

October 5, 2021
Cottonwood County Board of Commissioners
Regular Meeting
Minutes

The Cottonwood County Board of Commissioners met in regular session on Tuesday, October 5, 2021 at 9:00 a.m. at the Cottonwood County Courthouse 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, Jesse Harmon, Nick Klisch, Ronda Allis, John Crawford, Alex Schultz, Andrew Olson, Sharon Drew, Bruceanne Phillips, Pat Mahlberg, and Joel Alvstad.

Chairman Appel called the meeting to order. Motion by Gravley, second by Stevens, unanimous roll call vote to approve the agenda. Motion by Anderson, second by Holmen, unanimous roll call vote to approve the minutes of the September 21, 2021 regular meeting.

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Jesse Harmon, Brown-Nicollet Community Health Director, met with the board regarding the Environmental Health Contract and 2022 license fees. Harmon informed the board that the Brown-Nicollet Community Health Board voted not to increase the contract fee for Cottonwood County in 2022. Harmon did state that there will be slight increases for the following license categories: Beverage Only Establishments, Hotel/Motel Unit Fee, Limited Food, Limited Food/Childcare, Lodging Unit Fee, Resort Unit Fee, Small Establishment, Service Kitchen, Manufactured Home park Unit Fee, and Recreational Camping Area Unit Fees. Harmon also stated that the Plan Review fees will also have an increase. Motion by Holmen, second by Stevens, unanimous vote to approve the 2022 Environmental Health Contract with the Brown-Nicollet Community Health Board as presented and acknowledge the license fee and planning review fee increases.

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Ronda Allis, MnDOT, and John Crawford, KLJ Engineering, met with the board to give a status update on the Highway 60 Corridor Study through Windom. Crawford stated that an Open House will be held on October 26, 2021, in Windom for business and public input. Crawford then gave a presentation on some of the options that are being considered in different sections of the corridor.

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Nick Klisch, Public Works Director, met with the board to get approval for a final payment on Project 017-599-105, Bridge #89563 in Carson Township. Motion by Gravley, second by Anderson, unanimous vote to approve the final payment of \$3,651.32 to R&G Construction for a total project cost of \$266,766.20 for the bridge replacement of bridge #89563 in Carson Township.

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Nick Anderson, County Attorney, met with the board to discuss the Westlaw Contract that was approved at the September 21 meeting. Anderson stated that after signing the contract online, it was noted that there would be a 2% increase each year of the five-year contract for a total of \$747. Motion by Gravley, second by Holmen, unanimous vote to accept the increase of \$747.00 to the subscription fee for the Westlaw Contract – Plan A.

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Bruceanne Phillips, Summit Carbon Solutions – Minnesota Region and Pat Mahlberg, Attorney, Fredrickson & Byron, met with the board to present information on the Summit Carbon Solutions proposed pipeline for carbon capture and storage. Phillips stated that this project will cover a five state area: North Dakota, South Dakota, Minnesota, Iowa, and Nebraska, and be approximately 2,000 miles of pipeline. Phillips stated that there is already 5,000 miles of pipeline in the United States.

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Kelly Thongvivong, County Coordinator, and Nick Klisch, Public Works Director, met with the board in regards to Heavy Equipment Operator Scott Nesmoie’s retirement notice and request for an advancement of vacation. After discussion, motion by Holmen, second by Stevens, (1) to advance vacation hours that would be accrued between September 27, 2021 and January 28, 2022 to Scott Nesmoie and stop future vacation accruals as of September 27, 2021 and (2) accept the retirement resignation from Scott Nesmoie effective January 28, 2022, with appropriate payout of benefits. Voting Aye – Holmen, Stevens, Anderson, and Appel. Nay – Gravelly. Motion passed.

Further discussion was held regarding overtime and averaging of hours. After checking with legal counsel, union contracts can override a personnel policy.

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Motion by Stevens, second by Anderson, unanimous vote to approve October warrants as follows:

County Revenue Fund	\$ 10,150.04
Long Term Capital Outlay	\$ 1,814.57
County Building Fund	\$ 232.50
Ditch Fund	\$ 4,295.50
Agency Fund	\$ 3.86
Road & Bridge Fund	\$ 37,795.92
Waste Abatement/SCORE	\$ 763.48
Landfill Enterprise Fund	<u>\$ 22,027.55</u>
	\$77,083.42

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Commissioner Appel reminded the board of the AMC Conference in December. Appel informed the board that the County Coordinator is collecting information and policies on remote working but that a policy will not be developed at this time.

Commissioner Holmen gave an update on the Cottonwood-Brown JD #24 meetings that were held on October 4th in Comfrey.

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There being no further business, the meeting adjourned at 11:07 p.m.

Donna Torkelson, Auditor/Treasurer

Thomas D. Appel, Board Chair

Kelly Thongvivong, County Coordinator