

June 28, 2011  
Cottonwood County Board of Commissioners  
Regular Meeting  
Minutes

The Cottonwood County Board of Commissioners met in regular session on Tuesday, June 28, 2011 at 1:00 p.m. at the Cottonwood County Courthouse 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; Executive Assistant Kelly Thongvivong; Auditor/Treasurer Jan Johnson; County Attorney Nick Anderson; Bonnie Frederickson, Robin Wies, Kate Roberts, Kim Hall, Jason Purrington, Kay Clark, Leslie Makovsky, Andy Geiger, Kathy Kretsch, Margo Wright, Elaine Deutchman, Trevor Slette, Pat Stewart, Shannon LaCanne, Jean Johnson, Ron Gregg, Todd Dibble, Wendy Meyer and Steve Nasby.

Motion by Oeltjenbruns, second by White, unanimous vote to approve additions to the agenda. Motion by Holmen, second by Oeltjenbruns, unanimous vote to approve the minutes of the June 14, 2011 meeting. Motion by Holmen, second by White, unanimous vote to approve the minutes of the June 14, 2011 Board of Equalization meeting. Motion by Oeltjenbruns, second by Holmen, unanimous vote to approve the minutes of the June 21, 2011 special meeting/work session.

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Bonnie Frederickson, SHIP Coordinator and Pat Stewart, Administrator Cottonwood-Jackson Community Health Services, met with the board to recognize several individuals for their work and leadership with SHIP efforts in Cottonwood County. Those individuals recognized were: Shannon LaCanne, Wayne Wormstadt, Jean Johnson, Margo Wright, Elaine Deutchman, Trevor Slette, Kate Roberts, Amy McNamara, Judy Trotter, Steve Nasby, Lisa Edwards, Bill Henning, Lisa Quiring, Jackie Turner, Barb Jones, Eric Hanson, Dave Cory, Ron Gregg, Patty Symens, Erin Elder, Jeff Shirkey, Lisa Fest, Liz Turner, Sarah Spaeth, Kathy Voss, Ruth Hansen, Angela Schlager, Laurie Stenke and Linda Jaakola.

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Discussion was held regarding Policy Number 490 "Travel and Expense Reimbursement". It was noted that our current policy does not require employees to get permission for out-of-state travel. If it is going to be a requirement it needs to be addressed in the existing policy. The intent of the board is to require all employees including elected officials to get permission before traveling out-of-state. Proposed language will be presented at a future meeting to address the proposed change.

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Robin Wies and Kate Roberts met with the board representing the Retired Senior Volunteer Program (RSVP). They gave an update in regards to some of the programs that they have offered in the last several months. Wies also presented the 2010 Annual Report to the board.

It was reported that the phone contracts for the county expired in January and nothing has been renewed at this time. Commissioner White questioned whether this might be a good time to approach Windomnet in regards to our existing phone system.

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Brief discussion was held regarding a workshop that Jan Voit from the Heron Lake Watershed would like to conduct for all four county boards to explain the revised HLWD Watershed Management Plan. Chairman Kuecker said that he would plan to attend the meeting along with up to one additional commissioner. The workshop will be scheduled for July 6<sup>th</sup> or 7<sup>th</sup>.

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Sheriff Jason Purrington, Emergency Management Director Kim Hall and County Engineer Ron Gregg met with the board to update them in regards to the ARMER needs for Cottonwood County. After much discussion, the board seemed to be in agreement to have each entity purchase their own ARMER equipment pending that all entities agree to purchase the exact equipment for compatibility purposes. There was also much discussion regarding whether the county should upgrade the existing console used for dispatching services to be compatible with the ARMER system or to purchase a new one that will be supported by Motorola for a longer period of time. The board seemed to agree that the county should invest in a new console instead of upgrading the existing console.

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County Engineer Ron Gregg met with the board to give an update regarding how he plans to handle possible suspension of transportation projects if the state shuts down. Gregg reported that there are five projects that are pending at this time as follows: CSAH 13, Mt. Lake Trail, CSAH 27, CSAH 32, and the Amboy Township bridge project. Gregg would like to continue with four of the five projects but would like to suspend the Mt. Lake Trail project if there is a state shutdown. Motion by Oeltjenbruns, second by White, unanimous vote to allow Gregg to continue with four projects and to suspend the Mt. Lake Trail project if indeed there is a state shutdown that occurs.

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SWCD District Administrator Kay Clark met with the board to present the agreement for the provision of services. Motion by White, second by Schmidt, unanimous vote to approve the Agreement for the Provision of Services between Cottonwood County and Cottonwood Soil and Water Conservation District effective June 28, 2011.

Motion by Oeltjenbruns, second by Holmen, unanimous vote to approve 2011 budget (\$91,933.62) between Cottonwood County and SWCD as presented.

Chairman Kuecker and Auditor/Treasurer Jan Johnson will sign the General Obligation Note for MPCA Septic Loans for the Little Cottonwood River Watershed that was approved at the last board meeting.

