

November 6, 2007  
Cottonwood County Board of Commissioners  
Regular Meeting  
Minutes

The Cottonwood County Board of Commissioners met in regular session on Tuesday, November 6, 2007 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, Gary Sorenson, Tom White, Ron Kuecker; Administrative Assistant Kelly Thongvivong; Auditor/Treasurer Jan Johnson; County Attorney Doug Storey; Jason Purrington, Ron Gregg, Gale Bondhus, Marlene Smith, Bob Pankratz, Sandy Hartman, Diane Ludvigson, Sue Amundson, Kristen Porath and Diane Harder. Motion by Kuecker, second by White, unanimous vote to approve additions to the agenda. Motion by Kuecker, second by Sorenson, unanimous vote to approve the minutes of the October 23, 2007 meeting.

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Brief discussion was held regarding County Ditch #31, which is located in Section 20 of Delton Township. A request has been made by Keith Wolf to have the county replace the tile. Keith will plan to attend a meeting at a later date to discuss this situation further.

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Motion by Sorenson, second by Oeltjenbruns, unanimous vote to approve adoption of revised Policy Number 490 "Travel and Expense" as the 30-day posting period has expired and no comments were received.

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Motion by Sorenson, second by Oeltjenbruns, unanimous vote to have Blue Cross Blue Shield through the Southwest West Central Coop serve as the 125 Flex Plan Administrator for the county effective January 1, 2008.

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Motion by Sorenson, second by Kuecker, unanimous vote to accept 2008 Plum Creek Bookmobile Contract at a cost of \$800/month for 4 different stops within the County.

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Chairman Holmen had brief discussion on a few different items. He reported on some of the preliminary levy increases throughout the region.

Discussion was held regarding background checks, as this is something the county would like to contract with a company to provide. It was noted that this would be discussed further at the next board meeting.

Brief discussion was held regarding the possibility of cell phone reimbursement for Commissioners. This can be discussed further at a later time when setting salaries for next year.

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Auditor/Treasurer Jan Johnson presented a list of Cottonwood County depositories for approval by the board. Motion by Kuecker, second by White,

unanimous vote to approve list of depositories as follows:

United Prairie Bank  
1141 3<sup>rd</sup> Avenue  
PO Box 430  
Mt. Lake, MN 56159

Bank of the West  
203 10<sup>th</sup> Street  
Windom, MN 56101

First Security Bank  
311 American Street  
PO Box 129  
Storden, MN 56174

Multi-Bank Securities  
24280 Woodward Avenue  
Pleasant Ridge, MI 48069

Bank Midwest  
245 9<sup>th</sup> Street  
Windom, MN 56101

Key Direct  
OH-18-00-0607  
Key Bank  
PO Box 944  
Dayton, OH 45482-0312

Northland Securities, Inc.  
45 South 7<sup>th</sup> Street Suite 2500  
Minneapolis, MN 55402

Johnson reported that Brenda Anderson has completed her 6-month probationary period as a Deputy Treasurer/Auditor and he would like her to be granted regular full-time status and be moved to Step 7 on the 2007 matrix as she is currently between Step 5 & 6. Motion by Sorenson, second by Kuecker to move Brenda Anderson to Step 7 of the Deputy Treasurer/Auditor 2007 matrix effective the day after her 6-month probationary period ends. Voting as follows: Aye: Sorenson, Kuecker, White, Holmen. Nay: Oeltjenbruns. Motion carried.

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Sheriff Jason Purrington met with the board regarding signage at the Red Rock Dells County Park. It was reported that a sign has recently been ordered stating that the park is patrolled by the Cottonwood County Sheriff's Department. Sheriff Purrington will determine if he feels there is a need for additional signage.

Purrington handed out information regarding the donations that have been received so far for the new K-9 unit.

\* \* \* \*

County Attorney Doug Storey reported that he has been experiencing some problems with some of the computers in his office. The board suggested that he seek quotes for 3 new PC's for the office, as the current computers are outdated.

\* \* \* \*

Chairman Holmen updated the board on a few items. He reported that he recently received a letter from the Department of Veterans Affairs in regards to Todd Dibble's great performance over the last year.

Holmen reported that the commissioners are all invited to the Veteran's Day Program at the Windom High School on Monday November 12<sup>th</sup> at 9:30am.

Brief discussion was held regarding a recent complaint received from a resident in Germantown Township about the smell from Schwartz Farms.

