

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

The Cottonwood County Board of Commissioners met in regular session on Tuesday, February 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; Jack Kelly, Gale Bondhus, Ron Gregg, Jason Purrington, Andy Olson, Rahn Larson, Travis Hodkin, Jerry Hayes and Ken Moser.

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

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Jack Kelly met with the board representing the Big Bend Snow Riders Club. He asked for a letter of support on behalf of the county as they will be applying for a grant for the purchase of additional equipment to be used for the grooming of trails. Motion by Holmen, second by White, unanimous vote to send a letter of support to the Big Bend Snow Riders Club for their efforts in applying for a grant.

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Motion by Oeltjenbruns, second by White, unanimous vote to approve February warrants as follows:

County Revenue Fund	\$ 80,856.55
Long Term Capital Outlay	\$ 8,434.79
Ditch Fund	\$ 3,412.33
Road & Bridge	\$109,699.29
Waste Abatement/SCORE	\$ 6,192.43
Landfill Enterprise	<u>\$ 48,163.06</u>
	\$256,758.45

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Motion by White, second by Schmidt, unanimous vote to approve partial payment request in the amount of \$12,000 from Borsgard Construction for remodeling work that is currently being done in the Assessor's Office.

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Motion by Holmen, second by Schmidt, unanimous roll call vote to accept Veterans grant and adopt resolution as follows:

Resolution 11-02-08

BE IT RESOLVED by Cottonwood County, that the County enter into the attached Grant Contract with the Minnesota Department of Veterans Affairs (MDVA) to conduct the following Program: **County Veterans Service Office Enhancement Grant Program**. This grant must be used to enhance the operations of the County Veterans Service Office under Minn. Stat. 197.608 Subd.

4(a), and should not be used to supplant or replace other funding.

BE IT FURTHER RESOLVED by Cottonwood County that Todd Dibble, the Cottonwood County Veterans Service Officer, be authorized to execute the attached Grant Contract for the above-mentioned Program on behalf of the county.

WHEREUPON the above resolution was adopted at the Cottonwood County Board of Commissioners meeting this 8th day of February 2011.

S/Ron Kuecker, Board Chairman

S/Jan Johnson, Auditor/Treasurer

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County Assessor Gale Bondhus met with the board to set the Board of Equalization date for 2011. Motion by White, second by Oeltjenbruns, unanimous vote to set Board of Equalization for June 14th at 6:00 p.m. with first appointment scheduled at 6:30 p.m. The regular county board meeting will be an afternoon meeting instead of a morning meeting with start time to be determined based on the agenda.

Brief discussion was held regarding some touchup work that needs to be done on the woodwork in the Assessor's Office. Motion by White, second by Schmidt, unanimous vote to allow Bondhus to spend up to a \$100 limit to touchup woodwork in the Assessor's Office.

Discussion was held regarding possible cleaning of courthouse after remodeling project in the Assessor's Office is complete. Sentence to Serve will be contacted to see what kind of cleaning they might be able to help with. Motion by Holmen, second by Oeltjenbruns, unanimous vote to advertise for bids for courthouse cleaning that Sentence to Serve is not able to take care of.

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Motion by Oeltjenbruns, second by White, unanimous vote to allow for payment of bill in the amount of \$98.30 to Watonwan County for services rendered by Greg Walsh for work done in the Assessor's Office.

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Chairman Kuecker reminded the board about a Des Moines River Valley trail meeting that would be held at 6:30 p.m. this evening.

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County Engineer Ron Gregg met with the board to discuss several items. Gregg asked that the board approve the insurance settlement of Unit No. 42 that was involved in a rollover accident. The appraised value is \$14,900 minus the deductible of \$1,000 leaving a total of \$13,900. The truck will be picked up by a salvage company when all the paperwork is completed. Gregg's recommendation would be to use the settlement money to put a new engine in Unit 51 and keep it in the fleet longer rather than selling it when the new truck arrives. Motion by Holmen, second by Schmidt, unanimous vote to approve the insurance settlement from MCIT.

Gregg reported that Kevin Donahue has been called up to active duty in the National Guards. Gregg requested permission to proceed with the advertising and interviewing for a full-time temporary solid waste worker to fill the position during his deployment. Motion by Holmen, second by White to

acknowledge the request and to allow Gregg to advertise for a temporary full-time solid waste worker to be hired for the period of the deployment.

