

August 23, 2011  
Cottonwood County Board of Commissioners  
Regular Meeting  
Minutes

The Cottonwood County Board of Commissioners met in regular session on Tuesday, August 23, 2011 at 1:00 p.m. at the Cottonwood County Courthouse in Windom, MN. Presiding over the meeting was Chairman Ron Kuecker. Present for all or portions of the meeting were: Commissioners Ron Kuecker, Norm Holmen, John Oeltjenbruns, Jim Schmidt, Tom White; Executive Assistant Kelly Thongvivong; Auditor/Treasurer Jan Johnson; County Attorney Nick Anderson; Ron Gregg, Kay Clark, Kathy Kretsch, Andy Geiger, John Shepard, Jason Purrington, Greg Walsh, Rahn Larson, Tom Muller, Kim Hall and Paul Luther.

Motion by Oeltjenbruns, second by Schmidt, unanimous vote to approve additions to the agenda. Motion by White, second by Holmen, unanimous vote to approve the minutes of the August 9, 2011 meeting as amended.

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County Engineer Ron Gregg met with the board to discuss several items. Gregg presented 2012 proposed budgets for the Highway Department, Landfill and Recycling. Gregg presented the recycling budget two different ways due to the uncertain future of the recycling department.

Gregg gave a brief update regarding the leachate issue at the landfill. It was reported that the blockage issue with cell 5 has still not be completely resolved. Gregg has been in contact with Paul Kimman from MPCA in regards to the situation.

Motion by Schmidt, second by Oeltjenbruns, unanimous vote to hire Cherie Winters as part-time Clerk Typist II at the Highway Department on Start of the 2011 pay scale effective September 6<sup>th</sup> pending successful completion of all hiring requirements.

Gregg asked the board to review the new draft bid proposal for single stream recycling and to approve the advertising for bids. After much discussion, there was a motion by Schmidt, second by Holmen to approve bid form for single stream recycling services for Cottonwood County with one minor change. Voting as follows: Aye – Schmidt and Kuecker. Nay – Oeltjenbruns, Holmen and White. Motion failed. This will be discussed again at the September 6<sup>th</sup> board meeting.

Gregg invited the commissioners to attend a joint Roadway Safety Plan Workshop with Jackson, Nobles and Rock counties on September 26<sup>th</sup> at 8:30 a.m. in Worthington.

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SWCD District Administrator Kay Clark met with the board to present the 2012 proposed budgets for the Natural Resources Block Grant as well as the Cottonwood County/SWCD Agreement for 2012. Clark reported that in 2012 the county will pay a flat fee of \$250 per well for well sealing. Clark also reported that the SWCD office is hoping to re-write the Local Water Management Plan when it needs to be redone instead of contracting with SRDC to do the work.

Planning & Zoning Administrator/Parks Director Andy Geiger met with the board to present the 2012 proposed budgets for the Parks Department and the Planning & Zoning Office.

Discussion was held regarding Double Lake fishing pier. Geiger handed out a Fishing Pier/Shore Fishing Agreement as well as a resolution authorizing the agreement with the DNR for a fishing pier at Double Lake that was adopted by the board on 10/6/98. Geiger will be in contact with someone from the Red Rock Sportsman's Club in regards to this matter and will be followed up again next spring.

Motion by Holmen, second by Schmidt, unanimous vote to allow Geiger to attend Minnesota Association of Planning & Zoning Administrators Conference in Bemidji on October 5-7 and the Minnesota Association of County Feedlot Officers on October 18-20 in Winona which includes a tour to Wisconsin.

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SRDC Development Planner John Shepard and Emergency Management Director Kim Hall met with the board to ask approval for the adoption of the Cottonwood County All-Hazard Mitigation Plan. Motion by Holmen, second by Oeltjenbruns, unanimous roll call vote to adopt resolution as follows:

**Resolution 11-08-23  
Adoption of the Cottonwood County All-Hazard Mitigation Plan**

**WHEREAS**, Cottonwood County has participated in the hazard mitigation planning process as established under the Disaster Mitigation Act of 2000, and

**WHEREAS**, the Act establishes a framework for the development of a County Hazard Mitigation Plan; and

**WHEREAS**, the Act as part of the planning process requires public involvement and local coordination among neighboring local units of government and businesses; and

**WHEREAS**, the Cottonwood County Plan includes a risk assessment including past hazards, hazards that threaten the County, an estimate of structures at risk, a general description of land uses and development trends; and

**WHEREAS**, the Cottonwood County Plan includes a mitigation strategy including goals and objectives and an action plan identifying specific mitigation projects and costs; and

**WHEREAS**, the Cottonwood County Plan includes a maintenance or implementation process including plan updates, integration of the plan into other planning documents and how Cottonwood County will maintain public participation and coordination; and

**WHEREAS**, the Plan has been shared with the Minnesota Division of Homeland Security and Emergency Management and the Federal Emergency Management Agency for review and comment; and

**WHEREAS**, the Cottonwood County All-Hazard Mitigation Plan will make the county and participating jurisdictions eligible to receive FEMA hazard mitigation assistance grants; and

**WHEREAS**, this is a multi-jurisdictional Plan and cities that participated in the planning process may choose to also adopt the County Plan.

**NOW THEREFORE BE IT RESOLVED** that Cottonwood County supports the hazard mitigation planning effort and wishes to adopt the Cottonwood County All-Hazard Mitigation Plan.

This Resolution was declared duly passed and adopted and was signed by the County Board Chairman and attested to by the County Auditor/Treasurer this 23<sup>rd</sup> day of August.