\* \* \* \*

County Engineer Ron Gregg met with the board to discuss a few items. He reported that quotes for the precast concrete box culvert were as follows: Cretex Concrete Products - \$103,153.98 and Hancock Concrete Products –

\$73,342.06. The box culvert construction was awarded to Hancock Concrete Products, as they were the low quote and Gregg was authorized to accept the low quote at the last board meeting.

Gregg reported that Schneider Corporation is requesting to activate the Beacon Website on January 1, 2008 for the 12-month contracted period. Gregg is recommending to hold-off for a few more months until more information is available on the site. Schneider Corporation didn't seem to have a problem with this.

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

COTTONWOOD COUNTY PARTNERSHIP CONTRACT  
WITH STATE OF MINNESOTA

RESOLUTION #07-11-06A

Whereas, The Minnesota Department of Transportation wishes to cooperate closely with local units of government to coordinate the delivery of transportation services and maximize the efficient delivery of such services at all levels of government; and

Whereas, Mn/DOT and local governments are authorized by Minnesota Statutes sections 471.59, 174.02, and 161.20, to undertake collaborative effects for the design, construction, maintenance and operation of state and local roads; and

Whereas, the parties wish to be able to respond quickly and efficiently to such opportunities for collaboration, and have determined that having the ability to write "work orders" against a master contract would provide the greatest speed and flexibility in responding to identified needs.

Therefore, be it resolved:

1. That the County of Cottonwood enter into a Master Partnership Contract with the Minnesota Department of Transportation, a copy of which was before the Board.
2. That the proper County officers are authorized to execute such contract and any amendments thereto.
3. That the County Engineer is authorized to negotiate work order contracts pursuant to the Master Contract, which work order contracts may provide for payment to or from Mn/DOT, and that the County Engineer may execute such work order contracts on behalf of the County without further approval by this Board.

S/Norm Holmen, Board Chairman

Gregg updated the board in regards to a chip spreader that he recently sold to Brown County.

Brief discussion was held regarding 5-year construction plan. Gregg will work on putting together more information for the board to consider at an upcoming board meeting.

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County Assessor Gale Bondhus met with the board to ask for permission to hire Jill Defries for the part-time Assessor Technician position. After discussion regarding the salary, there was a motion by Kuecker, second by Oeltjenbruns, unanimous vote to hire Jill Defries as part-time Assessor Technician effective November 26, 2007 on Step 3 of the 2007 pay matrix.

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Motion by Sorenson, second by Oeltjenbruns, unanimous vote to allow Commissioner Kuecker to attend upcoming SWCD Annual Convention in Rochester.

Commissioner Kuecker updated the board on a few things in regards to SWCD and reported that there will be grant dollars available through Minnesota Conservation Corp (MCC). He also reported that there might be an opportunity to have someone from GBERBA give a presentation to the board at some point regarding manure management and someone will also come in to present the new soil survey.

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Much discussion was held regarding what the county funding levels for the VEBA plan would be. There was a consensus by the board to come up with two different options regarding funding levels and to get input from the employees after hearing the insurance presentations on November 7<sup>th</sup>. The board will plan to make a final decision regarding the VEBA funding levels at the November 13<sup>th</sup> board meeting.

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Motion by Kuecker, second by Sorenson, unanimous vote to recess the meeting to give the Commissioner's a chance to visit the Bank Midwest property north of Windom on Hwy. 71.

The board reconvened the meeting at 2:00pm.

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Brief discussion was held regarding a conversation Commissioner White had with the Big Bend Snowriders Club about the possibility at some point in having a county employee available to run the groomer for the snowmobile trails. Some different suggestions were made and no action was taken.

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Discussion was held regarding the Bank Midwest property north of Windom on Hwy. 71 that the board visited earlier because of the county's interest in possibly purchasing the property. After viewing the property and discussing different options for its use, there was a motion by White, second by Oeltjenbruns, unanimous vote to purchase the Bank Midwest property north of Windom on Hwy. 71 for a price of \$250,000.

Motion by Sorenson, second by Kuecker, unanimous vote to authorize Chairman Holmen to sign Purchase Agreement for Bank Midwest property upon receiving it.

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Motion by Sorenson, second by White, unanimous vote to approve contract for interpreter services between Cottonwood County and Southwestern Mental Health Center at a rate of \$40.00/hour.

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Chairman Holmen updated the board on a preliminary exit interview that he attended yesterday with Roger Albertson, State Auditor. He reported that there was not much difference from years past. Someone from the State Auditor's Office is hoping to present the findings of the audit to the full board sometime in December.

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There being no further business, the meeting was adjourned.

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Jan Johnson, Auditor/Treasurer

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Norm Holmen, Board Chairman

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Kelly Thongvivong, Bd. Adm. Assistant