

May 18, 2021  
Cottonwood County Board of Commissioners  
Regular Meeting  
Minutes

The Cottonwood County Board of Commissioners met in regular session on Tuesday, May 18, 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 Attorney Nick Anderson, County Coordinator Kelly Thongvivong, Auditor/Treasurer Donna Torkelson, Kathy Marsh, Gale Bondhus, Drew Hage, Bramer Powers, Nick Klisch, Jason Purrington, Paul Johnson, Mike Meeks, and Joel Alvstad.

Chairman Appel called the meeting to order. Motion by Anderson, second by Gravley, 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 May 4, 2021, regular meeting.

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A public hearing was held in regard to the commercial tax abatement applied for by Bramer and Michelle Powers for the construction of a car wash on parcel number 25.024.0621. No opposition to the abatement was heard prior to or at the hearing. Motion by Stevens, second by Gravley, unanimous roll call vote to approve the commercial tax abatement and resolution 21-05-18. (Resolution is on file in the County Coordinator's office.)

Donna Torkelson, Auditor/Treasurer, provided a copy of the Tax Abatement for New Commercial Construction or Remodel application with a few revisions made and asked the board for approval. Motion by Gravley, second by Stevens, unanimous roll call vote to approve the Tax Abatement for New Commercial Construction or Remodel application as amended.

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Nick Klisch, Public Works Director, met with the board to give an update on the Public Works Department. Klisch informed the board that the County received an additional \$200,000 in LRIP bond funds for the County Road 7 project. Bid letting for this project will be Friday, June 4.

Klisch informed the board that he has been receiving requests for adopt-a-highway segments. Klisch stated that he will work on a policy if the board wishes to proceed. Consensus of the board is for Klisch to draft an Adopt-a-Highway policy and bring back to the board.

Klisch stated that the new motor graders should be delivered this week, crack filling is completed, and the Maintenance Department is preparing for sealcoating in July. Klisch also stated that Talcot Park is looking good and that new electrical is currently being installed at Dutch Charley Park.

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Kelly Thongvivong, County Coordinator, met with the board to discuss a few items. Motion by Holmen, second by Anderson, unanimous roll call vote to approve the Redwood-Cottonwood Rivers Control Area (RCRCA) Joint Powers Agreement effective July 1, 2021 to June 30, 2023 and to allow Commissioner Anderson or Commissioner Holmen to sign on the county's behalf.

Motion by Anderson, second by Stevens, unanimous roll call vote to move Carly Pohlman, full-time Deputy Auditor/Treasurer, to permanent status effective May 23, 2021.

Motion by Gravley, second by Holmen, unanimous roll call vote to move Jordan Allen, full-time Deputy Sheriff, to permanent status effective May 25, 2021.

Motion by Anderson, second by Gravley, unanimous roll call vote (Commissioner Stevens abstaining from voting on Ludvigson) to offer full-time Solid Waste Technician positions to Matt Ludvigson and Melvin Lewis contingent upon successful completion of all hiring requirements.

Motion by Gravley, second by Stevens, unanimous roll call vote to hire Daniel Paur, Wyatt Krick, Connor Braaksma, and Ernesto Rivera as part-time Jailer/Dispatchers contingent upon successful completion of all hiring requirements.

Motion by Stevens, second by Anderson, unanimous roll call vote to promote Touhoua Lee to full-time Jailer/Dispatcher effective June 7, 2021.

Motion by Holmen, second by Stevens, unanimous roll call vote to allow Jacob Samdal to transfer from full-time Jailer/Dispatcher to part-time Jailer/Dispatcher effective May 24, 2021.

Motion by Gravley, second by Anderson, unanimous roll call vote to post and advertise simultaneously for a full-time Jailer/Dispatcher.

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Paul Johnson, Emergency Management Director, provided the board with a draft copy of a COVID-19 Preparedness Plan for review. The plan was updated due to the CDC and Governor Walz lifting mask restrictions. Motion by Holmen, second by Anderson, unanimous roll call vote to adopt the COVID-19 Preparedness Plan as amended.

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Commissioner Holmen, on behalf of Alex Schultz, Planning and Zoning Technician, met with the board to get approval for the 2020 County Feedlot Annual Report. Motion by Holmen, second by Stevens, unanimous roll call vote to approve and sign the Feedlot FY2020 Year End Report.

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

County Revenue Fund	\$ 26,308.68
Long Term Capital Outlay	\$ 4,051.00
Ditch Fund	\$ 1,392.79
Road and Bridge Fund	\$ 44,791.16
Waste Abatement/SCORE	\$ 13,810.13
Landfill Enterprise Fund	<u>\$ 2,866.66</u>
	\$ 93,220.42

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Commissioner Appel gave an update on possible sites for a County Highway shop and led discussion on other building projects that are needed; led a short discussion on the American Rescue Plan (ARP); and led a short discussion on JD #3 in Great Bend Township.

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There being no further business, the meeting adjourned at 10:51 a.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