

June 17, 2014  
 Cottonwood County Board of Commissioners  
 Regular Meeting  
 Minutes

The Cottonwood County Board of Commissioners met in regular session on Tuesday, June 17, 2014 at 3:15 p.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; Auditor/Treasurer Jan Johnson; Kathy Marsh, JinYeene Neumann, Kyle Pillatzki, Gordy Olson, Ron Willard, Kathy Kretsch, Jason Purrington, Glenn Johnson, and Rahn Larson.

Motion by Holmen, second by Oeltjenbruns, unanimous vote to approve the agenda. Motion by Oeltjenbruns, second by Stevens, unanimous vote to approve the minutes of the June 3, 2014 meeting.

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Commissioner Stevens gave the board an update on a Heron Lake Watershed meeting he attended.

Commissioner Schmidt informed the board that he received a letter from the State Auditors regarding our recent audit and he wanted to commend the Auditor/Treasurer's office for a job well done.

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

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|--------------------------|---------------------|
| County Revenue Fund      | \$148,876.90        |
| Long Term Capital Outlay | \$ 19,662.33        |
| County Building Fund     | \$ 2,015.46         |
| Ditch Fund               | \$ 5,946.70         |
| Taxes and Penalties Fund | \$ 395.00           |
| Road and Bridge          | \$130,868.03        |
| Waste Abatement/SCORE    | \$ 852.68           |
| Landfill Enterprise      | <u>\$ 10,122.72</u> |
|                          | <u>\$318,739.82</u> |

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Discussion was held regarding the televising of the board meetings. After much discussion, the consensus of the board was to have the Director of Information Systems research the possibilities and expense. It was noted that the Director of Information Systems is quite busy at this time and could possibly be awhile before getting this information.

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JinYeene Neumann, County Engineer, met with the board to discuss a few items. Neumann briefly reviewed the Highway Department's May budget and answered any questions the board had.

Neumann presented quotes for a trash pump. The Highway Department rents a machine for \$75 a day now for pumping water. Neumann would like to

purchase this piece of equipment rather than rent. Quotes were received from Buckey's Sales & Service - \$2,400 and MN Manure Specialists - \$4,341. Motion by Holmen, second by White, unanimous vote to accept low quote for a trash pump from Buckey's Sales & Service for \$2,400.

Neumann and Kelly Thongvivong, County Coordinator, led discussion regarding the Solid Waste Technician position, Heavy Equipment Operator position and the Engineering Technician position. There were no internal applications received for the Solid Waste Technician position; there was only one application received for the Heavy Equipment Operator position, so would like to re-advertise; and would like to advertise for the Engineering Technician position. Motion by White, second by Holmen, unanimous vote to post and advertise for the Heavy Equipment Operator, Solid Waste Technician, and Engineering Technician positions.

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Kyle Pillatzki, Assistant County Engineer and Solid Waste Administrator, presented information regarding Short Elliot Hendrickson, Inc., Consultants, who have been monitoring the county landfill. Pillatzki informed the board that we have been using Short Elliot Hendrickson, Inc in the past and he would like to continue using them as they are familiar with the landfill. Motion by White, second by Holmen, unanimous vote to accept the Letter of Agreement with Short Elliot Hendrickson, Inc. for an estimated total of \$15,770 for monitoring the landfill in 2014.

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Gordy Olson, Interim Planning & Zoning Administrator, and Ron Willard, Seasonal Parks Supervisor, met with the board to discuss the purchase of a side by side Gator for the Parks Department. The Gator would be used for weed spraying in the parks and for other park functions as necessary. Four quotes were received: Tri-County Implement - \$12,250; GDF Bobcat - \$11,778.75; Jackson Cycle - \$10,500; and Jackson Sports - \$11,900. Motion by White, second by Stevens, unanimous vote to accept quote for a JD Diesel Gator from Tri-County Implement for \$12,250 as this machine has better industrial quality for its value.

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Kathy Kretsch, County Recorder, met with the board to discuss a letter she received from Mark Ritchie, Secretary of State, regarding termination of all Satellite Office Agreements for UCC systems in the state as of December 1, 2014. Kretsch attended a Recorder's Conference, this past week, where this letter was discussed and the UCC committee, that Kretsch was a part of, would like to try a letter campaign to stop the termination and keep the UCC satellite agreement. Kretsch would like the board to send a letter of support to Governor Dayton, Secretary of State Ritchie, Representative Hamilton, Senator Weber, and AMC (Association of MN Counties). Kretsch will work with the County Coordinator to draft this letter for Chairman Schmidt to sign. Motion by Holmen, second by Oeltjenbruns, unanimous vote to allow Chairman Schmidt to sign a letter of support for the County Recorder regarding UCC Satellite Agreements.

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Jason Purrington, Sheriff, met with the board to discuss the purchase of a new Eventide NexLog 740 Logger/Recorder for dispatch. Purrington informed the board that the current logger/recorder is an "analog" only recorder; and, because of other recent equipment purchases, the current logger/recorder is not compatible and needs to be replaced. Purrington informed the board that he has 911 funds to pay for the logger/recorder. Two quotes were received: Alpha Wireless - \$18,490.75 and Eventide - \$23,780.00. Motion by White, second by Oeltjenbruns, unanimous vote to accept the quote from Alpha Wireless for an Eventide NexLog 740 Logging Recorder for \$18,490.75.

