

April 22, 2008  
Cottonwood County Board of Commissioners  
Regular Meeting  
Minutes

The Cottonwood County Board of Commissioners met in regular session on Tuesday, April 22, 2008 at 1:00 p.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, Gary Sorenson, Tom White, Ron Kuecker, Norm Holmen; Administrative Assistant Kelly Thongvivong; Auditor/Treasurer Jan Johnson; County Attorney Doug Storey, Mike Hanson, Marlene Smith, Phyllis Bakken, Bruce Nagorske, Allan Niessen, Cheryl Hanson, Linda Fransen, Cathy Peterson, Greg Walsh, Gale Bondhus, Bob Pankratz, Sherry Sevcik, Rory Lindvall and Ron Gregg. Motion by Holmen, second by White, unanimous vote to approve additions to the agenda. Motion by Sorenson, second by Holmen, unanimous vote to approve the minutes of the April 8, 2008 meeting.

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Commissioner Sorenson gave an update in regards to interviews that were recently conducted for the summer intern at the Extension Office. He reported that the Extension Committee has agreed to hire two individuals to split the hours instead of hiring one individual to work all the hours. Motion by Kuecker, second by Sorenson, unanimous vote to hire April Johnson and Ashley Wiebe as part-time summer employees for the Extension Office as approved by the Extension Committee. Their starting date will be May 27, 2008.

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A public hearing to consider proposed amendments to the Cottonwood County Zoning Ordinance was held. Motion by Sorenson, second by Holmen, unanimous roll call vote to adopt resolution as follows:

**AMENDMENTS TO ORDINANCE NO. 28  
RESOLUTION 08-04-22**

BE IT HEREBY RESOLVED that the Cottonwood County Zoning Ordinance No. 28 is adopted April 22, 2008 with the addition of the approved amendments.

Dated this 22<sup>nd</sup> day of April 2008.

S/Jan Johnson, Auditor/Treasurer

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S/John Oeltjenbruns, Board Chairman

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Cheryl Hanson, Linda Fransen and Cathy Peterson met with the board to give an update in regards to the Minnesota Sesquicentennial Celebration. They reported that 110 applications for a legacy grant were received and only 5 (including Cottonwood County) received a \$5,000 grant. The unveiling of the metal-sculpture Cottonwood tree and the legacy quilt will be held on May 1<sup>st</sup> at the BARC building at 7pm.

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Cottonwood County Historical Society Director Linda Fransen gave an update regarding the Historical Society and some of the projects that are in need of funding. Fransen asked the board for consideration of funding a portion of the roofing project that is needed. Motion by Kuecker, second by Sorenson, unanimous vote to contribute \$5,000 to the Historical Society roofing project that is expected to cost approximately \$19,000.

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Watsonwan County Information Services Director Greg Walsh met with the board to discuss immediate IT needs up to 1 year out for Cottonwood County as well as an antivirus proposal. Three quotes for antivirus protection were presented as follows: Panda Security - \$5,743.11 for 3 years; Trend Micro - \$3,370 for 1 year – no pricing available for 2 or 3 years; Symantec - \$4,113.75 for 1 year – no pricing available for 2 or 3 years. Motion by Holmen, second by Kuecker, unanimous vote to purchase Panda Security antivirus program at a cost of \$5,743.11 for 3 years of protection.

Walsh will put together quotes for the purchase of a designated county server as well as a firewall to present at the next board meeting. He will also work to put together a listing of employees that may need to be converted to a county e-mail address.

Walsh was given authorization to install Windows Operating System patch management and to configure e-mail users to use Outlook and not Outlook Express where needed.

Motion by Holmen, second by Sorenson, unanimous vote to allow Walsh to purchase database server for MCAPS software used in the County Attorney's Office for a cost not to exceed \$1,000.

Walsh presented a state quote for the purchase of three new computers for the Sheriff's Department as follows: Dell - \$828.47 each. Motion by Sorenson, second by White, unanimous vote to allow for the purchase of 3 new computers off the state quote at a cost of \$828.47 each and to allow for the purchase of 2 new monitors.

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County Engineer Ron Gregg met with the board to discuss several items. Quotes for 911 signage materials were presented as follows: Lyle Signs - \$22,295.99 (tapered posts) and \$21,984.16 (non-tapered posts); MR Sign - \$24,639.12; and Newman Traffic Signs - \$29,133.60. Motion by Sorenson, second by White, unanimous vote to accept low quote in the amount of \$21,984.16 from Lyle Signs contingent on getting signed copy of addendum, which was overlooked by the company when sending the bid.

