

August 1, 2023
Cottonwood County Board of Commissioners
Regular Meeting
Minutes

The Cottonwood County Board of Commissioners met in regular session on Tuesday, August 1, 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, Nick Klisch, Mike Meeks, Nathan Harder, Barbara Lusardi, Emily Bauer, Paul Putzier, Jason Purrington, David Briese, Larry Filippi, Dana Hlebichuk, and Joel Alvstad.

Chairman Anderson 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 Appel, second by Gravley, unanimous vote to approve the minutes of the July 18, 2023, regular meeting.

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Barbara Lusardi, UMN Geological Survey Associate Director, met with the board to give an overview of the Geological Survey Program. Lusardi gave a brief description of what is all entailed in the survey, the timeline, and the County's part of the process. Emily Bauer, UMN Information Systems Geology, and Paul Putzier, DNR, also answered questions the Board had.

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Nick Anderson, County Attorney, led discussion regarding the Cannabis Ordinance and the setting of public hearing dates. Motion by Gravley, second by Stevens, unanimous vote to set the Cannabis Ordinance Public Hearings date for Tuesday, September 19, 2023, at 12:00 p.m. and 6:30 p.m., at the Law Enforcement Center.

Motion by Gravley, second by Holmen, unanimous vote (Commissioner Appel absent) to send a letter to the cities inviting them to the public hearings on September 19th and explaining their responsibilities regarding cannabis.

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Kelly Thongvivong, County Coordinator, met with the board to discuss a few items. Motion by Stevens, second by Holmen, unanimous vote to move Rebekah Ellingson, full-time Jailer/Dispatcher, to permanent full-time status effective August 1, 2023.

Thongvivong brought forward four leases for county buildings that will expire the end of 2023 and asked the board if the renewal rates should remain the same or increased. After short discussion, consensus of the board is to bring back to the August 15th board meeting.

Motion by Holmen, second by Appel, unanimous vote to offer Pam Hogan the full-time Sheriff Administrative Assistant position at a wage of \$24.99 per hour (Range 13, Step 3).

Motion by Gravley, second by Stevens, unanimous vote to post and advertise for the Corrections Administrative Assistant position, if vacancy occurs.

Motion by Holmen, second by Appel, unanimous vote to raise interest rate on the Promissory Note by 1% for a total of 3% beginning on October 1, 2023, based on the Agreement for Advancement and Repayment of Funds, which was originally

entered into on May 24, 2012, between Cottonwood County and Southwestern Mental Health Center, Inc.

Motion by Gravley, second by Stevens, unanimous vote to accept revisions to Policy #730 "Drug and Alcohol-Free Workplace" and Policy #740 "Drug and Alcohol Testing Policy" as presented.

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Motion by Holmen, second by Gravley, unanimous vote to hold a special meeting on Tuesday, August 8, 2023, at 8:00 a.m. to discuss the Public Works Facility, commercial tax abatements, and 2024 budgets.

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Motion by Gravley, second by Stevens, unanimous vote to approve August warrants as follows:

County Revenue Fund	\$ 9,726.04
Ditch Fund	\$ 22.50
Road and Bridge Fund	\$287,216.37
Waste Abatement/SCORE	\$ 2,443.50
Landfill Enterprise Fund	<u>\$ 72,916.62</u>
	\$372,325.03

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Kelly Thongvivong, County Coordinator, informed the board that she has had discussions with PrimeWest for county health insurance but will wait until 2024 for further discussions as the county is set with BCBS for 2024.

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Commissioner Holmen gave an update on the Emergency Communications Board that he attended on July 26th.

Commissioner Stevens stated he has had discussions with Mark Schenk, Building Operations Manager, regarding the bookcase for the rotunda. Stevens stated there is a glass bookcase in the attic and Schenk will bring down to the rotunda if the board approves. Consensus of the board is to bring the bookcase down to the rotunda for county offices to fill with memorabilia.

Commissioner Anderson informed the board that he attended the Federated Rural Electric Association meeting on July 31 and the MOU regarding broadband was signed.

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There being no further business, the meeting adjourned at 10:51 a.m.

Donna Torkelson, Auditor/Treasurer

Larry Anderson, Board Chair

Kelly Thongvivong, County Coordinator