

July 5, 2022
Cottonwood County Board of Commissioners
Regular Meeting
Minutes

The Cottonwood County Board of Commissioners met in regular session on Tuesday, July 5, 2022, at 9:00 a.m. at the Cottonwood County Courthouse in Windom, MN. Present for all or portions of the meeting were: Commissioners Larry Anderson, Norman Holmen, Donna Gravley, Kevin Stevens, Tom Appel, County Attorney Nick Anderson, County Coordinator Kelly Thongvivong, Auditor/Treasurer Donna Torkelson, Kathy Marsh, David Grev, Gale Bondhus, Jason Purrington, Robert Bjorklund, Simone Bolin, Jessica Welu, Rosemary Bruce-White, Joey Vought, Nick Klisch, Jed Rhubee, Kyle Pillatzki, and Joel Alvstad.

Chairman Gravley called the meeting to order. The Pledge of Allegiance was recited. Motion by Stevens, second by Holmen, unanimous vote to approve the agenda as amended. Motion by Holmen, second by Anderson, unanimous roll call vote to approve the minutes of the June 21, 2022, regular meeting, and the June 21, 2022 Board of Appeal and Equalization meeting.

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Jessica Welu and Rosemary Bruce-White, SRDC employees, met with the board to discuss a funding request. Welu informed the board that the SRDC was recently awarded a Federal EDA Travel, Tourism, and Outdoor Recreation Program grant for the development of a regional trails plan for the nine counties of Southwest Minnesota. Welu stated that the grant requires a 25% match and Cottonwood County's portion of that match would be \$3,000. Motion by Anderson, second by Holmen, unanimous vote to participate in the SRDC regional trails planning effort and to approve the \$3,000 matching funds to be paid from the Parks Department Long Term fund.

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Gale Bondhus, County Assessor, and David Grev, Deputy Assessor, met with the board with bids for a vehicle for the Assessor's office. Bids are as follows: Higley Ford – 2018 Ford Escape - \$25,400, Scholte's Auto World – 2016 Ford Escape - \$23,950, and Carvana – 2018 Ford Escape - \$27,990. Motion by Stevens, second by Anderson, unanimous vote to accept the bid from Higley Ford for a 2018 Ford Escape in the amount of \$25,400 plus taxes and fees, and to list for sale the 2004 Buick Rendezvous on Minnbid.

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Donna Torkelson, Auditor/Treasurer, and Nick Anderson, County Attorney, met with the board to discuss a house for sale that has remediation charges against it. Torkelson stated that there is a house being offered for sale that had been assessed charges for clean-up in 2011 and that there is no record of those charges being paid. Torkelson asked how the board would like to handle now and if happens again in the future. After discussion, consensus of the board is to forego the charges in this instance as it is over 10 years old and future charges for clean-up should be brought to the board.

Torkelson presented 2021 Unaudited Financial Reports for the board to review.

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Kelly Thongvivong, County Coordinator, met with the board to review a few items. Thongvivong informed the board that four applicants were interviewed for the Legal Secretary position and that an offer was extended to one applicant who accepted the position on Range 10, Step B (\$20.21) and has since requested to re-negotiate the wage. Motion by Stevens to offer the candidate Range 10, Step C (\$20.81). After discussion and lack of a second, Stevens withdrew his motion. The interview committee should meet to discuss options.

Motion by Anderson, second by Appel, unanimous vote to hire Saije Galer, Brooklyn Paulson, and Daniel Gardiner as part-time Jailer/Dispatchers on Range 11, Step A (\$20.61) after successful completion of all hiring requirements.

Motion by Appel, second by Holmen, unanimous vote to approve the 2022 Minnesota Annual County Boat and Water Grant in the amount of \$666.00.

Thongvivong stated that she has received a resignation from Tessla Crowell, full-time Jailer/Dispatcher, but that Tessla would like to stay on as part-time. Motion by Holmen, second by Anderson, unanimous vote to accept Tessla Crowell's resignation as full-time Jailer/Dispatcher and move her to part-time Jailer/Dispatcher effective July 18, 2022.

Personnel Policy Numbers 313 – 330 were reviewed.

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Robert Bjorklund, Bjorklund Compensation Consulting, met with the board and presented the Classification and Compensation Study that was conducted on behalf of Cottonwood County. Motion by Stevens, second by Appel, unanimous vote to accept the Classification and Compensation Study report presented by Robert Bjorklund.

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

County Revenue Fund	\$ 45,726.52
Ditch Fund	\$ 2,456.82
Taxes & Penalties Fund	\$ 170.00
Road and Bridge Fund	\$ 35,973.28
Waste Abatement/Score Fund	\$ 960.07
Landfill Enterprise Fund	<u>\$ 16,066.60</u>
	\$101,353.29

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Donna Gravley appointed Rod Hamilton to the Broadband Committee.

Commissioner Appel gave an update on the vinyl chloride testing, the Public Works land purchase closing and informed the other Commissioners that he will not be attending the DVHHS meeting on July 14.

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Motion by Holmen, second by Stevens, unanimous vote to close the meeting at 10:58 a.m. to discuss strategy for upcoming labor negotiations. Present for the closed session were: Nick Anderson, Norm Holmen, Donna Gravley, Kelly Thongvivong, Larry Anderson, Kevin Stevens, Tom Appel, Donna Torkelson, and Kathy Marsh.

Motion by Appel, second by Anderson, unanimous vote to open the closed session at 12:14 p.m.

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There being no further business, the meeting adjourned at 12:14 p.m.

Donna Torkelson, Auditor/Treasurer

Donna L. Gravley, Board Chair

Kelly Thongvivong, County Coordinator