

March 11, 2008
Cottonwood County Board of Commissioners
Regular Meeting
Minutes

The Cottonwood County Board of Commissioners met in regular session on Tuesday, March 11, 2008 at 9:30 a.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, Gary Sorenson, Tom White, Ron Kuecker, Norm Holmen; Administrative Assistant Kelly Thongvivong; Auditor/Treasurer Jan Johnson; Jason Purrington, Kristi Sell, Ron Gregg and Jane Hennagir. Motion by Kuecker, second by Sorenson, unanimous vote to approve additions to the agenda. Motion by Kuecker, second by Holmen, unanimous vote to approve the minutes of the March 4, 2008 meeting.

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Sheriff Jason Purrington and Jail Administrator Kristi Sell met with the board to discuss several different items. Purrington reported that 17 applicants for the position of part-time jailer/dispatcher were received. Purrington recommended that Nicole Inman and Jay Ward be hired as part-time jailer/dispatchers. Motion by Holmen, second by White, unanimous vote to hire Nicole Inman and Jay Ward as part-time jailer/dispatchers effective March 14, 2008.

Purrington presented a 2007 summary of the county jail for the board's review.

Two quotes for the purchase of a new commercial refrigerator for the jail were presented as follows: Town & Country Appliance - \$2,550 and Taylor Industries, Inc. - \$2,947.31. Motion by White, second by Kuecker, unanimous vote to accept low quote in the amount of \$2,550 from Town & Country Appliance for the purchase of a commercial refrigerator.

Two quotes for the purchase of a K-9 container for a new squad car that Deputy Miller will be getting were presented as follows: KEEPRS - \$2,556.20 and Ace K9 - \$2,846.10. Motion by Sorenson, second by White, unanimous vote to accept low quote in the amount of \$2,556.20 from KEEPRS for the purchase of a K-9 container.

Purrington presented a state quote for a light bar for one of the new squad cars. The quote was as follows: KEEPRS - \$1,395. Motion by White, second by Holmen, unanimous vote to accept state quote for \$1,395 from KEEPRS for the purchase of a new light bar.

A state quote for the purchase of two mobile radios for the squad cars was presented as follows: Alpha Wireless - \$7,676.31. Motion by Sorenson, second by Kuecker, unanimous vote to accept state quote for \$7,676.31 from Alpha Wireless for the purchase of two mobile radios. Purrington was instructed to check into the option of purchasing an additional two radios at this time.

Purrington presented two quotes for two digital cameras for squad cars as follows: Tactical Solutions (Digital Ally) - \$8,355 and L-3 Communications (Mobile Vision) - \$9,994. Motion by Kuecker, second by White, unanimous vote to accept low quote for \$8,355 from Tactical Solutions for the purchase of two new digital cameras.

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County Engineer Ron Gregg met with the board to discuss several items. He reported that two quotes for bituminous material for seal coating were received as follows: Jebro, Inc. - \$1.404/gal CRS-2 and \$0.81/gal CSS-1H, Flint Hills - \$1.348/gal CRS-2 and \$0.77/gal CSS-1H. Motion by Sorenson, second by White, unanimous vote to accept low quote from Flint Hills for the purchase of bituminous material.

Gregg requested board approval to send out RFP to vendors to take over Cottonwood County's Dust Control Program. The board agreed to have Gregg contact the two main vendors regarding current costs and to bring back to the next board meeting for further discussion.

The Tri-County Recycling Report for the year 2007 was presented to the board for their review. It was reported that Cottonwood County would be receiving a refund of \$6,858.71 for 2007.

A map of a tentative three-year construction plan was presented to the board for their review.

A map of the 2008 highway seasonal weight restriction map was presented to the board for their review. It was reported that load restrictions would begin at 12:00 midnight on the 13th of March. The weight restriction map is available on the county website as well.

Motion by Holmen, second by White, unanimous vote to allow Gregg to advertise for bids for the 911 residence signage materials.

