

March 2, 2021
Cottonwood County Board of Commissioners
Regular Meeting
Minutes

The Cottonwood County Board of Commissioners met in regular session on Tuesday, March 2, 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, Jed Rhubee, Steve Nasby, Kelly Smith, Kathy Kretsch, and Joel Alvstad.

Chairman Appel called the meeting to order. The Pledge of Allegiance was recited. Motion by Stevens, second by Gravley, unanimous roll call vote to approve the agenda as amended. Motion by Gravley, second by Anderson, unanimous roll call vote to approve the minutes of the February 16, 2021, regular meeting and the February 23, 2021, special meeting.

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Commissioner Holmen informed the board that he has been contacted by a few landowners in sections 14, 23, and 24 of Lakeside Township asking for assistance to clean out approximately two feet of the private ditch due to ponding water on the ag land. Holmen stated that this has also flooded County Road 46 at times due to silt filling the road ditch. The DNR would prefer the request come from the county on behalf of the affected landowners. Motion by Holmen, second by Anderson, unanimous roll call vote to present the clean out request to the DNR of the attached map and specific details of the clean out as presented.

Commissioner Holmen led discussion on the Cottonwood County Drainage Authority Requirements for Repairs and Maintenance and a Petition.

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Drew Hage, Windom EDA Director, met with the board to discuss a few items. Hage informed the board that a Home Initiative – New Construction application has been received from Nestor and Patti Palm for a new, single family home. Hage stated that all requirements to date have been met so a public hearing date needs to be set. Motion by Holmen, second by Stevens, unanimous roll call vote to adopt resolution 21-03-02B “Resolution Calling for a Public Hearing on Proposed Tax Abatement for new Residential Project”. (Resolution is on file in the County Coordinator’s office.)

Hage informed the board that a Home Initiative – New Construction application has been received from Daniel and Tanya Wagner for a new, single family home. Hage stated that all requirements to date have been met so a public hearing date needs to be set. Motion by Gravley, second by Holmen, unanimous roll call vote to adopt resolution 21-03-02C “Resolution Calling for a Public Hearing on Proposed Tax Abatement for new Residential Project”. (Resolution is on file in the County Coordinator’s office.)

Hage informed the board that a Home Initiative – New Construction application has been received from Wayne and Deborah Mau for a new, single family home. Hage stated that all requirements to date have been met so a public hearing date needs to be set. Motion by Stevens, second by Gravley, unanimous roll call vote to adopt resolution 21-03-02D “Resolution Calling for a Public Hearing

on Proposed Tax Abatement for new Residential Project”. (Resolution is on file in the County Coordinator’s office.)

Hage presented the Housing Initiative Remodeling Program Guidelines for review and approval. After discussion, motion by Gravley, second by Holmen, unanimous roll call vote to amend the Housing Initiative Remodeling Program Guidelines by removing the following sentence: Any subsequent application will only apply to other areas of an existing building(s) that were not previously remodeled into new housing units.

Motion by Stevens, second by Gravley, unanimous roll call vote to adopt resolution 21-03-02E “Resolution Approving Guidelines and Participation in Cottonwood County Housing Initiative Remodeling Program.” (Resolution is on file in the County Coordinator’s office.)

Hage informed the board that a Home Initiative – Remodel Program application has been received from T&M Development, LLC to convert an existing motel/hotel into new housing units. Hage stated that all requirements to date have been met so a public hearing date needs to be set. Motion by Holmen, second by Stevens, unanimous roll call vote to adopt resolution 21-03-02F “Resolution Calling for a Public Hearing on Proposed Tax Abatement for Remodeling Project (New Housing Units)”. (Resolution is on file in the County Coordinator’s office.)

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Gale Bondhus, County Assessor, met with the board to update the Abatement Policy that was adopted in 1990. After reviewing the updated policy, motion by Stevens, second by Gravley, unanimous roll call vote to adopt Resolution 21-03-02G “Cottonwood County Tax Policy – Abatement of and Additions to Tax.” (Resolution is on file in the County Coordinator’s office.)

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Commissioner Anderson led discussion regarding the MN Clean Car rule. Anderson stated that Minnesota Rural Counties (MRC) recently sent out an e-mail asking that county boards vote to either support or oppose the MN Clean Car rule. After discussion, motion by Anderson, second by Stevens, unanimous roll call vote to adopt resolution 21-03-02A “Resolution regarding MN Clean Car.” (Resolution is on file in the County Coordinator’s office.)

Motion by Anderson, second by Holmen, unanimous roll call vote to allow Minnesota Rural Counties (MRC) to adopt the policy that states “MRC supports legislative review of any and all issues of consequence that would bring harm to the culture and/or economy of rural counties. Further, MRC opposed the attempt by the MPCA to adopt the MN Clean Car rule without consulting the legislature, and encourages the Walz administration to withdraw the proposed rule and submit the issue for legislative review.”

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Nick Klisch, Public Works Director, and Steve Nasby, Windom City Administrator, met with the board to discuss the sponsorship of the City of Windom’s Local Road Improvement Program application. Nasby explained to the board what the LRIP funds would be used for if awarded. Klisch informed the board that the county would only be sponsorship and that no engineering services would be provided. Motion by Gravley, second by Stevens, unanimous roll call vote to adopt resolution 21-03-02 “Resolution of Sponsorship for Sponsoring Agency.” (Resolution

is on file in the County Coordinator's office.)

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Kathy Kretsch, County Recorder, met with the board to get approval to purchase a new scanner. Kretsch stated that the current scanner is obsolete and parts and toner are no longer available. Quotes for a new ScanPro 3000 are as follows: Mid-America Business Systems - \$9,175.00 and Imaging Office Systems, Inc. - \$9,370.00. Motion by Holmen, second by Anderson, unanimous roll call vote to purchase a ScanPro 3000 from Mid-America Business Systems in the amount of \$9,175.00 to be paid out of the Recorder's Technology Fund.

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Kelly Thongvivong, County Coordinator, met with the board to discuss a few items. Motion by Stevens, second by Anderson unanimous roll call vote to advertise for 10 seasonal positions for the Public Works Department for the 2021 summer season.

Motion by Gravley, second by Holmen, unanimous roll call vote to promote Dolf Svoboda II to full-time Jailer/Dispatcher effective March 15, 2021.

Motion by Anderson, second by Gravley, unanimous roll call vote to move Susan Ebeling, Accounting Assistant, to permanent full-time status effective March 10, 2021.

Motion by Holmen, second by Stevens, unanimous roll call vote to move Kelly Smith, IS Technician, to permanent full-time status effective March 14, 2021.

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Motion by Gravley, second by Stevens, unanimous vote to approve March warrants as follows:

County Revenue Fund	\$ 6,390.76
County Building Fund	\$ 50.00
Road and Bridge Fund	\$ 51,373.58
Waste Abatement/SCORE	\$ 60.00
Landfill Enterprise Fund	<u>\$ 11,693.85</u>
	\$ 69,568.19

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Commissioner Appel led discussion regarding a letter received from Wes Kroeker. Consensus of the board is that more research is needed.

Appel led a short discussion regarding the Courthouse parking lot and employee parking.

Motion by Anderson, second by Stevens, unanimous roll call vote to approve placing Kennedy and Graven Chartered Law Firm on retainer for county business.

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There being no further business, the meeting adjourned at 10:30 a.m.

Donna Torkelson, Auditor/Treasurer

Thomas D. Appel, Board Chair

Kelly Thongvivong, County Coordinator