

July 5, 2023  
Cottonwood County Board of Commissioners  
Regular Meeting  
Minutes

The Cottonwood County Board of Commissioners met in regular session on Wednesday, July 5, 2023, 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, Tom Appel, Norm Holmen, Kevin Stevens, Donna Gravley, County Attorney Nick Anderson, County Coordinator Kelly Thongvivong, Auditor/Treasurer Donna Torkelson, Kathy Marsh, Alex Schultz, Nathan Harder, Kathleen Kretsch, Nick Klisch, Kyle Pillatzki, Jason Purrington, Dave Grev, Gale Bondhus, Mikalah Harder, and Joel Alvstad.

Chairman Anderson called the meeting to order. The Pledge of Allegiance was recited. Motion by Gravley, second by Stevens, unanimous vote to approve the agenda. Motion by Holmen, second by Appel, unanimous vote to approve the minutes of the June 20, 2023, regular meeting. Motion by Stevens, second by Gravley, unanimous vote to approve the minutes of the June 20, 2023, Board of Appeal and Equalization meeting.

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Alex Schultz, Planning and Zoning Technician, met with the board to get approval of a Conditional Use Permit. Schultz presented a Conditional Use Permit applied for by Neuhof Brethren to make a Modification of Site Plan with a Fabrication Shop in Mountain Lake Township, Section 12. Motion by Holmen, second by Appel, unanimous vote to approve the Conditional Use Permit applied for by Neuhof Brethren to make a Modification of Site Plan adding a Fabrication Shop with the following condition: (1) Be compliant with Cottonwood County Zoning Ordinance #28.

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Nathan Harder, SWCD Program Technician, gave an update to the board regarding the MN Geological Survey. Harder stated that SWCD staff have received training and will starting to work on well location.

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Kathleen Kretsch, County Recorder, informed the board that there will be an employee retiring in her office by the end of the year and she would like HR to start the process of hiring. Kretsch also gave an update on some of the new legislation that has passed and how it will affect her office. Motion by Gravley, second by Stevens, unanimous vote for HR to begin the process of posting and advertising for a Deputy Recorder pending receipt of a letter of resignation from a current Deputy Recorder.

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Nick Klisch, Public Works Director, met with the board to discuss a few items. Motion by Gravley, second by Appel, unanimous vote to make final payment of \$59,132.74 to Central Specialties, Inc. for Project 017-607-021.

Klisch asked the board to give approval for safety boot reimbursement for non-union employees whose jobs encounter workplace hazards that deem it necessary for them to wear appropriate safety footwear. After much discussion, motion by Gravley, second by Stevens, unanimous vote to reimburse Public Works non-union employees and the Ditch Inspector a maximum of \$100 per calendar year

for safety protective toe boots.

Motion by Gravley, second by Stevens, unanimous vote to reimburse Solid Waste employees 100% for steel shank boots, as needed.

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Tom Appel, Commissioner, and Kyle Pillatzki, Solid Waste Administrator, updated the board on some MPCA Rule Advisory Panel discussions regarding construction and demolition landfills.

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Motion by Holmen, second by Stevens, unanimous vote to close the meeting at 10:10 a.m. pursuant to Minn. Stat. 13D.05 for the Attorney-Client Privilege to discuss the following litigation: The Toro Company vs. Cottonwood County. Individuals present for the closed session 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, Gale Bondhus, and David Grev.

Motion by Appel, second by Gravley, unanimous vote to open the meeting at 10:24 a.m.

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Motion by Holmen, second by Stevens, unanimous vote to approve July warrants as follows:

County Revenue Fund	\$ 68,452.19
Ditch Fund	\$ 8,012.91
Taxes and Penalties Fund	\$ 22.27
Road and Bridge Fund	\$100,761.93
Waste Abatement/SCORE	\$ 20,350.25
Landfill Enterprise Fund	\$ 81,363.15
	<u>\$278,962.70</u>

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Kelly Thongvivong, County Coordinator, met with the board to discuss a few items. Motion by Gravley, second by Appel, unanimous vote to extend Saije Galer's probationary period an additional 12 months for more training. Galer's probationary period will be extended to July 8, 2024.

Motion by Holmen, second by Stevens, unanimous vote to accept resignation from Tyann Galer, Sheriff's Administrative Assistant, effective October 6, 2023 with appropriate payout of benefits.

Motion by Appel, second by Gravley, unanimous vote to post internally and advertise simultaneously for the Sheriff's Administrative Assistant position.

Thongvivong informed the board that she received the Fiscal Host Agreement between DVHHS and Southwestern MN Adult Mental Health Consortium with updated indemnification language and it needs board approval. Motion by Holmen, second by Gravley, unanimous vote to approve Amended Fiscal Host/Agent Agreement effective October 13, 2022 and amended on June 9, 2023, by and between Des Moines Valley Health and Human Services and the Southwestern Minnesota Adult Mental Health Consortium.

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Tom Appel led a brief discussion on Explore Minnesota. Appel also led a brief discussion on the boiler room ceiling.

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There being no further business, the meeting adjourned at 10:36 a.m.

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Donna Torkelson, Auditor/Treasurer

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Larry Anderson, Board Chair

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Kelly Thongvivong, County Coordinator