

March 26, 2013  
Cottonwood County Board of Commissioners  
Regular Meeting  
Minutes

The Cottonwood County Board of Commissioners met in regular session on Tuesday, March 26, 2013 at 1:00 p.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, Kevin Stevens, Tom White, Norm Holmen; Executive Assistant Kelly Thongvivong; Auditor/Treasurer Jan Johnson; County Attorney Nick Anderson, Kathy Kretsch, Jason Purrington, Buckwheat Johnson, Gordy Olson, Gerry Engstrom, Kyle Pillatzki, Eileen Pankonin, Monica Muller and Rory Lindvall.

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 March 12, 2013 meeting.

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County Recorder Kathy Kretsch met with the board to ask for approval to attend an out-of-state conference in Rock Island, IL. Motion by White, second by Holmen, unanimous vote to allow Kretsch to attend Educational Symposium May 20-22 in Rock Island, IL and to pay for mileage to and from Albert Lea, 2 night motel stay and meals as needed.

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Sheriff Jason Purrington met with the board to discuss a few items. Purrington presented the annual Geo Comm Service Agreement for software support and GIS data maintenance. The cost of the agreement is \$5,595 for the next contract year which runs from May 1, 2013 through April 30, 2014. Motion by Holmen, second by White, unanimous vote to allow Purrington to sign the contract. This will be paid for out of 911 funds.

Motion by Schmidt, second by White, unanimous vote to allow Chairman Oeltjenbruns to sign Proclamation for National Public Safety Telecommunicators Week which is April 14-20, 2013.

Purrington updated the board on a few miscellaneous items. Purrington reported that the 1998 Ford Expedition was recently sold on Govdeals.com for approximately \$1,800. The cubicles that he was hoping to sell have not yet received a bid. The commissioners suggested giving it another week and then disposing of them if need be.

Purrington reported that AT & T is again interested in purchasing radio frequencies from the county. Purrington proposed a figure of \$55,000 to AT & T but has not received any further information at this time.

Purrington reported that he will plan to bring forward the quotes that he has received for work to be done to the existing law library at the law enforcement center in anticipation of the move of the Probation Office to this location.

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Motion by Holmen, second by White, unanimous roll call vote to adopt resolution as follows:

**Resolution 13-03-26A**

**Whereas** Minnesota Counties have had to rely increasingly on the property tax to maintain roads and bridges; and

**Whereas** the annual funding gap for counties has resulted in deferring basic maintenance, delaying expansion projects with resulting safety concerns, mounting congestion, and missed economic growth for businesses and commuters; and

**Whereas** the rural road networks in the state should be adequate to bring goods to market; and

**Whereas** transportation-related jobs put over \$2.8 billion in the pockets of Minnesotans and generated almost \$195 million in income tax revenue in 2011; and

**Whereas** according to the Federal Highway Administration, (FHWA) every \$1 billion invested in highway construction would support approximately 27,800 jobs; and

**Whereas** the overall transportation and transit needs for Minnesota exceed \$2.5 billion dollars per year for the next twenty years; and

**Whereas** transportation funding comes primarily from user fees and are constitutionally dedicated to transportation purposes; and

**Whereas** the wheelage fee and local option sales tax for transportation should be options for all county boards to implement to meet their specific county needs; and

**Whereas** a comprehensive transportation solution should include funding for roads, bridges and transit, and address the varying needs in different parts of the state;

**Now therefore be it resolved** that the Cottonwood County Board of Commissioners encourages the Minnesota Legislature to pass and the Governor to sign a bill that brings adequate funding to Minnesota's statewide transportation system.

S/John Oeltjenbruns, Board Chairman

S/Jan Johnson, Auditor/Treasurer

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Buckwheat Johnson met with the board representing Windom Theater, Inc. to request consideration of a loan through the Seed Capital Fund in the amount of \$25,000 to be used for the acquisition of a digital projector. The proposed terms are \$25,000 loan at 1.25% interest with a five-year term. The projected loan payments would be approximately \$430.00 per month. The Windom Theater, Inc. would also request a 6-month deferral of principal and interest. The theater would offer a first security interest in the digital projector to be acquired. Motion by White, second by Stevens, unanimous vote to approve the \$25,000 loan request at an interest rate of 1.25% with deferral of principal and interest for 6 months at which time the payment will be approximately \$430/month.

