

February 17, 2015  
Cottonwood County Board of Commissioners  
Regular Meeting  
Minutes

The Cottonwood County Board of Commissioners met in regular session on Tuesday, February 17, 2015 at 9:00 a.m. at the Cottonwood County Courthouse in Windom, MN. Present for all or portions of the meeting were: Commissioners Tom Appel, Kevin Stevens, Norm Holmen, Jim Schmidt, Donna Gravley, County Coordinator Kelly Thongvivong; Auditor/Treasurer Jan Johnson; County Attorney Nick Anderson, Kathy Marsh, Kyle Pillatzki, Rahn Larson, JinYeene Neumann, Jacqueline Knips, Kay Gross, Mike Johnson, Gail Timmerman, Paul Timmerman, Rodney Snyder, Geoff Johnson, Sherry Sevcik, and Elmer Wieneke.

Motion by Gravley, second by Stevens, unanimous vote to approve the agenda as amended. Motion by Stevens, second by Appel, unanimous vote to approve the minutes of the February 3, 2015 meeting.

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Norman Holmen, Commissioner, stated that he has heard concerns from landfill employees regarding the new hours that will be taking effect on March 1. Commissioners Jim Schmidt and Norman Holmen, County Coordinator Kelly Thongvivong, Solid Waste Administrator Kyle Pillatzki, and Landfill employees held a meeting prior to the board meeting to discuss this issue. It was the consensus of this group that the new hours will be tried on a 3-month trial basis and Roger Ambrose, Assistant Solid Waste Administrator, will visit other landfills, in March, to see how coverage is handled.

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Kyle Pillatzki, Assistant County Engineer/Solid Waste Administrator, met with the board to discuss a few items. Pillatzki provided Statute 400.04 Subd. 3 pertaining to the Solid Waste Management Program and purchasing equipment without bids. Pillatzki would like to purchase a used Front End Loader when one is found. Motion by Schmidt, second by Appel, unanimous vote to allow the landfill to purchase a used front end loader at a cost not to exceed \$60,000 with prior inspection from a county mechanic and Assistant Solid Waste Administrator.

Pillatzki would like to purchase a used 53 foot dry van trailer for storing mattresses until they get brought to the end market in Sioux Falls. Motion by Gravley, second by Stevens, unanimous vote to allow the SCORE fund to purchase a used dry van trailer at a cost not to exceed \$6,000 with prior inspection from a county mechanic and Assistant Solid Waste Administrator.

Pillatzki informed the board that in the past we have given cities the option to have a one-time city wide clean up and give them a 50% reduction on the tipping fees. Pillatzki stated that the cities will be billed, not the haulers, and that he will be sending correspondence to the cities explaining the process and price. Motion by Schmidt, second by Gravley, unanimous vote to have a one-time half price tipping fee of \$26.67 per ton plus \$6.67 surcharge per ton plus \$4.53 waste tax billed to the cities in Cottonwood County for the use of a city wide clean up in 2015.

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Motion by Stevens, second by Schmidt, unanimous vote to approve February warrants as follows:

County Revenue Fund	\$ 73,044.52
Long Term Capital Outlay	\$ 4,289.85
County Building Fund	\$ 396.48
Ditch Fund	\$ 2,725.13
Road and Bridge Fund	\$ 69,232.17
Waste Abatement/SCORE	\$ 909.47
Landfill Enterprise	<u>\$ 5,575.28</u>
	\$156,172.90

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Kevin Stevens, Commissioner, informed the board of concerns he has regarding the compensation committee and how it was made up. Kelly Thongvong gave a brief review of committee make-up: 1 AFSCME union member, 1 LELS union member, 1 non-union member, 1 department head, County Coordinator, Board Chair, Board Vice-Chair, and recording secretary. Thongvong stated that the main objective for the committee was to work on a new pay matrix. Thongvong also stated that the committee was to be an ongoing committee to work on the performance evaluation process and other personnel issues. Discussion followed with some questioning of the committee's working with an employee's wage which would pit employee's against each other.

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Jacqueline Knips, Parks and Trail Director, met with the board to discuss a few items. Knips presented a new Campground Price sheet for 2015 and reviewed some of the revisions that were made. Knips would like to cease the selling of parking passes as the park is not staffed in the evenings and the camp host cannot handle money. Knips would also like to cease the pumping services at the campground. Knips stated that there are small, portable tanks available for campers to use or she would get a listing of licensed septic pumping companies for the campers to hire on their own. Knips would also like to have a donation box for the firewood at the campground and when gone, firewood will no longer be provided. A few campers were present at the meeting to voice their concerns regarding the campground. The campers were told that their comments were valued and that Knips is working to improve the park. Motion by Stevens, second by Schmidt, unanimous vote to accept the 2015 Campground Price Sheet as presented with the exception of omitting parking passes, which may need some further discussion.

Motion by Schmidt, second by Gravley, unanimous vote to accept Pet Rules as presented.

