

August 26, 2014  
Cottonwood County Board of Commissioners  
Regular Meeting  
Minutes

The Cottonwood County Board of Commissioners met in regular session on Tuesday, August 26, 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, JinYeene Neumann, Jacqueline Zevenbergen, Jason Purrington, Kristi Sell, Kim Hall, Kay Clark, Jared Morrill, Sara Wahl, David Bucklin, Dustin Anderson, Charles Loosbrock, Kurt Deter, Duane Bendixon, Jim Weidemann, Clark Lingbeek, JennaLee Marcy, and Terry Overn.

Motion by White, second by Holmen, unanimous vote to approve the agenda. Motion by Oeltjenbruns, second by Stevens, unanimous vote to approve the minutes of the August 12, 2014 regular board meeting as amended.

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Sara Wahl, Southwest Crisis Center Executive Director, and JennaLee Marcy, Interim Cottonwood County Advocate, met with board to present the appropriation request for 2015 for the Southwest Crisis Center. They are requesting an appropriation of \$1,000.

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JinYeene Neumann, County Engineer, met with board to discuss a few items. Neumann presented the contract for SAP 017-5995 which was approved at the July 22, 2014 meeting for signature.

Neumann presented the 2015 proposed budgets for the Highway Department.

Discussion was also held regarding a Public Works Department. Neumann should put a proposal together to present to the board on what would all be entailed in putting a Public Works Department together.

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Jacqueline Zevenbergen, Parks and Trail Director, met with the board to present her 2015 proposed budget for the Parks Department.

Zevenbergen also updated the board on Dynamite Park. The City of Windom Parks Department would accept the park if the county removes the bathrooms, disables the fireplace and covers all fees and transfers. Zevenbergen should go back to the city stating that we would agree to taking out the bathrooms and covering the fees and transfers but not the disabling of the fireplace.

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Jason Purrington, Sheriff, and Kristi Sell, Jail Administrator, met with the board to present the 2015 proposed budgets for the Jail and the Sheriff.

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Kelly Thongvivong, County Coordinator, updated the board on the Building & Grounds Worker position that was advertised. Thongvivong informed the board that six interviews were given and her recommendation is to hire Jay Elness as a Building and Grounds Worker at a rate of \$18.0365 (Step 11). Motion by

Oeltjenbruns, second by Stevens, to hire Jay Elness at a rate of \$18.0365 (Step 11), effective date to be determined. Voting as follows: aye – Holmen, Stevens, Schmidt, Oeltjenbruns, nay – White. Motion passed.

Motion by White, second by Stevens, unanimous vote to post internally for a full-time Jailer/Dispatcher.

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Kim Hall, Emergency Management Director, met with the board to present the 2015 proposed budgets for Emergency Management and Safety.

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Motion by White, second by Holmen, unanimous vote to recess as the County Board and to convene at the Ditch Authority.

Kurt Deter, Attorney for Rinke Noonan, representing the petitioners, asked for the outlet to be granted. Jim Weidemann, Ditch Viewer, reviewed the process of how the outlet fee and benefits were calculated.

Motion by Holmen, second by Oeltjenbruns, unanimous vote to accept the amended Ditch Viewers Report, grant the outlet on County Ditch #2 by Joe’s Family Farms, LLC, Philip and Jackie Sonstegard and Jackie’s Farms, LLC, and affirm the outlet fee of \$12,280.00 to be paid in one payment.

Motion by White, second by Stevens, unanimous vote to adjourn as Ditch Authority and reconvene as the County Board.

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Jan Johnson, Auditor/Treasurer, informed the board that the two printers for the AS400 are not made any longer and won’t be able to be maintained. Johnson would like to get quotes for a new printer. Motion by White, second by Oeltjenbruns, unanimous vote to allow the Auditor/Treasurer to obtain quotes for a printer for the AS400.

