

August 22, 2023  
Cottonwood County Board of Commissioners  
Special Meeting  
Minutes

The Cottonwood County Board of Commissioners met in special session on Tuesday, August 22, 2023, at 8:00 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, County Coordinator Kelly Thongvivong, Auditor/Treasurer Donna Torkelson, Kathy Marsh, Nick Klisch, Kyle Pillatzki, Gale Bondhus, and Joel Alvstad. Commissioner Donna Gravley absent.

Chairman Anderson called the meeting to order. The Pledge of Allegiance was recited. Motion by Stevens, second by Holmen, unanimous vote to approve the agenda as amended.

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Chairman Anderson led discussion regarding Commercial Tax Abatements, our current policy, and the Mountain Lake Hotel tax abatement request.

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Motion by Stevens, second by Holmen, unanimous vote to approve and allow the Board Chair, County Auditor/Treasurer, and County Coordinator to sign the representation letter regarding the December 31, 2022, year-end audit of financial statements.

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Nick Klisch, Public Works Director, met with the board to discuss a few items. Klisch presented a resolution and bids for the bridge replacement of Bridge 89504 on CSAH 3. Motion by Holmen, second by Stevens, unanimous (Commissioner Appel absent) roll call vote to adopt resolution 23-08-22 "For Agreement to State Transportation Fund Local Bridge Replacement Program Grant Terms and Conditions SAP 017-603-019." (Resolution on file in the County Coordinator's office.)

Klisch then presented bids for Project 017-603-019: John Riley Construction, Inc. - \$798,503.80; Holtmeier Construction, Inc. - \$878,735.81; Midwest Contracting, LLC - \$879,400.80; A&C Excavating, LLC - \$87,785.39; Mathiowetz Construction Co. - \$888,859.39; R and G Construction Co. - \$903,019.39; and Landwehr Construction, Inc. - \$924,363.85. Motion by Stevens, second by Holmen, unanimous (Commissioner Appel absent) vote to accept the low bid from John Riley Construction, Inc. in the amount of \$798,503.80 for project 017-603-019.

Motion by Holmen, second by Appel, unanimous vote to make final payment to Midwest Contracting in the amount of \$71,270.37 for projects 017-606-027, 017-611-017, and 017-604-025.

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Commissioner Appel informed the board that there is an entity that would like to lease one to two wings of the N71 Office Building for up to a maximum of two years. After discussion, consensus of the board is to have follow-up discussions with the entity and bring back to the September 5 Board meeting.

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2024 proposed budgets were reviewed for Parks, Landfill, Highway, Commissioners, Courthouse, N71 Office building, 10<sup>th</sup> Street Office Building, N71

Church building, Family Services building, Public Health building, County Building  
fund, Auditor/Treasurer, and Elections.

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There being no further business, the meeting was adjourned at 12:30 p.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