Knips shared with the board the seasonal camper letter that she will be mailing to all seasonal campers and also the camper host program letter, application, guidelines and program agreement for 2015.

Knips presented a Release and Waiver of Liability, Assumption of Risk and Indemnity Agreement that is needed for individuals seeking to remove dead wood from a county park. Motion by Gravley, second by Schmidt, unanimous vote to accept Release and Waiver of Liability, Assumption of Risk and Indemnity Agreement upon County Attorney review.

Knips presented Ordinance Number 6 with revisions. The current ordinance was adopted in 1975. Discussion was held regarding Section IV of the ordinance. Knips should review Section IV and bring back to the board at a future meeting.

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Kay Clark, SWCD Administrator, informed the board that the grant monies through the Minnesota Board of Water and Soil Resources (BWSR) for the inventory of riparian buffers is depleting at a fast rate and Clark would like to submit the grant soon, as funds are given on a first come, first serve basis. This grant will be used for inventory, education and enforcement of the Cottonwood County Shoreland Ordinance. Motion by Schmidt, second by Stevens, unanimous vote to allow the Cottonwood SWCD to submit a grant application for the County Wide Riparian Buffer Compliance Initiative on behalf of Cottonwood County and allow County staff to assist and help provide financial support for the 25% match required by the grant.

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Jan Johnson, Auditor/Treasurer, met with the board to discuss a few items. Johnson presented the Annual Ditch Report for 2014 and answered any questions the board had.

Motion by Schmidt, second by Gravley, unanimous vote to approve a liquor license on behalf of Mountain Lake Golf Development, Inc.

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Kelly Thongvivong, County Coordinator, met with the board to discuss a few items. Motion by Schmidt, second by Stevens, unanimous vote to approve to advertise for seasonal hires for the Extension Office, Highway Department, and Parks Department.

Thongvivong informed the board that DVHHS is requesting that Cottonwood County install an additional door card access in the family services building. The quote in the amount of \$1,725 is from Paape Companies, Inc., the same company that installed the current door card accesses. Motion by Stevens, second by Schmidt, unanimous vote to approve proposal from Paape Companies, Inc. for the installation of an additional door card access in the amount of \$1,725 for the 4<sup>th</sup> Street (Family Services) building of DVHHS.

Thongvivong was asked to present on behalf of Craig Myers, DVHHS Director, a resolution for the dissolution of the Red Rock Ridge Learning Center and termination of the Joint Powers Agreement. Myers had presented information to the Executive Board of DVHHS at a meeting held on February 12, 2015. Motion by Schmidt, second by Appel, unanimous roll call vote to adopt Resolution 15-02-17 as follows:

**15-02-17**

**RESOLUTION AUTHORIZING THE DISSOLUTION OF THE RED ROCK RIDGE LEARNING CENTER AND TERMINATION OF THE JOINT POWERS AGREEMENT**

WHEREAS Cottonwood County is a member of The Red Rock Ridge Learning Center (“Red Rock Ridge”) pursuant to a Joint Powers Agreement;

WHEREAS, the governing board of Red Rock Ridge seeks to dissolve pursuant to Minn. Stat. §471.59 subdivision 4 and the terms of the Joint Powers Agreement;

WHEREAS, the Joint Powers Agreement provides that the governing board of Red Rock Ridge may consider to dissolve Red Rock Ridge once no obligations pursuant to the Joint Powers Agreement remain outstanding;

WHEREAS, no obligations pursuant to the Joint Powers Agreement remain outstanding;

WHEREAS, the Joint Powers Agreement provides that dissolution of Red Rock Ridge shall occur by a majority vote of the Member Agencies;

NOW, THEREFORE, BE IT RESOLVED by Cottonwood County as follows:

1. That the governing board of Red Rock Ridge is hereby authorized to dissolve and to terminate the Joint Powers Agreement pursuant to Minn. Stat. §471.59 subdivision 4 and the terms of the Joint Powers Agreement.
2. That the governing board of Red Rock Ridge is hereby authorized to transfer all student records relating to Cottonwood County students to SW/WC Service Cooperative, for retention consistent with state and federal law.

DATED: February 17, 2015

S/Norman Holmen, Board Chairman

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S/Jan Johnson, Auditor/Treasurer

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Donna Gravley, Commissioner, informed the board of a Western Community Action meeting she recently attended where she was placed on a sub-committee called Family Services Collaborative Executive Committee. Gravley also stated that it is difficult to attend the Southwest Regional Development Committee meeting at 3:30 p.m. in Slayton and also attend the Western Community Action meeting at 5:30 p.m. in Marshall the same day. Gravley stated that she will try to work it out and if not possible she will bring back to a future meeting.

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There being no further business, the meeting was adjourned at 10:42 a.m.

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Jan Johnson, Auditor/Treasurer

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Norman Holmen, Board Chairman

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Kelly Thongvong, County Coordinator