Gregg presented three quotes for the purchase of a tandem axle truck as follows: Mack GU713 - \$98,697.19 (state bid); Sterling LT-9500 - \$97,648.20; and International 7600SFA 6x4 - \$99,600.00. Motion by Kuecker, second by Holmen, unanimous vote to accept state bid in the amount of \$98,697.19 for the purchase of a 2009 Mack GU713 tandem axle truck from Twin Cities Mack &

Volvo due to additional 2-year warranty and the resale value of the Mack truck.

Gregg presented two quotes for cement work for the household hazardous waste facility at the landfill however after further discussion the board agreed that they would like to see this job advertised and brought back to the next board meeting. Gregg was instructed to get new quotes from the two companies that had already submitted quotes and to ask them to include the cost of rebar.

Update was given regarding private tile concerns of a landowner. Gregg notified the board that the county would install a 6-inch tile from the inlet at the intersection of CSAH 2 and County Road 51 south of his property approximately 1,000 feet to the end of the drainage area. In return, this individual has signed a statement agreeing that this would resolve all issues regarding the CSAH 2 grading project.

Motion by Sorenson, second by White, unanimous vote to allow the county to offer half price tipping fees for citywide cleanup days this spring.

Motion by Sorenson, second by Holmen, unanimous vote to allow Gregg to advertise for the CSAH 10 bridge replacement project.

Gregg asked the board when they would like to schedule the annual road tour and they agreed that it might be best to wait until late August or early September.

Brief discussion was held regarding a question that was recently brought up at Labor-Management in regards to a gun policy. No action was taken.

Commissioner Kuecker asked Gregg the status of a situation that occurred with one of the employees of the Highway Department in February. Gregg reported that the issue was addressed with the employee.

Discussion was held regarding a situation with a bridge in Lakeside Township. Commissioner Holmen will visit with the parties involved.

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Environmental Officer Mike Hanson met with the board to discuss a few items. Hanson presented quotes that ranged in price from \$22,193.77 to \$26,142.00 (on file in Commissioner's Room) for the purchase of a new pickup. Motion by Kuecker, second by Sorenson, unanimous vote to accept the low quote (state bid) in the amount of \$22,193.77 from Elk River Ford for the purchase of a ¾ ton pickup.

Motion by Holmen, second by White, unanimous vote to allow Higley Ford to pick-up and deliver the truck to Windom for a price not to exceed \$500.

Hanson presented a copy of the County Park Ordinance for the board's review, which was last revised in 1975.

Motion by Sorenson, second by Kuecker, unanimous vote to accept \$525 (payable by May 15<sup>th</sup>) from Kent Freking for rent for the 2008 growing season for approximately 8.75 acres in two fields located in the Cottonwood County Park known as Pat's Grove.

Quotes for the purchase of new playground equipment at Talcot Lake was presented as follows: Clearwater Recreation - \$8,557.32; Rainbow Play Systems - \$5,971.11 (wood roof) and \$4,698.44; Kid's Choice - \$8,342 and \$5,706.

Motion by Sorenson, second by Kuecker, unanimous vote to accept quote in the amount of \$5,971.11 from Rainbow Play Systems as their quote includes delivery and installation of the equipment.

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Auditor/Treasurer Jan Johnson asked the board if they were interested in having wooded lots in Ann Township corner staked by Perry Zieske as he will be staking some property of his own in that area. There did not seem to be any interest at this time.

Johnson asked that the board adopt a policy of not issuing checks for less than \$5.00. Johnson was asked to obtain some sample policies to present at a future meeting.

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Motion by Sorenson, second by White, unanimous vote to give Jim Vellema a one-step increase effective May 1, 2008 in recognition of obtaining his boiler's license.

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Update was given regarding North 71 County Office Building. Motion by Holmen, second by White, unanimous vote to house the Southwestern Mental Health Center, Veteran's Office, Extension Office, Environmental Office, Extension Nutrition Educator and the Southwest West Central Service Co-op in the North 71 County Office Building.

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Motion by Kuecker, second by White, unanimous vote to proclaim the week of May 11-17, 2008 as Police Week and to observe Peace Officers Memorial Day on May 14<sup>th</sup> and to allow Chairman Oeltjenbruns to sign the Proclamation.

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There being no further business, the meeting was adjourned at 5:26 p.m.

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Jan Johnson, Auditor/Treasurer

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John Oeltjenbruns, Board Chairman

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Kelly Thongvivong, Bd. Adm. Assistant