

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

The Cottonwood County Board of Commissioners met in regular session on Tuesday, March 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, Kevin Stevens, Tom White, Norm Holmen; Executive Assistant Kelly Thongvivong; Auditor/Treasurer Jan Johnson; County Attorney Nick Anderson; Dave Bucklin, Kyle Pillatzki, Jason Purrington and Rahn Larson.

Motion by Holmen, second by White, unanimous vote to approve additions to the agenda. Motion by Holmen, second by Schmidt, unanimous vote to approve the minutes of the February 26, 2013 meeting. Motion by White, second by Stevens, unanimous vote to approve the minutes of the February 25, 2013 work session.

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Commissioner Stevens informed the board that he recently had a conversation with Carol Hartman regarding some concerns she has with 6<sup>th</sup> Street and the safety of the pedestrians that are walking on that road. The board questioned whether there might be a better solution for some of these concerns. Contact will be made with the Highway Department to see if they can come up with some ideas to make some changes to address the specific safety concerns on 6<sup>th</sup> Street.

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Dave Bucklin, SWCD, met with the board to present an application for Water/Wetland Projects that was submitted by Richard Hoek. This project will involve removing sediment from the stream that is blocking the water flow in Section 30 of Selma Township. Motion by Holmen, second by White, unanimous vote to approve the Minnesota Wetland Conservation Act Notice of Application granted to Richard Hoek and to allow Chairman Oeltjenbruns to sign.

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Kyle Pillatzki, Landfill Supervisor, met with the board to discuss several items. Pillatzki mentioned that he was in agreement with trying to sell Unit 49 (landfill tandem), which was discussed at the last board meeting. Motion by Holmen, second by Schmidt, unanimous vote to allow for the sale of Unit 49 on Govdeals.com. Pillatzki will work to continue to research other efficiencies to be gained at the landfill.

Pillatzki reported that he talked with MPCA and SEH regarding the leachate issue and they are hoping that it is an isolated incident. They would like to see it measured and monitored for the time being which will be done on a weekly basis by the employees at the landfill. It was also reported that the leachate can no longer be taken to St. James treatment plant until the county gets the all clear because of higher than normal levels of diethyl ether in the leachate. Pillatzki is currently working with SEH, Sample Tech and Test America to resolve this issue and will plan

to have further discussions with the Windom Treatment Plant to see if they would again consider taking the leachate from the landfill.

Pillatzki asked for permission to put up a standalone shed in Westbrook on county-owned property instead of continuing to rent part of the building that the City of Westbrook owns. The rental cost is \$1,500/year and the cost for lights and water for the building in 2012 was \$2,231. Motion by White, second by Holmen, unanimous vote to allow Pillatzki to check out the Westbrook property and to obtain quotes for a standalone shed based on needs. Pillatzki will do some further research regarding the lease agreement with the City of Westbrook.

It was reported that MPCA approved the final slope closure on the east side of cell 5 and cell 7 construction documentation and the 2012 annual landfill report was submitted to MPCA on February 14<sup>th</sup>.

Pillatzki reported that the wellhead 3 level meter went out and was reported to the county by Test America the last time they took a sample. Pillatzki would like approval to purchase a level meter from EPG Companies Inc. as there is no other company that makes this. EPG would install the level meter during a site visit and then they would also check the other pumps and equipment that they could take care of in the future and get a better understanding of the equipment onsite. The approximate cost to the county would be \$2,570 including the level meter. Motion by White, second by Schmidt, unanimous vote to follow Pillatzki's recommendation to hire EPG Companies Inc. due to their expertise with the meters.

Pillatzki reported that there were some bills from last year that were not paid and because of this the landfill expenses could be higher than usual this month.

Motion by White, second by Schmidt, unanimous vote to allow townships permission to take anything dumped in the township right-of-way to the landfill at no charge. Township officers need to be the individuals to take the items to the landfill.

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Sheriff Jason Purrington met with the board to discuss a few items. Purrington wanted direction from the board in regards to what to do with the office furniture left over from Community Health Services that is still remaining at the Law Enforcement Center. The board suggested that he get ahold of the Highway Department to see if they can help list the office furniture on Govdeals.com.

Motion by Holmen, second by White, unanimous vote to approve the 2013 dues in the amount of \$2,044.71 to the Southwest Regional Radio Board.

Update was given regarding the possible move of the Probation Office, HR Office and the Law Library. The board agreed to proceed with plans to move the Probation Office to the Law Enforcement Center and the HR office to the existing Probation Office in the lower level of the Courthouse. The Law Library would then be moved from the Law Enforcement Center to the Commissioner's Room at the Courthouse. Purrington will work with Jenny Quade, Probation Officer, to obtain quotes for remodeling work that will need to be done to the existing Law Library to allow the Probation Office to move to the Law Enforcement Center and to meet the necessary safety requirements that are being requested by the state.

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Discussion was held regarding the IT position for Cottonwood County. It was reported that Wayne Brede, HR consultant, and Ann Antonsen, Springsted, Inc. both gave their recommendations for a pay range for this position and Antonsen gave her recommendation for pointing (588 points) on the Hay System. After further discussion, there was a motion by Holmen, second by White, unanimous vote to go along with Wayne Brede's recommendation to set the minimum salary for the IT position at \$53,949.62.

Motion by White, second by Schmidt, unanimous vote to amend the recently approved job description to require that the applicant have an understanding of the IBM AS400 system and to allow for internal posting and advertising simultaneously.

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Motion by Schmidt, second by White, unanimous vote to allow Commissioners Oeltjenbruns and Holmen to attend meeting in St. Paul on Friday regarding the Geronimo Wind Project.

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Commissioner Schmidt gave an update regarding the Plum Creek Library System and reported that the system is hoping to use a van more often than the bus to save on costs.

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Brief discussion was held regarding the one transit bus that the county has kept in their fleet of vehicles. Commissioner White agreed to research further what the costs might be to get the vehicle back in service.

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Commissioner White asked the board if they would be willing to loan funds to the group in Windom that is trying to save the theater if they were to express their interest in obtaining funds through the Seed Capital Fund. The board agreed that they would be willing to do so if they were approached by this group for funding.

White asked for the board's thoughts in regards to the possibility of approaching Jackson County to see if they would be interested in a possible shared position of Planning & Zoning/Parks Administrator between the two counties. Commissioner White agreed to make a phone call to Jackson County.

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There being no further business, the meeting was adjourned at 11:57 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