

May 22, 2020
Cottonwood County Board of Commissioners
Special Meeting
Minutes

The Cottonwood County Board of Commissioners met in special session on Friday, May 22, 2020 at 9:00 a.m. at the Cottonwood County Courthouse in Windom, MN. Present in person or via teleconference for all or portions of the meeting were: Commissioners Kevin Stevens, Tom Appel, Donna Gravley, Norm Holmen, Larry Anderson; County Attorney Nick Anderson, County Coordinator Kelly Thongvivong, Auditor/Treasurer Donna Torkelson, Kathy Marsh, Glenn Johnson, Paul Johnson, Gale Bondhus, Kathy Kretsch, Jason Purrington, Kay Gross, Nick Klisch, and Joel Alvstad.

Chairman Stevens called the meeting to order. The purpose of this special meeting was to discuss further information that may be available to the board regarding the COVID-19 pandemic.

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Paul Johnson, Emergency Management Director, updated the board on COVID related items. Cottonwood County has a total of 59 confirmed cases. Johnson stated that he has received a donation from FEMA of face masks and hand sanitizer and that County Departments should contact him if in need of these items. Johnson also stated that campgrounds will be able to open as of June 1.

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Chairman Stevens asked for Department updates. Donna Torkelson, Auditor/Treasurer stated that they have not had a lot of people making appointments and that if someone shows up to pay their taxes, they are not turning them away.

Kathy Kretsch, County Recorder, stated that they are serving less than 25% of normal. The office has had both good and bad experiences with the appointment process and that she is starting to see other ways of using the software in the future. Kretsch did comment that she is using a 12 day window for scheduling appointments.

Gale Bondhus, County Assessor, stated they haven't had any appointments but have had a few walk-ins.

Nick Klisch, Public Works Director, stated business is as usual. The landfill has been very busy and the hours that were set up are working well. Parks will be opening June 1 and bathrooms are being cleaned twice daily.

Nick Anderson, County Attorney, stated that they don't deal with the public very often, so his office is fine.

Kay Gross, Soil and Water Conservation Office, stated they are keeping their doors locked. They are dealing with the public either by appointment or in the field. Gross believes they have good protocols in place.

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Commissioner Appel asked for clarification on playground openings. Klisch responded that playgrounds are closed at the present time but will open on June 1. Appel also informed the board that the County DAC is classified as non-essential and will re-open sometime in the future at 50%. Appel stated that this will continue to effect the cleaning services that DAC cannot provide the county. Appel will have discussions with the County Coordinator and the Building Operations Manager.

There being no further business, the meeting was adjourned at 9:35 a.m.

Donna Torkelson, Auditor/Treasurer

Kevin Stevens, Board Chair

Kelly Thongvivong, County Coordinator