

February 16, 2021  
Cottonwood County Board of Commissioners  
Regular Meeting  
Minutes

The Cottonwood County Board of Commissioners met in regular session on Tuesday, February 16, 2021 at 9:00 a.m. at the Cottonwood County Law Enforcement Center in Windom, MN. Present in person or via teleconference for all or portions of the meeting were: Commissioners Tom Appel, Donna Gravley, Norm Holmen, Larry Anderson, Kevin Stevens; County Coordinator Kelly Thongvivong, Auditor/Treasurer Donna Torkelson, Kathy Marsh, Drew Hage, Nick Klisch, Gale Bondhus, Kyle Pillatzki, Jed Rhubee, Mike Meeks, Jason Purrington, Dennis Johnson, Stan Klassen, Mike Johnson, and Joel Alvstad.

Chairman Appel called the meeting to order. The Pledge of Allegiance was recited. Motion by Anderson, second by Stevens, unanimous roll call vote to approve the agenda. Motion by Holmen, second by Gravley, unanimous roll call vote to approve the minutes of the February 2, 2021, regular meeting and the February 9, 2021, work session.

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Stan Klassen met with the board to present a Petition for Repair on Judicial Ditch #3. Dennis Johnson, Johnson Engineering Group, gave a short summary of the JD #3 problem in Great Bend Township.

Motion by Gravley, second by Anderson, unanimous roll call vote to recess as the County Board and to convene as the Ditch Authority.

Motion by Holmen, second by Stevens, unanimous roll call vote to accept the Petition for Repair on Judicial Ditch #3 in Great Bend Township.

Motion by Gravley, second by Anderson, unanimous roll call vote to appoint Johnson Engineering Group as the Engineer.

Motion by Anderson, second by Stevens, unanimous roll call vote to adjourn as the Ditch Authority and to reconvene as the County Board.

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Gale Bondhus, County Assessor, met with the board to have further discussion on a Cottonwood County New Commercial Construction or Remodel Tax Abatement. Bondhus stated that she has reviewed the application with the County Attorney.

Drew Hage, Windom EDA Director, met with the board to have further discussion on the Proposed Cottonwood County Housing Initiative Remodeling program.

After much discussion, motion by Holmen, second by Anderson, to accept the Cottonwood County New Commercial Construction or Remodel Tax Abatement as presented with the amendment of the county portion of property taxes to read Years 1 and 2 – 80% and Years 3 and 4 – 60%. Voting Aye – Holmen, Anderson, and Appel. Voting Nay – Gravley and Stevens. Motion passed.

Motion by Gravley, second by Stevens, to accept the Cottonwood County Housing Initiative Remodeling Program as presented with amendments of adding: (1) abatement can only be applied for once in a 20 year period and (2) a signed Certificate of Occupancy must be received to show completion of the remodeling project for abatement to start. Voting Aye – Gravley, Anderson, and Stevens. Voting Nay – Holmen and Appel. Motion passed.

Nick Klisch, Public Works Director, met with the board to discuss a few items. Motion by Stevens, second by Gravley, unanimous roll call vote to allow the Public Works Department to sell surplus equipment via minnbid online auction.

Motion by Stevens, second by Gravley, unanimous roll call vote to allow Public Works staff to bid on a truck mounted Snogo Snowblower on minnbid at an amount not to exceed the remaining balance of the 2021 equipment budget.

Klisch informed the board that he is going to have further discussion with other county engineers in regards to the Title VI requirements and will bring this subject back to a future meeting.

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Donna Torkelson, Auditor/Treasurer, and Kyle Pillatzki, Solid Waste Administrator, met with the board to discuss two past due accounts that the landfill would like to have written off. After discussion, the Board directed Torkelson and Pillatzki to complete small claims court paperwork for the Buckentin Construction landfill debt of \$4,010.16.

Motion by Gravley, second by Stevens, unanimous roll call vote to write off the Otten Exteriors landfill debt of \$3,419.35 due to the business filing bankruptcy.

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Motion by Holmen, second by Anderson, unanimous roll call vote to allow Theodore Cromwell, full-time Jailer/Dispatcher, to move to part-time status effective March 1, 2021.

Motion by Anderson, second by Stevens, unanimous roll call vote to post internally and advertise, if necessary, for a full-time Jailer/Dispatcher.

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Motion by Stevens, second by Anderson, unanimous vote to approve February warrants as follows:

County Revenue Fund	\$ 476.40
Road and Bridge Fund	\$111,584.58
Waste Abatement/SCORE	\$ 5,210.71
Landfill Enterprise Fund	<u>\$ 18,283.83</u>
	\$135,555.52

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Chairman Appel led discussion on the applications received for the MN Cares Business Relief Funds. Sixty-five applications were received from businesses and 34 applications were received from non-profits. Funds will be awarded at the February 23 Special Meeting.

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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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Thomas D. Appel, Board Chair

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Kelly Thongvivong, County Coordinator