

August 27, 2013
Cottonwood County Board of Commissioners
Regular Meeting
Minutes

The Cottonwood County Board of Commissioners met in regular session on Tuesday, August 27, 2013 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, Jim Schmidt, Kevin Stevens, Tom White, Norm Holmen; Executive Assistant Kelly Thongvivong; Auditor/Treasurer Jan Johnson; County Attorney Nick Anderson; Sara Wahl, Julie Fast, Cheryl Glaeser, Gordy Olson, Kay Clark, Holli Arp, Jenny Quade, JinYeene Neumann, Kyle Pillatzki, Rahn Larson, Dave Bucklin, Clark Lingbeck and Gale Bondhus.

Motion by Holmen, 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 August 13, 2013 meeting.

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Sara Wahl, Executive Director, and Julie Fast, Cottonwood/Jackson County Coordinator of the Southwest Crisis Center, met with the board to give an update and to present their appropriation request in the amount of \$2,500 for 2014.

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Cheryl Glaeser, Program Officer for Southwest Initiative Foundation, met with the board to give an update and to present the appropriation request for 2014.

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Motion by White, second by Holmen, unanimous vote to approve sale of tax-forfeited property to adjacent landowners. The legal description of the property is S183' of N379' Ex S33.5' of N379' of W77' Lot 2 Prince's Outlots, City of Mt. Lake.

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Brief discussion was held regarding the recycling building at the fairgrounds that the county has leased for the past several years from the Ag Society. It was reported that the Ag Society is still interested in leasing the building to the county if the county is still interested.

Motion by White, second by Schmidt, unanimous vote to approve 2013 appropriation to the Ag Society in the amount of \$18,000 with an additional \$7,500 to be used for building improvements.

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Gordy Olson, Interim Planning & Zoning Administrator/Parks Director, met with the board to discuss a few items. Olson reported that he recently received a bill from Keck Tree Service in the amount of approximately \$3,300 as a result of some brush clean up in Germantown Township. The board suggested that County Attorney Nick Anderson do some research regarding the matter before determining who is responsible for the bill.

Olson presented the 2014 proposed budget for the Parks Department as well as the Planning & Zoning Office.

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SWCD Administrator Kay Clark met with the board to present the 2014 proposed budget for NRBG FY14 and the County/SWCD Agreement for 2014. Clark reported that she would like to see the price of well sealing for 2014 reduced to \$250. She also reported that SWCD will be proceeding with the hire of a new Water Resource Technician in the near future.

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Motion by White, second by Stevens, unanimous vote to approve 2014 AMC dues in the amount of \$7,283.

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Motion by Stevens, second by Schmidt, unanimous vote to approve use of the credit card for the purchase of a name badge for the Assessor's Office in the amount of \$19.99.

Motion by Holmen, second by White, unanimous vote to approve use of the credit card for the purchase of an upgrade to the Copernic program that is used by Executive Assistant Kelly Thongvivong in the amount of \$34.96 + tax.

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Motion by Schmidt, second by Stevens, unanimous roll call vote to adopt resolution as follows:

Resolution 13-08-27

**RESOLUTION APPOINTING
JAY MICKELSON AND MIKE CARLSON
TO THE
RED ROCK RURAL WATER SYSTEM
BOARD OF COMMISSIONERS**

WHEREAS, Jay Mickelson's 4-year term as a Commissioner on the Red Rock Rural Water System (RRRWS) Board of Commissioners is scheduled to expire at midnight on December 31, 2013; and

WHEREAS, Mike Carlson's 4-year term as a Commissioner on the Red Rock Rural Water System (RRRWS) Board of Commissioners is scheduled to expire at midnight on December 31, 2013; and

WHEREAS, Jay Mickelson and Mike Carlson would like to serve another 4-year term on the RRRWS Board of Commissioners, which terms will commence at 12:00 a.m. on January 1, 2014; and will expire at midnight on December 31, 2017; and

WHEREAS, on August 8, 2013 the RRRWS Board of Commissioners unanimously adopted a motion which recommends that Jay Mickelson and Mike Carlson be appointed for another 4-year term on the RRRWS Board of Commissioners; and

WHEREAS, the Cottonwood County Board of Commissioners believes that Jay Mickelson and Mike Carlson are qualified to act as Commissioners on the RRRWS Board of Commissioners and all are worthy of appointment.