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Jared Morrill, Planning & Zoning Technician, met with the board to present a conditional use permit renewal for Southern Minnesota Construction. Motion by Oeltjenbruns, second by Holmen, unanimous vote to accept the renewal of a conditional use permit for Southern Minnesota Construction with the following conditions: (1) All operation shall be in compliance with the Cottonwood County Zoning Ordinance No. 28 and Cottonwood County Mining, Extraction, and Excavation Ordinance No. 36; (2) All Federal, State, and/or County Permits are secured before expansion occurs, and meet all those requirements on a continuing basis; (3) Memorandum of Understanding between the County, State Archaeologist/Historical Society and SMC regarding mitigation measures to protect any archaeological or historical sites found on property be developed; (4) Mining Boundaries-Cultivated area #9 of 26.7 acres as outlined on FSA map dated January 3, 2008 in addition to present staging and quarrying areas; and (5) Well interference committee, in case a property owner within 1/2 mile radius is not satisfied with SMC's handling of the situation. Committee to consist of one Planning Commission member, the Environmental Director, and one County Board of Commissioners, if the County Board decides to develop the committee and their duties.

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Motion by Holmen, second by Stevens, unanimous vote to accept the Minnesota Counties Computer Cooperative Amended and Restated Joint Powers Agreement and allow Chairman Schmidt to sign.

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Kay Clark, SWCD Administrator, met with the board to present the 2015 proposed budgets for NRBG and the County/SWCD Agreement. Clark also presented the 2015 proposed budget for the Planning and Zoning office.

Motion by Oeltjenbruns, second by Holmen, unanimous vote to accept the MPCA County Feedlot Performance Agreement for \$3,469.00.

Discussion was also held regarding the 2001 Chevy Silverado pickup. The pickup is owned by the Parks Department but is being used by the Environmental Department/SWCD office. The Highway Department and Parks Department would like a pickup to share. Research should be done as to how many miles each department would put on in a year. Then discussion can be had as to which department would possibly get a new/used pickup and who would keep the 2001 Chevy Silverado.

Clark presented 2013 budget information for the Fair board. Clark stated that 2014 information was not available as the fair just ended. Clark also asked the board to consider continuing the \$7,500 per year for building improvements for 5 years. Commissioner White stated that Clark should put together a 5-year plan as to how the money would be used.

Discussion was also held regarding the renting of the recycling shed on the fairgrounds. It was confirmed that the county is paying \$1,500 per year for the entire building plus electrical which is usually a minimal charge.

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Kelly Thongvivong, County Coordinator, met with the board to discuss several items. The revision to the PRO policy has been posted for 30 days with no comments received. Motion by Holmen, second by Stevens, unanimous vote to approve the revisions to the PRO policy to reflect the sunset date of June 30, 2019 and to reflect the change of 1,044 hours worked to 1,040 hours worked.

Motion by Oeltjenbruns, second by White, unanimous vote to approve 2015 AMC dues in the amount of \$7,507.00.

Thongvivong asked if the consensus of the board is to re-open the AFSCME Local #578 contract for discussion regarding the wage matrix and forming a public works department; and, if so, a closed session would be held at the September 2, 2014 meeting. The consensus of the board was to proceed.

Discussion was held regarding the Planning & Zoning/Parks/Veterans Administrative position. The consensus of the board is to discuss this at the September 2, 2014 meeting with all parties involved invited to the meeting.

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Electronic Data Management was discussed and the board would like the County Coordinator to contact all Department Heads to see if there is a need in their department. The compiled results should be brought to the September 2 meeting.

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Motion by Oeltjenbruns, second by White, unanimous vote to approve August warrants as follows:

County Revenue Fund	\$ 28,760.65
Long Term Capital Outlay	\$ 2,709.46
Taxes & Penalties Fund	\$ 12,169.83
Road & Bridge	\$ 57,646.78
Landfill Enterprise	\$ 4,406.37
	<u>\$105,693.09</u>

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Commissioner Oeltjenbruns informed the board of the RSVP date of September 3 if anyone is interested in the GBERBA tour. Oeltjenbruns also stated the Solid Waste Regional Plan has been completed and the board will have to vote on it before the end of the year.

Commissioner Stevens informed the board that the court system will be going to e-court (paperless). There are 11 pilot counties.

Commissioner White informed the board that there are 4 or 5 counties that have contacted Dan Larson to hear more about MRCC due to the letter that the Board sent.

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There being no further business, the meeting was adjourned at 1:00 p.m.

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Jan Johnson, Auditor/Treasurer

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James Schmidt, Board Chairman

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Kelly Thongvivong, County Coordinator