

July 1, 2014
Cottonwood County Board of Commissioners
Regular Meeting
Minutes

The Cottonwood County Board of Commissioners met in regular session on Tuesday, July 1, 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, Gordy Olson, Jared Morrill, Kathy Kretsch, JinYeene Neumann, Kyle Pillatzki, Glenn Johnson, Jordan Burmeister, Angela Naumann, Luke Ewald, and Rahn Larson.

Motion by Holmen, second by Stevens, unanimous vote to approve the agenda as amended. Motion by White, second by Oeltjenbruns, unanimous vote to approve the minutes of the June 24, 2014 regular board meeting as amended.

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Commissioner White started the conversation that DVHHS has a tentative goal of November 1 to consolidate the financial offices.

Commissioner Stevens gave the board an update on a Law Library meeting he attended.

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Kelly Thongvivong, County Coordinator, received information regarding a Career Fair that will be held at the Windom Community Center on October 29, 2014. Thongvivong thought it would be beneficial for the county to be involved in this event. Thongvivong recommends that the county purchase a Gold Sponsorship in partnership with the City of Windom. Thongvivong stated that booth shifts could be worked by the HR Department, Department Heads, and Commissioners. Motion by Holmen, second by Stevens, unanimous vote to allow the county to purchase a Gold Sponsorship along with the City of Windom, at a cost of \$125 for each entity, for the Windom Career Fair to be held on October 29, 2014.

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Jordan Burmeister, Odell Wind Farm Representative, gave an update on the progress of the Odell Wind Farm. There will be approximately 100 turbines constructed in the first phase. 2016 would be the first operational year and 2017 would be the first year of funding. Burmeister stated the tax revenue would be approximately \$850,000 per year with 80% going to the counties involved and 20% going to the townships that host the turbines. Burmeister also stated that there would be a Community Fund that would receive approximately \$40,000 annually for charitable community projects and opportunities in the four counties involved. Burmeister informed the board that the Site permit has been completed and expects the Route permit to be completed in September/October. A public hearing, which is a part of the Route permit, is scheduled for July 9, from 1 to 5 pm, at the Windom Community Center.

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JinYeene Neumann, County Engineer, informed the board of discussions that have taken place with Jon Adrian and Bill Janzen regarding the tile problem on CSAH 1. Adrian and Janzen received a bid from Nickel Construction for \$150,985.38 to relocate the tile from the road ditch to the Adrian and Janzen property and they would like Cottonwood County to pay 70% of this bid. Neumann informed the board that only approximately 1,700 feet of the tile is bad. After much discussion, the board consensus is to have Kyle Pillatzki, Assistant County Engineer, work on an Engineer's estimate for the replacement of the tile. When the Engineer's estimate is completed, Neumann, Pillatzki, the County Attorney, and Commissioner Holmen should meet with Adrian and Janzen.

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Jan Johnson, Auditor/Treasurer, informed the board of some concerns he has regarding RtVision eTimecards for the Revenue employees. Johnson feels that the process is moving along and he would like the board to allow him the final approval of when the timecards will go live. The general consensus of the board was to allow Johnson to have the final approval of when eTimecards will go live.

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Discussion was held regarding the moving of the environmental computer that permits are prepared on. This computer will be moved to the SWCD office where the Planning and Zoning Technician is housed; when this move happens, that computer will no longer be connected to the county's network. The board directed Glenn Johnson, Director of Information Systems, to look into possible options of what can be done.

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Kelly Thongvivong, County Coordinator, met with the board to discuss a few items. Thongvivong presented a Tobacco Free Grounds Policy on behalf of the Wellness Committee. The Wellness Committee has been working with Angela Naumann, Health Educator for Start Noticing, on drafting this policy. Thongvivong's recommendation to the board is to adopt the Tobacco Free Grounds Policy, as amended, with implementation of this policy to take effect on January 1, 2015. Motion by Holmen, second by White, unanimous vote to make the Tobacco Free Grounds policy a part of our personnel policy and post for 30 days.

Motion by White, second by Oeltjenbruns, unanimous vote to hire Alex Yonker as a full-time Heavy Equipment Operator for the Windom shop on step 4 (\$15.3713) of the 2014 matrix pending successful completion of all hiring requirements.

Motion by White, second by Stevens, unanimous vote to accept the internal transfer of Jed Rhubee from HEO to Senior Highway Technician effective August 4, 2014; starting on step 6 (\$18.81) of the 2014 Highway Technician matrix, moving a step after successful completion of Bridge Inspection classes and an additional step after successful completion of all other DOT certifications.

Motion by White, second by Holmen, unanimous vote to post internally and advertise for two HEO positions, one in Jeffers and one in Windom.

Motion by White, second by Holmen, unanimous vote to post internally for an Assistant Solid Waste Administrator.

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JinYeene Neumann, County Engineer, informed the board that Jacqueline Zevenbergen was recently hired by Jackson County as the Jackson (60%)/ Cottonwood (40%) Parks & Trail Director and will begin her duties on July 7. Neumann plans to meet with Zevenbergen and Tim Stahl, Jackson County Public Works Director, in Jackson on Monday, July 7.

Neumann also informed the board that Dominic Jones, Red Rock Rural Water (RRRW), will be attending the July 8 board meeting to ask for a reduction in tipping fees at the landfill. The bill at the landfill is for the cleaning up of the Thomas Gravel Pit so Cottonwood County can begin the reclamation process. Neumann informed the board that \$7,000 was received from RRRW to be used to reclaim the Thomas Pit.

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There being no further business, the meeting was adjourned at 10:50 a.m.

Jan Johnson, Auditor/Treasurer

James Schmidt, Board Chairman

Kelly Thongvivong, County Coordinator