

May 6, 2014
Cottonwood County Board of Commissioners
Regular Meeting
Minutes

The Cottonwood County Board of Commissioners met in regular session on Tuesday, May 6, 2014 at 9:00 a.m. at the Cottonwood County Courthouse in Windom, MN. Presiding over the meeting was Chairman Jim Schmidt. Present for all or portions of the meeting were: Commissioners Jim Schmidt, Tom White, Norm Holmen, Kevin Stevens, John Oeltjenbruns; County Coordinator Kelly Thongvivong; County Attorney Nick Anderson; Auditor/Treasurer Jan Johnson; Kathy Marsh, JinYeene Neumann, Kay Clark, and Brian Cooley.

Motion by Oeltjenbruns, second by White, unanimous vote to approve additions to the agenda. Motion by Holmen, second by Stevens, unanimous vote to approve the minutes of the April 22, 2014 meeting.

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Commissioner Schmidt updated the board regarding the Plum Creek Library System.

Commissioner White informed the board that the Cottonwood County ACE (formerly RSVP) position is open due to a retirement. This position is posted on the county website as well as the ACE website.

Commissioner Oeltjenbruns updated the board that the fund balance of the Clean Water Partnership, which has disbanded, was designated to the Children's Water Festival.

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JinYeene Neumann, County Engineer, met with the board to discuss a few items. Neumann provided the board with a spreadsheet of costs to operate each highway shop. This was information provided for the Capital Improvement Plan.

Neumann presented quote information for outfitting the tandem truck that was purchased. Three quotes were received: Truck Bodies and Equipment, Inc. (TBEI) - \$69,987.00, Towmaster Truck Equipment - \$75,531.00, and Sanitation Products, Inc. (SP) - \$78,803.00. Motion by Holmen, second by White, unanimous vote to accept the quote from TBEI for \$69,987.00 for a dump box, lights and snow equipment.

Neumann informed the board that the 1983 Clark Loader based in Westbrook is having engine problems and parts are hard to find. Neumann would like to look for a used loader and purchase if one can be found for \$60,000 or less. Motion by Holmen, second by White, unanimous vote to allow Neumann to purchase a used loader for no more than \$60,000 if one can be found.

Neumann requested that the board make a motion to adopt her 5-year plan for road and bridge construction in Cottonwood County. Motion by White, second by Oeltjenbruns, unanimous vote to adopt the proposed 5-year plan for road and bridge construction as presented.

Neumann requested permission to hire a Heavy Equipment Operator due to an opening at the Storden Highway Shop. Motion by Holmen, second by Stevens, unanimous vote to post internally and advertise for a Heavy Equipment Operator.

Neumann informed the board that Nickel Construction will be removing clay from an old Confed yard onto County Gravel 99 from ¼ mile east of driveway. The delivered cost of clay spread by scraper is \$3.50 per yard. There would be an estimated 3,000 to 5,000 yards of clay, which would be an estimated expense of \$12,500 which we could put a cap on. This would raise the road approximately one foot. Neumann stated this is a project the highway department already had in its plans and this is an option Neumann will give further consideration to.

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Kay Clark, SWCD Office, met with the board to discuss a few items. Clark informed the board that the Biennial Budget Request for Board of Water and Soil Resources has been submitted and received by the State. Clark reviewed the request with the board, explained a few items and answered any questions that the board had.

Discussion was held regarding manure testing. Clark informed the board that the SWCD office has been paying for incidental manure testing and there are only a few that actually do the testing. Clark stated that as of May 2014 they will no longer be paying for the manure testing; and, if in the future there is a need, they can always go back to it.

Discussion was held regarding the AMC request to comment on the “Waters of the U.S.” Clark informed the board that Dave Bucklin did read through the ruling and his opinion was that it was more for clarification. Commissioner Holmen should work with Kelly Thongvong, County Coordinator, as to a response to send to AMC.

Clark informed the board of a low-income SSTS grant that has not been utilized. She will present more information on this at a future meeting.

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Jan Johnson, Auditor/Treasurer, presented two IBM maintenance agreements for the AS400. Motion by Oeltjenbruns, second by White, unanimous vote to accept the 3-year AS400 Software Maintenance Agreement for \$4,060.63 and the 3-year AS400 Hardware Maintenance Agreement for \$3,723.30 and allow Jan Johnson to sign both contracts.

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Kelly Thongvong, County Coordinator, met with the board to discuss a few items. Five applications were received and five interviews were conducted for the seasonal highway workers. Motion by White, second by Oeltjenbruns, unanimous vote to hire Brendon Chester (2nd year seasonal) at \$9.68 with a starting date of May 27 and hire Zachary Farag and Brandon Thongvong (1st year seasonal) at \$9.43 with a starting date of May 12; all dependent upon successful completion of hiring requirements.

Motion by Stevens, second by Holmen, unanimous vote to move Meridee Paulson, part-time Assessor Technician, to permanent part-time status effective May 12, 2014, after successful completion of a 6-month probationary period.

Motion by Holmen, second by White, unanimous vote to reappoint JinYeene Neumann as the Cottonwood County Engineer for a four-year term effective May 2014 to May 2018.

Discussion was held regarding budget codes for bills received from DVHHS-Family Services and DVHHS-Public Health.

Discussion was held regarding the roof leaking at the DVHHS – Public Health building. A quote was received from Bargaen, Inc. for repairing the roof and the cost not to exceed \$1,800.00 without prior approval. Thongvong should proceed with the repair as this is a building maintenance issue.

Thongvong requested approval to pay a claim reimbursement that was past the eligibility for reimbursement. Motion by Holmen, second by White, unanimous vote to pay the \$34.00 claim reimbursement submitted by the Emergency Management Director.

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There being no further business, the meeting was adjourned at 10:32 a.m.

Jan Johnson, Auditor/Treasurer

Jim Schmidt, Board Chairman

Kelly Thongvong, County Coordinator