Johnson also reported that two additional donations were received yesterday totaling \$15,000.

Commissioner Stevens gave an update regarding a conversation he recently had with the Court Administrator about the usage of the computer upstairs outside the Court Administration offices. It seems that this computer is used quite often so the initial thoughts of the board would be to keep this computer upstairs and not move its location when the law library is moved to the courthouse.

Brief discussion was also had regarding the possibility of moving the drivers' testing station to the courthouse from the law enforcement center if the board would choose to have the new IT position housed at the law enforcement center in the existing Driver's Exam Room. This will be researched further and the State of Minnesota will be contacted to get their thoughts.

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Commissioner Stevens gave an update regarding a recent Heron Lake Watershed District meeting that he recently attended.

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Motion by Holmen, second by Stevens, unanimous vote to approve registration fee in the amount of \$35.00 for Sadie Hackbarth to attend an upcoming conference.

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Motion by Holmen, second by White, unanimous vote to approve two bills as follows: MAAO - \$100 for appraiser job posting and Watonwan County - \$117.96 for installation of Office 2010 in the Assessor's Office.

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A request was received by the City of Mt. Lake for consideration of reduction (50%) of tipping fees on demo from a house in Mt. Lake. The board asked that further information is obtained before proceeding with the request.

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Motion by White, second by Schmidt, unanimous vote to approve the transfer of the existing transit reserve account in the amount of \$44,635.19 to Western Community Action. After receiving the funds, Western Community Action intends to deduct \$1,193.50 from the account to pay Cottonwood County's share of rides that were transferred to Western Community Action.

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Chairman Oeltjenbruns gave an update regarding a Solid Waste/Energy Board meeting he attended. Oeltjenbruns reported that there is a possibility that approximately \$600,000 in grant funds will be available in the near future for the upgrade of buildings for energy efficiency. This grant money cannot be used for governmental buildings.

Oeltjenbruns gave a brief update regarding the CERTS Program as well.

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Gordy Olson, Interim Planning & Zoning/Parks Administrator, met with the board to discuss several items. Motion by White, second by Schmidt, unanimous vote to approve the hire of Ron Willard (Supervisor), James Burton (4<sup>th</sup> year seasonal) and Steve Borer (1<sup>st</sup> year seasonal) as seasonal park employees pending successful completion of all hiring requirements.

Discussion was held regarding cell phone usage by park employees and whether or not the county could reimburse the employees for the usage of their personal cell phones. The board suggested the Olson do some further research regarding this matter before taking any action.

Motion by Holmen, second by Schmidt, unanimous vote to approve additional expenditure in the amount of \$1,317.75 over and above the original bid price of \$9,058.15 (Borsgard Construction) that was spent for additional labor and materials on the Talcot Park entry station to square up the building and to replace some rotted wood and make the overhead door functional.

Olson gave an update regarding the property located at 925 3<sup>rd</sup> Avenue. Motion by White, second by Holmen, unanimous vote to approve bill in the amount of \$2,250 to SantiKleen Environmental for the testing of methamphetamine. This will be paid for out of the Environmental Office budget.

Olson asked for approval to participate in the KDOM Auction Block by offering 10 individual nights of camping with restrictions. The value of this would be \$220 worth of advertising for the Parks Department. Motion by Holmen, second by Schmidt, unanimous vote to allow Olson to proceed with advertising with KDOM with appropriate language in the contract. County Attorney Nick Anderson will work with Olson on the requirements.

Olson asked that the board allow him to upgrade a 2005 Nobilis computer with a 2013 DELL. A state quote was received in the amount of \$1,010.24. Motion by Schmidt, second by White, unanimous vote to allow for the purchase but the board suggested that a 21" monitor be purchased instead of the 19" monitor that was quoted as the cost is not that much more.

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Brief discussion was held regarding upcoming union negotiations. The board will plan to have a closed session at the next meeting to discuss strategies for union negotiations.

