

August 28, 2007  
Cottonwood County Board of Commissioners  
Regular Meeting  
Minutes

The Cottonwood County Board of Commissioners met in regular session on Tuesday, August 28, 2007 at 1:00 p.m. at the Cottonwood County Courthouse in Windom, MN. Presiding over the meeting was Chairman Norm Holmen. Present for all or portions of the meeting were: Commissioners Norm Holmen, John Oeltjenbruns, Tom White, Ron Kuecker; Administrative Assistant Kelly Thongvong; Auditor/Treasurer Jan Johnson; County Attorney Doug Storey; Mark Marcy, Mike Hanson, Sherry Pankratz, Bob Pankratz, Dominic Jones, Harvey Buller, Ken Yoder, Ron Gregg, Kristi Sell, Sherry Sevcik and Dale Minion. Absent was Commissioner Sorenson. Motion by Oeltjenbruns, second by Kuecker, unanimous vote to approve additions to the agenda. Motion by Kuecker, second by Oeltjenbruns, unanimous vote to approve the minutes of the August 14, 2007 meeting.

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Emergency Management Director Mark Marcy presented the 2008 proposed budget for Emergency Management.

Marcy also asked that the board accept the State of Minnesota Off-Highway Vehicle Enforcement Grant that was recently awarded. The county will receive \$4,078 for 2008 and 2009 and is hoping to use the grant for ATV inspections, safety classes and possibly the purchase of an ATV. Motion by White, second by Oeltjenbruns, unanimous vote to accept the grant for the ATV program.

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Environmental Officer Mike Hanson presented 2008 proposed budgets for several departments including: Parks; Food, Beverage & Lodging; Environmental Planning & Zoning; Water Planning Project; DMR Grant; and 3-County ISTS Pilot Grant.

Brief discussion was held regarding 3-County ISTS Pilot Project. Chairman Holmen suggested that Hanson formally request that MPCA grant the county an extension for the project.

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Family Services Collaborative Coordinator Sherry Pankratz and Bob Pankratz, Fiscal Supervisor at Family Service Agency, met with the board to give a report in regards to the Collaborative budget and to update them on some of the funding cuts that have occurred over the past few years. Because Pankratz is hoping to be able to reinstate some of the programs that have been cut, she asked that the board consider her funding request from the county. No action was taken at this time.

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Dominic Jones, Red Rock Rural Water, met with the board to request that the board consider approving a 2<sup>nd</sup> amended Joint Powers Agreement for Red Rock Rural Water System's 2005-2006 expansion bonding. Motion by White, second by Kuecker, unanimous roll call vote (Commissioner Sorenson was

absent) to approve Red Rock Rural Water System 2005-2006 Expansion 2<sup>nd</sup> amended Joint Powers Agreement and to adopt resolution as follows:

**RESOLUTION PERTAINING TO SECOND AMENDED JOINT POWERS AGREEMENT  
RED ROCK RURAL WATER SYSTEM  
2005 EXPANSION BONDING  
RESOLUTION 07-08-28A**

The County Commissioners of the County of Cottonwood, State of Minnesota, at its duly convened meeting and pursuant to discussions had, and pursuant to motion of Commissioner White, and seconded by Commissioner Kuecker, duly resolved as follows:

Hereby approved Second Amended Joint Powers Agreement among the Counties of Cottonwood, Jackson, Watonwan, Murray, Martin, Brown, Lyon and Redwood and directing the Chairman and/or Clerk/Auditor to execute the Second Amended Joint Powers Agreement relative to the Red Rock Rural Water System expansion, and authorizing Cottonwood County to issue the necessary interim financing bonds and long-term financing bonds to fund said system expansion and to have said Second Amended Joint Powers Agreement govern the repayment of said bonds; said Second Amended Joint Powers Agreement being executed with the understanding that the Counties of Cottonwood, Jackson, Watonwan, Murray, Martin, Brown, Lyon and Redwood would all be parties to this Agreement.

S/Jan Johnson, Auditor/Treasurer

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Auditor/Treasurer Jan Johnson presented two quotes for the purchase of a new vacuum cleaner as follows: Zep - \$495.95 and Town 'N Country - \$699.99. Motion by White, second by Oeltjenbruns, unanimous vote to accept low quote in the amount of \$495.95 + shipping & handling from Zep.

Brief discussion was held regarding current 125 Plan medical expense limit of \$3,000 and whether or not the board would like to change the amount that was originally set. The board agreed to keep the medical expense limit at \$3,000.

Johnson presented quotes for the purchase of a lateral file as follows: Dan's Office Supply - \$913.50 and Davis Typewriter - \$1,013.65. Motion by Oeltjenbruns, second by White, unanimous vote to accept low quote in the amount of \$913.50 from Dan's Office Supply.

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County Attorney Doug Storey brought an issue to the attention of the board in regards to the death of an individual who recently passed away in an automobile accident in Cottonwood County and who had no family members.

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Harvey Buller and Ken Yoder met with the board representing the Mt. Lake Heritage Village. They gave an update and presented their 2008 appropriation request. No action was taken at this time.

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County Engineer Ron Gregg met with the board to discuss several items. Gregg reported that the 911-signage committee met on August 17<sup>th</sup> to discuss the future of 911 signage. On behalf of the signage committee, Gregg

recommended that the Cottonwood County Board of Commissioners order the improvement for the placement of 911 resident address signage throughout Cottonwood County. The improvement would be assessed to the property owner receiving the sign at an estimated cost of \$35.00, which includes material and labor. Because not all of the commissioners were present, this will be discussed further at the next meeting and a public hearing date can be set if so desired.

