

January 8, 2008
Cottonwood County Board of Commissioners
Regular Meeting
Minutes

The Cottonwood County Board of Commissioners met in regular session on Tuesday, January 8, 2008 at 9:00 a.m. at the Cottonwood County Courthouse in Windom, MN. 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; County Attorney Doug Storey; Jason Purrington, Mark Marcy, John Sheppard, Craig Myers and Ron Gregg.

Auditor/Treasurer Johnson called the meeting to order and asked for nominations for Board Chairman. Motion by Sorenson, second by Holmen, unanimous vote to nominate Commissioner Oeltjenbruns as Board Chairman. Motion by Kuecker, second by White, unanimous vote to nominate Commissioner Sorenson as Vice-Chairman. Presiding over the remainder of the meeting was Chairman John Oeltjenbruns.

Motion by Holmen, second by Kuecker, unanimous vote to approve additions to the agenda. Motion by Holmen, second by White, unanimous vote to approve the minutes of the December 18, 2007 meeting.

* * * *

Commissioner White gave an update in regards to some maintenance work estimates he has received for the new county building. This will be added to the next agenda for further discussion.

* * * *

Auditor/Treasurer Johnson opened up the one bid that he received for the 2008 official newspaper. Bid was as follows: Cottonwood County Citizen - \$7.20/column inch plus \$2.60 for other two county papers; \$.11/subscriber; and \$1,330 for Financial Statement. Motion by Holmen, second by Sorenson, unanimous vote to award the bid to the Cottonwood County Citizen as the 2008 official newspaper.

* * * *

Motion by Sorenson, second by White, unanimous vote to set 2008 meeting dates for the 1st, 2nd and 4th Tuesday of each month with the exception of November when the board will meet on the 1st, 3rd & 4th Tuesday and December when the board will meet on the 2nd, 3rd & 4th Tuesday. The Board of Equalization meeting was set for Tuesday, June 17th at 9:00am and the Truth in Taxation meeting was scheduled for December 4th at 5:01pm.

* * * *

Chairman Oeltjenbruns presented 2008 Department/Committee assignments for each of the Commissioners, which can be found on the Cottonwood County website.

Motion by Sorenson, second by Holmen, unanimous vote to authorize Commissioner representatives or alternates to receive per diems for department liaison and committee assignments for 2008.

Motion by Kuecker, second by Holmen, unanimous vote to allow reimbursements for other special meetings attended by Commissioners to be brought forward to the board 60 days before or 60 days after event for approval.

* * * *

County Attorney Doug Storey met with the board to discuss his 2008 salary request.

* * * *

Discussion was held regarding a contract for services that Commissioner Holmen has been asked to sign in regards to county-based purchasing through the Southern Prairie Health Purchasing Alliance.

* * * *

County Sheriff Jason Purrington met with the board to discuss his 2008 salary request as well as requests he had for three non-union employees within the Sheriff's Department.

* * * *

Emergency Management Director Mark Marcy and John Sheppard from the SRDC met with the board to seek approval of resolution relating to Hazard Mitigation Plans. Motion by Sorenson, second by White, unanimous roll call vote to adopt resolution as follows:

**COTTONWOOD COUNTY BOARD OF COMMISSIONERS
RESOLUTION #08-01-08A**

WHEREAS, the **Southwest Regional Development Commission and Cottonwood County Emergency Management** are developing an All-Hazard Mitigation Plan that will satisfy the requirements of the Disaster Mitigation Act of 2000 and 44CFR 201.6. The plan will identify, analyze, and prioritize significant disasters that may impact our county. The plan will also outline mitigation strategies to effectively lessen the impacts of those disasters; and

WHEREAS, local units of government that wish to receive funding for hazard mitigation projects from the Hazard Mitigation and Pre-Disaster Mitigation Grant Programs will be required (by the Federal Emergency Management Agency) to create or participate in the creation of an approved local hazard mitigation plan satisfying the requirements of the Disaster Mitigation Act of 2000; and

WHEREAS, the **Southwest Regional Development Commission and Cottonwood County Emergency Management** will develop a plan that reflects the needs and concerns of the community and the local units of government within the county. In addition, mitigation strategies may need to be implemented at the local level or with cooperation from the local government. To achieve these objectives, local input is an essential element of the planning process;

NOW, THEREFORE, BE IT RESOLVED that the Cottonwood County Board of Commissioners will support the County's efforts in developing the All-Hazard Mitigation Plan. The Cottonwood County Board of Commissioners will participate in the hazard mitigation planning process by doing the following:

- Allow County staff to participate in plan development and present the draft plan at a Board meeting;
- Provide comments and suggestions on the draft plan to ensure that the plan reflects the needs of the County;

- And consider adopting by resolution the final approved All-Hazard Mitigation Plan.

S/ John Oeltjenbruns, Board Chairman

S/Jan Johnson, Auditor/Treasurer

*

*

*

*

Family Service Agency Director Craig Myers met with the board to discuss a request in regards to his current hours of vacation for consideration by the board. Myers requested that he be granted vacation leave at a rate of what a 10-year employee would receive.

Discussion was held in regards to a letter that was recently received from Liz Walklin regarding her request for salary at the reinstatement level rather than as a new hire. A letter will be sent to Walklin from the board stating their intentions to deny her request.

*

*

*

*

County Engineer Ron Gregg met with the board to discuss a few different items. Motion by Sorenson, second by White, unanimous vote to authorize final payment on the CSAH 2 surfacing project, SAP 17-602-23 from TH 60 to TH 30. The contract amount was \$1,798,063.50 and the final project cost was \$1,790,269.51.

Motion by Holmen, second by Sorenson, unanimous vote to authorize final payment on the Mt. Lake Township Replacement Project, SAP 17-599-89. The contract amount was \$43,618.00 and the final project cost was \$50,443.25.

