

September 20, 2022  
Cottonwood County Board of Commissioners  
Regular Meeting  
Minutes

The Cottonwood County Board of Commissioners met in regular session on Tuesday, September 20, 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 Coordinator Kelly Thongvivong, Auditor/Treasurer Donna Torkelson, Kathy Marsh, Nick Klisch, Jim Hartshorn, Zach Burmeister, Simone Bolin, Denise Gilbertson, Wayne Muller, Bill Moldestad, Tom Peterson, Shawn Wohnoutka, Cody Adrian, and Rahn Larson.

Chairman Gravley called the meeting to order. The Pledge of Allegiance was recited. Motion by Stevens, second by Anderson, unanimous vote to approve the agenda as amended. Motion by Holmen, second by Appel, unanimous vote to approve the minutes of the September 6, 2022, regular meeting and the September 19, 2022, work session.

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

The purpose of the meeting was to hold a final hearing on the division of Judicial Ditch #10.

Zach Burmeister, Attorney for Rinke Noonan, reviewed the reason for the final hearing and gave an explanation of the process and decision standard.

Donna Torkelson, Auditor/Treasurer, reviewed the record of notice requirements.

Bill Moldestad, Ditch Viewer, reviewed the viewer's division reports.

Chairman Gravley then opened the hearing for public comments and questions. After questions were answered, Chairman Gravley closed the public comment portion of the meeting.

Motion by Holmen, second by Anderson, unanimous roll call vote to accept the Final Order to Divide Judicial Ditch 10 as presented.

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

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Jim Hartshorn, Interim Windom EDA Director, informed the board that a Home Initiative – New Construction application has been received from Preferred Choice Homes for new, single family homes. Hartshorn stated that all requirements to date have been met so public hearing dates need to be set. Motion by Stevens, second by Holmen, unanimous roll call vote to adopt resolution 22-09-20 "Resolution Calling for a Public Hearing on Proposed Tax Abatement for new Residential Project" (1923 Bud Road - Resolution is on file in the County Coordinator's office.)

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Nick Klisch, Public Works Director, met with the board to discuss a few items. Motion by Anderson, second by Holmen, unanimous vote to approve the final payment of \$0 to Duininck, Inc. for Project 017-602-027. Klisch stated that the total project expense came to \$3,159,962.54.

Motion by Appel, second by Stevens, unanimous vote to approve the final payment of \$202,472.80 to M.R. Paving and Excavating for Project 017-600-002.

Klisch stated that bids have been received for Project 017-592-001, the reconstruction of 480<sup>th</sup> Avenue in Great Bend Township. Klisch state that he would like to postpone a decision until the next meeting as there are ongoing discussions with MnDOT pertaining to a portion of the road.

Klisch led discussion regarding the new federal regulations for obtaining a CDL. Klisch asked if the board would consider paying for employees to obtain a CDL if required for their position. After must discussion, questions were brought up that need more research.

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Commissioner Stevens led discussion regarding the City of Windom compost site and the possible use of the county owned land on County Road 13, where the compost site was previously, if the city would need it. Chairman Gravley asked Commissioner Holmen to work with Nick Klisch in regards to any conversations pertaining to the county owned site.

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Motion by Appel, second by Anderson, unanimous vote to purchase an Armor Radio for DVHHS – Public Health.

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Chairman Gravley led discussion on the proposed 2023 budget and preliminary levy. Motion by Stevens, second by Anderson, unanimous vote to set the preliminary levy for 2023 at \$11,993,021.00 , which is an increase of 4.5% from 2022 and as per state levy limit requirements.

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

|                            |                     |
|----------------------------|---------------------|
| County Revenue Fund        | \$ 59,873.33        |
| Long Term Capital Outlay   | \$ 1,800.49         |
| Ditch Fund                 | \$ 14,998.50        |
| Taxes & Penalties Fund     | \$ 70.00            |
| Road and Bridge Fund       | \$ 88,093.81        |
| Waste Abatement/Score Fund | \$ 577.00           |
| Landfill Enterprise Fund   | <u>\$ 84,412.68</u> |
|                            | \$249,825.81        |

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Commissioner Appel gave an update on the landfill.

Chairman Gravley asked for clarification on the ARP funds. Donna Torkelson, Auditor/Treasurer stated that the funds have to be designated by 2024 and the monies spent by 2026.

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There being no further business, the meeting adjourned at 10:15 a.m.

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Donna Torkelson, Auditor/Treasurer

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Donna L. Gravley, Board Chair

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Kelly Thongvivong, County Coordinator