

June 11, 2013
 Cottonwood County Board of Commissioners
 Regular Meeting
 Minutes

The Cottonwood County Board of Commissioners met in regular session on Tuesday, June 11, 2013 at 9:00 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, Jim Schmidt, Kevin Stevens, Tom White, Norm Holmen; Executive Assistant Kelly Thongvivong; Auditor/Treasurer Jan Johnson; County Attorney Nick Anderson; Dave Bucklin, Kim Hall, Jason Purrington, Gordy Olson, Kyle Pillatzki and Jim Jorgensen.

Motion by Holmen, second by White, unanimous vote to approve additions to the agenda. Motion by Holmen, second by Stevens, unanimous vote to approve the minutes of the June 4, 2013 meeting.

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Dave Bucklin, SWCD, met with the board to present a Minnesota Wetland Conservation Act Notice of Decision for JD #31 new outlet tile. Comments regarding the project were received by BWSR and NRCS. The comments were about the existing wetlands in the watershed potentially affected by JD #31. Motion by White, second by Schmidt, unanimous vote to approve the project with conditions as noted on Notice of Decision.

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Motion by Schmidt, second by White, unanimous vote to approve June warrants as follows:

County Revenue Fund	\$ 77,834.82
Long Term Capital Outlay	\$ 19,754.52
County Building Fund	\$ 36,577.64
Agency Fund	\$ 2,177.24
Road & Bridge	\$ 56,839.02
Waste Abatement/SCORE	\$ 158.10
Landfill Enterprise	<u>\$ 19,362.31</u>
	<u>\$212,703.65</u>

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Discussion was held regarding the possible amendment of Policy 605 "Acceptable use of electronic communications and internet. Due to some of the questions that were asked, the board thought it might be beneficial to invite Glenn Johnson, Director of Information Systems, to attend the first meeting in July to further discuss the policy before posting for 30 days.

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Commissioner Schmidt gave an update regarding the Plum Creek Library funding and reported that there will be a different formula used for billing purposes next year and the county will be billed for less than what was billed last year. Further information will be sent out to the board members for further discussion at an upcoming meeting.

Emergency Management Director Kim Hall met with the board to discuss Minnesota Recover Disaster funding. Hall reported that the five counties affected by the April ice storm have an opportunity to receive \$250,000 in grant money. The Emergency Management Directors in each of the five counties met to further discuss how they would like to proceed with applying for the grant and to establish criteria of who may be able to apply for potential funding. Applications for Non FEMA funded Disaster Assistance Requests will be received until July 19th. Motion by Holmen, second by Stevens, unanimous vote to allow Hall to apply for grant funds on behalf of Cottonwood County.

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Kelly Thongvivong, HR, gave an update regarding recent union negotiations with the Highway Department. Further discussion was held regarding part-time employees and the thought of offering pro-rated health insurance to any employee that is hired to work 32-40 hours/week. This will be discussed further at the next board meeting after the 30-day period for posting proposed changes to the definition section of the personnel policy is discussed.

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Sheriff Jason Purrington met with the board to request that Brett Oltmanns, part-time jailer/dispatcher, be taken off probation effective June 28, 2013 and promoted to full-time jailer/dispatcher effective July 1, 2013 after successful completion of the 6-month probationary period. Motion by White, second by Schmidt, unanimous vote to approve the request as presented.

Purrington and Chief Deputy Jim Jorgensen presented estimates for the repair of the generator at the Law Enforcement Center. The estimates from Ziegler CAT were \$22,172.63 for repair of engine failure and \$8,532.00 for cooling system flush and battery replacement on emergency back-up power generator. Purrington will proceed with getting the generator repaired.

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Interim Planning & Zoning Administrator/Parks Director met with the board to give an update regarding FEMA reimbursement for the Parks Department. Olson reported that FEMA documentation indicates that the county will be reimbursed \$23,380 for the ice storm damage that took place at the county parks this spring. Olson requested that these funds be placed in the Parks Long Term Capital Outlay fund to be used for future park improvements and or park equipment. Motion by Holmen, second by Schmidt, unanimous vote to allow the FEMA funding (\$23,380) that is received to go into the Parks Long Term Capital Outlay fund.

Discussion was held regarding Dynamite Park and the possibility of the City of Windom being interested in obtaining this property. This will be discussed further at the next Windom Park Board meeting.

Olson reported that no response has been received yet regarding a letter that was sent to an individual in the Mt. Lake area regarding a nuisance complaint. This individual has until June 28th to respond.

Olson reported that the property on 3rd Avenue that was involved in a methamphetamine matter has been cleaned up.

Motion by White, second by Holmen, unanimous vote to increase the change fund at Talcot Park from \$100 to \$200.

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Discussion was held regarding the lawn and outside condition of the N. 71 County Office building. The board agreed that there is some work that could be done to clean up the property and maybe this is something that STS could be involved with. Motion by Holmen, second by Schmidt, unanimous vote to obtain quotes to take out four trees at the N. 71 Building. The board also discussed the possibility of getting quotes for staining of the building.

Discussion was held regarding the continued issues with the heating and cooling of the N. 71 County Office building. Johnson Controls recently took a look at the situation and they would recommend that the boiler be turned on to provide even cooling throughout the building. The board recommended that Johnson Controls be contacted and told to start up the boilers to see if this makes a difference with the temperature variations throughout the building.

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Landfill Supervisor, Kyle Pillatzki, met with the board to discuss a few items. Pillatzki discussed in great detail the issues with the head well at the landfill that are not yet resolved and the ideas he has for finding a solution to the problem.

Discussion was held regarding work that Minion Excavating is currently doing at the landfill and Pillatzki's thoughts on allowing them to continue doing more as the work that Pillatzki is having them perform will ultimately help to save the county money in the future because there will be more space for garbage in years to come, which is something that should have been done years ago.

Further discussion was held regarding Pillatzki's wish list of equipment needs that would be helpful at the landfill to make the employees more efficient in their jobs. Pillatzki would like to see the following items purchased: compactor, roll of truck, D5 dozer and a 4 x 4 utility unit. Pillatzki would also like to see the development of a concrete area, which could be utilized for a dump station and tire collection. The projected cost for these items is approximately \$385,000.

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Commissioner White gave an update regarding a task that Auditor/Treasurer Jan Johnson and he were given at the last board meeting. White plans to present the compiled information that has been collected by the Department Heads regarding their short-term and long-term needs for their offices at the next board meeting.

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Brief discussion was held regarding an e-mail that the county received from Senator Bill Weber in regards to the 2014 County Program Aid as a result of the recently signed Omnibus Tax bill.

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There being no further business, the meeting was adjourned at 12:40 p.m.

Jan Johnson, Auditor/Treasurer

John Oeltjenbruns, Board Chairman

Kelly Thongvivong, Executive Assistant