

November 26, 2013  
Cottonwood County Board of Commissioners  
Regular Meeting  
Minutes

The Cottonwood County Board of Commissioners met in regular session on Tuesday, November 26, 2013 at 1:00 p.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; County Coordinator Kelly Thongvivong; County Attorney Nick Anderson; Auditor/Treasurer Jan Johnson; Chuck Brandel, Andy Olson, Gordy Olson, JinYeene Neumann, Ron Kuecker, Dave Bucklin, Brian Keairnes and Joe Keairnes.

Motion by White, second by Schmidt, unanimous vote to approve additions to the agenda. Motion by Holmen, second by Stevens, unanimous vote to approve the minutes of the November 12, 2013 meeting.

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Chuck Brandel, Civil Engineer/Principal, met with the board representing I & S Group to give an overview of some of the services they provide specifically agricultural drainage, which may be of interest to the county in the future.

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Andy Olson met with the board to voice his thoughts regarding new construction on County Road 8 versus deferred maintenance on other blacktop roads.

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Gordy Olson, Interim Planning & Zoning Administrator, met with the board to present a conditional use permit application for Terry Pudenz to operate an Auto Body Shop and Car Sales Lot on his property located in section 23 of Amboy Township. This business has been there for many years and they do not anticipate any changes in the way it is being operated. Motion by Schmidt, second by White, unanimous vote to approve conditional use permit for Terry Pudenz as presented with two conditions mentioned and upon a recommendation of the Planning Commission.

Brief discussion was held regarding a septic claim that was recently forwarded to MCIT on behalf of Brian Keairnes that was denied. The board will be meeting with Jerry Conway from MCIT sometime in the near future to discuss the septic issues further. This will more than likely be a closed session.

Olson reminded the board that there would be a training session in Murray County on December 4th at 1:00 p.m. if anyone is interested in attending.

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County Engineer JinYeene Neumann met with the board to discuss a few different items. Neumann presented the snowplow agreements with the cities of Mt. Lake, Westbrook and Jeffers for the 2013-2014 winter season. No changes were made from last year. Motion by Holmen, second by White, unanimous vote to approve snowplow agreements as follows: City of Jeffers - \$600, City of Mt. Lake - \$3,600 and City of Westbrook - \$1,200.

Motion by Holmen, second by Schmidt, unanimous roll call vote to adopt revised Resolution 13-07-23A "Grant Agreement to State Transportation Fund (Bridge Bonds) Grant Terms and Conditions for SAP 17-598-04" as there was a \$20.00 error on the original resolution dated July 23, 2013.

Neumann gave an update regarding the changes that she would like to recommend to the CSAH system. She reported that there is currently 1 mile of funding in the CSAH bank and they would like to see that balance down to 0 miles. She would like to recommend changing 14 to a local county road and 52 and 50 to CSAH roads. As a result, Neumann will have to change the functional classification of these roads and go through the RPO Process. Neumann also noted that the last time the CSAH System in Cottonwood County was changed was in 2005.

Neumann gave a brief overview of the new CSAH funding distribution that is being proposed as this could be a topic that comes up at the upcoming AMC Conference.

Discussion was had regarding the recent meeting that was held between representatives of both Cottonwood and Jackson counties to discuss the possibility of a joint Planning & Zoning/Parks position. The board plans to discuss this further at the next board meeting.

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Commissioner Stevens mentioned some complaints he has recently heard about the recycling shed by the Arena and the fact that there has been cardboard blowing around the neighborhood. The board would like to see the cardboard maintained within the building if at all possible. Kyle Pillatzki, Landfill Supervisor, will be asked to attend the next board meeting to discuss this situation further.

Stevens mentioned that he has recently been approached again about the fact that the county is no longer offering passport services in the county. Stevens will plan to have some further discussions with Leslie Makovsky in regards to the possibility of providing this service at a different office location within the county.

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Commissioner Holmen updated the board in regards to a phone call he received from Allan Werner regarding the JD #31 project crop damages. The board agreed that no further compensation other than what has already been received will be allowed.

Holmen reported that Doug Goodrich from RCRCA recently resigned his position and will be taking another position with Brown County SWCD. There is a possibility that Kerry Netzke from Area II could provide some services to RCRCA in the interim.

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Chairman Oeltjenbruns gave a brief update regarding the Energy Board and Solid Waste Commission meeting he attended yesterday. Oeltjenbruns reported that the Energy Board dues will be reduced by 1/2 for 2014 and there is a possibility that they will be reduced by 1/2 for 2015 as well.

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County Coordinator Kelly Thongvong presented her recommendation for salary adjustments for the Custodial Supervisor position held by Kevin Paulsen and Jim Vellema. Motion by Schmidt, second by Holmen, unanimous vote to set the salary for this position at \$17.9674/hour (Step 11) retro to July 23, 2013.

Thongvong presented further information she received regarding the possible discontinuation of the NCPERS benefit that is offered to full-time employees at employer expense. The two union representatives (LELS and AFSCME) have been informed about the possibility of discontinuation and neither of them had any issues with no longer offering the benefit. Thongvong will discuss this further with County Attorney Nick Anderson and will try to get something in writing from the two union representatives before proceeding with any cancellation.

Thongvong asked for approval of a payment of a bill received from SafeAssure in the amount of \$7,210 as it missed the deadline for once a month bill paying. Motion by Holmen, second by Stevens, unanimous vote to approve the payment in the amount of \$7,210 to SafeAssure.

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Commissioner White presented a request for a Seed Capital Loan on behalf of Donna Albright who is looking to secure funds to make improvements to the Bed and Breakfast (Parkview) that she just purchased in Westbrook. The board agreed to a loan in the amount of \$15,000 but would like a listing of items to be purchased in order to put together a contract to present to the board.

White informed the board that the Windom Theater had 600 individuals at the movie over the course of last weekend. It seems that they are doing very well with their sales and the Seed Capital Loan that was granted has turned out to be a very good thing for the theater.

White presented sample Capital Improvement Plans that he received from other counties that he wanted to share. White feels that this is something that the board should work on developing in the near future for Cottonwood County especially if the county is hoping to do some bonding in the future.

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There being no further business, the meeting was adjourned at 4:10 p.m.

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Jan Johnson, Auditor/Treasurer

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John Oeltjenbruns, Board Chairman

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Kelly Thongvong, County Coordinator