

January 5, 2010
Cottonwood County Board of Commissioners
Regular Meeting
Minutes

The Cottonwood County Board of Commissioners met in regular session on Tuesday, January 5, 2010 at 9:00 a.m. at the Cottonwood County Courthouse in Windom, MN. Present for all or portions of the meeting were: Commissioners Tom White, Ron Kuecker, Norm Holmen, John Oeltjenbruns, Gary Sorenson; Administrative Assistant Kelly Thongvong; Auditor/Treasurer Jan Johnson; County Attorney Doug Storey; Gale Bondhus, Ron Gregg, Judy Johnson, Becky Wiens and Bob Pankratz.

Johnson asked for nominations for Board Chairman. Motion by Sorenson to nominate Commissioner White as Board Chairman. Motion by Holmen, second by Kuecker, unanimous vote to ask that nominations cease and to cast a unanimous ballot for Commissioner White. Motion by Sorenson, second by Oeltjenbruns, unanimous vote to nominate Commissioner Kuecker as Board Vice-Chairman.

Motion by Kuecker, second by Holmen, unanimous vote to approve additions to the agenda. Motion by Sorenson, second by Oeltjenbruns, unanimous vote to approve the minutes of the December 29, 2009 meeting as amended.

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Motion by Sorenson, second by Holmen, unanimous vote to re-appoint Jane Pederson to a 2nd term on the Extension Committee with this term ending on December 31, 2012.

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Motion by Kuecker, second by Oeltjenbruns, unanimous vote to approve Commissioner Department Assignments for 2010 as presented by the Chairman.

Motion by Sorenson, second by Oeltjenbruns, unanimous vote to set 2010 meeting dates for the 1st, 2nd & 4th Tuesday of the month with the exception of December when the board will meet on the 2nd & 4th Tuesday only.

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Motion by Sorenson, second by Kuecker, unanimous vote to set 2010 meal rates as follows: \$8.50 – breakfast; \$13.50 – lunch; \$17.00 – evening meal with gratuity included in these rates.

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Motion by Oeltjenbruns, second by Holmen, unanimous vote to pay regular and customary payments for 2010, which might include: payroll and associated payables; utilities; bond payments; contract payments; payments to other government entities; tax settlements; refunds; reissue voids; well sealing; sewer loan contract payments; emergency payments; insurance payments and lease payments.

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Motion by Sorenson, second by Holmen, unanimous vote to approve 2010 contingency fund in the amount of \$9,500 for the County Attorney's Office.

There was nothing to report in regards to ditch business updates at this time.

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Brief discussion was held regarding maintenance needs for Community Health Services. The contact person for maintenance needs for this office will be Kevin Paulsen.

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One bid for the 2010 official newspaper was received and was as follows: Cottonwood County *Citizen* - \$7.80/column inch plus \$2.80 for the other two county papers; \$.11/subscriber; and \$1,440 for Financial Statement. Motion by Sorenson, second by Kuecker, unanimous vote to award the bid to the Cottonwood County *Citizen* as the 2010 official newspaper.

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Brief discussion was held regarding recent issues with the transit garage and who is responsible for any maintenance issues.

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Discussion was held regarding the usage of the Family Service Agency parking lot. There have been some concerns in regards to the usage of semis that are using the parking lot to conduct business at the property next door.

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Motion by Sorenson, second by Holmen, unanimous vote to approve mileage reimbursements submitted by Tiffany Harder, Cheryl Knudson and Kevin Paulsen that are beyond the 60-day deadline for submitting claims. A reminder will be sent out to all employees. It was also recommended that the destination of the trip be included on the claim for mileage reimbursement.

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County Assessor Gale Bondhus met with the board to present a state bid in the amount of \$3,551.96 for the purchase of four computers and four monitors. Motion by Kuecker, section by Oeltjenbruns, unanimous vote to approve the purchase at the quoted price of \$3,551.96.

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Auditor/Treasurer Johnson reported that he will present 2010 appropriations as they are received. Motion by Oeltjenbruns, second by Sorenson, unanimous vote to approve the 2010 appropriation request in the amount of \$2,500 to the Rural Energy Board.

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Brief discussion was held regarding the U-LEAD Advisory Academy that Chairman White has expressed an interest in attending. White reported on further information that he has received in regards to the cost, etc.

