

January 16, 2018
Cottonwood County Board of Commissioners
Regular Meeting
Minutes

The Cottonwood County Board of Commissioners met in regular session on Tuesday, January 16, 2018 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, Kevin Stevens, Norm Holmen, Jim Schmidt; County Coordinator Kelly Thongvivong, Auditor/Treasurer Jan Johnson, Kathy Marsh, Becky Alexander, Glenn Johnson, Jason Purrington, Nick Klisch, Kathy Kretsch, Geoff Johnson and Rahn Larson.

Chairman Gravley called the meeting to order. The Pledge of Allegiance was recited. Motion by Holmen, second by Stevens, unanimous vote to approve the agenda as amended. Motion by Appel, second by Holmen, unanimous vote to approve the minutes of the January 2, 2018 meeting.

* * * *

Becky Alexander, SWCD Program Technician, met with the board to discuss a few items. Alexander informed the board that there will be a number of BWSR financial reports due by February 1 for the Natural Resources Block Grant and would like the board to give signature authority to the Cottonwood SWCD District Administrator. Motion by Appel, second by Stevens, unanimous vote (Commissioner Schmidt absent) to approve giving signature authority to the Cottonwood SWCD District Administrator for the Natural Resources Block Grant on the BWSR Financial Reports for Shoreland, Wetland Conservation Act, Subsurface Sewage Treatment System and Local Water Plan which will be used for final grant reports and grant reconciliations.

Alexander presented the 2017 County Feedlot Officer Annual Report, which has been reviewed with MPCA, for approval. Motion by Holmen, second by Stevens, unanimous vote (Commissioner Schmidt absent) to approve and sign the Feedlot FY2017 Year End Report.

Alexander presented for approval an Amendment to the Middle Minnesota SSTS Loan Agreement No. SRF0288 extending the deadline to 2019 and resolution 18-01-16. Motion by Stevens, second by Appel, unanimous roll call vote (Commissioner Schmidt absent) to approve resolution 18-01-16 as follows:

Cottonwood County Resolution #18-01-16
Middle Minnesota Watershed SSTS Loan Project

RESOLUTION OF THE COTTONWOOD COUNTY BOARD OF COMMISSIONERS

BE IT RESOLVED by the Cottonwood County Board of Commissioners that, as Loan Sponsor, on March 17, 2015, the Board passed Resolution No. 15-03-17 to enter into the Minnesota Clean Water Partnership Project Implementation Loan Agreement along with the Minnesota Pollution Control Agency to conduct the Middle Minnesota Watershed SSTS Loan Project.

BE IT FURTHER RESOLVED by the Cottonwood County Board of Commissioners that the SWCD Farm Bill Technician & District Program Technician, Becky Alexander, was authorized on March 17, 2015, by resolution of the Board, to serve as Project Representative and represent the Board in all matters which, according to the conditions of the Minnesota Clean Water Partnership Project Implementation Loan Agreement, do not specifically require action by the Board.

BE IT FURTHER RESOLVED by the Cottonwood County Board of Commissioners that the Auditor/Treasurer, Jan Johnson was authorized on March 17, 2015, by resolution to execute loan disbursement requests for the above referenced project to the Minnesota Pollution Control Agency on behalf of the Board.

BE IT FURTHER RESOLVED by the Cottonwood County Board of Commissioners that the SWCD District Administrator, Kay Gross, be authorized to execute the Minnesota Clean Water Partnership Project Implementation Loan Agreement for the above referenced Project on behalf of the Board, as Loan Sponsor. This is retroactive to and amends the previous Resolution No. 15-03-17 dated March 17, 2015, with respect to the SRF0288 Clean Water Partnership Project -Implementation Loan Agreement.

WHEREUPON the above resolution was adopted at regular meeting of the Cottonwood County Board of Commissioners this 16th day of January, 2018.

