

April 8, 2014
Cottonwood County Board of Commissioners
Regular Meeting
Minutes

The Cottonwood County Board of Commissioners met in regular session on Tuesday, April 8, 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, Kathy Kretsch, Kay Clark, JinYeene Neumann, Andy Olson, and Rahn Larson.

Motion by White, second by Oeltjenbruns, unanimous vote to approve the agenda. Motion by Stevens, second by Holmen, unanimous vote to approve the minutes of the April 1, 2014 meeting.

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Commissioner Holmen gave an update on an Area II River Basin Project and RCRCA (Redwood-Cottonwood Rivers Control Agency) meeting that he attended.

Commissioner White gave an update on an ACE (previously RSVP) meeting that he attended.

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Kathy Kretsch, County Recorder, met with the board to request approval to attend an out-of-state meeting. Motion by Holmen, second by Stevens, unanimous vote to allow the County Recorder to attend a Fildar Symposium in Davenport, Iowa, May 19-21, 2014, and hotel expenses for two nights.

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JinYeene Neumann, County Engineer, met with the board to discuss a few items. Neumann presented three resolutions that were previously approved. MnDot requested some wording changes be made on the resolutions. Motion by Holmen, second by White, unanimous roll call vote to adopt resolutions as follows:

Resolution 14-04-08A
Resolution Revoking County State Aid Highways

WHEREAS, it appears to the County of Cottonwood that the road hereinafter described should not be designated a County State Aid Highway under the provisions of Minnesota Law.

NOW, THEREFORE, BE IT RESOLVED, by the County Board of Cottonwood that the road described as follows, to-wit:

That portion of County State Aid Highway 14 from the intersection of County State Aid Highway 15 at or near the Northwest corner of Section 14, T-105N, R-37W; thence north 1 mile, thence east approximately 4.40 miles along the centerline of County State Aid Highway 14 to the intersection of County State Aid Highway 13 at or near the Northeast corner of Southeast ¼ of the Northeast ¼ of Section 9, T-105N, R-36W be, and hereby is revoked as a County Sate Aid Highway of said County, subject to the approval of the Commissioner of Transportation of the State of Minnesota. (-5.40 miles)

BE IT FURTHER RESOLVED, that the County Auditor/Treasurer is hereby authorized and directed to forward two certified copies of this resolution to the Commissioner of Transportation for his consideration.

Adopted this 8th day of April 2014.

S/Jim Schmidt, Board Chairman

S/Jan Johnson, Auditor/Treasurer

Resolution 14-04-08B
Resolution Establishing County State Aid Highway

WHEREAS, it appears to the County of Cottonwood that the road hereinafter described should be designated a County State Aid Highway under the provisions of Minnesota Law.

NOW, THEREFORE, BE IT RESOLVED, by the County Board of Cottonwood that the road described as follows, to-wit:

That portion of County Road 52 from the intersection of County State Aid Highway 3 at or near the Northwest corner of Section 17, T-106N, R-36W; thence north approximately 4.00 miles along the centerline of County Road 52 to the intersection of Minnesota Trunk Highway 30 at or near the Northwest corner of Section 29, T-107N, R-36W, and hereby is established, located and designated a County State Aid Highway of said County, subject to the approval of the Commissioner of Transportation of the State of Minnesota. (4.00 miles)

BE IT FURTHER RESOLVED, that the County Auditor/Treasurer is hereby authorized and directed to forward two certified copies of this resolution to the Commissioner of Transportation for his consideration, and upon his approval of the designation of said road or portion thereof, that the same be constructed, improved and maintained as a County State Aid Highway of the County of Cottonwood to be numbered and known as County State Aid Highway 52.

Adopted this 8th day of April 2014.

S/Jim Schmidt, Board Chairman

S/Jan Johnson, Auditor/Treasurer

Resolution 14-04-08C
Resolution Establishing County State Aid Highway

WHEREAS, it appears to the County of Cottonwood that the road hereinafter described should be designated a County State Aid Highway under the provisions of Minnesota Law.

