

January 15, 2008
 Cottonwood County Board of Commissioners
 Regular Meeting
 Minutes

The Cottonwood County Board of Commissioners met in regular session on Tuesday, January 15, 2008 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, Gary Sorenson, Tom White, Ron Kuecker, Norm Holmen; Administrative Assistant Kelly Thongvivong; Auditor/Treasurer Jan Johnson; County Attorney Doug Storey; Jay Trusty, Jason Purrington, Gale Bondhus, Mike Hanson, Marlene Smith, Todd Dibble, Ron Gregg and Craig Myers. Motion by Holmen, second by Kuecker, unanimous vote to approve additions to the agenda. Motion by Kuecker, second by White, unanimous vote to approve the minutes of the January 8, 2008 meeting as amended.

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Executive Director of SRDC, Jay Trusty, met with the board to give an update regarding renewable energy in Southwest Minnesota.

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Sheriff Jason Purrington met with the board to discuss a few different items. Motion by Kuecker, second by Sorenson, unanimous vote to set county jail fees for 2008 as follows:

Huber Fees (Work Release)	\$17/day (Cottonwood County inmates)
	\$30/day (Out of County inmates)
Pay for Stay	\$20/day
Prisoner Board for other agencies	\$60/day
Drug Tests	Out of County \$10.00
PBT Testing	\$5.00 (only for out of county agencies)
Fingerprint Fees	\$10.00

Purrington reported that there is a new Mental Health Screening Form that all county jails will now be required to use for all arrests. Motion by Holmen, second by White, unanimous vote to approve contract with Southwestern Mental Health Center to provide these services.

Motion by White, second by Sorenson, unanimous vote to approve civil process fees as follows:

Single service	\$30 (Originating within MN) For multiple services at same address add a \$25.00 incremental increase for each additional service.
Writ of Execution – Service Fee	\$30 (extra mileage outside of Windom)
Per Person Service	\$25
Mileage (round trip mile from CCSO)	IRS rate with \$5.00 minimum
Legal Not Found	\$25 (plus mileage)
Return of Process – service not made	\$25 (plus mileage)
Execution Commission	4%
Executions Returned – not satisfied	\$30

Postings – 3 public places	\$30
Vacancy	\$25 (plus mileage)
Mortgage Foreclosures	\$75
Fingerprinting (by appointment)	\$10
Local Records Check	\$5
Accident Reports – Insurance Co.	\$5
Copy Fee	\$.25/page

Motion by Sorenson, second by Kuecker, unanimous vote to set Matron & Bailiff Fees for 2008 at a rate of \$10/hour.

Motion by Holmen, second by Sorenson, unanimous vote to give Purrington authorization to hire another part-time jailer/dispatcher.

Brief discussion was held regarding Jim Vellema’s intent to obtain a boilers license.

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County Assessor Gale Bondhus met with the board to present quotes for some new equipment for the Assessor’s Office. Quotes were as follows: DELL – \$920 (state quote) for 4 monitors; DELL - \$7,994.77 (state quote) for computer server; CDW - \$553.60 for battery back-up and APC - \$559 for battery back-up. Motion by Holmen, second by White, unanimous vote to accept state quotes in the amount of \$920 for 4 monitors and \$7,994.77 for computer server and to accept the low quote from CDW in the amount of \$553.60 for battery back-up.

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Environmental Officer Mike Hanson met with the board to discuss a few different items. Hanson updated the board on setback permits that were issued in 2007.

Hanson presented the ad that has been published for County Park mowing for 2008. Discussion was held regarding minimum requirement for equipment insurance. MCIT will be contacted in regards to this matter.

Hanson informed the board about a few feedlot updates to the Elmendorf and Neuhof Hutterian colonies in Mt. Lake.

Motion by Sorenson, second by Holmen, unanimous vote to allow Hanson to attend County Feedlot Officers sub-committee meeting in Alexandria on January 29-31.

Hanson informed the board that a variance hearing and conditional use hearing for Glen Graff has been scheduled for February 1st at 1:30pm as he is proposing to cover the existing feeding pens and alleyway located in the southwest corner of his feedlot site.

Hanson presented a state quote in the amount of \$905.25 for a new PC for the Environmental Office to accommodate the new GIS System. Motion by Sorenson, second by Holmen, unanimous vote to approve of the purchase in the amount of \$905.25 off the state contract.

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Veterans Officer Todd Dibble and Environmental Officer Mike Hanson asked that Leslie Makovsky be taken off of probation and be granted permanent

full-time status effective January 17, 2008 after successful completion of her 6-month probationary period. Motion by Sorenson, second by Kuecker, unanimous vote to allow Leslie Makovsky permanent full-time status.

Motion by Holmen, second by Sorenson, unanimous vote to amend 2008 Veterans Service budget to include \$7,000 (revenue & expenditure) due to state grant.

Dibble reported that he would be looking into a new system for the veterans' forms, as the current system is quite old.

