

July 5, 2011
Cottonwood County Board of Commissioners
Regular Meeting
Minutes

The Cottonwood County Board of Commissioners met in regular session on Tuesday, July 5, 2011 at 9:00 a.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; Jason Purrington, Ron Gregg, Kim Hall, Rose Carsten and Bob Pankratz.

Motion by Holmen, second by Oeltjenbruns, unanimous vote to approve additions to the agenda. Motion by Oeltjenbruns, second by Schmidt, unanimous vote to approve the minutes of the June 28, 2011 meeting.

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County Attorney Nick Anderson met with the board to request permanent full-time status for Lori Buchheim effective July 1st as she has successfully completed her 6-month probationary period. Motion by Schmidt, second by Oeltjenbruns, unanimous vote to grant permanent full-time status to Lori Buchheim effective July 1st.

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Bob Pankratz and Rose Carsten from Family Services met with the board in regards to a few of the programs that will be impacted by the state shutdown. After much discussion, there was a motion by White, second by Holmen, unanimous vote to honor the request of Family Services by funding the Private Industry Council position impacted by the state shutdown through July 12th and to allow Family Services to use funds at their discretion through the crisis grant.

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Commissioner Schmidt reported that he received information from the Southwest Initiative Foundation in regards to the 2012 appropriation. Their request for 2012 is \$3,510 which is a reduction of \$140 from 2011.

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Commissioner White reported that Travel Southwest has a new brochure and it was passed around for the board to look at.

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Sheriff Jason Purrington met with the board to ask for final input on what their thoughts are in regards to the ARMER console. The two options are to upgrade the existing Motorola Gold Elite console or to purchase a new Motorola MC 7500 console. Motion by Holmen, second by White, unanimous vote to move forward with the purchase of a new Motorola MC 7500 console.

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Chairman Kuecker asked for discussion regarding the upcoming 2012 budget process. He would like each of the department heads to include a 1-page brief summary of their budget in addition to the print out that will be provided to

the board. Further information will be sent to the department heads as the budget process gets closer.

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County Engineer Ron Gregg met with the board to discuss a few items. Gregg shared with the board a draft copy of a Stipulation Agreement from MPCA regarding alleged violations at the Cottonwood County Sanitary Landfill. Gregg will contact Paul Kimman from MPCA to try to schedule a meeting for August 2nd since Gregg will be unavailable the week that Paul had proposed they meet.

Motion by Oeltjenbruns, second by Schmidt, unanimous vote to allow for Chairman Kuecker and Auditor/Treasurer Johnson to sign contract documents for the Mt. Lake Bike Trail Project SP 17-090-001 to M & R Paving and Excavating.

Information regarding the E-waste collection event that will be held on July 15th & July 16th was handed out for the board's information.

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Emergency Management Director Kim Hall met with the board to seek approval of the adoption of a resolution. Motion by Holmen, second by Oeltjenbruns, unanimous roll call vote to adopt resolution as follows:

A RESOLUTION APPROVING PARTICIPATION IN A COUNTYWIDE COMMUNICATION EQUIPMENT PROJECT AND SUBMISSION OF "ASSISTANCE TO FIREFIGHTERS" GRANT APPLICATION

Resolution 11-07-05

WHEREAS, the Federal Communication Commission has mandated that all public safety agencies that operate radio equipment on frequencies of less than 500 MHz must use radio equipment that is "narrow banded" (i.e., operates in a band width of 12.5 KHz) by January 1, 2013; and

WHEREAS, there is a national Department of Homeland Security initiative underway to develop regional, statewide and interstate communications interoperability to facilitate resource sharing and inter-agency collaboration in response to mass casualty and multi-jurisdictional natural or man-made disasters; and

WHEREAS, grants to obtain communication equipment for a Countywide Communication Equipment Project are available through the "Assistance to Firefighters" Grant Program of the Federal Emergency Management Agency (FEMA); and

WHEREAS, it is necessary that one government entity act as the legal sponsor for the grant applications to be submitted to FEMA, and the other participating Cottonwood County Government entities have requested that the City of Windom act in such capacity; and

WHEREAS, the County of Cottonwood understands that there is a five percent (5%) match requirement for grants to fire departments serving areas with a population of 20,000 or less as stated in the Federal Register and sources for these matching funds are available.

NOW, THEREFORE, BE IT RESOLVED by the County Board of Commissioners of Cottonwood County, Minnesota, as follows:

1. The County of Cottonwood agrees to participate in the Countywide Communication Equipment Project.
2. The City of Windom is designated to act as legal sponsor for the application in which Cottonwood County is participating and is authorized to submit a grant application to the FEMA Assistance to Firefighters Grant Program for the Countywide Communication Equipment Project.
3. The City of Windom has legal authority to apply for financial assistance, and the institutional, managerial, and financial capacity to ensure compliance with the grant requirements and completion of the proposed project.
4. The County of Cottonwood has the institutional, managerial, and financial capacity to ensure its compliance with requirements for and completion of its portion of the project.
5. The County of Cottonwood has not violated any Federal, State, or local laws pertaining to fraud, bribery, graft, kickbacks, collusion, conflict of interest or other unlawful or corrupt practice.
6. If the grant application for the Countywide Communication Equipment Project is approved, the five percent (5%) match will be provided by the participating agencies. Each City/County participating in the project will provide matching funds in an amount equivalent to its percentage of benefit from the project.
7. If the grant application is approved, each City/County will be responsible to ensure that its portion of the proposed project is properly constructed or assembled, operated and maintained.
8. Upon approval of its grant application by FEMA, the City of Windom may enter into agreements for the approved project(s). The County of Cottonwood shall enter into any agreements required for its portion of the project. The County of Cottonwood certifies that it will comply with applicable laws and all regulations and requirements as contained in said agreements.
9. The Mayor and City Administrator are hereby authorized, on behalf of the City of Windom, the County Board Chairman and the County Auditor/Treasurer are hereby authorized, on behalf of the County of Cottonwood to execute such agreements and contracts as are necessary to implement the project.

S/Ron Kuecker, Board Chairman

S/Jan Johnson, Auditor/Treasurer

Motion by Oeltjenbruns, second by White, unanimous vote to allow Hall to attend the Association of MN Emergency Managers Conference on September 18-21, 2011 at Breezy Point and to use the county credit card.

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There being no further business, the meeting adjourned at 10:45 a.m.

Jan Johnson, Auditor/Treasurer

Ron Kuecker, Board Chairman

Kelly Thongvivong, Executive Assistant