

July 2, 2024
Cottonwood County Board of Commissioners
Regular Meeting
Minutes

The Cottonwood County Board of Commissioners met in regular session on Tuesday, July 2, 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, Dylan Oeltjenbruns, Alex Schultz, Kyle Pillatzki, Jed Rhubee, Nick Klisch, Paul Johnson, Jason Purrington, Myron Vonk, Cathy Vonk, and Joel Alvstad.

Chairman Holmen called the meeting to order. The Pledge of Allegiance was recited. Motion by Gravley, second by Stevens, unanimous vote to approve the agenda as amended. Motion by Anderson, second by Appel, unanimous vote to approve the minutes of the June 18, 2024, regular meeting. Motion by Appel, second by Stevens, unanimous vote to approve the minutes of the June 18, 2024 Board of Appeal & Equalization meeting. Motion by Stevens, second by Anderson, unanimous vote to approve the minutes of the June 24, 2024 special meeting.

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Myron Vonk met with the board to discuss the bridge on County Road 5 in Springfield Township. Vonk stated that the bridge is too small and that he thinks that two overflow culverts should be installed to prolong the life of the bridge. Nick Klisch, Public Works Director, stated that adding culverts really wouldn't make an impact. The bridge was placed in 1951 and is scheduled to be replaced in 2029 when a full hydraulic analysis will be completed.

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Paul Johnson, Emergency Management Director, updated the board on the flooding. Johnson stated that Representative Fischbach was here on July 1. Johnson also stated that Public Assistance has been approved but that Individual Assistance has not been approved yet. Johnson also stated that he will be communicating with Township officials about getting documentation regarding the flooding.

Kyle Pillatzki, Assistant County Engineer/Solid Waste Administrator, gave an update on the debris management. Pillatzki stated that approximately 95 tons have been taken in so far. Pillatzki also stated that the roll-offs at the Windom School will be there until July 13th and hours will be changed to 10:00 a.m. to 6:00 p.m.

Nick Klisch, Public Works Director, gave a short update on county roads and parks.

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Norm Holmen, Commissioner, and Carolyn Rempel, Auditor/Treasurer, gave a short update on the changes affecting tax forfeiture properties. Rempel stated that more clarification is needed on some of the changes and will bring back to the board when she has all the information.

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Kelly Thongvivong, County Coordinator, met with the board to discuss a few items. Motion by Gravley, second by Anderson, unanimous vote to appoint Deja Weber to fill the remainder of the elected term of County Attorney at the salary of \$135,000 effective August 5, 2024.

Motion by Appel, second by Stevens, unanimous vote to approve the Letter of Support for Rebuilding Together Minnesota’s application to the United States Department of Agriculture Housing Preservation Grant Program.

Alex Schultz, Planning & Zoning Technician, reviewed an updated version of the Cannabis Ordinance with the board. Schultz will make revisions that board wanted and then schedule a public hearing.

Thongvivong presented a Legal Services Agreement for matters of petty misdemeanors, misdemeanors, juvenile cases and gross misdemeanors. Motion by Stevens, second by Anderson, unanimous vote to approve the Legal Services Agreement between Cottonwood County and Muske, Muske and Suhrhoff, LTD., effective July 1, 2024.

Thongvivong informed the board that she received an email from United Community Action Partnership with some questions regarding the funds received from Cottonwood County’s allocation of Statewide Affordable Housing Aid. Consensus of the board is to have them send semi-annual reports as we have not received the reporting requirements.

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Motion by Appel, second by Gravley, unanimous vote to approve July warrants as follows:

County Revenue Fund	\$ 12,506.05
County Building Fund	\$ 212.47
Ditch Fund	\$130,650.36
Road and Bridge Fund	\$ 61,892.81
Waste Abatement/SCORE	\$ 1,400.00
Landfill Enterprise Fund	<u>\$ 11,402.45</u>
	\$223,121.09

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Commissioner Appel gave an update on a meeting that was held on June 27th with Attorney John Kolb regarding the String Lakes Outlet. Motion by Appel, second by Anderson, unanimous vote for Cottonwood County to retain Rinke Noonan to serve as a consultant on the String Lakes Outlet issue.

Motion by Appel, second by Stevens, unanimous vote to pay per diems to Commissioners for attending Emergency Management meetings regarding the flooding of June 2024.

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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.

Commissioner Appel gave an update on CD#21. Motion by Appel, second by Anderson, unanimous vote to make a change order to bore under County Road 27 for CD#21.

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

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Commissioner Appel gave an update on the Courthouse steps. Appel stated that engineers and contractors will be here on July 3 to discuss possibilities of what can be done.

Commissioner Appel led discussion regarding budget meetings. Consensus of the board is to have budget discussions after the August 6 and August 20 board meetings and to tentatively schedule a work session for August 27.

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There being no further business, the meeting adjourned at 11:45 a.m.

Carolyn Rempel, Auditor/Treasurer

Norman Holmen, Board Chair

Kelly Thongvivong, County Coordinator