

February 27, 2007
Cottonwood County Board of Commissioners
Regular Meeting
Minutes

The Cottonwood County Board of Commissioners met in regular session on Tuesday, February 27, 2007 at 1:00 p.m. at the Cottonwood County Courthouse in Windom, MN. Presiding over the meeting was Chairman Norm Holmen. Present for all or portions of the meeting were: Commissioners Norm Holmen, John Oeltjenbruns, Gary Sorenson, Tom White, Ron Kuecker; Administrative Assistant Kelly Thongvivong; Auditor/Treasurer Jan Johnson; County Attorney Doug Storey; Mike Steckelberg, Rod Sykora, Mark Anderson, Jane Hennagir, Karen Boysen, Mike Hanson and Kay Clark. Motion by Oeltjenbruns, second by Sorenson, unanimous vote to approve additions to the agenda. Motion by Kuecker, second by White, unanimous vote to approve the minutes of the February 13, 2007 meeting as amended.

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Mike Steckelberg met with the board representing Great River Energy to give a presentation in regards to an electric transmission system expansion. He reported that in the near future, Great River Energy and other electric transmission owning utilities would request approval from Brown and Cottonwood counties, as well as state regulatory agencies, for the construction of new high voltage transmission lines. Although the exact details of the projects have not been identified, Steckelberg wanted to provide some background information about why the projects are needed. Additional details will be provided at a later date.

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Motion by White, second by Sorenson, unanimous vote to appoint Craig Thompson to the Board of Adjustment representing District 3 for a 3-year term.

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Commissioner Kuecker reported that Caleb Hanson was recently hired for the position of Solid Waste worker and began his duties on February 19, 2007.

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Commissioner Kuecker gave an update in regards to the pre-construction meeting he attended on Monday with Scott Kamps from I & S Engineers & Architects as well as Jim Kartes, City of Windom building inspector and Sedrick Borsgard from Borsgard Construction. He reported that Borsgard Construction is tentatively planning to begin the project on March 5th.

Commissioner Holmen updated the board in regards to a quote that he recently received for the construction of a new commissioner's table as well as a presenter's table.

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Jane Hennagir, Minnesota Counties Insurance Trust (MCIT) Account Executive, met with the board to present the 2007 member report for Cottonwood County.

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Karen Boysen, TMDL Project Coordinator, met with the board to give an update in regards to the Des Moines River TMDL project. Boysen stated that she is still continuing to look for educational opportunities and will be involved with the upcoming Farm and Home Show on March 10th.

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Environmental Officer Mike Hanson met with the board to present a draft copy of some of the excerpts for the Cottonwood County Local Water Management Plan. Motion by Sorenson, second by Oeltjenbruns, unanimous vote to set the public hearing date for the Water Management Plan for March 27th at 1:15pm during the regular board meeting which will be held at the Law Enforcement Center.

Hanson also reported that a conditional use hearing for Richard Thom would be held on March 12th at 1:30pm in the conference room of the Environmental Office.

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Kay Clark met with the board representing the Resource Conservation & Development Council (RC & D) to present an application submitted on behalf of the Cottonwood County Historical Society for the restoration and cleanup of Red Rock Falls Park. The amount of the request is \$3,000. The Soil & Water Conservation District approved the application at their Feb. 22nd meeting. Motion by Kuecker, second by Oeltjenbruns, unanimous vote to approve the project proposal to RC & D on behalf of the Cottonwood County Historical Society for the improvement of Red Rock Falls Park.

Clark also asked for Chairman Holmen's signature for a Contract for Services for the Cottonwood SWCD Nutrient Position through the Greater Blue Earth River Basin Alliance (GBERBA).

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Motion by Oeltjenbruns, second by White, unanimous vote to allow the County Attorney's Office to use the county credit card for the purchase of roundtrip airfare from North Carolina to Sioux Falls for a witness that is needed for an upcoming court case.

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Sheriff's Department budget information was handed out for the board's review, as Sheriff Purrington was unable to attend the meeting.

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Auditor/Treasurer Jan Johnson informed the board that he recently received the Tri-County Recycling Report from Murray County.

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Commissioner Oeltjenbruns gave a brief update in regards to the Minnesota River Board. He asked that the board consider sending a letter or adopting a resolution to be sent to legislators affirming the county's support of the Minnesota River Board. A resolution will be developed for further consideration at the next board meeting.

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Motion by Kuecker, second by Sorenson, unanimous roll call vote to adopt resolution as follows:

**Resolution 07-02-27B
Big Bend Snowriders Club**

WHEREAS, Cottonwood County has established the Cottonwood County Snowmobile Trails System; and

WHEREAS, Big Bend Snow Riders has applied for a Capital Improvement Grant for the Cottonwood County Snowmobile Trail.

WHEREAS, Big Bend Snow Riders will use the grant money to repair an existing trail where there has been major loss of riverbank by filling in according to regulations.

WHEREAS, Cottonwood County will act as legal sponsor for an application for the DNR Snowmobile Trails Assistance Program and may enter into agreement with the State of Minnesota on behalf of the Big Bend Snowriders Club for the specific grant mentioned above; and

WHEREAS, Cottonwood County will comply with all applicable laws and regulations as stated in the agreement; and

WHEREAS, Jan Johnson, County Auditor/Treasurer, 900 Third Avenue, Windom, MN 56101 will act as the fiscal agent on behalf of Cottonwood County.

