

November 9, 2010
 Cottonwood County Board of Commissioners
 Regular Meeting
 Minutes

The Cottonwood County Board of Commissioners met in regular session on Tuesday, November 9, 2010 at 9:00 a.m. at the Cottonwood County Courthouse in Windom, MN. Presiding over the meeting was Chairman Tom White. Present for all or portions of the meeting were: Commissioners Tom White, Ron Kuecker, Norm Holmen, John Oeltjenbruns, Gary Sorenson; Administrative Assistant Kelly Thongvong; Auditor/Treasurer Jan Johnson; County Attorney Doug Storey; Crystal Reith, Kim Hall, Ron Gregg and Mary Duerkson.

Motion by Holmen, second by Sorenson, unanimous vote to approve additions to the agenda. Motion by Oeltjenbruns, second by Kuecker, unanimous vote to approve the minutes of the November 2, 2010 meeting as amended.

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Crystal Reith, 4-H Program Coordinator, met with the board to give an update regarding 4-H as well as some of their recent activities.

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There were no updates regarding balance transfers to report at this time.

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Motion by Oeltjenbruns, second by Holmen, unanimous vote to approve October warrants as follows:

County Revenue Fund	\$ 76,392.24
Long-Term Capital Outlay	\$ 30,716.16
County Building Fund	\$ 12,446.00
Ditch Fund	\$ 1,772.45
Taxes & Penalties Fund	\$ 1,101.05
Road & Bridge	\$ 89,990.90
Waste Abatement/SCORE	\$ 7,627.17
Landfill Enterprise	<u>\$ 14,510.85</u>
	<u>\$233,455.77</u>

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Motion by Oeltjenbruns, second by Sorenson, unanimous vote to approve Language Assistance Plan for the Cottonwood County Transit System.

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Emergency Management Director Kim Hall met with the board to discuss a few different items. Hall reported that Cottonwood County has been awarded approximately \$26,000 to spend on ARMER approved radios which need to be purchased by the end of the year. Motion by Sorenson, second by Holmen, unanimous vote to allow for the purchase of ARMER approved radios through the state contract price offered through Alpha Wireless. This purchase will be paid for through the Long-Term Capital Fund and will be reimbursed at 100%.

Hall reported that Cottonwood County will receive approximately \$10,000 through a regional grant between 18 counties. The purpose of this grant is to

purchase supplies for an Emergency Response bag. Some of the items to be purchased with the grant are a rugged laptop, portable printer, GPS unit, 1st aid kit, flare lights, etc. Motion by Sorenson, second by Oeltjenbruns, unanimous vote to accept grant funds and to allow for purchase of equipment for this grant.

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Brief update was given regarding upcoming union negotiations. Contact will be made with Ken Leas, AFSCME union representative, and Jack Chambers, LELS union representative, to set up dates to meet to begin negotiations.

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County Engineer Ron Gregg met with the board to discuss several different items. Gregg reported that he has been having issues with his PC so he asked for approval to purchase a new PC for the Engineer's Office off the state bid price of \$1,142.55 + tax. Motion by Kuecker, second by Sorenson, unanimous vote to approve the purchase of a new PC in the amount of \$1,142.55 + tax off the state bid.

Update was given regarding 2010 construction projects. Gregg reported that the grading on the CSAH 13 project is almost complete. There are still segments of the road that need to be milled and seeded. The concrete on the Jeffers project should be completed by the end of the week. Gregg thought that the contract should be wrapped up in about a week. Brief discussion was held regarding County Road 99. Gregg will try to put together some figures to present at a future meeting.

Motion by Holmen, second by Sorenson, unanimous vote to set 2010 crop prices for \$700/acre for snow control. The board suggested that these prices be set earlier next year.

Discussion was held regarding the utilization of the Sentence to Serve Program particularly in the landfill/recycling departments.

Question was asked in regards to whether or not there was still a need for an additional mechanic at the Highway Department. Gregg did not feel that there was a need at this time.

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Update was given regarding Environmental/Planning & Zoning/Parks. It was reported that many things have recently been done at Talcot Park to get ready for the winter and an inventory of the park has been completed.

Mary Duerkson met with the board in regards to some of the concerns the seasonal campers at Talcot Park have. Duerkson and some of the seasonal campers were concerned about the status of Talcot Park as they had heard it was closing. The board reassured her that Talcot Park was not closing for good but was closing for the winter effective November 15th. Duerkson voiced some of her other concerns about Talcot Park as well.

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Brief discussion was held regarding the Middle Minnesota Septic Loan Funds and the remaining balance of \$24,850. Commissioner Holmen was going to do some further checking on this issue.

Discussion was held regarding some of the individuals/companies that have offered to assist the County with the design and inspections of septic systems during the interim period of not having anyone in the Environmental Office.

A few issues that have recently come up in the Environmental Office will be forwarded to Jackson County for their assistance.

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Discussion was held regarding the newly elected County Attorney and the needs that he will have after he takes office. Commissioners Kuecker and Holmen will plan to meet with Nick Anderson to discuss this matter before Nick Anderson attends the board meeting on November 23rd.

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Clarification regarding the travel policy and mileage claimed on a day other than a normal work day was briefly discussed. The board agreed that mileage should not be claimed from an employee's home unless the mileage is less than it would be if claimed from the normal work location.

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Brief discussion was held regarding comp time usage. The personnel policy currently states "Any overtime which qualifies under "Calculation of Overtime/Compensatory Time", which cannot be compensated with compensatory time off within the pay period earned, will then be paid at the rate of one and one-half (1 ½) times the regular rate of pay, and will be carefully examined by the Board." The board would like to consider changing the wording "within the pay period earned" to an extended period of time such as "within the next 4 pay periods". This will be discussed again at the next board meeting.

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Motion by Oeltjenbruns, second by Sorenson, unanimous vote to approve two bills that missed the cutoff for payment as follows: Center Stop - \$72.27 and Higley Ford - \$21.60.

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Brief discussion was held regarding a phone call received from Jason at Matrix. The board would like to put the discussion regarding a new phone system for the county on hold for the time being.

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Chairman White commented on a few miscellaneous bills that have been received for Talcot Park. He also reported that nine setback permit requests have been received since September 30th.

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Motion by Holmen, second by Kuecker, unanimous vote to set a special work session/meeting for Tuesday, November 16th at 9:00 a.m. to discuss structure/staffing of Environmental Office.

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There being no further business, the meeting adjourned at 12:37 p.m.

Jan Johnson, Auditor/Treasurer

Tom White, Board Chairman

Kelly Thongvivong, Bd. Adm. Assistant