NOW, THEREFORE, BE IT RESOLVED, by the County Board of Cottonwood that the road described as follows, to-wit:

That portion of County Road 50 from the intersection of Minnesota Trunk Highway 71 at or near the Northwest corner of Section 13, T-106N, R-36W; thence east approximately 1.66 miles along the centerline of County Road 50 to the intersection of County State Aid Highway 3 at or near the Northwest corner of the Northeast ¼ of Section 18, T-106N, R-35W be, and hereby is established, located and designated a County State Aid Highway of said County, subject to the approval of the Commissioner of Transportation of the State of Minnesota. (1.66 miles)

BE IT FURTHER RESOLVED, that the County Auditor/Treasurer is hereby authorized and directed to forward two certified copies of this resolution to the Commissioner of Transportation for his consideration, and upon his approval of the designation of said road or portion thereof, that the same be constructed, improved and maintained as a County State Aid Highway of the County of Cottonwood to be numbered and known as County State Aid Highway 50.

Adopted this 8th day of April 2014.

S/Jim Schmidt, Board Chairman

S/Jan Johnson, Auditor/Treasurer

Neumann also presented information regarding a Tiger5 grant that MnDot received from the Federal Government for installing Intersection Conflict Warning Systems at various intersections in the state. Cottonwood County is to receive one sign for the intersection of TH 60 and CSAH 1. Neumann also informed the board that the City of Mountain Lake has agreed to pay for the electricity for this sign. Motion by White, second by Oeltjenbruns, unanimous roll call vote to allow Chairman Schmidt to sign MnDot Contract No. 05570 and adopt resolution 14-04-08D as follows:

Resolution 14-04-08D

IT IS RESOLVED that Cottonwood County enter into MnDOT Agreement No. 05570 with the State of Minnesota, Department of Transportation for the following purposes:

In conjunction with the City of Mountain Lake, Cottonwood County will Provide Electrical Energy for the new Intersection Conflict Warning System at the intersection of Trunk Highway No. 60 at County State Aid Highway No. 1, under State Project No. 8816-1765 (T.H. 60), within Cottonwood County.

IT IS FURTHER RESOLVED that the Jim Schmidt, Board Chair, and Jan Johnson, Auditor/Treasurer, are authorized to execute the Agreement and any amendments to the Agreement.

Adopted this 8th day of April 2014.

S/Jim Schmidt, Board Chairman

S/Jan Johnson, Auditor/Treasurer

Discussion was held regarding the proposed J turns on TH 60 and CSAH 1 near Bingham Lake. Motion by White, second by Holmen, unanimous roll call vote to adopt resolution 14-04-08E as follows:

Resolution 14-04-08E

IT IS RESOLVED that Cottonwood County is opposed to the installation of Restricted Crossing U-Turn Intersections (RCUT) along State Highway 60 in the Bingham Lake area.

WHEREAS, Cottonwood County understands that RUCT intersection reduce and delay congestion for through traffic on major roads and reduce opportunities for crashes compared to conventional intersection designs.

WHEREAS, The RTUC would adversely affect the following businesses located near Bingham Lake: Poet Biorefining, PJ's II Bar and Grill, Miller Sellner, Country Pride and CO2 Transport.

WHEREAS, The amount of heavy slow moving traffic generated by these businesses crossing and turning into Bingham Lake from State Highway 60 is a deterrent for the RCUT intersection design.

THEREFORE, Cottonwood County feels that the safety benefits to RCUT Intersections does not compensate for the loss of business or the inconvenience to the traveling public.

IT IS FURTHER RESOLVED that the Jim Schmidt, Board Chair, and Jan Johnson, Auditor/Treasurer, are authorized to execute the Agreement and any amendments to the Agreement.

Adopted this 8th day of April 2014.