Gregg reported that bids for the construction of the Mt. Lake Outlet Structure were opened on Monday, August 27<sup>th</sup> and were as follows: Minion Excavating - \$670,246.45; Mathiowetz Construction Co. - \$782,665.75; R & G Construction - \$846,792.15; Midwest Contracting, LLC - \$724,816.65; and Landwehr Construction, Inc. - \$738,856.20. After reviewing the quotes, Gregg recommended that the proposal received by Minion Excavating be rejected due to the fact that the proposal was incomplete and the next low bidder be awarded the contract. Dale Minion was present for this discussion and had no objections. Motion by Oeltjenbruns, second by White to not accept low bid from Minion Excavating due to their proposal being incomplete and to award bid in the amount of \$724,816.65 to Midwest Contracting, LLC as they were the next low bidder. Voting as follows: Aye: Oeltjenbruns, White, Holmen. Nay: Kuecker. Absent was Commissioner Sorenson. Motion carried.

Gregg gave an update in regards to the burn barrel campaign. He reported that 100 surveys were conducted to rural residents at the County Fair in regards to the recent campaign.

Gregg informed the board that Kevin Donahue has indicated that he will be returning to work on August 29<sup>th</sup>.

Motion by Oeltjenbruns, second by White, unanimous roll call vote (Commissioner Sorenson was absent) to approve resolution as follows amending a prioritized bridge replacement list. This list will be forwarded to MnDOT for their review.

**BOARD OF COUNTY COMMISSIONERS  
COTTONWOOD COUNTY  
Amending a Prioritized Bridge Replacement List  
Resolution: 07-08-28**

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

WHEREAS, Cottonwood County has identified those bridges that are high priority and has previously established a list of those that require replacement, rehabilitation, or removal; and

WHEREAS, the following additional bridges have since been identified as also requiring replacement, rehabilitation, or removal;

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

Old Bridge Number	Road Number or Name	Total Project Cost	Township or State Bridge Funds	Federal Funds	Local or State Aid Funds	Proposed Construction Year
L6588	485 <sup>th</sup> Ave.	90,000	80,000		10,000	2007
3960	4 <sup>th</sup> Ave, Windom	90,000	80,000		10,000	2008
L6544	270 <sup>th</sup> St.	80,000	70,000		10,000	2009
L6522	320 <sup>th</sup> St.	80,000	70,000		10,000	2009
89563	520 <sup>th</sup> Ave.	90,000	80,000		10,000	2009
L6518	330 <sup>th</sup> St.	90,000	80,000		10,000	2010
L6548	270 <sup>th</sup> St.	80,000	70,000		10,000	2010
L9626	570 <sup>th</sup> Ave.	70,000	60,000		10,000	2010
L6611	360 <sup>th</sup>	80,000	70,000		10,000	2010
89572	CSAH 29	200,000	190,000		10,000	2011

FURTHERMORE, Cottonwood County does hereby request authorization 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.

DATE: August 28, 2007

S/Jan Johnson, Auditor/Treasurer

S/Norm Holmen, Board Chairman

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Jail Administrator Kristi Sell met with the board to present computer quotes for the Sheriff's Department as their state computer went down last week which left them unable to run driver license, license plates, warrant checks, etc. The two quotes were as follows: New Star Sales - \$866.14 and Davis Typewriter - \$969.29. Motion by Kuecker, second by Oeltjenbruns, unanimous vote to accept low quote in the amount of \$866.14 from New Star Sales.

Sell also presented an updated financial report on behalf of the Sheriff for the Sheriff's Department as well as the Jail.

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Chairman Holmen presented two quotes for the purchase of another monitor for the Commissioner's Room as follows: PriceMad.com - \$1,098 and Amazon.com - \$1,299. Motion by Oeltjenbruns, second by White, unanimous vote to accept low quote in the amount of \$1,098 from PriceMad.com.

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Transit Coordinator Kelly Thongvong reported that only one internal applicant was received for the Senior Transit Driver position and her recommendation is to offer the job to Jolaine Mielke, as she has been the back up driver for this position for quite some time. Motion by Kuecker, second by Oeltjenbruns, unanimous vote to hire Jolaine Mielke as the Senior Transit Driver effective September 1, 2007 on Step 11 of the 2007 pay scale with a 6-month probationary period.

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Motion by Kuecker, second by White, unanimous vote to allow Auditor/Treasurer Johnson to transfer funds in the amount of \$5,429.62 from the Revenue Fund to the Long Term Fund within the Sheriff's Department as the boat grant was receipted into the wrong fund.

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A brief update was given in regards to the Comfrey Wind Energy site permit for Brown & Cottonwood Counties. A presentation will be given at the next board meeting.

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Auditor/Treasurer Johnson reported on a few miscellaneous items. He reported that the federal land bank building is for sale north of town.

Johnson also informed the board that most of the appropriations have been figured into the budget but some decisions will have to be made at the next meeting in regards to some of the appropriations that have not yet been set. It was reported that the proposed 2008 Family Service Agency budget has increased an additional \$152,094 from last year.

Johnson reported that Bill Modestad, ditch viewer, recently looked through the documentation in regards to County Ditch 15. Modestad will be sending a letter to the board stating his thoughts as to how to proceed with this matter.

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Chairman Holmen reported on a telephone conversation he recently had with Bill Dunn from MPCA in regards to the updated ISTS Ordinance.

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Auditor/Treasurer Johnson handed out some preliminary budget figures with some different increases to the levy. This will be discussed in more detail at the next board meeting.

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Some information in regards to ditch spraying costs was shared with the board. At some point, the board may want to invite someone to attend a meeting to discuss this further and to answer any questions they may have.

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There being no further business, the meeting was adjourned.

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Jan Johnson, Auditor/Treasurer

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Norm Holmen, Board Chairman

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Kelly Thongvivong, Bd. Adm. Assistant