

May 3, 2023
Cottonwood County Board of Commissioners
Special Meeting
Minutes

The Cottonwood County Board of Commissioners met in special session on Wednesday, May 3, 2023, at 8:30 a.m. at the Cottonwood County Courthouse in Windom, MN. Present for all or portions of the meeting, in person or via MSTeams, were: Commissioners Larry Anderson, Tom Appel, Norm Holmen, Kevin Stevens, Donna Gravley, County Attorney Nick Anderson, County Coordinator Kelly Thongvivong, Auditor/Treasurer Donna Torkelson, Kathy Marsh, Amy Thomas, Nick Klisch, Mark Schenk, Simoine Bolin, and Joel Alvstad.

Chairman Anderson called the meeting to order. The Pledge of Allegiance was recited.

* * * *

Nick Klisch, Public Works Director, led discussion with Amy Thomas, State Auditor, regarding Highway funds vs Revenue funds and where building funds should be kept regarding the new Public Works facility. After much discussion, Thomas stated that the ultimate decision as to where building funds for the new Public Works facility are kept is up to the board. A motion was made by Stevens to continue with past practices. Motion died due to lack of a second. Motion by Appel, second by Stevens, unanimous vote to pay all invoices for the new Public Works facility moving forward, as follows:

- County Engineer will receive invoice and place Costrite code on invoice.
- County Engineer will deliver invoice to County Auditor/Treasurer.
- County Auditor/Treasurer will code with IFS account number.
- County Auditor/Treasurer will send copy of coded invoice to the Highway Office Manager/Accountant.
- County Auditor/Treasurer will pay the invoice.

* * * *

Commissioner Appel led discussion on buildings. Appel reviewed the three quotes for the Courthouse roof. Quotes are as follows: Sanow & Company, LLC - \$42,750 shingled roof and flat roof, Langland/Herding Construction - \$52,600 shingled roof only, and Bargaen - \$85,821.43 shingled roof only. Motion by Holmen, second by Gravley, unanimous vote to accept the low bid from Sanow & Company, LLC, in the amount of \$42,750 contingent upon receiving bond and insurance information.

Appel then led discussion on the new Public Works facility. Appel reviewed the funding sources and discussed bonding. Consensus of the board is for the County Coordinator to contact George Eilertson, Northland Securities, as to how we should proceed with a Capital Improvement Plan and which projects should be included. Thongvivong should bring his recommendation back to the board.

Appel and Nick Klisch, Public Works Director, led discussion on other possible funding options such as Wheelage Tax and Local Option Sales Tax. Consensus of the board is to think about possibly increasing the Wheelage Tax and discuss it at a meeting in June.

Appel stated the last building to discuss is the DVHHS building. Appel stated he plans to reach out to the architect next week and have them submit a

proposal for the N71 structures.

Chairman Anderson brought up the possibility of getting the LEC addition on a bonding bill. Anderson stated that he would like to have Representative Schomacker attend a future meeting.

* * * *

There being no further business, the meeting was adjourned at 10:20 a.m.

Donna Torkelson, Auditor/Treasurer

Larry Anderson, Board Chair

Kelly Thongvivong, County Coordinator