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Interim County Engineer Gerry Engstrom and Assistant County Engineer Rory Lindvall met with the board to discuss several items. Engstrom reported that the rental cost for a Kettle/melter that is used for crack sealing cost the county \$12,337 for the years 2009 thru 2012. The rental costs have increased each year and the quote for the rental of this machine this year is \$3,795/month, which would be used for one month. Engstrom reported that the cost for a new machine utilizing the MN bid is \$40,400. Midstates Equipment Supply has a 2009 Cimline 230DHR Melter for \$27,000. The unit is completely rehabilitated and is in very good condition. Motion by White, second by Schmidt, unanimous vote to approve purchase of the used equipment in the amount of \$27,000 from Midstates Equipment Supply.

Engstrom reported on the results of the RFP for hauling gravel to county gravel roads. Engstrom will put together further information to present at the next board meeting.

Engstrom reported that the plans for SAP 017-030-001 micro surfacing has been approved by State Aid and he is recommending a letting date of April 22, 2013. Motion by Holmen, second by Stevens, unanimous vote to allow Engstrom to advertise for bids for micro surfacing.

Engstrom gave an update regarding the current equipment budget and reported that there is currently not enough funds in the budget.

Motion by White, second by Holmen, unanimous roll call vote to approve resolution as follows:

**Creating Prioritized Bridge Replacement List  
Resolution 13-03-26**

**WHEREAS;** Cottonwood County has reviewed the pertinent data on bridges requiring replacement, rehabilitation, or removal, supplied by local citizenry and local units of government; and

**WHEREAS;** Cottonwood County has identified those bridges that are high priority and that require replacement, rehabilitation, or removal within the next five years;

**NOW, THEREFORE BE IT RESOLVED** that the attached list of deficient bridges are high priority and Cottonwood County intends to replace, rehabilitate or remove these bridges as soon as possible when funds are available,

**FURTHERMORE,** Cottonwood County does hereby request authorization to replace, rehabilitate, or remove such bridges; and

**FURTHERMORE,** Cottonwood County does hereby request financial assistance with eligible approach grading and engineering costs on township bridges, as provided by law.

S/John Oeltjenbruns, Board Chairman

S/Jan Johnson, Auditor/Treasurer

Lindvall reported that the MnDOT rental agreement for the Storden Truck Station is due to expire on October 31, 2013. MnDOT would like to renew. Lindvall proposed a renewal of \$350/month (\$8,400/year) for first 2 years and \$375/month (\$9,000/year) for additional 2-year option. Motion by White, second by Schmidt, unanimous vote to accept Lindvall's proposal as presented.

Lindvall asked that the board consider allowing him to replace two computers at the Highway Department and one monitor. A state quote in the amount of \$942.28 + tax was presented to the board, which included one PC and a 19" monitor. Motion by Schmidt, second by White, unanimous vote to allow for the purchase of two PC's and one monitor but the board suggested that a 21" monitor be purchased instead of the 19" monitor that was quoted as the cost is not that much more.

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Brief discussion was held regarding JD #31. Engstrom reported that he has not yet heard back from the Army Corp of Engineers and will plan to proceed with the bidding of the project after hearing back from them.

Motion by Schmidt, second by White, unanimous vote to authorize advertising for two seasonal employees for the Highway Department.

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Kyle Pillatzki, Landfill Supervisor, met with the board to discuss several items. Pillatzki requested that the board allow him to move Donna Stresemann to full-time employment as there are things that are not being done and taken care of at the landfill due to limited staff hours. Motion by Stevens, second by Holmen, unanimous vote to approve the intra-departmental promotion of Donna Stresemann to full-time Solid Waste Worker effective April 1, 2013.

Pillatzki reported that they have been able to deliver leachate to St. James the past few weeks.

It was reported that EPG came out on Friday last week for a site visit and two pumps at the landfill need to be rebuilt because they are not functioning properly. The maintenance cost for the repair of the two pumps was \$1,669.

Pillatzki asked the board to consider the development of a dump station at the landfill, which would be a place that homeowners and contractors could drive up to and dump into bins instead of driving back to MSW or demo especially this time of year. Motion by Holmen, second by White, unanimous vote to allow permission for Pillatzki to seek quotes and develop plans for a dump station.

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There being no further business, the meeting was adjourned at 4:23 p.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