NOW THEREFORE, BE IT RESOLVED that the Cottonwood County Board of Commissioners hereby supports the application of this grant on behalf of the Big Bend Snowriders Club.

S/Jan Johnson, Auditor/Treasurer
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S/Norm Holmen, Board Chairman
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Motion by Kuecker, second by Sorenson, unanimous roll call vote to adopt resolution as follows:

**Resolution 07-02-27A
Cottonwood County Transit System
Vehicle Procurement**

WHEREAS, Cottonwood County operates a transit system; and

WHEREAS, Cottonwood County Transit desires to purchase, through the State of Minnesota Cooperative Procurement Process, a vehicle to be used in the transit system; and

WHEREAS, the vehicle cost is allocated 20% local share and 80% State/Federal share;

NOW, THEREFORE, BE IT RESOLVED that Cottonwood County Board of Commissioners hereby authorizes the purchase of a new transit bus to be purchased with a maximum amount of \$58,000.

S/Jan Johnson, Auditor/Treasurer
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S/Norm Holmen, Board Chairman
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Motion by Sorenson, second by White, unanimous roll call vote to adopt resolution as follows:

**Resolution 07-02-27
Adoption of Cottonwood County's Drug and Alcohol
Testing Policy as Amended**

WHEREAS, the Cottonwood County Transit System and the Cottonwood County Board of Commissioners has an obligation to insure that its employees perform their jobs safely, efficiently and in a professional manner.

WHEREAS, the Cottonwood County Transit System and the Cottonwood County Board of Commissioners recognizes that alcoholism and other drug dependencies has a significant potential for causing safety hazards for transit system employees.

WHEREAS, effective in 2007, the minimum random pool drug testing rate has been reduced for safety-sensitive drivers of transit programs. The Federal Transit Administration (FTA) and the Federal Motor Carrier Safety Administration (FMCSA) concluded their annual evaluation of required minimum testing rates.

WHEREAS, those safety-sensitive employees of Cottonwood County Transit subject to the FTA regulations will be randomly tested no less than the Federal minimum rate in 49 CFR, Part 655.45(b).

NOW, THEREFORE, the Cottonwood County Board of Commissioners hereby recognizes the amended changes dated 02/27/07 as set forth in the Drug and Alcohol Testing Policy of the Cottonwood County Transit System regarding urine drug testing and breath alcohol testing for safety-sensitive positions in accordance with the terms of 49 CFR Part 655.45(b). I further certify that the employee training conducted under this part meets the requirements of 49 CFR Part 655.45(b).

S/Kelly Thongvivong, Transit Coordinator
S/Jan Johnson, Auditor/Treasurer

S/Norm Holmen, Board Chairman

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Motion by Sorenson, second by Oeltjenbruns, unanimous vote to approve MCIT Drug and Alcohol Testing Participation Agreement Addendum #2: Change in Drug Testing Rates.

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Motion by Sorenson, second by Kuecker, unanimous vote to adopt Policy Number 147: Leave Benefits – Hardship Leave as the 30-day posting period has expired and no comments were received.

Motion by Kuecker, second by White, unanimous vote to adopt Policy Number 170: Leave Benefits – Sick with deletion of one sentence based on input that was received during 30-day posting period.

Motion by Kuecker, second by Sorenson, unanimous vote to adopt Policy Number 380: Probationary Period as the 30-day posting period has expired and no comments were received.

Motion by Oeltjenbruns, second by Sorenson, unanimous vote to adopt Policy Number 495: Vehicle Usage with deletion of one sentence based on input that was received during 30-day posting period.

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Brief discussion was held in regards to information received from Rinke Noonan regarding possible legal services for Ditch Authority. This will be discussed further at the next board meeting.

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Brief discussion was held in regards to some unanswered questions about the upcoming remodeling project in the Commissioner's Room. I & S Engineers and Architects will be contacted in regards to these questions.

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Discussion was held in regards to 2007-2008 AFSCME union agreements. A letter from Ken Leas, AFSCME union staff representative, was also handed out for the board's review. The board is hoping to have the four AFSCME union contracts for review before the next board meeting so they can be officially agreed upon.

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Motion by Sorenson, second by Kuecker, unanimous vote to set non-union insurance contribution for family coverage at \$293/month effective January 1, 2007 and to instruct Auditor/Treasurer to begin implementing March 1st. The county contribution will be \$848/month for family coverage.

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Motion by Sorenson, second by Oeltjenbruns, unanimous vote to set 2007 non-union salaries, excluding Department Heads and Family Service Agency Supervisors, at a rate of a 6.5% COLA effective January 1, 2007. No steps will be given.

Motion by Kuecker, second by Oeltjenbruns, unanimous vote to increase the salary of each of the individuals that were discussed at the January 9, 2007 board meeting an additional 1.5% increase effective January 1, 2007.

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There being no further business, the meeting was adjourned.

Jan Johnson, Auditor/Treasurer

Norm Holmen, Board Chairman

Kelly Thongvong, Bd. Adm. Assistant