Gregg gave an update regarding the 2011 proposed construction projects and presented a map for the board's information.

Gregg gave an update on the interview process for the solid waste worker position. Three candidates were interviewed for the position of solid waste worker. Motion by White, second by Oeltjenbruns, unanimous vote to hire Lonn Engler as solid waste worker on Start of the 2011 pay scale pending successful completion of all hiring requirements.

Discussion was held regarding possible retirement of an employee at the landfill in the near future. Chairman Kuecker appointed Commissioners White and Schmidt to meet with this employee in regards to his intentions. Motion by White, second by Schmidt, unanimous vote to allow Gregg to post internally and begin advertising for a landfill operator position.

Highway Superintendent Jerry Hayes met with the board to give an update on the conditions of the county roads and the work that is currently being done by the heavy equipment operators during the winter season. A few comments and concerns were shared by the board.

Gregg reported that he has not yet pursued the hiring of temporary seasonal workers because of the resistance he has received from the current employees.

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Sheriff Jason Purrington met with the board to present quotes that were received for two new air conditioning units at the Law Enforcement Center. Quotes were as follows: Elite Mechanical (McQuay unit) - \$58,141.00 w/electrical; Elite Mechanical (Aaon unit) - \$62,305.00 w/electrical; Schwalbach Hardware (McQuay unit) - \$68,500 w/out electrical; Schwalbach Hardware (Aaon unit) - \$72,500 w/out electrical; Schwalbach Hardware (Carrier unit) - \$58,500 w/out electrical. Motion by Holmen, second by Oeltjenbruns, unanimous vote to accept Option 2 (Aaon unit) in the amount of \$62,305.00 from Elite Mechanical. The board would be interested in considering a contract for annual service of the units as well.

Discussion was held regarding the leaking roof at the Law Enforcement Center. Purrington stated that there are a few companies interested in presenting some information to the board as to their proposal for dealing with the issue. These companies will be invited to attend a future board meeting to share their thoughts. Purrington will advertise at a later time if necessary.

Motion by Holmen, second by White, unanimous vote to allow Purrington to advertise for part-time jailer/dispatcher position.

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Commissioner Holmen asked if the board might want to consider setting up long and short-term goals/issues and begin prioritizing these items. The commissioners were asked to get their listing of goals to Kelly so that they can be compiled and then the board can work on prioritizing the issues.

Motion by Oeltjenbruns, second by Holmen, unanimous vote to advertise for mowing of county parks, N. 71 County Office Building and Talcot Park with a deadline for receiving bids being March 4th. The bids will be opened at the regular county board meeting on March 8th.

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Brief discussion was held regarding upcoming MCIT training that Kelly Thongvivong was approved to attend at the last board meeting. Commissioner White expressed his interest in attending a few of the sessions himself. MCIT wants each individual to commit to attending all six sessions. There was no other interest among the board members to attend these training sessions.

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Chairman Kuecker gave an update regarding the phone system. He reported that he has been in contact with Windom City Administrator Steve Nasby and they are working on putting together a list of possible names of consultants that could be utilized.

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Update was given regarding Talcot Park. There are currently 26 seasonal campsites that have been reserved for the 2011 camping season. The board would like to consider the possibility of implementing a host/hostess program for Talcot Park. The board will advertise for the host/hostess program for Talcot Park by sending out a letter to all the existing seasonal campers to determine if someone might be interested. In return, they will be able to camp at Talcot Park for no charge for the season.

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Update was given regarding Planning & Zoning/Parks Department job opening.

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Chairman Kuecker reported that he was hoping to hold a Department Head meeting sometime in the next 2-4 weeks. He has a few items that he would like to discuss with the Department Heads.

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A monthly trial balance was handed out for the board's review.

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Brief discussion was held regarding a listing of office furniture that was recently sent out to all departments. Auditor/Treasurer Jan Johnson was told that he could have the desk that was available at the N. 71 County Office Building that he was interested in for his office.

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There being no further business, the meeting adjourned at 12:01 p.m.

Jan Johnson, Auditor/Treasurer

Ron Kuecker, Board Chairman

Kelly Thongvivong, Bd. Adm. Assistant