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Bob Pankratz met with the board in regards to costs for insulating the remodeled area at the Family Service Agency. After much discussion, the board decided to delay insulating any portion of the remodeled area at this time.

Further discussion was held in regards to the usage of the Family Service Agency parking lot by semis conducting business at the property next to Family Services. Motion by Holmen, second by Oeltjenbruns, unanimous vote to post signage at the entrance of the Family Service Agency parking lot located at 11 4th Street due to the recent unauthorized truck traffic. Motion by Sorenson, second by Holmen, unanimous vote to instruct Doug Storey to send a letter to the owner and renter of the building and to have Chairman White visit with the owner and renter about the situation as well.

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Motion by Kuecker, second by Sorenson, unanimous vote to set Jason Purrington's 2010 salary at a rate of \$69,940.

Motion by Holmen, second by Kuecker, unanimous vote to set Kathy Kretsch's 2010 salary at a rate of \$49,960.

Motion by Oeltjenbruns, second by Holmen, unanimous vote to set Doug Storey's 2010 salary at a rate of \$76,080.

Motion by Sorenson, second by Kuecker, unanimous vote to set Jan Johnson's 2010 salary at a rate of \$85,780.

Motion by Kuecker, second by Holmen, unanimous vote to set Craig Myers' 2010 salary at a rate of \$86,800.

Motion by Sorenson, second by Oeltjenbruns, unanimous vote to set Gale Bondhus' 2010 salary at a rate of \$59,080.

Motion by Oeltjenbruns, second by Holmen to set Mike Hanson's 2010 salary at a rate of \$48,500. Voting as follows: Aye – Oeltjenbruns and Holmen. Nay – Kuecker, Sorenson and White. Motion failed. Motion by Holmen, second by Oeltjenbruns to set Mike Hanson's 2010 salary at a rate of \$48,400. Voting as follows: Aye – Holmen, Oeltjenbruns and Kuecker. Nay – Sorenson. Motion carried.

Motion by Kuecker, second by Sorenson, unanimous vote to set Ron Gregg's 2010 salary at a rate of \$99,440.

Motion by Sorenson, second by Holmen to set Todd Dibble's 2010 salary at a rate of \$47,440. Voting as follows: Aye – Sorenson, Holmen and Kuecker. Nay – Oeltjenbruns. Motion carried.

Motion by Kuecker, second by Sorenson, unanimous vote to set Kelly Thongvong's 2010 salary at a rate of \$42,560.

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Motion by Kuecker, second by Oeltjenbruns, unanimous vote to set 2010 seasonal salaries as follows: 1st year - \$8.50/hr.; 2nd year - \$8.75/hr.; 3rd year - \$9.00/hr.

Motion by Sorenson, second by Kuecker, unanimous vote to set 2010 clerk hire wages at a rate of \$10.50/hour.

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Motion by Holmen, second by Sorenson, unanimous vote to set Rose Carsten's 2010 salary at a rate of \$56,270.

Motion by Sorenson, second by Holmen to set Sandy Hartman's 2010 salary at a rate of \$63,360. Voting as follows: Aye – Sorenson, Holmen and White. Nay – Kuecker and Oeltjenbruns. Motion carried.

Motion by Kuecker, second by Oeltjenbruns, unanimous vote to set Judy Johnson's 2010 salary at a rate of \$40,100.

Motion by Sorenson, second by Holmen, unanimous vote to set Bob Pankratz's 2010 salary at a rate of \$47,200.

Motion by Holmen, second by Oeltjenbruns, unanimous vote to set Becky Wiens' 2010 salary at a rate of \$68,800.

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Motion by Holmen, second by Sorenson, unanimous vote to allow for a 4% increase (with no step) for 2010 for all non-union employees other than those previously set by the board. This will be done in the form of a 4% increase to the current pay matrix.

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Discussion was held regarding the Emergency Management Director position. Five applicants will be interviewed for the position on Tuesday, January 19th beginning at 9:00 a.m.

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Brief discussion was held regarding a letter in regards to cell phone usage that was drafted by Commissioner Sorenson that is to be placed in the personnel files of two employees.

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There being no further business, the meeting adjourned at 1:15 p.m.

Jan Johnson, Auditor/Treasurer

Tom White, Board Chairman

Kelly Thongvivong, Bd. Adm. Assistant