

September 15, 2020  
Cottonwood County Board of Commissioners  
Regular Meeting  
Minutes

The Cottonwood County Board of Commissioners met in regular session on Tuesday, September 15, 2020 at 9:00 a.m. at the Law Enforcement Center in Windom, MN. Present in person or via teleconference for all or portions of the meeting were: Commissioners Kevin Stevens, Tom Appel, Norm Holmen, Larry Anderson, Donna Gravley; County Attorney Nick Anderson, County Coordinator Kelly Thongvivong, Auditor/Treasurer Donna Torkelson, Kathy Marsh, Nick Klisch, Kay Gross, David Bucklin, Alex Schultz, Hannah Herzfeld, Lee Tapper, Ashley Broussard, Clark Lingbeek, Paul Johnson, Tina Peiffer, Carly Pohlman, Brenda Anderson, and Joel Alvstad.

Chairman Stevens called the meeting to order. The Pledge of Allegiance was recited. Motion by Holmen, second by Anderson, unanimous roll call vote (Commissioner Appel absent) to approve the agenda as amended. Motion by Anderson, second by Holmen, unanimous roll call vote (Commissioner Appel absent) to approve the minutes of the September 1, 2020 regular meeting.

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A public hearing was held for public comment regarding Ordinance #28 – Section 26: Nuisance Regulations. A few corrections were noted by the board. The public hearing was closed with no public comment. Motion by Gravley, second by Appel, unanimous roll call vote to approve Ordinance #28 – Section 26 Nuisance Regulations with revisions that were noted.

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David Bucklin, SWCD District Technician, met with the board to get approval on a Wetland Boundary and Type Applications submitted by Red Rock Quarry. Bucklin explained that the Technical Evaluation Panel (TEP) concurs with the wetlands, boundary and type but would add 1.3 acres of additional wetland. Motion by Holmen, second by Anderson, unanimous roll call vote to approve the Red Rock Quarry Boundary and Type application with the TEP condition of adding 1.3 acres of additional wetland.

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Commissioner Donna Gravley led discussion regarding Policy #360 “Overtime/Compensatory Time” and some wording changes that would allow for the banking of up to 120 hours of comp time. Motion by Anderson, second by Gravley to make revisions to Policy #360 “Overtime/Compensatory Time” and post for a 30 day comment period. Voting Aye – Holmen, Gravley, Anderson. Nay – Appel, Stevens. Motion passed.

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Kelly Thongvivong, County Coordinator, met with the board to discuss a few items. Thongvivong presented the 2021 health insurance plans for approval. Thongvivong stated that the plans are the same as 2020 but Cottonwood County had a 9% increase in premiums. Motion by Holmen, second by Gravley, unanimous roll call vote to offer the following health care plans in 2021 - \$2,250/\$4,500 deductible Classic Rx plan, \$3,500/\$7,000 deductible Classic Rx plan, and the \$6,900/\$13,800 deductible Essential Rx plan.

Thongvivong and Paul Johnson, Emergency Management Director, presented the 2021 SafeAssure contract for approval. Johnson stated that the contract amount increased by 2%. Motion by Appel, second by Gravley, unanimous roll call vote to approve the 2021 SafeAssure Service Contract in the amount of \$8,116.51 and allow the board chair to sign.

Thongvivong led discussion regarding a lease agreement for the transit garage as the work is nearing completion. The board asked that Thongvivong and the County Attorney work together in drafting a lease and bring back to the October 6 meeting.

Thongvivong stated there was one internal applicant for the Accounting Assistant position at the Public Work Department. Motion by Gravley, second by Holmen, unanimous roll call vote to allow Susan Ebeling to transfer to the Public Works Department effective September 10, 2020, to fill the position of full-time Accounting Assistant.

Discussion was held regarding the posting and advertising of the vacant position in the Auditor/Treasurer’s office. Motion by Gravley, second by Holmen to post for a Deputy Auditor/Treasurer. Voting Aye – Gravley and Holmen. Nay – Appel, Anderson, and Stevens. Motion failed. Motion by Appel, second by Anderson to advertise for a temporary full-time Auditor/Treasurer Technician position that would work through the end of 2020. Voting Aye – Appel, Anderson, Stevens. Nay – Gravley and Holmen. Motion passed.

