

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

The Cottonwood County Board of Commissioners met in regular session on Tuesday, March 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, Jed Rhubee, Austin Hopwood, Alex Schultz, Jason Purrington, Jason Rupp, 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 as amended. Motion by Holmen, second by Stevens, unanimous roll call vote to approve the minutes of the March 2, 2021, regular meeting.

\* \* \* \*

A public hearing was held in regard to the residential property tax abatement applied for by Nestor and Patti Palm for the construction of a single family home on parcel number 25.450.0350. No opposition to the abatement was heard prior to or at the hearing. Motion by Stevens, second by Holmen, unanimous roll call vote to approve the Home Initiative – New Construction application and resolution 21-03-16A. (Resolution is on file in the County Coordinator’s office.)

A public hearing was held in regard to the residential property tax abatement applied for by Daniel and Tanya Wagner for the construction of a single family home on parcel number 25.670.0080. No opposition to the abatement was heard prior to or at the hearing. Motion by Anderson, second by Stevens, unanimous roll call vote to approve the Home Initiative – New Construction application and resolution 21-03-16B. (Resolution is on file in the County Coordinator’s office.)

A public hearing was held in regard to the residential property tax abatement applied for by Wayne and Deborah Mau for the construction of a single family home on parcel number 25.132.0010. No opposition to the abatement was heard prior to or at the hearing. Motion by Holmen, second by Stevens, unanimous roll call vote to approve the Home Initiative – New Construction application and resolution 21-03-16C. (Resolution is on file in the County Coordinator’s office.)

A public hearing was held in regard to the Housing Initiative - Remodel tax abatement applied for by T&M Development, LLC for the remodel of an existing building into housing units on parcel number 25.622.0010. No opposition to the abatement was heard prior to or at the hearing. Motion by Stevens, second by Holmen, unanimous roll call vote to approve the Home Initiative – Remodel application and resolution 21-03-16D. (Resolution is on file in the County Coordinator’s office)

Drew Hage, Windom EDA Director, informed the board that a Home Initiative – New Construction application has been received from Lindsey and Jane Cartwright 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 Anderson, unanimous roll call vote to adopt resolution 21-03-16E “Resolution Calling for a Public Hearing on Proposed Tax Abatement for new Residential Project.”

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

\* \* \* \*

Austin Hopwood, Vice President of the Mountain Lake Golf Course Board, met with the board to get approval for acknowledgement of two exempt gambling permits. Hopwood stated that one is for August 29, 2021, and the other is for December 29, 2021. Motion by Holmen, second by Stevens, unanimous roll call vote to approve and acknowledge that the Mountain Lake Golf Course is applying for two Exempt Permits for gambling premises located in a township with no waiting period.

\* \* \* \*

Commissioner Holmen led discussion regarding a letter he received from Larry Stevens who has concerns on the county's valuation of RIM property. Gale Bondhus, County Assessor, reviewed the process of how values are calculated for RIM. After discussion, no action was taken and Commissioner Holmen will respond to Larry Stevens.

\* \* \* \*

Jason Rupp, Jail/Dispatch Supervisor, met with the board to get approval of a T-CPR Service Agreement. Rupp stated that the State of Minnesota is requiring all Dispatch Centers to be able to either give emergency medical dispatch cardiac arrest information or transfer calls to a certified vendor. Rupp stated that the T-CPR contract would be with North Memorial Health Care. Rupp also stated that there would be a \$49 training fee for each dispatch employee and this would be paid for with grant funds. Motion by Anderson, second by Stevens, unanimous roll call vote to allow the Sheriff to sign the T-CPR Instruction Service Agreement with North Memorial Health Care.

\* \* \* \*

Alex Schultz, Planning and Zoning Technician, presented three state bids for a new pick up. The state bids are as follows: Midway Ford – Ford F150 - \$32,856.92 + \$500 for tonneau cover; Boyer Trucks – Ford F150 - \$35,797.52, includes tonneau cover; and North Country GM – GMC 1500 - \$32,621.20 + \$500 for tonneau cover. Motion by Steven, second by Anderson, unanimous roll call vote to accept the state bid from Midway Ford for a Ford F150 without the extended warranty in the amount of \$32,856.92 and add the tonneau cover at approximately \$500.

