

June 15, 2021
Cottonwood County Board of Commissioners
Regular Meeting
Minutes

The Cottonwood County Board of Commissioners met in regular session on Tuesday, June 15, 2021 at 4:30 p.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, Dennis Johnson, Mike Johnson, Michelle Baumhoefner, Nick Klisch, Orville Wojahn, Carly Pohlman, Gale Bondhus, and Joel Alvstad.

Chairman Appel called the meeting to order. Motion by Stevens, second by Anderson, unanimous roll call vote to approve the agenda as amended. Motion by Anderson, second by Holmen, unanimous roll call vote to approve the minutes of the June 1, 2021, regular meeting as amended.

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Michelle Baumhoefner, A.C.E. Executive Director, met with the board to present information regarding the A.C.E. program in the past year. Baumhoefner thanked the board for their continued support of the program. Baumhoefner stated that during the 2020 year, the Cottonwood County A.C.E. program added 19 new volunteers for a total of 190, and that 16,380 hours of service were worked at 49 different locations. Baumhoefner did state that Brenda Skrove's, A.C.E. Coordinator, office space is in the open and would request that the board look into finding a location that would provide some privacy.

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Nick Klisch, Public Works Director, met with the board to discuss a few items. Klisch presented the bids for Project 017-607-021, CSAH 7, as follows: Central Specialties, Inc.- \$4,870,759.64, Midwest Contracting, LLC - \$4,891,441.80, Duinick, Inc. - \$4,996,235.17, Minnerath Construction, Inc. - \$5,057,838.37, R&G Construction, Inc. - \$5,136,202.27, and Mathiowetz Construction Co. - \$5,171,425.81. Motion by Gravley, second by Holmen, unanimous roll call vote to accept the low bid from Central Specialties, Inc. in the amount of \$4,870,759.64 for Project 017-607-021, CSAH 7.

Motion by Anderson, second by Stevens, unanimous roll call vote to adopt resolution 21-06-15 "Exhibit E for Grant Agreement to State Transportation Fund, Local Road Improvement Program, Grant Terms and Conditions, SP 017-607-021 and 017-070-004 (tied)." (Resolution is on file in the County Coordinator's office.)

Klisch asked for approval to advertise for gravel crushing bids. Klisch stated that the contract would include crushing and stockpiling of approximately 10,600 tons of recycled asphalt, approximately 10,000 tons of recycled concrete, approximately 1,100 tons of 50/50 gravel/asphalt mix, and approximately 40,000 tons of virgin gravel with added clay binder. Klisch stated that this would provide enough gravel for two to three years. Motion by Anderson, second by Holmen, unanimous roll call vote to allow the Public Works Department to advertise for gravel crushing bids.

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Donna Gravley, Commissioner, renewed discussions on the Auditor/Treasurer remodel. After discussion, the consensus of the board is for Gravley and Torkelson

to bring this back to the board with a drawing, more detailed plan, and some projected expense figures.

Gravley informed the board that Red Rock Central has requested election help from the Auditor/Treasurers office for the next referendum vote in November. After discussion, consensus of the board is to deny the request.

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Kelly Thongvivong, County Coordinator, met with the board to discuss several items. Thongvivong, on behalf of Sheriff Purrington, presented the 2021 Minnesota Annual County Boat and Water Grant in the amount of \$683.00 for approval. Motion by Holmen, second by Stevens, unanimous roll call vote to approve the 2021 Minnesota Annual County Boat and Water Grant in the amount of \$683.00.

Motion by Stevens, second by Anderson, unanimous roll call vote to move Todd Thurmer, Engineering Technician, to permanent full-time status effective July 4, 2021.

Motion by Gravley, second by Stevens, unanimous roll call vote to allow Heather Janssen to move from full-time jailer/dispatcher to part-time jailer/dispatcher effective July 5, 2021.

Motion by Stevens, second by Holmen, unanimous roll call vote to extend the temporary part-time custodial position for an additional six months (December 31st).

