

July 21, 2015  
Cottonwood County Board of Commissioners  
Regular Meeting  
Minutes

The Cottonwood County Board of Commissioners met in regular session on Tuesday, July 21, 2015 at 9:00 a.m. at the Cottonwood County Courthouse in Windom, MN. Present for all or portions of the meeting in person or via telephone were: Commissioners Kevin Stevens, Norm Holmen, Jim Schmidt, Donna Gravley, Tom Appel; County Coordinator Kelly Thongvivong; Auditor/Treasurer Jan Johnson; County Attorney Nick Anderson; Kay Gross, Sally Larson, Jared Morrill, Steve Dick, Sarah Friesen, Byron Wall, Rahn Larson, JinYeene Neumann, Donna Stresemann, Kyle Pillatzki, Gale Bondhus, Murray County Commissioners David Thiner, James Jen, Robert Moline, Murray County Attorney Travis Smith, and Murray County Auditor/Treasurer Heidi Winter.

Motion by Stevens, second by Schmidt, unanimous vote to approve the agenda as amended. Motion by Stevens, second by Schmidt, unanimous vote to approve the minutes of the July 7, 2015 meeting. Motion by Appel, second by Schmidt, unanimous vote to approve the minutes of the July 15, 2015 work session.

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Kay Gross and Sally Larson, Cottonwood County Ag Society, met with the board to give the 2014 year-end report and to update the board on improvements needed at the fairgrounds. Larson stated she has been reading through past Ag Society minutes and gave a brief synopsis on a few items. Gross and Larson asked the board to consider re-instating the \$7,500 per year improvement monies for another five-years.

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Jared Morrill, Planning & Zoning Technician, met with the board to get approval for three Conditional Use Permits. Morrill presented a Conditional Use Permit request from Steve Dick to Construct and Operate a Feedlot in Lakeside Township. Motion by Schmidt, second by Appel, unanimous vote to approve the Conditional Use Permit request from Steve Dick to Construct and Operate a Feedlot in Lakeside Township with the following conditions: (1) shall be in compliance with Cottonwood County Zoning Ordinance #28; (2) erosion control measures shall be in place during construction; (3) dumpster or refuse container shall be onsite during construction; (4) secure all necessary Federal/State/County permits and fees; (5) build a new driveway on the north side of the house; (6) before construction can commence, provide proof of 1/4 mile setback to Cottonwood County Planning and Zoning (legal survey); (7) build wind break south of hog facility with plan from Cottonwood County SWCD; and (8) use pit additives to help control odor.

Morrill presented a Conditional Use Permit request from Jared Bargaen to move more than 10 cubic yards of soil inside of Shoreland Impact Zone in Lakeside Township. Motion by Gravley, second by Stevens, unanimous vote to approve the Conditional Use Permit request from Jared Bargaen to move more than 10 cubic yards of soil inside of Shoreland Impact Zone in Lakeside Township with the following conditions: (1) shall be in compliance with the Cottonwood County Zoning Ordinances #28 and #36 (Mining, Extraction and Excavation); (2) erosion control

measures shall be in place during construction and until vegetation is re-established; (3) adhere to County/Township restoration plan and site plan developed by Cottonwood County SWCD; (4) adhere to all State/Local/Federal permits needed; and (5) 60 day timeframe of completion from the start date to completion.

Morrill presented a Conditional Use Permit request from Scott Veenker to Construct and Operate a Portable Gravel Screening Site in Great Bend Township. Motion by Schmidt, second by Stevens, unanimous vote to approve the Conditional Use Permit request from Scott Veenker to construct and operate a portable gravel screening site in Great Bend Township with the following conditions: (1) shall be in compliance with the Cottonwood County Zoning Ordinances #28 and #36 (Mining, Extraction and Excavation); (2) erosion control measures shall be in place during construction and operation; and (3) secure all necessary Federal/State/County permits and fees.

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JinYeene Neumann, County Engineer, met with the board to discuss a few items. Motion by Gravley, second by Stevens, unanimous roll call vote to adopt resolution as follows:

**Resolution 15-07-21  
RESOLUTION TO TRANSFER COUNTY STATE AID HIGHWAY MUNICIPALE FUNDS**

**WHEREAS;** Minnesota Statute 162.08, Subd 4 (3d), provides that accumulated balances in excess of two years municipal account apportionments may be spent on projects located outside of municipalities under 5,000 population when approved solely by resolution of the county board.

**NOW, THEREFORE BE IT RESOLVED,** that the Commissioner of Transportation transfer **\$248,213.33** (all funds) in excess of two years apportionment into the Regular Construction Account.