BE IT NOW RESOLVED, that the Cottonwood County Board of Commissioners hereby recommends that Jay Mickelson and Mike Carlson be appointed to the RRRWS Board of Commissioners pursuant to and provided for by Minnesota Statutes §116A et seq.

S/Jan Johnson, Auditor/Treasurer

Holli Arp, Regional Director of Extension, met with the board to present the 2014 proposed budget for the Extension Office.

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Jenny Quade, Probation Officer, met with the board to present the 2014 proposed budget for the Probation Office.

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Brief update was given regarding union negotiations. It was reported that the Highway Department would be meeting with their union representative on Thursday to further discuss the proposal.

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Discussion was held regarding the preliminary levy, which will be discussed in more detail at the next board meeting.

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County Engineer JinYeene Neumann met with the board to discuss a few items. Neumann reported that approximately 51,640.69 yards/72,296 tons of gravel is what has been hauled to date from the gravel pit. Neumann reported that the county forces are hauling gravel all this week as well.

Neumann presented two quotes for the purchase of a new desk for her office as follows: Indoff - \$1,454 + tax and Davis Typewriter - \$1,717.30 + tax. Motion by White, second by Schmidt, unanimous vote to accept the low quote in the amount of \$1,454 + tax from Indoff.

Neumann presented two quotes for the purchase of a new utility vehicle for the Highway Department. After further questioning, it was determined that follow up would need to be done before proceeding.

Commissioner Stevens asked that the Highway Department look into some of the safety concerns on 6th Street that he has been approached about.

Brief discussion was held regarding CSAH 1 and the possible replacement of tile that is needed.

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Kyle Pillatzki, Landfill Supervisor, met with the board to discuss several items. Pillatzki presented two quotes for the purchase of roll off containers for the landfill as follows: WasteQuip - \$4,012 each, Poynette Iron Works, Inc. - \$3,384 each and \$3,525 each. Motion by Holmen, second by Schmidt, unanimous vote to allow for the purchase of one of each (\$3,384 and \$3,525) of the roll off containers from Poynette Iron Works, Inc. as well as additional upgrades (\$1,840 + \$400 delivery) for a total cost of \$9,149.

Pillatzki asked for further discussion regarding the 2014 proposed budget for SCORE. There was also mention made regarding STS and the fact that they are not available to help out at the landfill as much as Pillatzki would like them to.

Discussion was held regarding an additional landfill position and whether it should be a Department Head or Supervisor type position. Pillatzki feels that the position needs to be housed at the landfill and the individual has to have a CDL. It was suggested that the old Solid Waste Officer job description be sent to the board as well as Pillatzki for further review before next week's meeting.

Motion by White, second by Schmidt, unanimous vote to allow Pillatzki to obtain quotes for a concrete platform for tires and roll offs at the landfill.

Motion by Schmidt, second by White, unanimous vote to allow Pillatzki to continue to receive a \$500 monthly stipend for work he is doing at the landfill until someone is permanently hired to take over this position.

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Discussion was held regarding the possibility of budgeting for a County Coordinator position as well as assistance for the Board Executive Assistant/HR position for 2014. Commissioner Holmen presented information that he compiled regarding cost savings from the 15% that was originally budgeted for insurance premium increases for 2014 that will no longer be a factor as the county received a 0% increase for 2014. Further discussion was held regarding the potential of hiring a part-time position to help out in the office now or the possibility of sharing a position with the Assessor's Office to make one full-time position. Further options will be explored in the upcoming weeks.

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There being no further business, the meeting was adjourned at 5:15 p.m.

Jan Johnson, Auditor/Treasurer

John Oeltjenbruns, Board Chairman

Kelly Thongvivong, Executive Assistant