

December 27, 2005
Cottonwood County Board of Commissioners
Regular Meeting
Minutes

The Cottonwood County Board of Commissioners met in regular session on Tuesday, December 27, 2005 at 9:00 a.m. at the Cottonwood County Courthouse in Windom, MN. Present for all or portions of the meeting were: Commissioners Chuck Severson, Ron Kuecker, Norm Holmen, John Oeltjenbruns, Gary Sorenson; Administrative Assistant Kelly Thongvong; Auditor/Treasurer Jan Johnson; County Attorney Doug Storey; Gale Bondhus, Cheryl Peters, Ron Gregg, Mike Hanson, Sherry Sevcik and Elmer Wieneke. Motion by Sorenson, second by Kuecker, unanimous vote to approve the additions of the agenda. Motion by Holmen, second by Oeltjenbruns, unanimous vote to approve the minutes of the December 13, 2005 meeting.

* * * *

County Assessor Gale Bondhus met with the board to share with them her thoughts on the possibility of restructuring the Assessor's Office since there will be an upcoming vacancy in her office due to an internal transfer. Motion by Holmen, second by Oeltjenbruns, unanimous vote to move Jean Gode from Clerk Hire to Assessor Technician effective January 1, 2006. Gode will be placed on Step 5 of the 2006 pay scale as she is currently doing some of the work of an Assessor Technician at the present time. Because all of the other details are not yet worked out, Bondhus will report back at a later time to present further recommendations.

* * * *

Motion by Severson, second by Kuecker, unanimous vote to reappoint Leland Thiesen to a 3-year term on the Planning Commission as a representative from District 3.

Motion by Holmen, second by Sorenson, unanimous vote to reappoint Tom Fast to a 3-year term on the Planning Commission as a representative from District 4.

Motion by Severson, second by Sorenson, unanimous vote to reappoint Dr. Mike Stone to a 3-year term on the Extension Committee as a representative from District 3.

* * * *

Court Administrator Cheryl Peters met with the board to review four bids that were submitted for 2006 Court Appointed Attorney. The bids were as follows: Muske, Muske & Suhrhoff - \$75/hour; Birkholz Law - \$75/hour; Lucht Law Office - \$100/hour; and Michael Cerniglia - \$60/hour. Motion by Sorenson, second by Oeltjenbruns, unanimous vote to accept low bid from Michael Cerniglia for 2006 Court Appointed Attorney.

* * * *

Motion by Sorenson, second by Oeltjenbruns, unanimous vote to approve updated 457 government plan documents, which is a requirement for the new IRS rules.

It was reported that the county received a refund of approximately \$22,000 from the tobacco case settlement through Blue Cross Blue Shield, which will be deposited into the insurance fund.

* * * *

Discussion was held in regards to the insurance premium proposal that was presented to the unions after the last board meeting. It was reported that four of the five unions met to discuss the proposal but the county has not yet heard whether or not the unions have agreed to accept the proposal of \$165.16/month for family health care coverage. Motion by Kuecker, second by Sorenson, unanimous vote to extend the insurance proposal deadline to Tuesday, January 3, 2006. The two union representatives will be contacted so they are aware of the deadline change.

* * * *

County Engineer Ron Gregg met with the board to discuss a few items. Gregg presented two quotes for exhaust extraction systems for the mechanic bays at the Windom Shop. Quotes were as follows: Prairie Sheetmetal - \$24,089 and AirTec Systems - \$16,901. Motion by Holmen, second by Sorenson, unanimous vote to accept low quote in the amount of \$16,901 from AirTec Systems.

Discussion was held in regards to a request to bill townships for up to 100% of the engineering cost for township bridge replacement projects. Gregg will put together some more information to present at a future meeting.

Gregg reported that the dozer for the landfill has arrived and that he is currently in the process of conducting interviews for the position of Landfill/Solid Waste Worker and hopes to have a recommendation at the next board meeting.

* * * *

Environmental Officer Mike Hanson met with the board to give an update on the Talcot Park budget. Hanson gave his recommendation in regards to the seasonal rate at Talcot Park for 2006. Motion by Kuecker, second by Holmen, unanimous vote to leave seasonal rate at \$800/year as recommended by Mike Hanson. Hanson will work on getting further information from some of the other campgrounds in the area in regards to their charges for daily rates. He will also obtain quotes to update 3-5 electrical peds to 50-amp service.

Hanson also updated the board on the Local Water Planning Project budget.

* * * *

Auditor/Treasurer Johnson presented two quotes for two PC's for the Auditor/Treasurer's Office. The two quotes were as follows: Davis Typewriter- \$1,853.10 and New Star - \$1,874.40. Motion by Oeltjenbruns, second by Sorenson, unanimous vote to accept the low quote in the amount of \$1,853.10 from Davis Typewriter.

Johnson reported that the snow blower for the Courthouse is still working at this point but is in need of a new snow blower attachment. Two quotes were

presented and were as follows: Tri-County Implement - \$1,750 and Mankato Implement - \$1,976. Motion by Kuecker, second by Sorenson, unanimous vote to accept low quote from Tri-County Implement for \$1,750.

Johnson updated the board in regards to the approval of the purchase of one 36" lateral file and three 42" lateral files at the December 13th board meeting. It seems that these particular files are no longer available so two new quotes were presented and were as follows: Davis Typewriter - \$2,790 and GF Office Furniture - \$3,420. Motion by Kuecker, second by Sorenson, unanimous vote to rescind motion made on December 13th for the purchase of lateral files and to accept the new low quote in the amount of \$2,790 from Davis Typewriter.

* * * *

A report was received and reviewed from IEA in regards to the results of the air quality issues at the Law Enforcement Center. According to the report, there were no significant problems detected.

* * * *

Motion by Sorenson, second by Oeltjenbruns, unanimous vote to allow for blanket approval of all remaining year-end Commissioner warrants.

* * * *

Commissioner Holmen presented some information in regards to the current costs of county cell phones. It was noted that the last remaining contract with Cellular One is due to expire in the upcoming months.

* * * *

Discussion was held in regards to the 2006 Commissioner salary and per diems. After reviewing the 2005 Commissioner salary and per diems of the 14 peer counties identified, there was a motion by Kuecker, second by Holmen, unanimous vote to set the 2006 per diems at \$60.00. This will include all county-paid per diems. Motion by Sorenson, second by Oeltjenbruns, unanimous vote to set the 2006 Commissioner's salary at \$16,700 with the Board Chairman receiving \$17,200.

* * * *

Motion by Oeltjenbruns, second by Sorenson, unanimous vote to accept the finalized 2006 budget as presented.

* * * *

Auditor/Treasurer Johnson informed the board that a few bids were received for the repair of the transit garage roof and will be presented at an upcoming meeting.

2006 ditch assessments were handed out for the board's review. Johnson stated that he would like them turned in as soon as possible. He also informed the board that he has been working with Kyle at the Highway Department on digitizing some of the blue prints for the ditch systems as some of them are getting very old.

Johnson reported that the state auditor's recommended that the board annually review tax abatements. There were 6 abatements for 2005. Motion by

Holmen, second by Sorenson, unanimous vote to accept 2005 tax abatements as reviewed.

Johnson reminded the board that the submission of bills and time cards would be strictly enforced, as there are some Department Heads that are still having trouble with getting these submitted on time.

* * * *

There being no further business, the meeting was adjourned.

Jan Johnson, Auditor/Treasurer

Chuck Severson, Board Chairman

Kelly Thongvivong, Bd. Adm. Assistant