DATED: July 21, 2015

S/Norm Holmen, Board Chair

S/Jan Johnson, Auditor/Treasurer

Neumann also informed the board that the cities in Cottonwood County will be receiving money from the Small Cities Assistance Program as follows: Mountain Lake \$30,852, Jeffers \$11,971, Storden \$9,654, Westbrook \$15,727, and Windom \$57,197.

Neumann asked for final payment to be made on Project 017-611-016. Motion by Schmidt, second by Stevens, unanimous vote to approve the final payment of \$6,091.01 to Mathiowetz Construction for Project 017-611-016.

Neumann informed the board that she has contacted Steve Nasby regarding the City of Windom purchasing the 5 acre parcel outside of town. The City of Windom will have further discussions regarding this parcel.

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Donna Stresemann, Assistant Solid Waste Administrator, and Kyle Pillatzki, Assistant County Engineer/Solid Waste Administrator, met with the board to have further discussion regarding the landfill hours. After discussion, motion by Gravley, second by Appel, unanimous vote to set the landfill hours for Monday – Friday to 8:00 a.m. to 4:00 p.m. and allow Assistant Solid Waste Administrator to post signage

that states last loads of the day are to be in by 3:30 p.m.

Pillatzki asked the board to rescind the motion from the July 7, 2015 meeting regarding advertising for recycling services as further research is needed on the recycling fees. Motion by Gravley, second by Schmidt, unanimous vote to rescind motion made on July 7, 2015, to advertise the Request for Bids for County Wide Recycling Services and allow Solid Waste Administrator to look into a one year extension with Waste Management.

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Motion by Schmidt, second by Appel, unanimous vote to recess as the County Board and to convene as the Ditch Authority.

Motion by Norm Holmen, second by Dave Thiner, unanimous roll call vote to reconvene the final hearing of Judicial Ditch #3 on Wednesday, August 26, 2015 at 10:00 a.m. in the Murray County Commissioners' Room. The meeting was then recessed. The official minutes are recorded in Murray County.

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

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Motion by Schmidt, second by Gravley, unanimous vote to allow Gale Bondhus and Susan Amundson to attend the GIS Users Conference in Ames, Iowa on August 25 and 26, 2015.

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Jan Johnson, Auditor/Treasurer, met with the board to discuss a few items. Motion by Gravley, second by Schmidt, unanimous vote to approve payment of 2015 appropriations as follows: Travel Southwest MN \$1,000; Cottonwood County Ag Society \$18,000; Jeffers Senior Citizen Center \$2,000; Mt. Lake Senior Citizen Club \$2,000; Storden Senior Citizen Club \$2,000; Westbrook Senior Citizen Club \$2,000; Windom Senior Citizen Center II \$2,000; Mt. Lake Heritage Village \$1,500; Westbrook Heritage House \$1,500; Southwest Crisis Center \$500; Prairie Ecology Bus Center \$1,000; Small Business Dev Center \$2,000.

Motion by Stevens, second by Appel, unanimous vote to allow Board Chairman to sign engagement letter with the Office of the State Auditor for audit services for years ending December 31, 2015, 2016, and 2017.

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Kelly Thongvivong, County Coordinator, met with the board to present a few items. Motion by Stevens, second by Schmidt, unanimous vote to approve Lease No. 12118 between Cottonwood County and the State of Minnesota, Department of Administration, for storage/garage space at the Jeffer's Highway Shop for a rental amount of \$6,421.20 per year. This lease will run November 1, 2015 through October 31, 2016, with an option to renew for a period of one year.

Motion by Appel, second by Stevens, unanimous vote to agree to jointly send a letter to the Bureau of Mediation Services on behalf of Cottonwood County and AFSCME Minnesota Council 65 requesting modification of the existing recognition clause.

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Motion by Schmidt, second by Gravley, unanimous vote to approve July warrants as follows:

County Revenue Fund	\$ 33,448.66
Long Term Capital Outlay	\$ 22,809.90
County Building Fund	\$ 290.40
Ditch Fund	\$ 12,528.66
Agency Fund	\$ 1,975.50
Taxes & Penalties Fund	\$ 1,095.00
County Revenue Fund	\$ 796.46
Road and Bridge Fund	\$127,923.87
Waste Abatement/SCORE	\$ 2,797.37
Landfill Enterprise	<u>\$ 6,289.77</u>
	\$209,955.59

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Commissioner Holmen reminded the board of the Odell Wind Farms ground breaking ceremony at the BARC on July 22, 2015.

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There being no further business, the meeting was adjourned at 10:48 a.m.

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Jan Johnson, Auditor/Treasurer

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Norman Holmen, Board Chairman

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Kelly Thongvong, County Coordinator