S/Ron Kuecker, Board Chairman

S/Jan Johnson, Auditor/Treasurer

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County Recorder Kathy Kretsch met with the board to discuss a few different items. Kretsch presented the 2012 proposed budget for the Recorder's Office. She also provided a report pursuant to Minnesota Statute 357.182 regarding the delivery date of documents. Compliance with this statute is what allows the board to spend the monies collected by the Recorder's Office. Motion by Holmen, second by White, unanimous vote to accept the delivery date of documents for the County Recorder's Office as presented pursuant to M.S. 357.182.

Kretsch presented quotes (on file in Commissioner's Office) for a new server, 3 new workstations, software, document scanner and a rack for the server. The total cost for all items is \$20,845.63. The board accepted the higher quote for the purchase of a new rack server because it is superior in sturdiness. Motion by White, second by Holmen, unanimous vote to allow for the purchases in the amount of \$20,845.63 as recommended. This will be paid for out of the Technology Fund.

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Sheriff Jason Purrington met with the board to discuss a few different items. Purrington presented a Joint Powers Agreement in order to assist the Court in complying with Minnesota Statute 259.11(b). Motion by Oeltjenbruns, second by Holmen, unanimous vote to approve the Joint Powers Agreement with the Fifth Judicial District Court.

Purrington asked that the board approve a Joint Powers Agreement with the State of Minnesota. The purpose of this agreement is for the State to provide the Sheriff's Department with access to the State's I/Mobile system, through software purchased and installed by the Sheriff's Department on the Sheriff's Department laptop computers mounted in the squad cars. Motion by Oeltjenbruns, second by Holmen, unanimous vote to approve the Joint Powers Agreement with the State of Minnesota.

Motion by Oeltjenbruns, second by Schmidt, unanimous vote to allow Board Chairman to sign ARMER console contract for the MCC 7500 system.

Motion by Holmen, second by Schmidt, unanimous vote to allow Purrington to obtain bids for new ARMER console furniture.

Information Services Director Greg Walsh and Paul Luther met with the board to discuss possible collaboration services between Cottonwood and Watonwan counties. Walsh reported that the county currently contracts with the State to host the email accounts via POP email servers. The State is in the process of retiring the POP email and wants any county currently on this system to migrate to their new system, Microsoft Exchange Server. Walsh presented two other options (total of three) for the board to consider one of which being to have Watonwan County host our email on their Exchange Server. Walsh also thought this might be a good opportunity to provide disaster recovery capabilities between the two counties. Walsh will work on an agreement between the two counties that will be considered by the board in November when a decision is made regarding the different email options.

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Motion by Holmen, second by Schmidt, unanimous vote to approve revision of Policy Number 490 "Travel and Expense Reimbursement" as the 30-day posting period has expired and no comments were received.

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Motion by Oeltjenbruns, second by White, unanimous roll call vote to adopt resolution as follows:

**2012 Transit Grant Application  
Resolution 11-08-23A**

Resolved that Cottonwood County enter into an Agreement with the State of Minnesota to provide public transportation service in Cottonwood County.

Further resolved that Cottonwood County agrees to provide a local share of 15% of the total operating cost and 20% of the total capital costs.

Further resolved that Cottonwood County authorizes the Transit Director and the Auditor/Treasurer to execute the aforementioned Agreement and any amendments thereto.

Dated: August 23, 2011

S/Ron Kuecker, Board Chairman

S/Jan Johnson, Auditor/Treasurer

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Motion by Holmen, second by Schmidt, unanimous vote to schedule work session for Highway Department/Recycling for Wednesday, August 31<sup>st</sup> at 1:00 p.m. in the Commissioner's Room.

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A monthly trial balance was handed out for the board's review.

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It was reported that the new joint ditch system between Jackson, Watonwan, Martin and Cottonwood counties will be called JCD #350. Commissioner Holmen is the commissioner representative for this ditch.

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Information was handed out to the board in regards to a 2011 Law Change. A New Homestead Market Value Exclusion replaces the Homestead Market Value Credit. The 2011 Legislature repealed the homestead residential Market Value Credit (the agricultural credit did not change), and enacted a similarly designed homestead Market Value Exclusion. This change is effective for taxes payable in 2012 and will result in an increased local tax.

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Motion by Schmidt, second by Oeltjenbruns, unanimous vote to allow Auditor/Treasurer Johnson to get quotes for the demolition of two tax-forfeiture properties one of which is located in Mt. Lake and the other in Storden.

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

Motion by Holmen, second by White, unanimous vote to authorize payment of contract amount minus 5% for a balance of \$122,348.36 to Gustafson Drainage LLC for the JD #10 improvement project.

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

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Brief discussion was held regarding the Long-Term Fund for GIS for the aerial fly-over for 2014. Because there were still unanswered questions, this will be discussed in more detail at the next board meeting.

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Brief discussion was held regarding the priority listing that was put together by the Commissioners some time ago and how they would like to proceed. No further action was taken.

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Chairman Kuecker reported that he received an estimate in the amount of \$1200 from SouthWest Pro Wall for some work that needs to be done to the fascia at the N. 71 County Office Building. The quote includes labor for cleaning, power washing and repairing the fascia and all materials would be furnished by the county. Kuecker will get in contact with Jim Vellema in regards to the work to be completed.

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There being no further business, the meeting adjourned at 4:45 p.m.

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Jan Johnson, Auditor/Treasurer

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Ron Kuecker, Board Chairman

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Kelly Thongvivong, Executive Assistant