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A public hearing was held for public comment on the draft Watonwan River Comprehensive Management Plan. The public hearing was closed with no public comment. Motion by Appel, second by Gravley, unanimous roll call vote to submit on behalf of Cottonwood County and the Cottonwood SWCD, the draft Watonwan River Comprehensive Management Plan to the Watonwan 1W1P Policy Committee for approval and submission for final state agency review and Board of Water and Soil Resources approval.

Kay Gross, SWCD District Administrator, informed the board that the State of Minnesota is trying to line up a spring 2021 LIDAR flyover in Southwest Minnesota. After a short discussion, the board was uncertain about participation and would like more information on costs.

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Commissioner Appel led discussion regarding the landfill and the additional expenses on Cell 8. The landfill is looking at a \$1.2 million line-of-credit rather than the \$600,000 loan that was approved on July 7, 2020. Motion by Appel, second by Gravley, unanimous roll call vote to rescind the motion and action made on July 7, 2020 as follows “Motion by Gravley, second by Anderson, unanimous roll call vote to approve the landfill borrowing \$600,000 from the Road and Bridge fund on a five year note with the Highway Department receiving 40,000 tons of gravel from the landfill in lieu of interest.” Motion by Gravley, second by Anderson, unanimous roll call vote to give the landfill a line-of-credit up to \$1.2 million at 1% interest with a repayment period of 10 years and re-evaluate the interest percentage on a yearly basis.

Commissioner Appel informed the board that he was contacted by the Ag Society requesting \$5,500 of their 2020 appropriation for expenses. Motion by

Appel, second by Holmen, unanimous roll call vote to pay the Ag Society a portion of their 2020 appropriation now in the amount of \$5,500.

Commissioner Gravley gave an update on the General Government Meeting she attended on September 14, 2020.

Commissioner Holmen informed the board that Southern Prairie Community Care (SPCC) has sent the 5% share of the shared savings settlement and this money should be transferred to DVHHS. Motion by Holmen, second by Anderson, unanimous roll call vote to transfer to DVHHS the Southern Prairie Community Care shared savings settlement in the amount of \$648.65.

Commissioner Anderson informed the board that Red Rock Rural Water passed a resolution on September 10<sup>th</sup> to re-bond and this will be brought to the County Board on October 6<sup>th</sup> as Cottonwood County is the fiscal host.

Commissioner Appel led a short discussion on a salary schedule review that is being worked on and asked how the board would like to proceed. Consensus of the board is for the committee presently working on the salary review continue working and bring a recommendation to the board when ready.

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Motion by Gravley, second by Anderson, unanimous roll call vote to approve September warrants as follows:

County Revenue Fund	\$ 53,873.35
Long Term Capital Outlay	\$ 2,805.46
County Building Fund	\$ 174.29
Ditch Fund	\$ 6,100.63
Taxes and Penalties Fund	\$ 72,221.46
Road & Bridge Fund	\$ 35,104.15
Waste Abatement/SCORE	\$ 11,703.59
Landfill Enterprise Fund	<u>\$134,148.69</u>
	\$316,131.62

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Motion by Holmen, second by Gravley, unanimous roll call vote set the preliminary levy for 2021 at \$11,393,643.00, which is an increase of 3% from 2020 and as per state levy limit requirements.

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Motion by Holmen, second by Anderson, unanimous roll call vote to close the meeting at 11:28 a.m. to discuss the pending offer on parcel 08.618.0020. Individuals present for the closed session were: Commissioners Kevin Stevens, Tom Appel, Norm Holmen, Donna Gravley, Larry Anderson; County Coordinator Kelly Thongvivong, and Kathy Marsh.

Motion by Gravley, second by Anderson, unanimous vote to open the meeting at 11:51 a.m.

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Motion by Holmen, second by Anderson, to enter into a purchase agreement on parcel 08.618.0020 in the amount of \$213,500 plus closing costs and allow Board Chairman and Auditor/Treasurer to sign. Voting Aye – Appel, Anderson, Holmen, and Stevens. Voting Nay – Gravley. Motion passed.

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There being no further business, the meeting adjourned at 12:00 p.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