

August 4, 2009  
Cottonwood County Board of Commissioners  
Regular Meeting  
Minutes

The Cottonwood County Board of Commissioners met in regular session on Tuesday, August 4, 2009 at 9:00 A.M. at the Cottonwood County Courthouse in Windom, MN. Presiding over the meeting was Chairperson Gary Sorenson. Present for all or portions of the meeting were: Commissioners Gary Sorenson, Tom White, Norm Holmen, Ron Kuecker and John Oeltjenbruns; Office Support Specialist, Sr., Judy Johnson; Auditor/Treasurer, Jan Johnson; County Attorney Doug Storey; Probation Officer, Jenny Quade; Emergency Management Director, Mark Marcy; Historical Society Director, Linda Fransen; CPA, Margaret McDonald; Loy Storey; and County Assessor, Gale Bondhus. Motion by John Oeltjenbruns, seconded by Tom White, unanimous vote to approve additions to the agenda. Motion by Norm Holmen, seconded by Ron Kuecker, unanimous vote to approve the minutes of the July 28, 2009 meeting as amended.

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Probation Officer, Jenny Quade, presented 2010 proposed budget for the Probation Office.

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Emergency Management Director, Mark Marcy, presented 2010 proposed budget for Emergency Management and Safety Program. Mark will invite a representative from Windom Net to give a presentation to the Board on installing new phones lines for the County.

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Historical Society Director, Linda Fransen, presented the yearend report from the Cottonwood County Historical Society. She also presented the General Budget Request for 2010. CPA, Margaret McDonald, distributed pamphlets of projects through the Historical Society.

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County Assessor, Gale Bondhus, presented the 2010 proposed budget for the County Assessor's office.

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County Auditor/Treasurer, Jan Johnson, presented 2010 proposed budget for Court Administration, Auditor/Treasurer, General Administration, Elections, Assessor, Courthouse Grounds & Buildings, N Highway 71 Office Building, Coroner, and Community Health. Jan also reported that the MCIT dividend for 2009 will be paid in mid-November in the amount of \$85,153.

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There was discussion on ditch business updates. Norm inquired as to whether the tile size was 15" or 18" on Ditch 10. Ron asked for a list of ditches that are not in compliance.

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Quotes for GASB Actuarial Services for Retiree Medical Plans as recommended by the State Auditors were presented. Quotes were received from VanIwaarden

Associates of Minneapolis, Hildi Inc. of Minneapolis, and Hanf Actuarial Inc. of Bloomington. Motion by Tom White, seconded by John Oeltjenbruns, unanimous vote to hire Hanf Acutarial Inc. of Bloomington with their bid for time and expenses not to exceed \$4,500 for fiscal years beginning 1/1/2008, 1/1/2009 and 1/1/2010.

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Gary Sorenson presented the Cell Phone Usage Policy. The County cell phones should be used for County business only. Motion by Ron Kuecker, seconded by Tom White, unanimous vote to post this County-owned Cell Phone Usage Policy for a 30-day review.

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Ron Kuecker presented additions to the Disciplinary Action – Policy Number: 313. There are 17 items listed under “Causes for Discipline”. Motion by Ron Kuecker, seconded by Norm Holmen, unanimous vote to post this addition to the Disciplinary Action Policy for a 30 day review.

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Much discussion was held regarding approval of lease agreement/rental rates for SW/West Central Coop and for the Southwestern Mental Health Center. Motion by Ron Kuecker, seconded by Norm Holmen, unanimous vote to approve office space lease for SW/West Central Coop at \$7.11/square foot. At the August 11<sup>th</sup> Commissioners’ meeting, the Board will discuss the lease agreement for the SWMHC. County Attorney, Doug Storey, will then draw up this lease.

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Tom White met with the new RSVP worker, Kate Roberts. Because RSVP is not a County entity, their postage should not be paid by the County. Since the RSVP office is now located in the Family Service Agency building, a separate postage line item on the Family Service Agency’s budget will have to be included for office expenses, including postage, for RSVP.

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Gary Sorenson reported that the SHIP (Statewide Health Improvement Program) is seeking a representative from Cottonwood County’s Board to serve on SHIP’s Advisory Council and attend their monthly meetings. Ron Kuecker volunteered to serve as a representative. Gary Sorenson gave his approval for Ron to serve on this Council.

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There being no further business, the meeting adjourned at 12:00 noon.

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Jan Johnson, Auditor/Treasurer

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Gary Sorenson, Board Chairperson

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Judith Johnson, Office Support Spec., Sr.