

November 6, 2012
Cottonwood County Board of Commissioners
Regular Meeting
Minutes

The Cottonwood County Board of Commissioners met in regular session on Tuesday, November 6, 2012 at 9:00 a.m. at the Cottonwood County Courthouse in Windom, MN. Presiding over the meeting was Chairman Norm Holmen. Present for all or portions of the meeting were: Commissioners Norm Holmen, John Oeltjenbruns, Jim Schmidt, Tom White, Ron Kuecker; Executive Assistant Kelly Thongvivong; Auditor/Treasurer Jan Johnson; County Attorney Nick Anderson; Dave Bucklin, Jason Purrington, Rory Lindvall, Gale Bondhus, Rahn Larson and Bob Pankratz.

Motion by Oeltjenbruns, second by Kuecker, unanimous vote to approve additions to the agenda. Motion by White, second by Schmidt, unanimous vote to approve the minutes of the October 23, 2012 meeting.

* * * *

Dave Bucklin, SWCD, met with the board to present a Notice of Decision on behalf of Warren Pankonin of Minnesota Supreme Feeders. This project is for a wetland bank trade for 1.7 acres of Section 12 in the NW ¼ of Highwater Township. Motion by Oeltjenbruns, second by White, unanimous vote to approve the Notice of Decision with conditions as mentioned.

Bucklin commented on the JD #3 joint meeting that was recently held between Cottonwood and Murray counties.

* * * *

Commissioner White presented further information regarding the Dynamite Park roof repair that was approved at the last board meeting. It was suggested that an addendum to the proposal be submitted by Heger Remodeling for consideration by the board.

* * * *

Much discussion was held regarding the possible Health & Human Services merger. The board decided that they would like to revisit the county contribution split for county operating levy and reserves that was agreed upon in the form of a motion made at a board meeting on September 4, 2012.

* * * *

Jessica Parker did not make an appearance before the county board at this time. Motion by Kuecker, second by Schmidt, unanimous vote to uphold Jan Johnson's determination that "Charlie", now owned by Jessica Parker, is a potentially dangerous dog. This dog was formerly owned by Kenneth Nerem.

* * * *

Sheriff Jason Purrington met with the board to present information regarding two (microwave connectivity and subscriber units) ARMER grants. The first grant received will be used for the microwave link from the Sheriff's Department to the Jeffers MnDOT tower for the purpose of connectivity to the ARMER systems. Motion by White, second by Oeltjenbruns, unanimous vote to approve the grant

and to accept the quote from Alpha Wireless in the amount of \$35,746.41 for the completion of the project.

The second grant received will be used for the purchase of nine portable radios for use with the ARMER system. Motion by Schmidt, second by White, unanimous vote to approve the grant and to accept the quote from Motorola Solutions in the amount of \$20,317.34 for the purchase of nine portable radios.

* * * *

Assistant County Engineer Rory Lindvall met with the board to discuss several items. Motion by Kuecker, second by Oeltjenbruns, unanimous vote to approve final payment in the amount of \$49,785.60 to Mathiowetz Construction for the construction of cell 7 at the landfill.

Motion by Kuecker, second by Oeltjenbruns, unanimous vote to approve the hire of Jeff Yonker (Signman/Engineering Technician) on Step 5 of the 2012 matrix pending successful completion of all hiring requirements.

Update was given regarding the Thomas gravel pit production. It was noted that as of November 5th, 141,000 tons had been produced from the pit. Lindvall reported that it is quite likely that the pit will be out of rock by the time it reaches the 168,000 tons, which was the targeted projection.

Lindvall reported that MPCA has requested that the county designate a contact for landfill issues. Motion by Kuecker, second by Oeltjenbruns, unanimous vote to appoint Rory Lindvall to be the Solid Waste contact for MPCA purposes. Interim County Engineer Gerry Engstrom and Lindvall will be responsible for signing off on landfill bills.

Lindvall reported that MPCA has recently informed the county landfill that they are going to require that the county drill four monitoring wells for the demo facility instead of just the two monitoring wells that had previously been approved at a prior meeting on August 7, 2012, which had never been installed. Motion by White, second by Schmidt, unanimous vote to approve the new 4-well system at a cost of \$26,505.

Lindvall presented a well plan and location map for the board's information and also reported on some further issues still needing to be addressed at the landfill. Lindvall reported that Darryl Heaps of SEH is recommending that an electronic tape be purchased to help with the monitoring of the leachate levels. Lindvall will check into costs for such a purchase and obtain quotes if necessary.

Lindvall reported that MPCA is recommending that the lines at the landfill be jetted prior to the end of the year as the leachate collection system at the landfill must be cleaned annually in accordance with Minnesota Solid Waste Rules. Lindvall will check into the cost involved and will obtain a few quotes to present at a future meeting.

Lindvall reported that MPCA indicated that they would not allow the facility to place demolition waste in the expansion area until monitoring wells have been installed and at least two sampling events have been completed. Motion by White, second by Schmidt, unanimous vote to hire Minion Excavating to move demo debris

at the landfill in order to get to MPCA accepted grade. The cost is not to exceed \$5,000.

Discussion was held regarding a letter that was received from MPCA in October regarding the issue of litter problems at the landfill. The board agreed that a letter should be sent to Brad Odegard, STS Supervisor, in regards to duties that the county would like to see done each week.

* * * *

County Assessor Gale Bondhus met with the board to discuss the condition of the county vehicle that is used by the Assessor's Office. Motion by Kuecker, second by White, unanimous vote to allow Bondhus to search for cars to replace the county vehicle, which is in much need of repairs.

