

January 17, 2017
Cottonwood County Board of Commissioners
Regular Meeting
Minutes

The Cottonwood County Board of Commissioners met in regular session on Tuesday, January 17, 2017 at 9:00 a.m. at the Cottonwood County Courthouse in Windom, MN. Present for all or portions of the meeting were: Commissioners Tom Appel, Donna Gravley, Jim Schmidt, Kevin Stevens, Norm Holmen; County Coordinator Kelly Thongvivong; Auditor/Treasurer Jan Johnson; County Attorney Nick Anderson, Glenn Johnson, Jed Rhubee, Kyle Pillatzki, Jason Purrington, Jared Morrill, Scott Rahn, Bob Williams, Ron Klassen, Amanda Jensen, Jesse Jensen, Tom Wiener and Rahn Larson.

Motion by Holmen, second by Gravley, unanimous vote to approve the agenda as amended. Motion by Stevens, second by Holmen, unanimous vote to approve the minutes of the January 3, 2017 meeting.

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Commissioner Holmen led discussion regarding Highway 60 lighting on county gravel intersections as a result of a phone call he received from a landowner who lives on County gravel 46 east of Bingham Lake and south of Highway 60. The intersection of 60 and 46 currently has lighting. The landowner is requesting that it would remain a lighted intersection when the road is reconstructed this summer since the electricity, poles and meter are already present. Current county policy is that county gravel roads do not receive lighting and black top roads do. Holmen reported that the cost as quoted by South Central Electric for the electricity would be approximately \$540/intersection/year. After much discussion, there was a motion by Holmen, second by Stevens to include lighting on intersection of Highway 60 and County gravel 46 & 9 and Highway 60 and County gravel 47 after the road is reconstructed this summer. Voting as follows: Aye – Holmen, Stevens, Schmidt, and Appel. Nay – Gravley. Motion carried.

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Glenn Johnson, Director of Information Systems, met with the board to discuss a few items. Johnson presented an invoice for the annual payment for the county's anti-virus software maintenance for approval. Motion by Holmen, second by Gravley, unanimous vote to approve the payment of the invoice in the amount of \$2,216 to Trevron Company, Inc.

Johnson gave an update regarding the fiber locating service contract that he discussed at the last board meeting. After doing some further research regarding the matter, Johnson advised using Converged Technology to do locating services for the county as needed for the time being.

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Jason Purrington, Sheriff, met with the board to inform them that he would be replacing one of the squad cars this spring and he needs to replace the current video camera. The current camera has had a lot of technical issues that has made it inoperable at times. As squad cars have been replaced, the camera systems have been upgraded. Two quotes were presented as follows: Tactical Solutions - \$4,870 and Watchguard - \$4,820. Motion by Schmidt, second by Gravley, unanimous vote to approve the quote from Watchguard in the amount of \$4,820 for the Watchguard

4RE video system.

Jared Morrill, Planning & Zoning Technician, met with the board to present a Rezoning Application from the Jenson Family Trust for a parcel of property that is located by Westbrook. The public hearing for the rezoning request was held on January 9th. During the hearing it was discussed that the 7.79 acre parcel would be rezoned to Residential due to the mortgage institution not allowing for Agriculture zoned mortgages. After review of Ordinance #28, the Cottonwood County Planning Commission recommended to the Cottonwood County Board that the Rezoning application made by Don Jenson on behalf of the Jenson Family Trust be denied on the grounds that it does not follow the intent of the Residential District as defined in Ordinance #28 Section 14 Subd. 1 Purpose. Motion by Holmen, second by Stevens to deny the Rezoning Request as presented. Voting as follows: Aye – Holmen, Stevens, Gravley, and Appel. Nay – Schmidt. Motion carried.

Motion by Stevens, second by Gravley, unanimous vote to have Morrill draft letter to the lending agency in support of mortgage in Agricultural Zone and to have Chairman Appel sign the letter on behalf of the county.

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Kyle Pillatzki, Assistant County Engineer/Solid Waste Administrator, and Jed Rhubee, Highway Maintenance Superintendent, met with the board to discuss several items. SP-1703-78 Trunk Highway (TH) 60 tile relocation bids were opened on January 13th as follows: Nickel Construction, Inc. - \$161,347.42; Cooreman Contracting, Inc. - \$178,185.95; Holtmeier Construction - \$200,417.35; Kuechle Underground, Inc. - \$215,540.00; Midwest Contracting LLC - \$249,972.00; Mathiowetz Construction Co - \$277,522.90 and Landwehr Construction, Inc. - \$342,771.00. Motion by Holmen, second by Gravley, unanimous vote to award contract for SP-1703-78 to Nickel Construction, Inc. for the amount of \$161,347.42. This project will be funded by the DOT.