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Glenn Johnson, Director of Information Systems, met with the board to discuss the purchase of Tough Pads with Keyboards for the patrol cars. The new Tough Pads will have the necessary interfaces needed for the new Records Management System. Johnson also stated that the current laptops in the patrol cars will be utilized within the Sheriff's Department. A total of six Tough Pads and six keyboards would be purchased with two of each being purchased for and reimbursed by the Mountain Lake Police Department. A state quote was received from SHI for \$ 18,708. Motion by White, second by Stevens, unanimous vote to purchase six Tough Pads and six keyboards from SHI for \$18,708.

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Jan Johnson, Auditor/Treasurer, met with the board to discuss a few items. Johnson asked for permission to get quotes for tax forfeiture properties that need to be tore down. Johnson stated that there is one property in Storden, one property in Jeffers, and one property in Bingham Lake. Motion by Holmen, second by Stevens, unanimous vote to advertise for teardown quotes for tax forfeiture properties.

Johnson presented a resolution for the Notice of Public Sale of Tax-Forfeited lands, a listing of the tax forfeiture properties, and the terms and conditions for these sales. Motion by Oeltjenbruns, second by White, unanimous roll call vote to adopt the resolution as follows:

**Resolution 14-06-17  
Notice of Public Sale of Tax-Forfeited Lands**

**NOTICE IS HEREBY GIVEN THAT** the parcels of land described in List of Tax-Forfeited Land #15 that is contained herein shall be sold to the highest bidder at public sale. The sale will be governed by the provision of M.S. 282.01 and by the resolution of the Cottonwood County Board of Commissioners authorizing such sale. The resolution reads as follows:

**BE IT RESOLVED**, that all parcels of the tax-forfeited land listed on list of Tax-Forfeited Land #15 be classified as non-conservation land; that the basic sale price of each parcel on List of Tax-Forfeited Land #15, that is on file with the Clerk of the County Board, be approved and authorization for a public sale of this land be granted, pursuant to M.S.282.01; that the sale will be held at 10:00 A.M., September 17, 2014 by the Cottonwood County Auditor at the County Courthouse for not less than the basic sale price; and that all sales shall be full payment or on the terms set forth on List of Tax-Forfeited Land #15.

**BE IT FURTHER RESOLVED**, that the conditions and terms of the public sale shall be described in the list contained here-in and approved by the Cottonwood County Board of Commissioners.

Information about the sale of tax-forfeited land in Cottonwood County can be obtained at the office of the Cottonwood County Auditor/Treasurer, Cottonwood County Courthouse, 900 3<sup>rd</sup> Ave., Windom, MN 56101. Telephone (507) 831-1905.

Given under my hand and official seal at Windom, MN, this 17<sup>th</sup> day of June, 2014.

S/James Schmidt, Chairman

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S/Jan Johnson, Auditor/Treasurer

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Kelly Thongvong, County Coordinator, met with the board to discuss a few items. Thongvong informed the board of a request to use the Courthouse grounds on July 12. Thongvong asked the board to allow the County Coordinator to give approval when the use of county grounds for events is requested. Requests are few and this will alleviate some small issues brought to the board. Motion by White, second by Stevens, unanimous vote to allow the Coordinator to give approval for events to be held on county grounds.

Thongvong received a request from Plum Creek Library System asking the County to increase the 2014 Plum Creek Library System budget in the amount of \$5,700. After much discussion, no action was taken.

As a result of the presentation given at the June 3 meeting by Andrew Roos, BCBS Representative, Thongvong would like to move to the Group Platinum Blue option for retirees effective December 1, 2014. Motion by Oeltjenbruns, second by White, unanimous vote to make it mandatory that all 22 individuals currently receiving the Senior Gold option move to the Group Platinum Blue option effective December 1, 2014 unless they currently live out of state or choose to no longer participate in receiving health coverage through the county.

Also as a result of the presentation given at the June 3 meeting by Andrew Roos, BCBS Representative, Thongvong would like to make it mandatory for all Medicare eligible retirees to be moved to the Group Platinum Blue option effective December 1, 2014. Motion by Oeltjenbruns, second by Holmen, unanimous vote to make it mandatory that all Medicare eligible individuals currently receiving the Retirees-CMM plan option move to Group Platinum Blue option effective December 1, 2014 unless they currently live out of state or choose to no longer participate in receiving health coverage through the county.

Thongvong informed the board of the results of the Life Insurance RFP (Request for Proposal). Motion by White, second by Stevens, unanimous vote to accept proposal from Sunlife/NJPA for group life insurance coverage effective July 1, 2014 with a three year rate guarantee. Minnesota Life (Och's) will be notified of the county's intent to terminate coverage effective June 30, 2014.

Thongvong presented information regarding an Online Open Enrollment for Employee Benefits option offered by Aprize Technology. The expense for Online Open Enrollment through Aprize Technology would be approximately \$2,240. Motion by White, second by Stevens, unanimous vote to allow the HR Department to continue working with Integrity Employee Benefits, LLC to complete the steps necessary to set up Open Enrollment online this upcoming fall for all employees through the use of services offered by Aprize Technology.

Motion by White, second by Oeltjenbruns, unanimous vote to accept Susan Hopp's retirement resignation effective July 8, 2014 with appropriate payout of benefits.

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Discussion was held regarding the parks system in the county due to conversations held while on the recent County Highway/Parks tour. The consensus of the board is to research the selling of Highwater Park, Dynamite Park, and Lake Sarah Park. The board will need to contact the County Attorney as to his opinion on how to sell. The Auditor/Treasurer should review the deeds to see how the parks were acquired and if there were any stipulations.

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There being no further business, the meeting was adjourned at 5:45 p.m.

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Jan Johnson, Auditor/Treasurer

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Jim Schmidt, Board Chairman

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Kelly Thongvivong, County Coordinator