Schultz then asked for approval to purchase 4 Landing Stations to be placed at the most popular lakes in Cottonwood County. Schultz stated that the Landing Stations would be purchased using AIS funds. Motion by Anderson, second by Stevens, unanimous roll call vote to purchase 4 Landing Stations at \$2,190.00 each from aquaweedstick.com.

\* \* \* \*

Jed Rhubee, Public Works Superintendent, met with the board to get approval to have Bekah Saffert return as the 2021 Talcot Camp Host. Rhubee stated that Saffert was the only application for the position and that he had received positive feedback on her last year. Motion by Holmen, second by Anderson, unanimous roll call vote to approve Bekah Saffert as the 2021 Talcot Camp Host.

\* \* \* \*

Nick Klisch, Public Works Director, met with the board to discuss a few items. Klisch presented bids for the replacement of bridge number 93010 on County Road 54. Bids are as follows: R and G Construction Co. - \$304,464.50, Landwehr Construction, Inc. - \$334,405.00, Midwest Contracting, LLC - \$356,638.00, Riley Bros. Construction, Inc. - \$369,573.00, and Mathiowetz Construction - \$382,408.00. Motion by Anderson, second by Stevens, unanimous roll call vote to accept the low bid from R and G Construction Co. in the amount of \$304,464.50 for Project 017-598-005.

Motion by Holmen, second by Anderson, unanimous roll call vote to adopt resolution 21-03-16 "For Agreement to State Transportation Fund, Local Bridge Replacement Program, Grant Terms and Conditions, SAP 017-598-005." (Resolution is on file in the County Coordinator's office.)

Klisch presented a 2021 services contract with Short Elliott Hendrickson, Inc. (SEH) for landfill monitoring and reporting. Motion by Stevens, second by Holmen, unanimous roll call vote to allow the Solid Waste Administrator to sign the 2021 Agreement for Professional Services with SEH, Inc. for landfill monitoring and reporting.

\* \* \* \*

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

Motion by Gravley, second by Anderson, unanimous roll call vote to approve the 2021 ditch levies as submitted by each Commissioner.

Motion by Gravley, second by Holmen, unanimous roll call vote to approve the Drainage System Repair and Maintenance Procedures as amended.

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

\* \* \* \*

Motion by Holmen, second by Anderson, unanimous roll call vote to set the 2021 interest rate on the funds that are borrowed to the ditch system at 2%.

\* \* \* \*

Kelly Thongvivong, County Coordinator, met with the board to discuss a few items. Motion by Anderson, second by Holmen, unanimous roll call vote to extend the temporary part-time custodial position for an additional three months (June 30<sup>th</sup>).

Chairman Appel appointed Gary Olson to the Planning and Zoning Commission representing District 3.

Thongvivong informed the board that Macy Simonson, part-time jailer/dispatcher, has turned in her resignation. Motion by Stevens, second by Holmen, unanimous roll call vote to accept the resignation of Macy Simonson, effective March 31, 2021, with appropriate payout of benefits.

\* \* \* \*

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

County Revenue Fund	\$139,995.48
Long Term Capital Outlay	\$ 1,796.00
County Building Fund	\$ 1,230.00
Ditch Fund	\$ 21,343.40
Road and Bridge Fund	\$ 38,847.27

Landfill Enterprise Fund	\$ 28,320.18
	<u>\$227,532.33</u>

\* \* \* \*

Commissioner Appel informed the board that road concerns were brought up during the township meetings he attended.

Commissioner Holmen informed the board that he received an email from a concerned constituent regarding Minnesota government and joining South Dakota.

\* \* \* \*

Commissioner Appel led a short discussion on MN CARES Business Relief and non-profit applications.

\* \* \* \*

There being no further business, the meeting adjourned at 10:46 a.m.

\_\_\_\_\_  
Donna Torkelson, Auditor/Treasurer

\_\_\_\_\_  
Thomas D. Appel, Board Chair

\_\_\_\_\_  
Kelly Thongvong, County Coordinator