

January 21, 2020  
 Cottonwood County Board of Commissioners  
 Regular Meeting  
 Minutes

The Cottonwood County Board of Commissioners met in regular session on Tuesday, January 21, 2020 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, Larry Anderson; County Coordinator Kelly Thongvivong, County Attorney Nick Anderson, Auditor/Treasurer Donna Torkelson, Kathy Marsh, Craig Myers, Jason Purrington, Representative Rod Hamilton, Senator Bill Weber, Kyle Pillatzki, Gale Bondhus, and Vicki Beckendorf.

Chairman Stevens called the meeting to order. The Pledge of Allegiance was recited. Motion by Appel, second by Gravley, unanimous vote to approve the agenda as amended. Motion by Holmen, second by Anderson, unanimous vote to approve the minutes of the January 7, 2020 meeting.

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Senator Bill Weber and Representative Rod Hamilton met with the board to discuss upcoming legislative issues and to answer questions about concerns the board or members of the public may have.

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

County Revenue Fund	\$253,609.56
County Building Fund	\$ 19,237.25
Ditch Fund	\$ 43,096.62
Agency Fund	\$ 382.50
Taxes and Penalties Fund	<u>\$ 375.00</u>
	\$316,700.93

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Gale Bondhus, County Assessor, met with the board to get approval for a joint agreement with ESRI for GIS licenses. Bondhus informed the board that currently the Highway Dept., Sheriff's Dept., Assessor's office, GIS Dept., and the SWCD office all have separate GIS agreements with ESRI. Bondhus stated that with the joint agreement we would combine all the licensures under an enterprise agreement thereby saving the County and the SWCD office money. Motion by Holmen, second by Anderson, unanimous vote to allow the Chairman to sign a 3-year ESRI Enterprise Agreement in the amount of \$48,750.00 for unlimited GIS licenses, amend the agreement to add the SWCD office, and amend the agreement to name Travis Eichstadt, IS Technician, as the contact.

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Motion by Anderson, second by Appel, unanimous vote to approve the state bid from WatchGuard in the amount of \$5,008.00 for the purchase of a WatchGuard 4RE camera system for transport vehicle.

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Kelly Thongvivong, County Coordinator, met with the board to discuss a few items. Motion by Appel, second by Anderson, unanimous vote to approve revisions to Policy #490 – Travel and Expense Reimbursement as presented.

Motion by Anderson, second by Holmen, unanimous vote to grant a monthly cell phone allowance to Travis Eichstadt, IS Technician, in the amount of \$60 per month and to David Grev, Appraiser, in the amount of \$30 per month retro to January 1, 2020.

Motion by Anderson, second by Holmen, unanimous vote to approve the submission of the 2019 Pay Equity Report to the State of Minnesota before January 31, 2020.

Motion by Holmen, second by Appel, unanimous vote to approve the State Auditor’s understanding of services for the 2019 year end audit.

Motion by Appel, second by Holmen, unanimous vote to allow Kay Gross to sign the BWSR Final Financial Reports for the NRBG grant.

Motion by Holmen, second by Anderson, unanimous vote to declare that the County offices were officially closed until 10:00 a.m. on January 17, 2020, due to the inclement weather conditions and in accordance with County Policy No. 420.

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Commissioner Appel gave an update on the Transit Building and a CPT meeting.

Motion by Holmen, second by Appel, unanimous vote to pay a per diem to Commissioners attending the February 10<sup>th</sup> Pipeline meeting in Windom.

Commissioner Stevens gave an update on the January 8<sup>th</sup> Department Head meeting.

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There being no further business, the meeting adjourned at 11:00 a.m.

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Donna Torkelson, Auditor/Treasurer

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Kevin Stevens, Board Chair

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Kelly Thongvivong, County Coordinator