S/Jim Schmidt, Board Chairman

S/Jan Johnson, Auditor/Treasurer

Neumann briefly reviewed the Highway Department's March budget and answered any questions the board had.

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Kay Clark, Soil and Water Conservation District, presented two letters of support for signature. Motion by Oeltjenbruns, second by Stevens, unanimous vote to allow Chairman Schmidt to sign Letters of Support for the Blue Earth River and Yellow Medicine River Watersheds to submit a Request for Interest in the One Watershed One Plan Program.

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Jan Johnson, Auditor/Treasurer, presented expenses incurred for a drug cleanup of a property that has not been reimbursed and asked for permission to place on the 2015 real estate tax roll. Motion by White, second by Holmen, unanimous vote to approve a special assessment of \$12,950 be placed on the 2015 real estate tax roll for parcel 25-820-0390, assess interest if applicable, and be paid over five years.

Johnson presented an agreement from Odell Wind Farm, LLC. Motion to allow Chairman Schmidt to sign the Drain Tile and Ditch Agreement.

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Kelly Thongvivong, County Coordinator, presented a few items to the board. Thongvivong presented, on behalf of the County Sheriff, a Proclamation for Telecommunicators week for signature. Motion by Holmen, second by White, unanimous vote to recognize the Proclamation and declare the week of April 13-19, 2014, as National Public Safety Telecommunicators Week and allow Chairman Schmidt to sign Proclamation.

Thongvivong presented, on behalf of the Director of Information Systems, two items. A state quote was received from SHI to purchase Microsoft Office 2013 licenses. Motion by White, second by Oeltjenbruns, unanimous vote to approve the purchase of 25 Microsoft Office 2013 licenses from SHI in the amount of \$6,417. Thongvivong informed the board that the network switch at the Law Enforcement Center failed and is temporarily fixed until a replacement is purchased.

Motion by Holmen, second by Stevens, unanimous vote to approve the purchase of a network switch from Marco for \$2,694.11.

Thongvivong presented to the board a job description for an Assistant Landfill Operator. Approval of the job description and approval for sending the job description in for pointing was requested. After much discussion the board decided to table any decision until the next meeting.

Thongvivong requested approval to pay a mileage claim that was submitted but was past the eligibility for reimbursement. Motion by White, second by Stevens, unanimous vote to pay mileage claim submitted from the Buildings and Ground Worker. Thongvivong should review policy with him.

Motion by Oeltjenbruns, second by Stevens, unanimous vote to hire Amanda Philipp as the Extension Summer Intern at \$9.43/hour with a starting date of May 27, 2014, pending successful completion of all hiring requirements.

Motion by Oeltjenbruns, second by Stevens, to hire Ron Willard as (3rd year) seasonal Parks Supervisor at \$12.00/hour with a starting date of April 14, 2014, pending successful completion of all hiring requirements. Voting as follows: Aye – Holmen, Stevens, and Oeltjenbruns. Nay – White. Motion passed.

Motion by White, second by Stevens, unanimous vote to hire James Burton (5th year seasonal) at \$10.60/hour with a tentative starting date of May 26 and pending successful completion of all hiring requirements; and Mason Anderson (1st year seasonal) at \$9.43/hour with a starting date of May 12 and pending successful completion of all hiring requirements.

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

County Revenue Fund	\$115,937.27
Long Term Capital Outlay	\$ 2,552.52
County Building Fund	\$ 1,368.95
Road & Bridge	\$ 73,719.85
Waste Abatement/SCORE	\$ 916.80
Landfill Enterprise	<u>\$ 12,184.20</u>
	\$206,679.59

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Discussion was held regarding the Parks department. The different alternatives and clarification of job duties needs to be reviewed. More discussion should be held at the next board meeting.

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There being no further business, the meeting was adjourned at 11:00 a.m.

Jan Johnson, Auditor/Treasurer

Jim Schmidt, Board Chairman

Kelly Thongvivong, County Coordinator