

October 8, 2013
 Cottonwood County Board of Commissioners
 Regular Meeting
 Minutes

The Cottonwood County Board of Commissioners met in regular session on Tuesday, October 8, 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; Karen Swenson, Andrew Roos, Glenn Johnson and JinYeene Neumann.

Motion by White, second by Schmidt, unanimous vote to approve additions to the agenda. Motion by Holmen, second by Stevens, unanimous vote to approve the minutes of the October 1, 2013 meeting.

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Karen Swenson, Brown-Nicollet Environmental Health Director, met with the board to present the adopted license fees for all establishments that are regulated by Brown-Nicollet Community Health Services, which have not been increased since 2009. Swenson also presented the contract between Cottonwood County and Brown-Nicollet Community Health Board for the regulation of food, beverage, lodging, public swimming pools, manufactured home parks, recreational camping areas and youth camps, which is effective from January 1, 2014 to December 31, 2014. Motion by Holmen, second by Stevens, unanimous vote to approve the contract as presented.

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Motion by Schmidt, second by White, unanimous vote to approve October warrants as follows:

County Revenue Fund	\$127,207.32
Long Term Capital Outlay	\$ 1,542.19
County Building Fund	\$ 700.00
Ditch Fund	\$ 1,540.43
Agency Fund	\$ 1,283.94
Taxes & Penalties Fund	\$ 24,107.61
Road & Bridge	\$ 96,151.98
Waste Abatement/SCORE	\$ 1,918.00
Landfill Enterprise	<u>\$ 24,152.10</u>
	<u>\$278,603.57</u>

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Motion by Holmen, second by Schmidt, unanimous vote to approved credit card purchases by Emergency Management in the amount of \$160 to South Central College and purchases by the Assessor's Office in the amount of \$450 to Minnesota Association of Assessing Officers.

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Andrew Roos, Senior Client Executive from Blue Cross Blue Shield, met with the board to give an update regarding upcoming changes for 2014. Roos reported that there are seven employees currently on the over 65 CMM Plan and it is within the power of the county board to make them change to the Senior Gold Plan if they would choose to do so. Motion by White, second by Stevens, unanimous vote to accept the 2014 renewal with Blue Cross Blue Shield as presented.

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Commissioner White reported that he would be meeting with some individuals with the Remick Foundation on Friday of this week to discuss the Seed Capital Fund.

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Glenn Johnson, Director of Information Systems, met with the board to present further information that he had gathered in regards to the possible telephone system replacement. Johnson mentioned that if there is any chance of consolidating offices in the future that the phone system be put on hold at this time.

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Commissioner Stevens gave a brief update regarding a SHIP meeting that he recently attended in Lakefield.

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Brief discussion was held regarding the possibility of Sentence to Serve moving books and shelving from the Law Enforcement Center to the County Attorney's Office building to make room for the IT infrastructure that is being planned. The board instructed STS to move ahead with the project.

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Motion by Holmen, second by White, unanimous vote to approve payments to Wayne Brede in the amount of \$65.00 and VISA in the amount of \$37.36, as these bills were received after the deadline for once a month payments.

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Motion by White, second by Holmen, unanimous vote to pursue obtaining a computer for HR Technician position from Glenn Johnson and if one is not available, to obtain quotes for a new computer.

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Commissioner Holmen gave a brief update regarding some further information he obtained while attending an Area II and RCRCA meeting regarding the Minnesota River Board. Holmen suggested that maybe the director of the Minnesota River Board could be invited to a future meeting for further discussion.

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Much discussion was held regarding the possible formation of a Compensation Committee and the many questions that are yet to be answered. Kelly Thongvong, HR, presented information that she had compiled and recommended that the board move forward with focusing on salary adjustments for 10 employees that are yet to be considered for salary adjustments. This listing does not include supervisors, which the county board may want to consider changing from non-exempt to exempt status before making salary adjustments. After these possible changes are addressed, the board can focus more on the formation of a Compensation Committee.

Motion by Holmen, second by Stevens, unanimous vote to close the meeting at 11:30 a.m. to discuss strategy for labor negotiations. Present for the meeting were: Commissioners Oeltjenbruns, Schmidt, Stevens, White and Holmen; Executive Assistant Kelly Thongvivong and Auditor/Treasurer Jan Johnson. Motion by Schmidt, second by Stevens, unanimous vote to open the meeting at 12:24 p.m.

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There being no further business, the meeting was adjourned at 12:24 p.m.

Jan Johnson, Auditor/Treasurer

John Oeltjenbruns, Board Chairman

Kelly Thongvivong, Executive Assistant