

June 14, 2016  
Cottonwood County Board of Commissioners  
Special Meeting  
Minutes

The Cottonwood County Board of Commissioners met in special session on Tuesday, June 14, 2016 at 9:00 a.m. at the Cottonwood County Courthouse in Windom, MN. Present in person for all or portions of the meeting were: Commissioners Kevin Stevens, Jim Schmidt, Donna Gravley, Norm Holmen, Tom Appel; County Coordinator Kelly Thongvivong; Auditor/Treasurer Jan Johnson; and JinYeene Neumann.

Chairman Stevens called the meeting to order. Motion by Schmidt, second by Holmen, unanimous vote to approve the agenda. Motion by Appel, second by Gravley, unanimous vote to close the meeting pursuant to 13D.05 for preliminary consideration of allegations or charges against an employee to discuss the allegations and what action the County may take. Motion by Holmen, second by Appel, unanimous vote to open the meeting.

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After coming out of closed session, the board took action in relation to the closed meeting. Motion by Holmen, second by Appel, unanimous roll call vote to adopt resolution as follows:

Member Commissioner Holmen introduced the following Resolution and moved its adoption:

**RESOLUTION DISCHARGING AN EMPLOYEE**

BE IT RESOLVED by the Cottonwood County Board of Commissioners, as follows:

1. An employee of the County is hereby discharged, effective immediately.
2. The Board has reviewed and hereby approves the Notice of Discharge, setting forth the specific factual grounds for the discharge.
3. Pursuant to Minnesota Statutes section 13.43, subdivision 2, the specific reasons for the proposed discharge are private data on the employee until final disposition of the proposed disciplinary action.
4. The Board Chair is hereby authorized to sign the Notice of Discharge on behalf of the County.
5. The County Coordinator is directed to have a copy of this Resolution and the Notice of Discharge served on the employee, and to place a copy of these documents in the employee's personnel file.

The motion for the adoption of the foregoing Resolution was duly seconded by Commissioner Appel and upon a vote being taken thereon, the following voted in favor of the motion: Commissioners Holmen, Appel, Stevens, Gravley and Schmidt.

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There being no further business, there was a motion by Schmidt, second by Gravley, unanimous vote to adjourn the meeting.

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Jan Johnson, Auditor/Treasurer

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Kevin Stevens, Board Chairman

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Kelly Thongvivong, County Coordinator