S/Donna L. Gravley, Board Chairman

S/Jan Johnson, Auditor/Treasurer

*

*

*

*

Glenn Johnson, Director of Information Systems, met with the board to get approval to replace three servers that are the core of the county’s virtual server environment and to upgrade the network switch due to increasing the server capabilities. Johnson stated that both the server quote and the network switch quote are state quotes. Motion by Stevens, second by Holmen, unanimous vote to purchase three new 32GB Thinksystem SR550 servers from SHI in the amount of \$27,225.00. Motion by Holmen, second by Appel, unanimous vote to purchase two Netgear Managed Switches from SHI in the amount of \$3,180.00.

Johnson led discussion regarding clarification of how the billing should be taken care of for county office electronic recycling. After discussion, it was decided that for 2019 the IT Department should add a line item for county office electronic recycling.

*

*

*

*

Jason Purrington, Sheriff, met with board to discuss a few items. Purrington stated that he will be replacing a squad car this spring and will need to replace the current video camera. Purrington presented a state quote from HGACBuy for a squad car video camera in the amount of \$4,808.00. Motion by Stevens, second by Schmidt, unanimous vote to purchase a WatchGuard 4RE camera system from HGACBuy in the amount of \$4,808.00.

Purrington led discussion regarding reimbursement for mental health/commitment transports that the Sheriff’s Department does for DVHHS. After much discussion, the County Coordinator should contact other counties to see which department budget, if any, these type of reimbursements are paid out of.

*

*

*

*

Nick Klisch, County Engineer/Public Works Director, met with the board to discuss a few items. Klisch informed the board that there are some discrepancies on the CSAH 1 bridge replacement, Project 017-601-021, so approval for final payment will be asked for at a later date. Klisch did ask for approval for final payment on CSAH 4 bridge replacement, Project 017-604-020. Motion by Holmen, second by Schmidt, unanimous vote to approve final payment in the amount of \$11,943.22 to M&K Bridge Construction for Project 017-604-020.

Motion by Holmen, second by Stevens, to renew the Minnesota Transportation Alliance Membership in the amount of \$1760.00. Voting Aye – Holmen, Appel and Stevens. Voting Nay – Schmidt. Motion passed.

Klisch led discussion regarding the proposal by MnDOT to construct three J-Turns at the intersections in Mountain Lake on MN60 at County Road 1 and both County Road 27 intersections. Klisch reviewed each intersection and the pros and cons were discussed. Commissioner Appel stated that there will a joint meeting between the County Commissioners and Mountain Lake City Council and also a public hearing sometime in the near future.

* * * *

Commissioner Gravley informed the board that she was contacted by Shelly Pflaum, Access Coordinator, Community Transit of UCAP, asking that Cottonwood County provide a letter of support for United Community Action’s applying for Regional Transportation Coordination Council (RTCC) Planning grant funds. Motion by Schmidt, second by Appel, unanimous vote to allow the Chairman to sign the Letter of Support for United Community Action’s RTCC Planning Grant Application.

* * * *

Commissioner Holmen informed the board that there will be an extra expense for new carpeting for the DVHHS remodeling project. The new carpet would be for the new lobby area, a portion of the new front desk area, and the new conference room.

* * * *

Motion by Schmidt, second by Appel, unanimous vote to approve the Mt. Lake Golf Development, Inc. liquor license renewal.

* * * *

Kelly Thongvivong, County Coordinator, met with the board to discuss a few items. Thongvivong informed the board that three individuals were interviewed for the Planning and Zoning Technician position. Motion by Schmidt, second by Holmen, unanimous vote to hire Alexander Schultz as Planning and Zoning Technician on Range 14, Step A (\$22.37/hour) pending successful completion of all hiring requirements. A tentative start date of January 23, 2018, has been set.

Thongvivong informed the board that eight applicants were interviewed for the part-time Jailer/Dispatcher position(s). Motion by Holmen, second by Stevens, unanimous vote to hire Jordan Allen, Isaak Paulson, and McKenna Schreier as part-time Jailer/Dispatchers, on Range 11, Step A (\$18.53/hour) pending successful completion of all hiring requirements.

