

August 16, 2022
Cottonwood County Board of Commissioners
Regular Meeting
Minutes

The Cottonwood County Board of Commissioners met in regular session on Tuesday, August 16, 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, Gale Bondhus, David Grev, Nick Klisch, Jason Purrington, Jason Rupp, Dan Quade, Mitchell Chmielewski, Alex Schultz, Don Reffer, and Joel Alvstad.

Chairman Gravley called the meeting to order. The Pledge of Allegiance was recited. Motion by Holmen, second by Stevens, unanimous vote to approve the agenda as amended. Motion by Anderson, second by Appel, unanimous vote to approve the minutes of the August 2, 2022, regular meeting as amended.

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Mitchell Chmielewski, Veterans Service Officer, met with the board to present the annual Cottonwood County VSO Grant for board approval. Chmielewski stated he intends to use the funds for advertising and software updating. Motion by Holmen, second by Anderson, unanimous roll call vote to adopt resolution 22-08-16 "Cottonwood County VSO Grant Agreement." (Resolution is on file in the County Coordinator's office.)

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Nick Klisch, Public Works Director, met with the board to get approval for the final payment to R and G Construction Company for project 017-611-018. Klisch stated the total project expense came to \$446,782.06. Motion by Stevens, second by Holmen, unanimous vote to approve a final payment of \$10,000 to R and G Construction Company for Project 017-611-018.

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Alex Schultz, Planning and Zoning Technician, met with the board to discuss a few items. Schultz presented an application for a Conditional Use Permit from Central Specialties for an asphalt plant in Amboy Township. Motion by Holmen, second by Anderson, unanimous vote to approve the Conditional Use Permit from Central Specialties for an asphalt plant in Amboy Township, Section 12, 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) During construction have a form of waste collection; (4) Follow the MnDOT signage rules and regulations as well as truck routes approved by road authority; (5) Maintain erosion controls during operation; (6) Permit shall expire on November 30, 2022; (7) Truck traffic to be restricted to between West side of quarry and Highway 71 to Jackson County; and (8) Road restored to its original condition from the start of operation of the asphalt plant.

Schultz presented a revised nuisance regulations section of Ordinance 28 for approval. Motion by Stevens, second by Appel, unanimous vote to approve the revisions of the Nuisance Regulations section of Ordinance 28.

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Kelly Thongvivong, County Coordinator, met with the board to discuss a few items. Motion by Holmen, second by Stevens, unanimous vote to increase the United Community Action Partnership monthly rental rate approximately 5% to \$890 per month, effective January 1, 2023, for the transit facility located at 455 11th Street, Windom.

Motion by Appel, second by Anderson, unanimous vote to increase the Soil & Water Conservation Districts (SWCD) monthly rental rate approximately 5% to \$2,095 per month, effective January 1, 2023.

The updated lease agreements between Cottonwood County and DVHHS and Cottonwood County and the City of Windom were approved by the Board as presented.

Thongvivong presented the Credit Card User Agreement and Policy Statement for review. After a short discussion, Commissioner Gravley asked for a few revisions to both documents and that more discussion be held at the next meeting.

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Commissioner Appel presented documents pertaining to splitting the county parcel, that was recently purchased for the new highway shop, from the remaining CRP property. Appel stated that this needs to be done before trees can be planted on the property. Motion by Holmen, second by Stevens, unanimous vote to allow the Board Chair to sign the CRP contracts withdrawing land from the CRP program.

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

Commissioner Appel gave an update on CD #21. Motion by Anderson, second by Holmen, unanimous vote to accept the Petition to Repair County Ditch #21.

Motion by Holmen, second by Stevens, unanimous vote to hire ISG to develop repair plan options for CD #21.

Don Reffer, B&W Control Specialists, presented a quote for tree and brush control in drainage ditches. Motion by Appel, second by Anderson, unanimous vote to accept the B&W Control Specialist quote in the amount of \$54,500 for 2022 ditch maintenance in the listed drainage ditches in Cottonwood County as follows and add a mile section of road ditch along the west side of County Road 8 between sections 25 and 26 of Midway Township.

Con. J.D. #2	\$5500.00 (treat all sprayable trees – Foliar)
Co. D. #37	\$2500.00
J.D. #1 W & C	\$3500.00 (trees in pasture section 1 N.S. Foliar)
Co. D. #21	\$2500.00
Co. D. #39	\$2500.00
J.D. #10	\$2000.00
Co. D. #15	\$2500.00
Co. D. #43	\$5500.00 (ditch bank only by planted trees and hedges)
J.D. #8	\$2500.00
J.D. #9	\$4500.00
Co. D. #38	\$5500.00
Co. D. #42	\$2500.00

J.D. #3 M & C	\$3500.00
Co. D. #2	\$4500.00
J.D. #28	\$1000.00
J.D. #6	\$1000.00
J.D. #25	\$1500.00
Co. D. #30	\$1500.00

Reffer stated that he will bill the section of County Road 8 separately from the ditches.

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

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Motion by Holmen, second by Stevens, unanimous roll call vote to approve August warrants, as follows:

County Revenue Fund	\$ 91,193.10
Long Term Capital Outlay	\$ 600.00
County Building Fund	\$ 290.00
Ditch Fund	\$ 3,723.82
Taxes & Penalties Fund	\$ 100.00
Agency Fund	\$ 500.00
Road and Bridge Fund	\$ 35,586.54
Waste Abatement/Score Fund	\$ 10,336.35
Landfill Enterprise Fund	<u>\$ 24,441.61</u>
	\$166,771.42

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Commissioner Appel gave a short update on the vinyl chloride at the landfill.

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Proposed 2023 budgets were presented for the Sheriff's Department and Jail by Jason Purrington, Jason Rupp, and Dan Quade and the Public Works Department by Nick Klisch.

Consensus of the board is to hold a work session on Tuesday, August 23rd at 10:00 a.m. to discuss proposed 2023 budgets and buildings.

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There being no further business, the meeting adjourned at 12:08 p.m.

Donna Torkelson, Auditor/Treasurer

Donna L. Gravley, Board Chair

Kelly Thongvivong, County Coordinator