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County Engineer Ron Gregg met with the board to discuss a personnel matter. He reported that Steve Burdick gave a 2-week notice on January 9th. Because Gregg feels that Burdick has a lot to offer due to his 9 years of experience with the county, he asked that the board consider moving Burdick from Step 11 to Step 15 of the 2008 pay scale. After much discussion, there was a motion by Holmen, second by Kuecker to move Steve Burdick to Step 15 of the 2008 pay scale effective February 1st subject to union approval. Voting aye: Holmen, Kuecker. Voting nay: Sorenson, White and Oeltjenbruns. Motion failed.

Motion by Sorenson, second by White to accept letter of resignation from Steve Burdick effective January 23rd with appropriate payout of benefits. Voting aye: Sorenson, White, Kuecker and Oeltjenbruns. Voting nay: Holmen. Motion carried.

Motion by Sorenson, second by White, unanimous vote to allow Gregg to post internally and then advertise for the highway mechanic position.

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Family Service Agency Director Craig Myers met with the board to present a resignation letter. Motion by Kuecker, second by Sorenson, unanimous vote to accept letter of resignation from Anne Foley effective January 24th with appropriate payout of benefits.

Motion by Holmen, second by Kuecker, unanimous vote to allow Myers to post internally and advertise simultaneously for the position of Agency Social Worker.

Discussion was held regarding how to handle the FSA Supervisors' 2008 salaries. Motion by Holmen, second by Sorenson, unanimous vote to continue to follow a motion that was made last year that states that all non-union Family Service Agency employees who are under the auspices and regulations of the MN Merit System shall progress through the pay plan upon satisfactory annual evaluation at the rate of one step per year through the first five steps and one-half step per year thereafter by using the 2008 MN Merit System pay scale.

Brief discussion was held regarding a request by an individual that does Adult Foster Care for possible assistance with fixing some things in her house. Myers will contact this individual to let her know that there is no funding available for such a request.

Motion by Holmen, second by White, unanimous vote to close the meeting at 12:10pm in order for the County Attorney to give the board advice under the attorney-client exception according to Minnesota Statute 13D.05 subd. 3(b). The following individuals were present: John Oeltjenbruns, Gary Sorenson, Tom White, Ron Kuecker, Norm Holmen, Kelly Thongvivong, Jan Johnson and Doug Storey.

Motion by White, second by Kuecker, unanimous vote to open the meeting at 12:41pm.

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Motion by Sorenson, second by Holmen, unanimous vote to recess as the County Board and to convene as the Ditch Authority.

Discussion was held regarding concern Stuart Immer has with a special assessment that has been proposed for JD #9. After much discussion, there was a motion by Holmen, second by Sorenson to levy an additional assessment on JD #9 at a rate of 4.85%. Voting aye: Holmen, Sorenson, White, Oeltjenbruns. Voting nay: Kuecker. Motion carried.

Motion by Holmen, second by Sorenson, unanimous vote to pro-rate assessment for digitizing of ditch maps after receiving final bill.

Motion by Holmen, second by Sorenson, unanimous vote to adjourn as the Ditch Authority and to reconvene as the County Board.

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Discussion was held regarding a grievance letter from AFSCME dated January 9th that was received by the board. After discussing the contents of the letter, there was a motion by Sorenson, second by Holmen, unanimous vote to have Chairman send a letter to AFSCME denying the union's appeal as requested in the letter dated January 9, 2008 and to take no further action.

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Motion by Sorenson, second by White, unanimous vote to post revised changes to Policy Number 386 for a 30-day comment period.

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Motion by Holmen, second by Kuecker, unanimous vote to approve January warrants as follows:

County Revenue Fund	\$179,205.78
Long Term Capital Outlay	\$ 219.28
Ditch Fund	\$ 7,283.94
Ditch Sinking Fund 1	\$ 10,262.98
Ditch Sinking Fund 2	\$163,436.91
Ditch Sinking 3	\$ 28,241.86
Taxes and Penalties Fund	\$ 75.00
Road & Bridge	\$132,544.12
Waste Abatement/SCORE	\$ 14,112.57
Landfill Enterprise	<u>\$ 12,355.27</u>
TOTAL	\$547,737.71

Commissioner Kuecker gave an update in regards to the possibility of planting trees at the landfill. Kuecker will plan to talk to Mike Harrington about this as well as he currently leases approximately 100 acres of land near the landfill.

Kuecker presented information he obtained from an Extension Forester as well as a DNR Forester regarding the recent interest of Plotz Timber Harvest to purchase 10 to 15 trees from a property in Ann Township.

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Motion by Sorenson, second by Holmen, unanimous vote to authorize Chairman to sign letter to Southwest Minnesota Housing Partnership informing them of the county's intent to contribute the remaining program income in the amount of \$5,729.31 from a past small cities development program as a pledge to the Healthy Homes Project.

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Chairman Oeltjenbruns informed the board that the RC & D Annual Meeting would be held on January 24th at 9:30am in Slayton.

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There being no further business, the meeting was adjourned at 1:55 p.m.

Jan Johnson, Auditor/Treasurer

John Oeltjenbruns, Board Chairman

Kelly Thongvivong, Bd. Adm. Assistant