

May 12, 2009
Cottonwood County Board of Commissioners
Regular Meeting
Minutes

The Cottonwood County Board of Commissioners met in regular session on Tuesday, May 12, 2009 at 9:00 a.m. at the Cottonwood County Courthouse in Windom, MN. Presiding over the meeting was Chairman Gary Sorenson. Present for all or portions of the meeting were: Commissioners Gary Sorenson, Tom White, Ron Kuecker, Norm Holmen, John Oeltjenbruns; Administrative Assistant Kelly Thongvong; Auditor/Treasurer Jan Johnson; County Attorney Doug Storey, Karen Swenson, Jesse Harmen, Sylvia Andresen, Jan Voit, Melanie Luinenburg, Karen Kopperud and Ron Gregg. Motion by Holmen, second by White, unanimous vote to approve additions to the agenda. Motion by Oeltjenbruns, second by Holmen, unanimous vote to approve the minutes of the May 5, 2009 meeting.

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Karen Swenson, Director of Brown-Nicollet Environmental Health, met with the board to request that the Minnesota Department of Health take over some of the responsibilities that are listed in the current Delegation Agreement. Environmental Health staff will no longer be responsible for collection of water samples each year and sanitary surveys every third year. Cottonwood County currently has only three licensed establishments that have non-community water supplies. Motion by Kuecker, second by Oeltjenbruns, unanimous vote to sign amended Delegation Agreement.

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Chairman Sorenson gave an update regarding a recent meeting he had with Gary Wood in regards to some concerns Wood has with the landfill.

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Commissioner Kuecker had some questions regarding the Highway Department Annual Report that will be discussed more with Ron Gregg.

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Chairman Sorenson gave a brief update regarding First Farmers and Merchants National Bank's commitment to lend funds to Southwestern Mental Health Center for the construction and term financing of a project to build a new Unity House in Worthington.

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Jan Voit, Heron Lake Watershed District Administrator, met with the board to present the annual update and to inform the board about upcoming projects.

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County Attorney Doug Storey and Karen Kopperud met with the board to present Kopperud's request for reduced hours of employment with the County Attorney's Office. Kopperud requested that she be allowed to work 3 days/week. Final action regarding the request will be taken at a later time.

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Motion by White, second by Holmen, unanimous vote to approve May warrants as follows:

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| County Revenue Fund | \$ 95,933.10 |
| Long Term Capital Outlay | \$ 8,364.52 |
| County Building Fund | \$ 1,537.00 |
| Ditch Fund | \$ 2,862.88 |
| Taxes & Penalties Fund | \$ 2,739.96 |
| Road & Bridge | \$ 22,669.04 |
| Waste Abatement/SCORE | \$ 8,073.99 |
| Landfill Enterprise | \$ 13,616.59 |
| | <u>\$155,797.08</u> |

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Commissioner Holmen gave an update regarding the last Area II meeting he attended and requested that the board consider signing a 90-day extension (July 1 – September 30) to the Joint Powers Agreement. Motion by Kuecker, second by Holmen, unanimous vote to allow Commissioners Sorenson or Holmen to sign 90-day extension of the Joint Powers Agreement.

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Brief discussion was held regarding the transit garage and the storage of DAC supplies. Commissioner Oeltjenbruns will talk to Don Pankratz and ask that he attend a future meeting to discuss his storage needs.

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Discussion was held regarding setting limits for gratuity on reimbursable meals as some possible misuse is taking place. Motion by White, second by Kuecker, unanimous vote to set limits for gratuity at a rate up to 20% but not to exceed meal limits effective June 1st.

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County Engineer Ron Gregg met with the board to discuss several items. Gregg presented information regarding the 5-year construction plan and the projects that are listed. The board asked that Gregg provide further information including the status of some of the projects in the five-year plan.

Gregg gave an update regarding the lease findings he researched for the Storden truck shed as it pertains to the MnDOT lease renewal. MnDOT has requested a reduction in their current rental rate. Gregg will plan to make a counteroffer to MnDOT.

Motion by Oeltjenbruns, second by White, unanimous vote to allow Gregg to obtain quotes for a combination PC/laptop for his office.

Gregg presented five bids that were received for the bridge replacement project SP 17-608-09 on CSAH 8 as follows: Duinick Bros. Inc. - \$346,086.00; Graves Construction - \$410,058.00; M & K Bridge Construction - \$277,101.00; Minnowa Construction - \$327,465.40; Structural Specialities - \$311,791.02. Motion by Holmen, second by Kuecker, unanimous vote to award low bid in the amount of \$277,101.00 to M & K Bridge Construction.

Gregg reported on the results of the surplus auction that was held on April 25th. The total amount collected at the auction was \$22,610.00.

Chairman Sorenson informed Gregg that he recently met with Gary Wood in regards to some concerns Wood had about the landfill. Commissioners Sorenson and Oeltjenbruns will plan to meet with Gregg and Gary Wood in the near future to discuss the concerns.

Commissioner Kuecker asked a few questions of Gregg in regards to the Highway Department Annual Report for further clarification.

Brief update was given regarding a meeting that Gregg attended on May 11th in Mt. Lake in regards to the Mt. Lake Bike Trail.

Motion by Oeltjenbruns, second by White, unanimous vote to reappoint Ron Gregg as County Engineer for 4-year term.

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Motion by Kuecker, second by Holmen, unanimous vote to allow Kelly Thongvivong to attend workshop entitled "Building a Foundation for Managing the Human Resource" on June 18th in St. Cloud and to pay for all expenses necessary to attend.

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Commissioner White gave an update in regards to the availability of the Sentence to Serve crew.

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Update was given regarding status of where the RSVP office will be located. Motion by White, second by Kuecker, unanimous vote to move the RSVP office to the Family Service Agency building.

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Brief discussion was held regarding lease agreements for Southwest/West Central Service Coop and SWMHC. This will be approved at the next board meeting.

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There being no further business, the meeting was adjourned at 12:00 p.m.

Jan Johnson, Auditor/Treasurer

Gary Sorenson, Board Chairman

Kelly Thongvivong, Bd. Adm. Assistant