

September 2, 2014
Cottonwood County Board of Commissioners
Regular Meeting
Minutes

The Cottonwood County Board of Commissioners met in regular session on Tuesday, September 2, 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, JinYeene Neumann, Kyle Pillatzki, Glenn Johnson, Gale Bondhus, Jacqueline Zevenbergen, Jared Morrill, Susan Amundson, Todd Dibble, Leslie Makovsky, Susan Horkey, and Andy Olson.

Motion by Holmen, second by White, unanimous vote to approve the agenda as amended. Motion by Holmen, second by Stevens, unanimous vote to approve the minutes of the August 26, 2014 regular board meeting as amended.

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Glenn Johnson, Director of Information Systems, met with the board to discuss a few items. Johnson presented an IT Department 2014 budget change request. Motion by White, second by Holmen, to accept the 2014 budget change request for the IT Department as follows: 01-064-6452 (\$1,910.00 to \$20,494.00) and 01-064-6631 (\$46,250.00 to \$80,034.17).

Johnson presented the proposed 2015 budget for the IT Department. The consensus of the board is to have all computers and printers purchased throughout the county to be coded to the IT Department. Discussion should be had at the next Department Head meeting to see how many departments have budgeted money in long term for such purchases.

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Further discussion was held regarding Electronic Content Management. Glenn Johnson, Director of Information Systems, reviewed with the board as to how ECM would be a centralized function and not done by each individual office. The board would set policy and procedures. An approximate cost for setting up ECM would be \$53,000.

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JinYeene Neumann, County Engineer, met with the board to discuss CSAH 8. Neumann presented three options as follows: (1) re-grade to pave the roadway and pave; (2) re-grade for a gravel roadway using a contractor and CSAH funds; and (3) re-grade for a gravel roadway using county forces and levy money. Neumann recommended either option 2 or 3, but thought option 3 was best. Consensus of the board is to go with option 2 or 3.

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Kyle Pillatzki, Solid Waste Administrator, met with the board to discuss a few items. Pillatzki presented the proposed 2015 budgets for the Landfill and Waste Abatement. The Clean-Up Fund was also discussed.

Pillatzki informed the board that manholes #6 and #7 need to be raised approximately 12 feet on cell seven to meet phase requirements. Motion by White, second by Oeltjenbruns, unanimous vote to let the bidding on raising manholes #6

and #7 on cell seven when plans are ready. Pillatzki also noted that the MPCA had visited the landfill on August 18th and the visit went well.

Pillatzki informed the board that he would like to replace the existing compressor with a compressor that can handle bigger tires and would also like to replace the welder with a wire feed welder. The board asked Pillatzki to do further research with local businesses.

Discussion was held regarding the future purchase of a Wheel Loader for the landfill.

Pillatzki presented a one-year addendum to the recycling contract. Motion by Holmen, second by Stevens, unanimous vote to accept the Addendum to the Refuse/Recycling Contract as presented and allow Chairman Schmidt to sign.

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Gale Bondhus, County Assessor, presented the proposed 2015 budget for the Assessor's office and GIS.

Bondhus also presented information regarding the Vanguard Appraisal System. Bondhus stated that if given the approval to purchase it would be payable over five years and ready for use for the 2016 assessment. Bondhus stated that Vanguard would eventually replace Beacon. Bondhus would like an answer regarding this purchase sometime in September.

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The board led discussion with all departments and personnel involved regarding the possibility of laying off the Planning & Zoning/Parks/Veterans Administrative position due to the restructuring of the offices. Final discussion will be had at the September 9 meeting.

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Kelly Thongvivong, County Coordinator, presented proposed 2015 budgets for Commissioners, Courthouse Building and Grounds, North 71 Building, and General Administration.

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Commissioner White led discussion regarding shorter stepped pay plans and how it would affect pay equity.

Commissioner White also informed the board of the possibility of moving A.C.E. of Minnesota (formerly RSVP) from the family services building to the BARC building. The consensus of the board is to move ahead with this if it works out.

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Jan Johnson, Auditor/Treasurer, opened sealed bids from the sealed bid sale of tax forfeiture land to adjacent landowners. Motion by Oeltjenbruns, second by Stevens, unanimous vote to accept bid of \$4,590.90 from Jay Robert Worden for parcel 03.035.0300. Motion by White, second by Holmen, unanimous vote to accept bid of \$2,155.00 from Keith Scheidt for parcel 01.029.0500.

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Motion by Holmen, second by Stevens, unanimous vote to close the meeting at 12:39 p.m. to discuss strategy and proposals for labor negotiations with AFSCME under PELRA. Individuals present for closed session were Commissioners Jim Schmidt, Tom White, Norm Holmen, Kevin Stevens, John Oeltjenbruns; County

Coordinator Kelly Thongvivong; Auditor/Treasurer Jan Johnson, County Attorney Nick Anderson, and Kathy Marsh.

Motion by White, second by Oeltjenbruns, unanimous vote to open the meeting at 1:10 p.m.

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There being no further business, the meeting was adjourned at 1:10 p.m.

Jan Johnson, Auditor/Treasurer

James Schmidt, Board Chairman

Kelly Thongvivong, County Coordinator