

February 5, 2013  
Cottonwood County Board of Commissioners  
Regular Meeting  
Minutes

The Cottonwood County Board of Commissioners met in regular session on Tuesday, February 5, 2013 at 9:00 a.m. at the Cottonwood County Courthouse in Windom, MN. Presiding over the meeting was Chairman John Oeltjenbruns. Present for all or portions of the meeting were: Commissioners John Oeltjenbruns, Jim Schmidt, Tom White, Norm Holmen; Executive Assistant Kelly Thongvivong; Auditor/Treasurer Jan Johnson; County Attorney Nick Anderson; Gerry Engstrom, Bill Moldestad, Duane Bendixen, Jim Weidemann, Rahn Larson, Dave Bucklin, Gordy Olson, Craig Myers, Jenny Quade, Todd Dibble, Kyle Pillatzki, Rory Lindvall, Gale Bondhus, Jay Simonson, Mark Werner, Randy Pankonin, Guy Dammann, Audrey Lavis, Sharon Pankonin, Curtis Gode, Wayne Pankonin, Brian Werner, Allan Werner and Arvid Redman. Absent was Commissioner Kevin Stevens.

Motion by Holmen, second by Schmidt, unanimous vote to approve additions to the agenda. Motion by White, second by Schmidt, unanimous vote to approve the minutes of the January 29, 2013 meeting.

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

At 9:05 a.m. a public hearing was held for JD #31. Interim County Engineer Gerry Engstrom presented the engineer's report that he completed in regards to the JD #31 ditch improvement.

Jim Weidemann, ditch viewer, presented further information regarding the re-determination of benefits and the improvement of the ditch to the members of the ditch system that were present for the ditch hearing.

After much discussion, there was a motion by Holmen, second by White, unanimous vote to accept the amended re-determination of benefits report that was completed by the viewers.

The board agreed that they would like to ask for a few different options in regards to the improvement of JD #31 in the bid process. One option being a 24" main tile and another option being an outlet to the north of the township road instead of the existing outlet.

Motion by Holmen, second by Schmidt, unanimous vote to set the continuation of JD #31 public hearing for April 2, 2013 at 9:05 a.m.

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At this time, the Board Chairman invited all Department Heads to be in attendance at the board meeting to discuss their thoughts on how future Department Head meetings should be conducted and to discuss IT needs of Cottonwood County. It was suggested that if an IT position develops in Cottonwood County that the AS400 be taken care of by that individual. The consensus of the departments represented was to hire an IT position exclusively for Cottonwood County and to not share a position with another county or contract to a vendor for IT services.

Further discussion was held regarding how the Department Heads feel that future Department Head meetings should be conducted. The consensus of the group was to hold Department Head meetings as they have been done in the past with a commissioner being present. Chairman Oeltjenbruns suggested that it might be best if two commissioners are present for these meetings.

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Brief discussion was held regarding a possible meeting with Robert Sicora (Sicora Consulting) who will be in town this week to do some work for a business in town. It was suggested that Commissioners Oeltjenbruns and Schmidt might be interested in meeting with Robert Sicora to hear more information about what his company, Sicora Consulting, might have to offer. Commissioners White and Holmen were able to obtain information from Robert Sicora at the AMC Conference. Commissioner Stevens is currently out of state so would not be available for this possible meeting.

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Chairman Oeltjenbruns appointed Commissioners Holmen and Stevens to be a part of a workgroup along with Kelly Thongvivong to review and revise the existing performance evaluation process.

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Brief discussion was held regarding a possible date for the board to hold a work session with the new County Engineer.

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Discussion was held regarding the possibility of coming up with a work agreement with Gordy Olson if he were to remain on as a longer-term employee than was originally anticipated. If Olson were to remain on longer, he would like the board to consider some further stipulations for his continued employment. Commissioner Schmidt will plan to get together with Olson to discuss this further.

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Motion by White, second by Schmidt, unanimous vote to begin sending out county board meeting information, with the exception of private data, that is sent out to the board members to the media as well.

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Motion by Schmidt, second by White, unanimous vote to approve 2013 appropriation in the amount of \$1,000 to the Southwest Minnesota Arts & Humanities Council.

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Commissioner Holmen asked for further explanation regarding the overtime reports that were handed out at the last board meeting. Auditor/Treasurer Jan Johnson clarified that the January reports included 1/2 of December and 1/2 of January hours. Holmen had some further questions regarding overtime hours submitted by one particular individual and whether these amounts of overtime can be expected to continue in the future or if someone in a lower paid position could be taking on more of the work in this office.

Further discussion was held regarding IT and phone services. The IT job description from Watonwan County will be obtained and Windomnet will be contacted regarding phone services. These particular items will be discussed further at the next board meeting.

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There being no further business, the meeting was adjourned at 11:50 a.m.

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Jan Johnson, Auditor/Treasurer

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John Oeltjenbruns, Board Chairman

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Kelly Thongvivong, Executive Assistant