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Sheriff Purrington met with the board once again to report that he talked to Alpha Wireless in regards to the possibility of purchasing two additional mobile radios. Motion by Holmen, second by Kuecker, unanimous vote to allow Purrington to purchase two additional radios from Alpha Wireless at a cost of \$7,676.31. This purchase is to save on installation fees for replacement of the radios at a later time.

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Jane Hennagir, Minnesota Counties Insurance Trust (MCIT) Account Executive, met with the board to present the 2008 member report for Cottonwood County. Hennagir reported that Cottonwood County has received just over \$405,000 in dividends over the last 5 years.

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Motion by Sorenson, second by Kuecker, unanimous vote to approve March warrants as follows:

County Revenue Fund \$ 62,669.62

Long Term Capital Outlay	\$ 13,025.76
County Building Fund	\$ 3,614.46
Ditch Fund	\$ 720.00
Road & Bridge	\$ 61,442.50
Waste Abatement/SCORE	\$ 3,713.21
Landfill Enterprise	\$ <u>6,278.39</u>
TOTAL	\$151,463.94

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Brief discussion was had regarding concerns with the transit reimbursement for rides that are being scheduled in Cottonwood County through Western Community Action. This will be discussed further at the next Family Service Agency board meeting.

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A state quote for the purchase of two PCs and a laptop for the County Attorney's Office was presented as follows: Dell - \$2,508 (2 PCs) and \$1,650 (1 laptop). Motion by Sorenson, second by White, unanimous vote to accept state quote in the amounts of \$2,508 and \$1,650 from Dell for the purchase of 2 PCs and a laptop.

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Update was given regarding a recent meeting between Todd Dibble, Mark Marcy and Commissioners Sorenson and Oeltjenbruns about the Deputy Emergency Management Director portion of Todd Dibble's position. Emergency Management Director Mark Marcy was asked to put together some figures to present to the board at a future meeting.

Motion by Sorenson, second by Holmen, unanimous vote to terminate lease of Veteran's Service Officer vehicle. The vehicle does not get used enough to warrant continued lease.

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Chairman Oeltjenbruns reported that Pat Stewart and Ruth Hanson from Community Health Services have toured the County Office Building and feel that there would not be much work required to move their offices into this building if the board should decide to move the County Office Building to the new county building on Hwy. 71.

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Commissioner Sorenson gave an update regarding interviews that were conducted last Friday at Family Service Agency for the position of Social Worker.

Sorenson informed the board that he would like to have some further discussion regarding the possibility of forming a Technology Committee for the county. This will be discussed further at the next Family Service Agency board meeting.

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Brief discussion was held regarding exit interviews and whether or not they are being conducted when an employee leaves employment with the

county. A notice will be sent out to all Department Heads reminding them of the importance of conducting exit interviews whenever possible.

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Update was given regarding new county building and some of the things that are currently being worked on. Some of the employees from the County Office Building will be going to look at the new county building this afternoon.

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Motion by Sorenson, second by White, unanimous vote to allow Commissioner Kuecker to attend Shallow Lakes Forum on March 20th in Fergus Falls and to get reimbursed a per diem and expenses.

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Commissioner Kuecker gave a brief update in regards to the Glen Graff conditional use permit that was approved at the last board meeting.

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Motion by Sorenson, second by Holmen, unanimous vote to allow the Commissioners that attended the weight restriction meeting on March 10th at the Highway Department to get reimbursed a per diem.

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Chairman Oeltjenbruns reported that a Naturalization Ceremony would be held on Friday, April 11th at 10:00 a.m. at the BARC building for any of the Commissioners interested in attending.

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Brief discussion was held regarding upcoming public hearing for Dangerous Dog Ordinance. A few minor errors in the draft copy will be brought to the attention of the County Attorney's Office.

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There being no further business, the meeting was adjourned at 12:20 p.m.

Jan Johnson, Auditor/Treasurer

John Oeltjenbruns, Board Chairman

Kelly Thongvivong, Bd. Adm. Assistant