the special meeting a work session was held with JinYeene Neumann, County Engineer, and Gerry Engstrom to discuss the following agenda items: highway debt, re-alignment of duties of Highway Department employees, vacancy of HEO position(s), overtime at Highway Department, update regarding gravel project, update regarding FEMA request from recent snow/ice storm, Bingham Lake project, industrial site located off of N. 71 (detour), Safe Routes to School grant, grants and grant writing, consideration of hiring Solid Waste position, HEO/Parks employee, and 5-year plan.

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There being no further business, the meeting adjourned at 3:00 p.m.

Jan Johnson, Auditor/Treasurer

John Oeltjenbruns, Board Chairman

Kelly Thongvivong, Executive Assistant