Administrative Assistant Leslie Makovsky met with the board to request that the board consider allowing a pay increase for her job responsibilities while working in the Environmental Office or to extend the \$600/month stipend she has been receiving for an additional 6 months. Motion by White, second by Oeltjenbruns, unanimous vote to allow Leslie Makovsky to continue to receive a \$600/month stipend until the end of 2011 and to transfer Makovsky's direct supervision to Andy Geiger instead of Todd Dibble since a majority of her time is spent in the Environmental Office. Makovsky's salary will be split 80% (Environmental) and 20% (Veterans) for the remainder of 2011.

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Planning & Zoning Administrator Andy Geiger met with the board to ask that they consider adopting a resolution to address the addition of secondary noxious weeds that the county would like to enforce the control of. Motion by Oeltjenbruns, second by Holmen, unanimous roll call vote to adopt resolution as follows:

**Resolution 11-06-28**

**WHEREAS**, the Cottonwood County Board of Commissioners will add secondary noxious weeds that it would like to enforce the control of, under the County and States Noxious Weed Law;

**WHEREAS**, the secondary noxious weeds to be added are Cocklebur (*Xanthium pensylvanicum*), Common Sunflower (*Helianthus annuus*), Velvetleaf (*Abutilon theophrasti*), and Buffalobur (*Solanum rostratum*);

**WHEREAS**, the County Board shall establish an appeals committee to hear all appeals to the noxious weed law;

**WHEREAS**, the appeals committee shall consist of one county commissioner and one landowner residing in the county;

**NOW THEREFORE, BE IT RESOLVED** that the Cottonwood County Board of Commissioners hereby have added these four secondary weeds to the list of noxious weeds, enforceable under the County and States Noxious Weed Law and have also established an appeals committee.

Adopted this 28<sup>th</sup> day of June, 2011.

S/Jan Johnson, Auditor/Treasurer

S/Ron Kuecker, Board Chairman

Chairman Kuecker agreed to serve on the Appeals Committee to hear all appeals to the noxious weed law. Geiger will find a landowner residing in the county to serve on the committee as well.

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County Recorder Kathy Kretsch and County Auditor/Treasurer Jan Johnson presented quotes for the purchase of a new large format scanner as follows: Cadd/Engineering & Graphic Supply - \$8,175 (new scanner), Cadd/Engineering & Graphic Supply - \$3,950 (used scanner) and CDW - \$9,449.99 (new scanner). The maintenance agreement will cost \$895/year, which will be split 50/50 with the Recorder's Office and the Auditor/Treasurer's

Office. Motion by Schmidt, second by Oeltjenbruns, unanimous vote to accept the quote in the amount of \$3,950 from Cadd/Engineering & Graphic Supply for the purchase of a used scanner and \$895/year for the purchase of the maintenance agreement. The purchase of the scanner will be taken out of the Compliance Fund.

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Discussion was held regarding whether or not the county would like to participate in the Performance Measurement Program as part of the Council on Local Results and Innovation that was created by the legislature in 2010. The board decided not to take part in the program at this time.

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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 Schmidt, unanimous vote to accept the petition for the re-determination of benefits on JD #31 and to appoint Jim Weidemann, Duane Bendixon and Bill Modestad as the viewers.

Motion by White, second by Schmidt, unanimous vote to approve appointment by Chairman Kuecker for Commissioner Holmen to serve as the commissioner representative and Commissioner Oeltjenbruns to serve as the alternate for the new Martin-Jackson-Watonwan-Cottonwood County joint ditch board.

Further discussion was held regarding buffer strips and the possibility of one ditch in particular still not being in compliance with the regulations.

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

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Motion by White, second by Oeltjenbruns, unanimous vote to approve 2<sup>nd</sup> half/final payment in the amount of \$31,152.50 to Elite Mechanical Systems for the installation costs associated with the new air conditioning units at the Law Enforcement Center.

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Motion by Holmen, second by Oeltjenbruns, unanimous vote to allow Auditor/Treasurer Jan Johnson authorization to sign bond opinion engagement letter with Standard and Poor's. The bond rating review will be held tomorrow.

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Overtime reports were handed out for the board's review.

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There are a number of remaining 2011 appropriations that will be presented at the next meeting for approval.

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Brief discussion was held regarding an MCIT Resource Briefing dated December 2010 that states that seasonal employees cannot be employed for more than 67 working days in any calendar year. The two department heads that are directed impacted by this were notified.

Commissioner White mentioned that he recently met with Court Administrator Cheryl Peters in regards to the re-upholstery of the benches inside and outside of the courtroom. Peters will be asked to formalize her request to be presented to the board at a later time and to determine where the funding will come from.

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Brief discussion was held regarding the recent work session held between Cottonwood County and Jackson County regarding the possibility of combining Family Services and Community Health Services. This will be discussed in greater detail at the July 12<sup>th</sup> board meeting.

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There being no further business, the meeting adjourned at 4:40 p.m.

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Jan Johnson, Auditor/Treasurer

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Ron Kuecker, Board Chairman

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Kelly Thongvivong, Executive Assistant