

May 4, 2021
Cottonwood County Board of Commissioners
Regular Meeting
Minutes

The Cottonwood County Board of Commissioners met in regular session on Tuesday, May 4, 2021 at 9:00 a.m. at the Cottonwood County BARC Building 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, Becky Buchholz, Bruce Wilken, Terry Ragan, Drew Hage, Alex Schultz, Jason Reese, Louie Sanders, Bramer Powers, Jason Purrington, Dan Quade, Drew Hage, Alan Coners, and Joel Alvstad.

Chairman Appel called the meeting to order. Motion by Stevens, second by Holmen, unanimous roll call vote to approve the agenda. Motion by Gravley, second by Stevens, unanimous roll call vote to approve the minutes of the April 20, 2021, regular meeting.

* * * *

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

Becky Buchholz, SWCD Program Technician, and Terry Ragan and Bruce Wilken, BWSR Engineers, met with the Ditch Authority regarding a CREP wetland restoration along JD #1 in Mountain Lake Township, Section 2, 10, and 11. Ragan and Wilken explained that work along JD #1 includes removing private tile outlets and installing rock weirs/chutes to allow ditch water to flood the property. Allowing this work would alleviate some flooding issues. Buchholz stated that the project work would be cost-shared between CRP and RIM. Motion by Gravley, second by Stevens, unanimous roll call vote to approve the CREP wetland restoration in Mountain Lake Township, sections 2, 10, and 11, along JD #1.

Donna Torkelson, Auditor/Treasurer, stated that a public hearing date needs to be set for JD #17. A landowner meeting will be held during the week of June 7th. Motion by Anderson, second by Holmen, unanimous roll call vote to set a public hearing date for the JD #17 Redetermination of Benefits on Tuesday, June 15th at 10:30 a.m. at the Law Enforcement Center.

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

* * * *

Donna Torkelson, Auditor/Treasurer, informed the board that a Commercial/Industrial Abatement application has been received from Bramer and Michelle Powers for the construction of a four bay car wash. Torkelson stated that all requirements to date have been met so a public hearing date needs to be set. Motion by Gravley, second by Stevens, unanimous roll call vote to set a public hearing date of Tuesday, May 18, 2021, at 9:02 a.m. for the Powers Commercial/Industrial Abatement.

* * * *

Alex Schultz, Planning and Zoning Technician, met with the board to get approval for a Conditional Use Permit applied for by Schwartz Farms, Inc. for a feedlot expansion in Carson Township, Section 2. Motion by Holmen, second by Stevens, unanimous roll call vote to approve the Conditional Use Permit from

Schwartz Farms, Inc. for a Feedlot expansion in Carson Township, Section 2 with the following conditions: (1) be compliant with Cottonwood County Zoning Ordinance #28; (2) shall obtain all necessary Federal/State/Local permits and fees; and (3) keep a waste receptacle on site during construction.

Schultz presented a second Conditional Use Permit for approval from Mathiowetz Construction Co. for mining and extraction of non-metallic minerals in Dale Township, Sections 31. Motion by Gravley, second by Anderson, unanimous roll call vote to approve the Conditional Use Permit from Mathiowetz Construction Co. for mining and extraction of non-metallic minerals in Dale Township, Sections 31 with the following conditions: (1) be compliant with Cottonwood County Zoning Ordinance #28 and #36; (2) shall obtain all necessary Federal/State/Local permits and fees; (3) issue a bond of \$15,000 (for 15 acres); and (4) any additional access to property be approved by local Road Authority.

* * * *

Kelly Thongvivong, County Coordinator, met with the board to discuss a few items. Motion by Stevens, second by Anderson, unanimous roll call vote (Commissioner Gravley abstained) to promote Dan Quade to Dispatcher/Jailer Supervisor effective May 24, 2021 and to place him on Range 13H (\$27.87).

Motion by Holmen, second by Gravley, unanimous roll call vote to approve posting, and advertising if necessary, for a full-time Jailer/Dispatcher.

Thongvivong informed the board that Robin Crosby was hired as a seasonal employee but would like to hire her as a temporary, part-time employee due to PERA and PELRA guidelines. Motion by Gravley, second by Anderson, unanimous roll call vote to hire Robin Crosby as a temporary, part-time parks employee effective May 17, 2021.

Motion by Anderson, second by Holmen, unanimous roll call vote to accept the resignation of Adelaida Esquada, part-time Jailer/Dispatcher, effective May 7, 2021 with appropriate payout of benefits.

Motion by Gravley, second by Stevens, to accept the resignation of Ryan Brockberg, Solid Waste Technician, effective May 7, 2021 with appropriate payout of benefits. Voting Aye – Holmen, Stevens, Gravley, and Anderson. Voting Nay – Appel. Motion passed.

Motion by Anderson, second by Gravley, unanimous roll call vote to accept the retirement resignation of Alan Coners, Deputy Assessor, effective June 30, 2021, with appropriate payout of benefits.

Motion by Gravley, second by Anderson, unanimous roll call vote to advertise for a Deputy Assessor, Senior Appraiser, and Appraiser for the vacant position.

Motion by Holmen, second by Anderson, unanimous roll call vote to accept the retirement resignation of Gale Bondhus, County Assessor, effective September 10, 2021 with appropriate payout of benefits. Bondhus' last day in the office will be July 6, 2021 and will use accrued vacation time until September 10.

Motion by Gravley, second by Stevens, unanimous roll call vote to advertise for the vacant County Assessor position.

* * * *

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

County Revenue Fund \$ 30,465.01

Long Term Capital Outlay	\$ 4,277.34
Road and Bridge Fund	\$ 43,637.21
Waste Abatement/SCORE	\$ 11,854.22
Landfill Enterprise Fund	<u>\$ 12,477.12</u>
	\$102,710.90

* * * *

Commissioner Appel commented on the May 3rd JD#18 meeting and stated that dewatering should also be added as an option on the bidding. Consensus of the board is to add a second option of dewatering to the repair bids for JD #18.

Commissioner Appel stated that there isn't any new information on ARP (American Rescue Plan) to report. Donna Torkelson, Auditor/Treasurer, reported that the county's SAMS account for federally allocated funds is inactive and that she is actively working on activating the account and getting her name added. The ARP funds that the county will receive will have a deadline of 2024 for expenditure. Nick Klisch, Public Works Director, informed the board that the county will get a separate amount of \$196,000 for road projects.

* * * *

There being no further business, the meeting adjourned at 10:09 a.m.

Donna Torkelson, Auditor/Treasurer

Thomas D. Appel, Board Chair

Kelly Thongvivong, County Coordinator