

January 9, 2007
Cottonwood County Board of Commissioners
Regular Meeting
Minutes

The Cottonwood County Board of Commissioners met in regular session on Tuesday, January 9, 2007 at 9:00 a.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, Gary Sorenson, Tom White, Ron Kuecker; Administrative Assistant Kelly Thongvivong; Auditor/Treasurer Jan Johnson; County Attorney Doug Storey; Kay Clark, Mark Marcy, Ron Gregg, Jason Purrington, Alissa Swenson and Scott Kamps. Motion by Kuecker, second by Sorenson, unanimous vote to approve additions to the agenda. Motion by Sorenson, second by Oeltjenbruns, unanimous vote to approve the minutes of the January 2, 2007 meeting.

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Kay Clark met with the board representing the RC & D Council to present an application submitted by the Mt. Lake Chamber of Commerce on behalf of the Mt. Lake Public School. The school is trying to establish a marching band and they are requesting an amount of \$1,865. The Soil & Water Conservation District has already approved the application. Motion by Oeltjenbruns, second by Kuecker, unanimous vote to approve the application on behalf of the Mt. Lake Public School.

Clark gave a brief update in regards to grants that have recently been received by the Greater Blue Earth River Basin Alliance (GBERBA).

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Emergency Management Director Mark Marcy met with the board to discuss a few items. He presented three quotes for the purchase of a slide box for the Emergency Management pickup. Quotes were as follows: Extendo Bed Company, Inc. - \$3,262.00; Dick's Welding - \$2600.00; Messer Machine - \$3,029.52. Motion by Sorenson, second by White, unanimous vote to accept low quote for Dick's Welding with an amount not to exceed \$3,000.

Marcy clarified that the Public Information Officer as stated in the Emergency Operations Plan would be the County Board Chairman each year.

Brief discussion was held in regards to the current Emergency Management command post trailer and the problems with the leaking roof. It was suggested that it be taken to Klasse Sales & Service in Westbrook to see if it can be fixed.

Motion by Kuecker, second by Sorenson, unanimous vote to pay \$1,500 for tactical team (HEAT) membership dues for 2007.

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Highway Engineer Ron Gregg met with the board to discuss several different items. He presented his salary request for 2007 and handed out a GIS budget revision as discussed at the December 26th board meeting.

Motion by Sorenson, second by Kuecker, unanimous vote to allow Gregg to advertise for the Solid Waste worker position.

Gregg reported that he has received 30 applicants for the Motor Grader position and is hoping to begin the interview process by the end of the week.

The board was informed of two pending grievances that Gregg has recently been made aware of. He is hoping to meet with the union staff representative regarding these issues on Wednesday.

Gregg explained the new procedure the highway department will be using for purchasing fuel.

Gregg reported that a land rental agreement for approximately 100 acres of land at the landfill has expired and he would like permission to advertise for sealed bids for another 2-year agreement. Motion by Oeltjenbruns, second by Sorenson, unanimous vote to allow Gregg to re-bid approximately 100 acres of property by the landfill.

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Sheriff Jason Purrington met with the board to discuss a few different items. He handed out information in regards to the cell phone costs within the Sheriff's Department and he informed the board that he had talked to the deputies in regards to a possible cell phone reimbursement so that each of the deputies would own their own phones. No further action was taken at this time. The commissioners will look at possibly developing a cell phone policy in the near future, which would address this further.

Purrington informed the board that it is his intent to further develop and enhance the information listed under the Sheriff's Department portion of the current county website. He is hoping to do this through a grant that was applied for through the *Citizen*.

Brief discussion was held in regards to a light bar for the current Emergency Management vehicle. Purrington will do some further research before getting this done.

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Alissa Swenson and Scott Kamps from I & S Engineers & Architects met with the board to present their recommendations as well as a floor plan for the Commissioner's Room remodeling project. The commissioners will need to follow-up on a few miscellaneous items and will plan to contact I & S in regards to their findings the first part of next week.

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Motion by Oeltjenbruns, second by Sorenson, unanimous vote to recess until 1:15pm.

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Motion by Sorenson, second by Kuecker, unanimous vote to allow Board Chairman and Auditor/Treasurer to sign confirmation of services for 2006 audit.

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Brief discussion was held regarding the current phone plan with TDS Metrocom and the recent deal that was recently presented to Auditor/Treasurer

Johnson for a cheaper rate on some of the services. Because the current plan is not quite ready for renewal, no action was taken at this time.

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Motion by Oeltjenbruns, second by White, unanimous vote to approve January warrants as follows:

County Revenue Fund	\$124,197.93
Long Term Capital Outlay	\$ 763.49
Ditch Fund	\$ 5,506.20
Road & Bridge Fund	\$110,037.39
Waste Abatement/SCORE	\$ 12,584.82
Landfill Enterprise Fund	\$ 13,809.69
TOTAL	\$266,899.52

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Because the ditch levies were not all finalized at this time, they will be set at the next board meeting.

