

November 14, 2023
Cottonwood County Board of Commissioners
Work Session
Minutes

The Cottonwood County Board of Commissioners held a work session on Tuesday, November 14, 2023 at 9:00 a.m. at the Courthouse in Windom, MN. Present for all or portions of the meeting were: Commissioners Larry Anderson, Tom Appel, Donna Gravley, Kevin Stevens, Norm Holmen; County Coordinator Kelly Thongvivong, Auditor/Treasurer Donna Torkelson, Kathy Marsh, Nick Klisch, Kyle Pillatzki, Jed Rhubee, and Joel Alvstad.

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

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Donna Torkelson, Auditor/Treasurer, presented the Nyhart Service Agreement for approval. Torkelson stated that the Nyhart Company prepares our annual GASB75 report. Motion by Gravley, second by Appel, unanimous vote to allow the Auditor/Treasurer to sign the Nyhart Service Agreement to prepare our annual GASB75 actuarial updates for FY23 and FY24.

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Nick Klisch, Public Works Director, informed the board that Bridge #17501 on County Road 14 was found to be deteriorating rapidly since the previous inspection in 2022. Klisch also stated that he would like to replace this bridge as soon as possible as traffic will be diverted to County Road 14 when Bridge #17501 on County Road 15 is replaced. Motion by Holmen, second by Stevens, unanimous vote to approve the Master Client Agreement Work Order with Stonebrooke for design services on Bridge #17514 in the amount of \$56,970 and to allow the County Engineer to hire a Geotechnical consultant to develop a subsurface explorations program that is appropriate for the site and structure type.

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Chairman Anderson led discussion regarding the extension deadline on the EAW that was approved at the November 7th meeting. Anderson stated that the deadline falls before the November 21st meeting. Motion by Appel, second by Holmen, unanimous vote to extend the deadline an additional 15 working days to December 8, 2023, for the decision on the potential EAW for the Minnesota Paving and Materials Project.

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Chairman Anderson then led further discussion regarding purchasing limits on online auctions when not approved at a board meeting. After much discussion, motion by Stevens, second by Holmen, unanimous vote that the Board Chair and Vice-Chair will make the decision if a purchase can be made from an online auction site for equipment not previously approved at a board meeting. Consensus of the board is that the Public Works Department should provide the board with a short list of equipment needs.

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Chairman Anderson led a discussion on the possibility of Heavy Equipment Operator part-time hires if needed during the winter.

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Kyle Pillatzki, Assistant County Engineer/Solid Waste Administrator, led a review of the Solid Waste Management Alternatives Feasibility Study. Pillatzki reviewed the county's roll and three options. After much discussion, some follow-up research needs to be done and consensus of the board is to have another work session on January 9, 2024 at 9:00 a.m.

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Chairman Anderson led a brief discussion regarding the Delegation Agreement and the Community Health Board.

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There being no further business, the meeting adjourned at 11:24 a.m.

Donna Torkelson, Auditor/Treasurer

Larry Anderson, Board Chairman

Kelly Thongvivong, County Coordinator