Bondhus reported that no qualified applicants applied for the position that is vacant in the Assessor's Office. Three applications were received but the applicants were not qualified and would need further training in order to become licensed for the position. Bondhus recommended not doing anything more until next spring.

* * * *

Kelly Thongvivong, HR, reported that Jordan Bussa (part-time jailer/dispatcher) recently participated in an Exit Interview upon termination from his employment with Cottonwood County.

Further discussion was held regarding the Clerk Typist position at the Highway Department. Further clarification regarding the anticipated hours of this position will be discussed with the Highway Office Manager/Accountant before further action is taken.

Thongvivong presented a state quote for the replacement of a computer in the Commissioner's Office. Motion by Kuecker, second by Schmidt, unanimous vote to allow for the purchase of the computer from Dell in the amount of \$873.42 and to allow an additional \$150 to upgrade to a larger monitor.

Thongvivong presented a revision to the previous Phased-Retirement Option (PRO) Policy. Motion by White, second by Oeltjenbruns, unanimous vote to approve the revised PRO policy and to allow for a 30-day posting period.

Brief discussion was held regarding AMC voting delegates. Thongvivong will submit the change in delegates to AMC.

Thongvivong reported that the Court Administration office is hoping to install new blinds in the judges' chambers and to paint the walls before the new judge gets sworn in on November 21st. Two quotes for the installation of new blinds were presented as follows: Hammers Furniture - \$1,813.63 and Lowe's - \$1,448.96. Motion by Kuecker, second by Schmidt, unanimous vote to accept the quote in the amount of \$1,813.63 from Hammers Furniture as this quote included the removal of old blinds and installation of new blinds. It was reported that two individuals were asked to provide a quote for painting of the judges' chambers and only one individual responded. Motion by Oeltjenbruns, second by Kuecker, unanimous vote to accept the quote received from Curt Fast to complete the work.

Thongvivong reported that Gordy Olson is currently out of the office until November 12th and bills need to be signed so that they can be paid. Motion by

Kuecker, second by White, unanimous vote to allow Chairman Holmen to approve bills in Olson's absence.

* * * *

Further discussion was held regarding the possible Health & Human Services merger. Motion by White, second by Schmidt to rescind motion made on September 4, 2012 as follows: "Motion by Oeltjenbruns, second by Schmidt, unanimous vote to agree that the county contribution for the Cottonwood-Jackson Health and Human Services will be a 52% Cottonwood and a 48% Jackson split for County operating levy and contribution of reserves if a merger is approved. This split will be reviewed each year following the National Census with the first evaluation occurring in 2021 and every ten years thereafter." and to make a new motion to agree that the county contribution for Cottonwood-Jackson Health & Human Services will be a 52% Cottonwood and a 48% Jackson split for County operating levy and contribution of reserves (one-time payment based on a 4-month reserve) for budget year 2014. Beginning in 2015 and beyond the county contribution will be a 50% Cottonwood and a 50% Jackson split. Voting as follows: Aye – White. Nay – Kuecker, Oeltjenbruns, Schmidt and Holmen. Motion failed.

Motion by White, second by Schmidt to rescind motion made on September 4, 2012 as follows: "Motion by Oeltjenbruns, second by Schmidt, unanimous vote to agree that the county contribution for the Cottonwood-Jackson Health and Human Services will be a 52% Cottonwood and a 48% Jackson split for County operating levy and contribution of reserves if a merger is approved. This split will be reviewed each year following the National Census with the first evaluation occurring in 2021 and every ten years thereafter." and to make a new motion to agree that the county contribution for Cottonwood-Jackson Health & Human Services will be a 52% Cottonwood and a 48% Jackson split for County operating levy and contribution of reserves (one-time payment based on a 3-month reserve) for budget year 2014. Beginning during the interim period of the new entity and in budget years 2015 and beyond, the county contribution will be a 50% Cottonwood and a 50% Jackson split. Voting as follows: Aye – Schmidt, White and Holmen. Nay – Oeltjenbruns and Kuecker. Motion carried.

* * * *

Brief discussion was held regarding the septic system at the N. 71 Building. According to Lloyd Kalfs nothing further has to be done until next spring.

* * * *

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

Motion by Schmidt, second by White, unanimous vote to set a hearing date for JD #31 redetermination and improvement for January 15, 2013 at 9:05 a.m.

Brief discussion was held regarding County Ditch #54. This will be forwarded to Brown County.

Motion by Schmidt, second by Oeltjenbruns, unanimous vote to adjourn as the Ditch Authority and to re-convene as the County Board.

* * * *

Much discussion was held regarding the budget and what cuts might be able to be made if the board were to consider trying to reduce the preliminary levy.

Brief discussion was held regarding possible County Coordinator position for Cottonwood County. Chairman Holmen reported that he has been working on gathering data such as job descriptions and salary information from other counties. The board seemed to agree to hold off on another county hire until the County Engineer and Planning & Zoning Administrator positions have been filled.

* * * *

Brief discussion was held regarding the Highway Department budget deficit and how the board would like to deal with it. The board agreed that further discussions will need to be held.

* * * *

Chairman Holmen informed the board that they were invited to celebrate the Judicial Investiture of Christina Wietzema as new judge of district court on November 21, 2012 at 2:00 p.m. in the district courtroom.

* * * *

There being no further business, the meeting adjourned at 2:30 p.m.

Jan Johnson, Auditor/Treasurer

Norm Holmen, Board Chairman

Kelly Thongvivong, Executive Assistant