

May 21, 2024
Cottonwood County Board of Commissioners
Regular Meeting
Minutes

The Cottonwood County Board of Commissioners met in regular session on Tuesday, May 21, 2024, at 9:00 a.m. at the Cottonwood County Courthouse in Windom, MN. Present for all or portions of the meeting were: Commissioners Norm Holmen, Larry Anderson, Tom Appel, Kevin Stevens, Donna Gravley; County Coordinator Kelly Thongvivong, Auditor/Treasurer Carolyn Rempel, Kathy Marsh, Alex Schultz, Dylan Oeltjenbruns, Tiffany Lamb, George Eilertson, Nick Klisch, Kyle Pillatzki, Jason Purrington, David Grev, Gary Sorenson, James Jorgenson and Joel Alvstad.

Chairman Holmen called the meeting to order. The Pledge of Allegiance was recited. Motion by Stevens, second by Gravley, unanimous vote to approve the agenda as amended. Motion by Anderson, second by Appel, unanimous vote to approve the minutes of the May 7, 2024, regular meeting.

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A public hearing was held regarding the residential property tax abatement applied for by Borsgard Construction, LLC for the construction of a single-family home on parcel number 25-624-0020. No opposition to the abatement was heard prior to or at the hearing. Motion by Stevens, second by Gravley, unanimous roll call vote to approve the Home Initiative – New Construction application and resolution 24-05-21A. (Resolution is on file in the County Coordinator’s office.)

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George Eilertson, Northland Securities, met with the board to review the bid tabulations for the bond sale for the new Public Works facility. Eilertson also presented a resolution for approving the bond. Motion by Appel, second by Stevens, unanimous roll call vote to approve the Resolution of the Board of the County Commissioners of Cottonwood County, Minnesota Providing for the Issuance, Sale and Delivery of \$9,635,000 General Obligation Capital Improvement Plan Bonds, Series 2024A. (Resolution is on file in the County Coordinator’s office.)

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Alex Schultz, Planning & Zoning Technician, met with the board to get approval for a Conditional Use Permit. Schultz presented a Conditional Use Permit applied for by Keith Ihnen for a structure in shoreland, in Rose Hill Township, Section 22. Motion by Anderson, second by Gravley, unanimous vote to approve the Conditional Use Permit applied for by Keith Ihnen for a structure in shoreland, in Rose Hill Township, with the following conditions: (1) be compliant with Cottonwood County Zoning Ordinance #28, (2) shall obtain all necessary Federal/State/Local permits and fees, (3) keep a waste receptacle on site during construction; (4) erosion control measures taken; (5) silt fence installed during construction to prevent runoff to the lake; and (6) communications with appropriate road authority on driveway.

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Motion by Appel, second by Gravley, unanimous vote to recess as the County Board and to convene as the Ditch Authority.

Motion by Anderson, second by Appel, unanimous vote to approve the Findings and Order Cancelling Assessments on Murray-Cottonwood Judicial Ditch 5, parcel 15-019-0100.

Motion by Gravley, second by Stevens, unanimous vote to approve each of the Findings and Order Initiating the Redetermination of Benefits in Group 1: CD20 and CD30.

Motion by Anderson, second by Appel, unanimous vote to approve each of the Findings and Order Initiating the Redetermination of Benefits in Group 2A: CD11, CD14, CD15, CD16, CD21, CD23, CD27, CD28, CD31, CD32, CD34, CD37, CD39, CD41, JD2, JD5, JD7, JD19, JD22, JD32, and Consolidated Ditch 2.

Motion by Stevens, second by Gravley, unanimous vote to approve each of the Findings and Order Initiating the Redetermination of Benefits in Group 2B: CD13, CD33, CD43, JD6, JD8, JD9, JD11, JD20, JD25, KD26, JD28, JD30, JD31, and JD35.

Motion by Appel, second by Anderson, unanimous vote to approve each of the Findings and Order Initiating the Redetermination of Benefits in Group 2C: CD2, CD7, CD8, CD9, CD10, CD17, CD18, CD24, CD29, CD35, CD36, CD38, CD42, JD15, JD21, JD29, JD33, and JD37.

Motion by Gravley, second by Stevens, unanimous vote to adjourn as the Ditch Authority and to reconvene as the County Board.

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Nick Klisch, Public Works Director, met with the board to discuss a few items. Klisch brought back to the board his request for a second electric pickup. Klisch stated that a second electric pickup would cost \$26,031 as the cap of the grant amount of \$388,234. After discussion, motion by Gravley, second by Stevens, unanimous vote to approve the purchase of a second electric pickup in the amount of \$26,031.

Motion by Anderson, second by Stevens, unanimous vote to reject any and all bids for Project 017-598-010.

Klisch led discussion on the current Public Works facility and how the board would want to proceed with the buildings when moved to the new facility. Different options were discussed but the consensus of the board, at this time, is to have the engineering staff, or hire an outside survey group, to survey the different parcels.

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Kyle Pillatzki, Solid Waste Administrator, led further discussion regarding the Landfill Feasibility study. The option of a Transfer Station was discussed and what that would look like in Cottonwood County. The Board asked Pillatzki to do further research into what a facility would look like and how to approach asking for funding from the Legislature and bring back to the board in July.

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Norm Holmen, Commissioner, asked the board to approve \$26,099 in funding to the SW-18 County Consortium in the Second Quarter of 2025 to their restricted fund. These funds would help with the shortfall of funds that are had in January and February while waiting for the Department of Human Services to reimburse their expenses from the Fourth Quarter of 2024. Holmen also stated that a new Joint Power Agreement (JPA) is being drafted. After discussion, consensus of the board is to see the new JPA before committing to any funding.

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Jason Purrington, Sheriff, met with the board to ask for approval of a Second Amendment resolution. Motion by Holmen, second by Appel, unanimous roll call vote to approve resolution 24-05-21B Second Amendment Dedicated County Resolution with the following change: striking the word "will" in the last paragraph and inserting the word "may." (Resolution on file in the County Coordinator's office.)

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Motion by Stevens, second by Appel, unanimous vote to accept letter and state that Joseph Saffert will separate employment with Cottonwood County effective May 17, 2024.

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

County Revenue Fund	\$ 26,720.75
Long Term Capital Outlay	\$ 8,977.56
County Building Fund	\$ 4,413.02
Ditch Fund	\$ 280.50
Road and Bridge Fund	\$ 62,705.01
Waste Abatement/SCORE	\$ 3,141.40
Landfill Enterprise Fund	\$ 5,259.02
	<u>\$111,497.26</u>

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Commissioner Appel gave an update on the Courthouse Windows, some employee concerns on the internal transfer policy, and led discussion on the Minnesota State Flag.

Commissioner Holmen gave an update on a committee meeting that was held regarding the County's payroll.

Commissioner Stevens informed the Board that the Historical Society has let him know that Mountain Park needs to be re-certified on the National Historical Register. The Board asked Stevens to get answers to some questions they have but that they can go ahead and file the re-certification.

Commissioner Gravley gave an update on a tax forfeited property.

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There being no further business, the meeting adjourned at 12:00 p.m.

Carolyn Rempel, Auditor/Treasurer

Norman Holmen, Board Chair

Kelly Thongvivong, County Coordinator