Motion by Schmidt, second by Holmen, to promote Nancy Macgregor to Chief Deputy Recorder and move to Range 10, Step I (\$22.35/hour) effective February 1, 2018. Voting Aye – Holmen, Schmidt, Stevens. Voting Nay – Appel. Motion passed.

Motion by Schmidt, second by Stevens, unanimous roll call vote to adopt resolution 18-01-16A as follows:

Resolution 18-01-16A

Affirming Cottonwood County’s support for state capital investments for regional behavioral health crisis program facilities and permanent supportive housing for people with behavioral health needs.

WHEREAS, Minnesota’s mental health continuum of care is underdeveloped, creating harmful and expensive gaps in an individual’s treatment; and

WHEREAS, Minnesota’s mental health system does not have the capacity to consistently respond to the needs of individuals in crisis with appropriate treatment options; and

WHEREAS, individuals experiencing a mental health crisis are often diverted to jails and other facilities ill-equipped for their care while awaiting inpatient treatment; and

WHEREAS, individuals ready for discharge from inpatient treatment can be detained at inpatient facilities because there is a scarcity of supportive housing units to transition to; and

WHEREAS, the gaps in Minnesota’s mental health system are not only damaging to individuals and their families, but also result in an inefficient use of taxpayer dollars; and

WHEREAS, Minnesota has an opportunity to improve its mental health continuum of care through investments in new permanent supportive housing and regional behavioral health crisis program facilities; now, therefore,

BE IT RESOLVED, Cottonwood County supports state capital investments for regional behavioral health crisis program facilities and permanent supportive housing for people with behavioral health needs.

S/Donna L. Gravley, Board Chairman

Thongvivong informed the board of five employees who have or will be completing their probationary periods before the next meeting. Motion by Holmen, second by Appel, unanimous vote to move Jacob Samdal, Heather Janssen, and Jennifer Etchason, part-time Jailer/Dispatchers, to permanent part-time status effective January 18, 2018; Joseph Vought, Heavy Equipment Operator, to full-time status effective January 17, 2018; and Andrew Tjentland, Heavy Equipment Operator, to full-time status effective January 24, 2018.

* * * *

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

County Revenue Fund	\$ 2,689.86
County Revenue Fund	\$148,062.25
Long Term Capital Outlay	\$ 33,332.65
County Building Fund	\$ 1,647.06
County Revenue Fund	\$ 4,154.37
Road and Bridge Fund	\$ 50,192.94
Landfill Enterprise	<u>\$ 5,139.93</u>
	\$245,219.06

* * * *

Chairman Gravley appointed Commissioner Appel and Commissioner Schmidt, Alternate, to the Watonwan County One Watershed, One Plan Committee.

Commissioner Appel informed the board of a few building updates. The DNR has submitted a proposed lease for space at the N71 Building. Appel stated that he has a few questions on some of the details of the lease and will review with the

County Attorney. Appel also stated that he has received a signed purchase agreement from the seller on a property in Windom; however, clarifications on a few items should be reviewed before the county signs.

Commissioner Appel informed the board that he and the Solid Waste Administrator will be attending a meeting with MPCA in the Twin Cities tomorrow, January 17, 2018.

* * * *

Kelly Thongvivong, County Coordinator, asked who would be attending the Legislative Conference in St. Paul, February 28 – March 1. Attending will be Commissioners Appel, Holmen, and Schmidt.

Thongvivong informed the board that the grant application for Courthouse windows is due in May and would like a committee to assist with the application. Commissioner Schmidt stated he would contact Marvin Windows and Anderson Windows to get more information and possible assistance with the grant application.

Commissioner Stevens reminded the board of the OSHA trainings on Wednesday, January 17 at the Law Enforcement Center.

Commissioner Schmidt informed the board that he spoke at the Windom Bald Eagle Club (aka Windom Service Club) meeting on Monday, January 15 and will be speaking at a Kiwanis meeting on Thursday, January 18th.

* * * *

There being no further business, the meeting was adjourned at 10:57 a.m.

Jan Johnson, Auditor/Treasurer

Donna L. Gravley, Board Chair

Kelly Thongvivong, County Coordinator