

March 10, 2009
 Cottonwood County Board of Commissioners
 Regular Meeting
 Minutes

The Cottonwood County Board of Commissioners met in regular session on Tuesday, March 10, 2009 at 9:00 a.m. at the Cottonwood County Courthouse in Windom, MN. Present for all or portions of the meeting were: Commissioners Gary Sorenson, Tom White, Ron Kuecker, Norm Holmen, John Oeltjenbruns; Administrative Assistant Kelly Thongvong; Auditor/Treasurer Jan Johnson; County Attorney Doug Storey; Dianne Beens, Gale Bondhus, Rory Lindvall, Jenny Quade, Jason Purrington, Todd Dibble, Mike Hanson, Mark Marcy, Craig Myers, Bob Pankratz and Kathy Kretsch.

Motion by Oeltjenbruns, second by Holmen, unanimous vote to approve additions to the agenda. Motion by Holmen, second by White, unanimous vote to approve the minutes of the March 3, 2009 meeting as amended.

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

County Revenue Fund	\$ 57,284.70
Long Term Capital Outlay	\$ 1,901.39
County Building Fund	\$ 8,814.12
Ditch Fund	\$ 2,158.49
Road & Bridge	\$ 57,882.67
Waste Abatement/SCORE	\$ 7,063.60
Landfill Enterprise	<u>\$ 13,555.28</u>
	<u>\$148,660.25</u>

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Motion by Oeltjenbruns, second by White, unanimous vote to approve Jailer/Dispatcher union contract for 2009-2010 contingent on receiving signed contract before deadline for next payroll.

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Commissioner Oeltjenbruns gave an update regarding a meeting that has been scheduled for March 17th at 1:00 p.m. in Slayton with Tri-County Recycling. Commissioners Oeltjenbruns and White will plan to attend the meeting.

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Dianne Beens, Advertising Consultant from the *Citizen*, met with the board to ask whether or not the county would again be interested in placing a ½ page ad in the Cottonwood County Visitors Guide that is published yearly. This will be billed at a rate of \$78/month from April through September for a total of \$468. Motion by Holmen, second by Oeltjenbruns, unanimous vote to approve the ad in the Visitors Guide in the amount of \$468.

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County Assessor Gale Bondhus met with the board to present three quotes for the purchase of a laptop computer. The three quotes were as follows:

New Star - \$2,066.13; DELL - \$1,278.62 and iCitizen - \$1,754.49. Motion by Kuecker, second by Holmen, unanimous vote to accept low quote in the amount of \$1,278.62 from DELL as presented by Bondhus.

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Brief discussion was held regarding the GIS fees and an Open House that is tentatively scheduled for March 27th. Motion by Kuecker, second by White, unanimous vote to approve fee structure for Beacon upgrade and GIS base layers to present to cities, realtors and businesses.

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Discussion regarding the structure of Department Head meetings was held with 11 Department Heads present. The board feels that Department Head meetings should be formally organized and a commissioner liaison should be appointed to the group. Motion by Kuecker, second by Holmen, unanimous vote to allow Department Head meetings to be held quarterly or more as needed and the group should appoint a Recording Secretary and a Chairman.

Chairman Sorenson appointed the Vice-Chairman to serve on the Department Head Committee.

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Commissioner Kuecker gave an update regarding possible energy saving measures at the N. 71 County Office Building. He reported that he contacted Ron's Electric in regards to the matter and informed them that the county would like to see more than one quote on the cost of the supplies.

Kuecker informed the board that the County Operations Plan that he agreed to review has not been completed so he has nothing to report to the board at this time as far as a recommendation for approval.

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Auditor/Treasurer Jan Johnson reported that the State Auditors would be offering a free training session on June 4th from 1:00 p.m. – 4:00 p.m. in Marshall for any of the commissioners interested in attending.

Motion by Holmen, second by Oeltjenbruns, unanimous vote to approve Fire Alarm Agreement to renew inspection test and support for control panel.

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Assistant County Engineer Rory Lindvall met with the board to discuss a few items. Motion by Kuecker, second by White, unanimous vote to allow advertisement of the Windom 4th Avenue bridge replacement project (SAP 17-597-01).

Lindvall reported that 2009 weight restrictions went into effect on March 9th and they generally last for approximately 8 weeks.

Lindvall expressed the need for a full-time IT position as well as a full-time GIS position for Cottonwood County.

Lindvall informed the board that Kyle Pillatzki is wondering if he made the wrong decision by resigning from his position at the Highway Department. The board told Lindvall that Pillatzki would need to get something in writing to the board before the end of the day if he chooses to rescind his letter of resignation.

Auditor/Treasurer Jan Johnson presented two quotes for the purchase of a new fax/scanner. After reviewing the two quotes, the board asked that Johnson look into different options as well as obtain a state quote.

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Commissioners Sorenson and White gave an update in regards to a meeting they attended last week in regards to the possibility of a shared Family Service Agency Director position with Jackson County.

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Much discussion was held regarding the recycling program and the proposals that have recently been presented to the board. No further action was taken at this time.

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Motion by White, second by Oeltjenbruns, unanimous vote to allow Chairman to sign Cottonwood County Landfill Action Plan.

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Bob Pankratz, Fiscal Supervisor, met with the board to inform them that the schedule for bid openings for the project at Family Services would be presented to them at the March 24th meeting at Family Services.

Motion by Holmen, second by White, unanimous vote to allow Pankratz to get quotes for a new copy machine at Family Services.

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There being no further business, the meeting was adjourned at 11:37 a.m.

Jan Johnson, Auditor/Treasurer

Gary Sorenson, Board Chairman

Kelly Thongvivong, Bd. Adm. Assistant