Discussion was held regarding City-Wide Cleanups for 2017. Motion by Schmidt, second by Stevens, unanimous vote to allow for a one-time half price tipping fee of \$26.67/ton plus \$6.67/ton plus \$4.53 waste tax billed to the cities in Cottonwood County for the use of a city-wide cleanup in 2017.

Motion by Gravley, second by Holmen, unanimous roll call vote to adopt resolution as follows:

Resolution 17-01-17

RESOLUTION TO USE ALTERNATIVE METHOD TO DISSEMINATE BIDS AND REQUESTS

WHEREAS, Minnesota Statue 311A.03 Subd. 3(b) allows a county to use its website or recognized industry trade journals as an alternative to disseminate solicitations of bids, requests for information and requests for proposals.

NOW THEREFORE, the Cottonwood County Board of Commissioners hereby resolves:

BE IT RESOLVED, that from this day forward, the County of Cottonwood may use the Cottonwood County website, www.co.cottonwood.mn.us, as an alternative means to disseminate solicitations of bids, requests for information, and requests for proposals for transportation related construction and maintenance projects.

IT IS FURTHER RESOLVED that any dissemination by alternative means must be in substantially the same format and for the same period of time as a publication would otherwise be required under Minnesota Statute 331A.03 Subd. 3.

S/Tom Appel, Board Chairman

S/Jan Johnson, Auditor/Treasurer

Motion by Gravley, second by Schmidt, unanimous vote to increase the limit on the Public Works credit card from \$4,000 to \$7,500.

Motion by Holmen, second by Gravley, unanimous vote to increase seasonal wages for 2017 to \$11.25 (1st year); \$11.75 (2nd year); \$12.25 (3rd year); \$12.75 (4th year) and to no longer have a Clerk Hire position. This is a change from the January 3rd board meeting.

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Motion by Stevens, second by Gravley, unanimous vote to approve the liquor license and the 3.2 license for the Mt. Lake Golf Club as presented.

Motion by Stevens, second by Gravley, unanimous vote to approve updated Custody Agreement with Bank of the West Windom as presented and to authorize signature by Board Chair and County Auditor/Treasurer.

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Gale Bondhus was re-appointed as County Assessor for the term beginning January 1, 2017 and ending December 31, 2020 at the October 4, 2016 regular meeting. Each County Assessor must take an oath of office after January 1st after their appointment is approved by the Commissioners. Chairman Tom Appel distributed the Oath of Office to County Assessor Gale Bondhus.

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Kelly Thongvivong, County Coordinator, presented a few items for the board's approval. Motion by Schmidt, second by Stevens, unanimous vote to approve submission of 2016 Pay Equity Report to the State of Minnesota before January 31, 2017.

Motion by Gravley, second by Holmen, unanimous vote to approve fees charged by County Offices listing as presented.

Motion by Stevens, second by Gravley, unanimous vote to post internally and externally, if necessary, for the Engineering Aide position.

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Motion by Stevens, second by Holmen, unanimous vote to approve January warrants as follows:

County Revenue Fund	\$ 94,046.75
Long Term Capital Outlay	\$ 653.60
County Building Fund	\$ 992.59
Ditch Fund	\$ 14,104.27
GO Drng Refund 2011	\$125,153.75
County Revenue Fund	\$ 1,114.76
Road and Bridge Fund	\$ 35,230.85
Waste Abatement/SCORE	\$ 4,424.11
Landfill Enterprise	\$ 9,942.48
	<u>\$285,663.16</u>

Commissioner Gravley gave an update regarding a few items. She reported that the ACE Director has requested a land line in her office at BARC as opposed to being reimbursed a cell phone allowance. Brief discussion was held regarding the possibility of enhancing the existing cell phone reception with different receivers. Gravley will contact Glenn Johnson regarding this matter to get his thoughts. Motion by Holmen, second by Schmidt, unanimous vote to either approve a land line in place of a cell phone allowance or to enhance the present cell phone reception with different receivers.

Gravley updated the board on some information she obtained from Scott Thompson at MnDOT regarding the speed limit on Highway 71 towards the county office building. It is likely that the speed limit would not change from 55mph based on the criteria MnDOT uses to determine speed limits.

Gravley voiced her concerns regarding health care costs and reported that she did communicate with Julie Ring at AMC in regards to this situation.

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Commissioner Stevens asked for brief discussion regarding upcoming ALICE trainings, which are mandatory for all county employees to attend. Each of the commissioners is planning to attend as well.

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Commissioner Holmen led brief discussion regarding the enforcement of buffer strips. It seems that some of the target dates have been moved back.

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Chairman Appel set a work session for February 7th after the regular county board meeting. Items of discussion will be Recycling, Buildings and Public Works.

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There being no further business, the meeting was adjourned at 11:28 a.m.

Jan Johnson, Auditor/Treasurer

Thomas D. Appel, Board Chairman

Kelly Thongvong, County Coordinator