Gregg asked for the status of the new insurance cards and it was reported that the new cards are supposed to be here on Friday and will be distributed at that time.

Brief discussion was held regarding the possibility of planting trees around the landfill. Commissioner Kuecker has been in contact with Dave Bucklin, SWCD, in regards to this matter.

*

*

*

*

Auditor/Treasurer Jan Johnson met with the board to discuss his 2008 salary request. He also asked that the board consider granting Lynn Mohlencamp a 1-step increase along with a 3.5% COLA because of her good work.

*

*

*

*

Motion by Kuecker, second by White, unanimous vote to set 2008 meal rates effective January 1st as follows: \$8.50 – breakfast; \$13.50 – lunch; \$17.00 – evening meal.

*

*

*

*

Motion by Holmen, second by White, unanimous vote to allow the Auditor/Treasurer to pay regular and customary payments for 2008, 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 contractor payments; emergency payments; insurance payments and lease payments.

*

*

*

*

Motion by Sorenson, second by Holmen, unanimous vote to set the 2008 clerk hire wage at \$10.00/hour.

Motion by Kuecker, second by Sorenson, unanimous vote to set temporary seasonal salaries as follows: 1st year - \$8.25; 2nd year - \$8.50; 3rd year - \$8.75.

* * * *

Motion by White, second by Sorenson, unanimous roll call vote to adopt resolution as follows:

**Resolution 08-01-08
Renewal of Premise Permit for the Mt. Lake Golf Club**

The County of Cottonwood certifies that the premise permit application being proposed by the Mt. Lake Golf Course, which is located in our jurisdiction at Lakeshore Drive in Mt. Lake has already been approved by the Midway Board and has the county board's approval to apply to the Minnesota Gambling Board for the off-site permit at the Mt. Lake Golf Course for the period of April 1, 2008 to March 31, 2009.

S/John Oeltjenbruns, Board Chairman

S/Jan Johnson, Auditor/Treasurer

* * * *

Motion by Sorenson, second by White, unanimous vote to approve year-end warrants as follows:

County Revenue Fund	\$ 55,830.18
Long Term Capital Outlay	\$ 2,018.04
County Building Fund	\$ 1,754.38
Ditch Fund	\$ 892.06
County Revenue Fund	\$ 62.42
Road & Bridge	\$ 35,325.80
Waste Abatement/SCORE	\$ 2,875.37
Landfill Enterprise	\$ <u>6,710.38</u>
TOTAL	\$105,468.63

* * * *

Motion by Kuecker, second by Holmen, unanimous vote to allow Chairman Oeltjenbruns to sign Memorandum of Intent with the University of Mn Extension Nutrition Education Program.

* * * *

Commissioner Holmen gave a brief update in regards to the grievance that was filed by the AFSCME unions in December.

* * * *

Motion by Holmen, second by Kuecker, unanimous vote to revise county application form to include additional language that was recommended in the last MCIT bulletin.

* * * *

Chairman Oeltjenbruns assigned Commissioners Sorenson and Holmen to serve on a sub-committee to work on the housing aspect of the new county building.

* * * *

Discussion was held regarding a letter that was recently received from Plotz Timber Harvest. This company is interested in purchasing 10 to 15 trees from a property in Ann Township that the county currently owns. Commissioner Kuecker agreed to make some contacts with DNR within the next few weeks to see if they might be interested in purchasing the land from the county before proceeding any further.

* * * *

Motion by Holmen, second by Sorenson, unanimous vote to recess until 1:00pm.

* * * *

Motion by Holmen, second by Sorenson, unanimous vote to set Jason Purrington's 2008 salary at \$66,700.

Motion by Kuecker, second by Sorenson, unanimous vote to set Kathy Kretsch's 2008 salary at \$47,000.

Motion by White, second by Holmen, unanimous vote to set Doug Storey's 2008 salary at \$73,000.

Motion by Sorenson, second by Kuecker, unanimous vote to set Jan Johnson's 2008 salary at \$82,500.

Motion by Kuecker, second by White, unanimous vote to set Craig Myers' 2008 salary at \$70,000 and to allow Myers to begin accruing vacation at the same rate as a 10-year employee.

Motion by Holmen, second by Sorenson, unanimous vote to set Gale Bondhus' 2008 salary at \$56,300.

Motion by White, second by Holmen, to set Mike Hanson's 2008 salary at \$47,000. Voting as follows: Aye: White, Holmen, Oeltjenbruns. Nay: Kuecker and Sorenson. Motion carried.

Motion by Sorenson, second by Kuecker, unanimous vote to set Ron Gregg's 2008 salary at \$97,200.

Motion by Kuecker, second by White, unanimous vote to set Todd Dibble's 2008 salary at \$45,000.

Motion by White, second by Holmen, unanimous vote to set Kelly Thongvivong's 2008 salary at \$39,500.

* * * *

Motion by Holmen, second by Sorenson, unanimous vote to set all remaining non-union salaries at a rate of a 3.5% COLA for 2008.

* * * *

Motion by Kuecker, second by Sorenson, unanimous vote to grant 1-step increase and 3.5% COLA to Lynn Mohlencamp based on a recommendation of the Department Head.

Chairman Oeltjenbruns gave a brief update in regards to the possibility of the DAC cleaning the new county building. Don Pankratz will be in contact with Oeltjenbruns in regards to this.

* * * *

Brief discussion was held in regards to union negotiations. This will be discussed at Labor-Management so that the unions are aware that the board would like to begin negotiations of some kind in July.

* * * *

There being no further business, the meeting was adjourned.

Jan Johnson, Auditor/Treasurer

John Oeltjenbruns, Board Chairman

Kelly Thongvivong, Bd. Adm. Assistant