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Motion by Kuecker, second by Sorenson to adopt vehicle usage policy as presented with addition of one paragraph. Voting aye: Sorenson, Oeltjenbruns and Kuecker. Voting nay: White and Holmen. Motion carried.

Motion by Kuecker, second by Sorenson, unanimous vote to adopt "Leave Benefits – Hardship Leave" Policy Number 147 as well as application and donation form as presented with minor changes to be made.

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Motion by Oeltjenbruns, second by Kuecker, unanimous roll call vote to adopt resolution as follows:

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Resolution 07-01-09

BE IT RESOLVED that the Cottonwood County Board of Commissioners hereby delegates the duties of the appeal committee (Noxious Weed Appeals Board) to its Board of Adjustment established pursuant to section 394.27.

BE IT FURTHER RESOLVED that when carrying out the duties of the appeal committee (Noxious Weed Appeals Board), the zoning Board of Adjustment shall comply with all of the procedural requirements of this section.

S/Jan Johnson, Auditor/Treasurer

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S/Norm Holmen, Board Chairman

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Brief discussion was held in regards to the county's current Application for Employment form. It was suggested that a statement referencing the state statute relating to a physical exam including a medical history be added. The wording will be developed for review of the County Attorney before it is added to the application form.

Brief discussion was held in regards to information that was recently compiled by the Veterans Service Officer. Commissioner Oeltjenbruns will follow-up to see if this information was given to George Fetcho as well.

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Discussion was held in regards to SRDC representative that needs to be appointed for Cottonwood County. Commissioner Sorenson will continue to try to find an individual to serve in this capacity.

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Chairman Holmen reported on a few pending grievances with the AFSCME union as well as a petition for mediation that was filed by the LELS union representative. It was recommended that AMC (Association of Minnesota Counties) be contacted to see if they can supply a list of individuals that may be able to help out with negotiating union contracts.

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Because all of the Commissioner Department Assignments have not yet been finalized it will be done at the next board meeting.

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Motion by Sorenson, second by White, unanimous vote to set Doug Storey's 2007 salary at \$63,500.

Motion by White, second by Kuecker, unanimous vote to set Jan Johnson's 2007 salary at \$78,500.

Motion by Sorenson, second by Oeltjenbruns, unanimous vote to set Craig Myers' 2007 salary at \$66,100.

Motion by Kuecker, second by White, unanimous vote to set Ron Gregg's 2007 salary at \$93,332.

Motion by Oeltjenbruns, second by Kuecker to set Kathy Kretsch's 2007 salary at \$41,000. Voting aye: Oeltjenbruns and Kuecker. Voting nay: Sorenson, White and Holmen. Motion failed.

Motion by Holmen, second by Oeltjenbruns to set Kathy Kretsch's 2007 salary at \$42,000. Voting aye: Sorenson, Oeltjenbruns, Holmen and Kuecker. Voting nay: White. Motion carried.

Motion by Kuecker, second by White to set Gale Bondhus' 2007 salary at \$53,600. Voting aye: Oeltjenbruns, Holmen, Kuecker and White. Voting nay: Sorenson. Motion carried.

Motion by Oeltjenbruns, second by White to set Mike Hanson's 2007 salary at \$46,000. Voting aye: Oeltjenbruns, White and Kuecker. Voting nay: Holmen and Sorenson. Motion carried.

Motion by Kuecker, second by Oeltjenbruns, unanimous vote to set Jason Purrington's 2007 salary at \$61,000.

Motion by White, second by Oeltjenbruns to set Jim Jorgensen's 2007 salary at \$50,000. Voting aye: Oeltjenbruns and White. Voting nay: Holmen, Sorenson and Kuecker. Motion failed.

Motion by Sorenson, second by Kuecker, unanimous vote to set Jim Jorgensen's 2007 salary at \$49,000.

Motion by Oeltjenbruns, second by Kuecker, unanimous vote to set Kelly Thongviong's 2007 salary at \$36,714.

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Brief discussion was held in regards to a recent request that the Sheriff's Secretary be given an increase in her wage due to additional workload. It was suggested that her job description be updated and then the board can determine if it should be sent in for possible re-pointing.

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Motion by Sorenson, second by White, unanimous vote to set all remaining non-union salaries for 2007 at ½ step increase (1.5%) plus a 3.5% COLA.

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There being no further business, the meeting was adjourned.

Jan Johnson, Auditor/Treasurer

Norm Holmen, Board Chairman

Kelly Thongviong, Bd. Adm. Assistant