

December 2, 2014
Cottonwood County Board of Commissioners
Regular Meeting
Minutes

The Cottonwood County Board of Commissioners met in regular session on Tuesday, December 2, 2014 at 9:00 a.m. at the Cottonwood County Courthouse in Windom, MN. Presiding over the meeting was Chairman Jim Schmidt. Present for all or portions of the meeting were: Commissioners Jim Schmidt, Tom White, Norm Holmen, Kevin Stevens, John Oeltjenbruns; County Coordinator Kelly Thongvivong; County Attorney Nick Anderson; Auditor/Treasurer Jan Johnson; Kathy Marsh, Donna Gravley, David Bucklin, Glenn Johnson, Crystal Reith, JinYeene Neumann, and Rahn Larson.

Motion by White, second by Oeltjenbruns, unanimous vote to approve the agenda as amended. Motion by Holmen, second by Stevens, unanimous vote to approve the minutes of the November 25, 2014 regular board meeting.

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Chairman Schmidt presented Commissioner John Oeltjenbruns a Certificate of Appreciation from the University of Minnesota Extension for his dedication and contributions to the Cottonwood County Extension Committee.

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Kelly Thongvivong, County Coordinator, acknowledged Glenn Johnson for the Christmas music that played over the courthouse speakers on Saturday from 1 to 4 p.m. Thongvivong has heard nothing but positive comments and appreciation from the public.

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Glenn Johnson, Director of Information Systems, presented two state contract bids from Marco for Wi-Fi equipment for the Courthouse, Law Enforcement Center, N71 Office Building, and the Attorney's Office: the Meraki MR34 - \$5,759.64 and the Aruba AP-225 - \$7,746.00. Motion by Holmen, second by White, unanimous vote to approve state contract bid for Wi-Fi equipment from Marco for the Meraki MR34 for the price of \$5,759.64.

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David Bucklin, SWCD District Technician, met with the board to get approval of a Minnesota Wetlands Conservation Act Notice of Decision applied for by Agrinatural Gas Pipeline. The three counties involved in this application are: Cottonwood, Jackson, and Nobles. Motion by White, second by Oeltjenbruns, unanimous vote to approve the Minnesota Wetlands Conservation Act Notice of Decision with conditions and that the findings are for this project only and the decisions are also for only the areas within the existing right-of-way.

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Crystal Reith, 4-H Program Coordinator, met with the board to give a year-in-review of the different happenings in Cottonwood County 4-H.

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JinYeene Neumann, County Engineer, met with the board to discuss a few items. Motion by Holmen, second by Stevens, unanimous vote to approve the agreements with the cities of Mt. Lake, Westbrook, and Jeffers for the snow removal on municipal CSAHs located within the city limits of the respective towns.

Neumann asked for permission to get bids for two pickups for the Highway Department as a result of two of their pickups being transferred to Parks and Solid Waste. These pickups would be paid for out of the 2014 budget. Motion by White, second by Holmen, unanimous vote to allow the County Engineer to get bids for two new pickups.

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Kelly Thongvivong, County Coordinator, informed the board that six applicants were interviewed for the part-time Accounting Assistant position. Motion by Oeltjenbruns, second by Stevens, unanimous vote to hire Hannah Burton as a part-time Accounting Assistant at \$16.58 per hour with a starting date of December 10, 2014, dependent upon successful completion of hiring requirements.

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Jan Johnson, Auditor/Treasurer, led discussion regarding retired elected officials insurance that was discussed at the November 25th meeting. After further review, Johnson stated that MaryAnn Anderson should have a total of 10 years earned with 2 years left. Johnson provided an updated spreadsheet of earnings. Motion by White, second by Oeltjenbruns, unanimous vote to accept the Benefits Accumulated thru 2015 – Earned Insurance – Elected Officials Liability as presented with the addition of Kevin Stevens.

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Motion by White, second by Stevens, unanimous vote to move Ashley McGill to permanent full-time status as a Jailer/Dispatcher effective December 10, 2014 following her successful completion of a 6-month probationary period.

Motion by White, second by Stevens, unanimous vote to move Jared Morrill to permanent full-time status as Planning & Zoning Technician effective December 16, 2014 following his successful completion of a 6-month probationary period.

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Discussion was held regarding the proposed 2015 budgets. The Auditor/Treasurer should put together a final spreadsheet of numbers to be sent with the next board meeting packet.

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Kelly Thongvivong, County Coordinator, informed the board that there are some questions regarding the recycling shed at the fairgrounds. The board consensus was that Kay Clark, Fair Board Member, should be contacted to resolve any issues.

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Commissioner Oeltjenbruns expressed his concern regarding the Historical Society's appropriation amount. Oeltjenbruns feels the appropriation amount is too high compared to what other counties give their Historical Society's. More research should be done in this matter.

Commissioner Holmen informed the board that it was brought to his attention that the preliminary tax statements for commercial properties that were recently mailed out were incorrect. Jan Johnson, Auditor/Treasurer, stated that the State General Tax was not on the statements. The error is being corrected and revised statements will be mailed out.

There being no further business, the meeting was adjourned at 10:28 a.m.

Jan Johnson, Auditor/Treasurer

James Schmidt, Board Chairman

Kelly Thongvivong, County Coordinator