

March 11, 2014  
Cottonwood County Board of Commissioners  
Regular Meeting  
Minutes

The Cottonwood County Board of Commissioners met in regular session on Tuesday, March 11, 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; Auditor/Treasurer Jan Johnson; County Coordinator Kelly Thongvivong, Kathy Marsh, Glenn Johnson, Gordy Olson, JinYeene Neumann, Kay Clark, Dave Bucklin, Clark Lingbeek, Alan Coners, and Leslie Makovsky.

Motion by White, second by Stevens, unanimous vote to approve additions to the agenda. Motion by Oeltjenbruns, second by Holmen, unanimous vote to approve the minutes of the March 4, 2014 meeting.

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Glenn Johnson, Director of Information Systems, met with the board to present information on computer replacement due to Windows XP not being supported after April 1, 2014. Motion by Holmen, second by Oeltjenbruns, unanimous vote to replace computers running Windows XP and purchase necessary laptops for an expense of \$18,516. Johnson reported that he has \$10,000 in the IT budget to help with this expense. Those departments that do not have the funds in their budget will be paid for out of the IT budget; other departments will have their expense prorated.

Johnson informed the board of a firewall training that the State of Minnesota is providing. Motion by White, second by Stevens, unanimous vote to allow Johnson to attend Checkpoint Firewall Training in St. Paul, March 20-21, 2014.

Johnson also gave a brief update on the progress of the computer room at the Law Enforcement Center.

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Commissioner Schmidt gave an update on the Drug Court that he and Commissioner Stevens attended on Friday, March 7.

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Gordy Olson, Interim Planning and Zoning/Parks Administrator, presented three quotes for new lawn mowers, price includes trade-in of 1990 mower: MTI Distributing-\$19,187.70; Kibble Equipment-\$17,300; and C&B Operations, Tri-County Implement-\$17,094; and one quote for a used (16 hours) lawn mower, price includes trade-in of 1990 mower: MTI Distributing - \$17,595. Motion by White, second by Stevens, unanimous vote to purchase lawn mower from C&B Operation, Tri-County Implement for \$17,094 plus tax including trade-in of 1990 mower.

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

County Revenue Fund	\$122,358.02
Long Term Capital Outlay	\$ 8,689.67
County Building Fund	\$ 934.99
Ditch Fund	\$ 575.82
Road & Bridge	\$127,259.87
Waste Abatement/SCORE	\$ 2,105.33
Landfill Enterprise	\$ 16,254.17
	<u>\$278,177.87</u>

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Motion by White, second by Holmen, unanimous vote to allow the Cottonwood County Coordinator to approve credit card purchases up to \$800 that would be paid with the commissioner warrants.

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Commissioner Schmidt appointed Kelly Piotter to the Extension Committee with her first term to end December 31, 2016.

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Brief discussion was held regarding an invitation to the Every 15 Minutes Program that will be held at the Windom High School on April 9 & 10.

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Motion by Oeltjenbruns, second by White, unanimous vote to approve payment of Southwest Minnesota Arts and Humanities Council appropriation of \$1,000.

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JinYeene Neumann, County Engineer, briefly reviewed the Highway Department's February budget and answered any questions the board had.

Neumann informed the board that the Highway Department received two HSIP (Highway Safety Improvement Program) grants. The first is for the year 2015 and is for \$41,580 to rumble stripe CSAH 5; the second is for year 2016 and is for \$95,000 for curve sign improvement for all curves in Cottonwood County.

Neumann handed out the 2013 Annual Report. This report will be sent to the Minnesota DOT so that we will receive the 10% maintenance funds for 2013.

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Discussion was held regarding the Planning & Zoning Administrator position and the Parks & Trail Director position. After much discussion, it was decided to put together a job description for a Cottonwood County Planning & Zoning Technician that would include septic and feedlot responsibilities and to let Jackson County know that we are interested in pursuing a joint Parks & Trail Director.

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There being no further business, the meeting was adjourned at 11:40 a.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