Thongvivong presented a mileage claim form for Mark Schenk in the amount of \$166.18 that is past the 60 day requirement for submission and asked the board for approval to pay. Motion by Stevens, second by Gravley, unanimous roll call vote to pay the mileage claim for Mark Schenk in the amount of \$166.18.

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Donna Torkelson, Auditor/Treasurer, presented a petition for Redetermination of Benefits for JD #3. After discussion, the petition was withdrawn to be brought back at a later date.

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

Dennis Johnson and Mike Johnson, Johnson Engineering Group, presented the bids for the repair of JD #3 as follows: Nickel Construction - \$232,478.50 (base) and \$73,795.30 (alternate 1) and Schmidt Construction - \$252,037.50 (base) and \$73,178.00 (alternate 1). Motion by Gravley, second by Holmen, unanimous roll call vote to accept the low bid from Nickel Construction - \$232,478.50 (base) and \$73,795.30 (alternate 1) for the repair on JD #3.

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

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A public hearing was held in regard to the residential property tax abatement applied for by Preferred Choice Homes, LLC for the construction of a single family home on parcel number 25.320.0700 (1958 Bud Road). 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 Home Initiative – New Construction application submitted by Preferred Choice Homes, LLC and resolution 21-06-15A. (Resolution is on file in the County Coordinator’s office.)

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Donna Torkelson, Auditor/Treasurer, presented information regarding the tax forfeiture properties. Motion by Holmen, second by Stevens, unanimous roll call vote to adopt resolution 21-06-15B "Notice of Public/Private Sale of Tax-Forfeited Lands." (Resolution is on file in the County Coordinator's office.)

Motion by Anderson, second by Holmen, unanimous roll call vote to sell tax forfeiture parcels 11.016.0104, 25.791.0570, 25.791.0580, and 25.791.0590 to adjoining landowners.

Motion by Holmen, second by Anderson, unanimous roll call vote to set the minimum bids for tax forfeiture parcels as follows: \$500 – 09.021.0300 and 11.003.0300, \$100 – 11.492.0010, 11.492.0120, and 11.492.0151, \$50 – 25.791.0570, 25.791.0580, and 25.791.0590, and \$1 – 11.016.0104.

Motion by Stevens, second by Gravley, unanimous roll call vote to allow the Auditor/Treasurer to advertise for bids for the removal of buildings on tax forfeiture parcel 09.021.0300.

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The meeting recessed at 6:08 p.m. for the Board of Appeal and Equalization meeting and then reconvened at 7:01 p.m.

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Motion by Holmen, second by Anderson, unanimous roll call vote to approve June warrants as follows:

County Revenue Fund	\$ 40,279.18
Long Term Capital Outlay	\$ 20,136.80
Ditch Fund	\$ 6,112.96
Taxes and Penalties Fund	\$ 275.78
Road & Bridge Fund	\$ 87,828.67
Waste Abatement/SCORE	\$ 3,762.00
Landfill Enterprise Fund	<u>\$ 43,999.90</u>
	\$202,395.29

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Chairman Appel informed the board that half of the \$2.17 million American Rescue Plan (ARP) funds have been received but are still waiting on more guidance on how the funds can be spent.

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Chairman Appel led discussion regarding the County Assessor position. Appel stated that discussions have been had with Gale Bondhus, current County Assessor, and the Department of Revenue. Appel stated that Bondhus would be willing to amend her resignation date to September 30, 2023 on the condition that she is given a raise in pay. Motion by Holmen, second by Stevens, unanimous roll call vote to amend Gale Bondhus' retirement resignation approved at the May 4, 2021 board meeting by striking the date of September 20, 2021, and inserting the date of September 30, 2023.

Motion by Anderson, second by Stevens, to move Gale Bondhus' hourly wage from \$44.63 to \$49.15 effective July 5, 2021. Voting Aye – Anderson, Stevens, and Appel. Voting Nay – Holmen. Commissioner Gravley was absent. Motion passed.

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There being no further business, the meeting adjourned at 7:29 p.m.

Donna Torkelson, Auditor/Treasurer

Thomas D. Appel, Board Chair

Kelly Thongvivong, County Coordinator