

March 21, 2017
Cottonwood County Board of Commissioners
Regular Meeting
Minutes

The Cottonwood County Board of Commissioners met in regular session on Tuesday, March 21, 2017 at 9:00 a.m. at the Cottonwood County Courthouse in Windom, MN. Present for all or portions of the meeting were: Commissioners Tom Appel, Donna Gravley, Jim Schmidt, Kevin Stevens, Norm Holmen; County Coordinator Kelly Thongvivong, County Attorney Nick Anderson, Auditor/Treasurer Jan Johnson, Kathy Marsh, Jason Purrington, JinYeene Neumann, Jed Rhubee, Brian Cooley, Drew Hage, and Rahn Larson.

Chairman Appel called the meeting to order. The Pledge of Allegiance was recited. Motion by Stevens, second by Schmidt, unanimous vote to approve the agenda as amended. Motion by Holmen, second by Gravley, unanimous vote to approve the minutes of the March 7, 2017, meeting.

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Jason Purrington, Sheriff, met with the board to discuss a few items. Purrington stated that every year dispatchers are recognized during Telecommunicators week and presented a Proclamation for approval. Motion by Gravley, second by Schmidt, unanimous vote to recognize the Proclamation and declare the week of April 9-15, 2017, as National Public Safety Telecommunicators Week and allow Chairman Appel to sign Proclamation.

Purrington presented an annual maintenance agreement with Geo Comm for approval. Purrington stated that the maintenance agreement is for the GIS data maintenance and software support services for the 911 system. Motion by Holmen, second by Schmidt, unanimous vote to approve the maintenance contract with Geo Comm in the amount of \$7,045.00 and allow the Sherriff to sign the maintenance agreement on behalf of the county.

Purrington, on behalf of the Courthouse Security Committee, informed the board of a grant program to improve the safety and security of courthouses and other facilities where court proceedings are held. Purrington stated that the requesting entity must demonstrate a 50% cash or in-kind match. Motion by Stevens, second by Schmidt, unanimous vote to allow the Courthouse Security Committee to submit a grant application on behalf of Cottonwood County and include a letter of support from the County Commissioners.

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Drew Hage, Executive Director Windom EDA, met with the board to inform them of the 60/90 Corridor Initiative. Hage gave a brief summary of what the Initiative is and that the committee will meet quarterly. Hage stated that Jackson County and Nobles County have a representative on the committee and he would like a representative from Cottonwood County. After discussion, Chairman Appel appointed Commissioner Kevin Stevens to the 60/90 Corridor Initiative Committee.

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JinYeene Neumann, County Engineer/Public Works Director, met with the board to discuss a few items. Neumann presented the Landfill Regulatory Reporting Services Contract with Short Elliot Hendrickson, Inc. on behalf of Kyle Pillatzki, Assistant County Engineer/Solid Waste Administrator. Neumann stated that this

contract is a renewal for 2017. Motion by Holmen, second by Schmidt, unanimous vote to renew the contract with Short Elliot Hendrickson, Inc. for monitoring services at the landfill for 2017.

Neumann and Brian Cooley, Maintenance Shop Supervisor, presented quotes for a new or used tractor for the Highway Department (quotes are on file in the County Coordinators office). After much discussion, motion by Stevens, second by Gravley, unanimous vote to purchase the 2017 Massey-Ferguson 6715S from Midway Farm Equipment for \$104,000.

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Commissioner Gravley presented a County Day Proclamation recognizing the dedication of National Service AmeriCorps members and Senior Corps – RSVP volunteers. Gravley would like permission to spend up to \$500 for advertising in the paper and on the radio. Motion by Holmen, second by Schmidt, unanimous vote to advertise in the paper and on the radio for the County Day Proclamation recognizing volunteers.

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

Commissioner Gravley informed the board of a Judicial Ditch #27 tile repair needed in Great Bend Township, Section 29. Gravley stated that 1,350 feet of tile needs to be repaired to put back to original flow. Gravley also stated that paperwork would need to be completed with the DNR and that repair work is projected to start the summer of 2017. Gravley asked the board for any comments on this repair before moving forward with the DNR.

Commissioner Holmen informed the board that two landowners are requesting that approximately 2,600 feet of the 12” and 15” tile to be installed in Consolidated Ditch #2, Branch G-1, be changed to 18” tile. Holmen stated that the two landowners requesting this change will pay the additional expense over the approved bid. Holmen stated that he would like to request a public hearing on this size change for the landowners of this ditch on April 4. Motion by Holmen, second by Schmidt, unanimous vote to schedule a public hearing for Consolidated Ditch #2, Branch G-1, on April 4, 2017, at 9:05 a.m. for the consideration of changing the size of the installation of 12” and 15” tile to 18” tile, not changing the outlet size, and at no cost to the ditch system.

Commissioner Holmen asked for discussion regarding payment options for new multi-county (Cottonwood, Jackson, Martin, and Watonwan) Judicial Ditch #350. Jan Johnson, Auditor/Treasurer, stated that the engineer’s estimate for this ditch is \$916,174 and that the Cottonwood County landowner’s portion of this expense is \$87,200. Johnson informed the board that there are three options: (1) bond; (2) pay all at once; and (3) pay over three years. Consensus of the board is to have Johnson draft a letter to the landowners asking how they want to pay this expense; and, when responses are received, bring back to ditch authority for formal action.

Commissioner Schmidt informed the board that County Ditch #43 will be cleaned over a three year period of time in Amo Township, Section 13 and Dale

Township, Section 19. Schmidt stated that the total expense for this project is approximately \$60,000.

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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Kelly Thongvivong, County Coordinator, met with the board to discuss a few items. Thongvivong asked for direction of the board as to how to proceed with the MN Department of Public Safety (DPS) and the Drivers Exam room at the Law Enforcement Center. Thongvivong stated that she contacted BARC and has confirmed that they are willing to lease space and are willing to match the lease rate of \$1,700 per month. Consensus of the board is for Thongvivong to contact the MN DPS and have them pursue options for renting space at the BARC building for their driver's testing facility.

Motion by Schmidt, second by Stevens, unanimous vote to accept the resignation from Ashley McGill, part-time Jailer/Dispatcher, effective March 31, 2017, with appropriate payout of benefits.

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Motion by Schmidt, second by Gravley, unanimous vote to approve March warrants as follows:

County Revenue Fund	\$ 38,155.28
Long Term Capital Outlay	\$ 132.60
County Building Fund	\$ 3,097.18
Ditch Fund	\$ 1,057.38
Agency Fund	\$ 500.00
Taxes and Penalties Fund	\$ 1,400.00
County Revenue Fund	\$ 3,585.55
Road and Bridge Fund	\$ 38,395.96
Waste Abatement/SCORE	\$ 1,072.78
Landfill Enterprise	<u>\$ 7,181.90</u>
	\$ 94,578.63

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Kelly Thongvivong, County Coordinator, gave an update regarding the Engineering Aide position and the Heavy Equipment Operator position that were advertised.

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Commissioner Schmidt stated that he has been contacted by a representative from Apex Wind Towers. Schmidt stated that the representative would like to meet with two commissioners for some discussion before possibly attending a board meeting.

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Motion by Schmidt, second by Gravley, unanimous vote to close the meeting at 10:45 a.m. for the purpose of labor negotiations. Present for the closed session were: Commissioners Appel, Gravley, Stevens, Holmen, and Schmidt; Nick Anderson, Kelly Thongvivong, Jan Johnson, and Kathy Marsh.

Motion by Gravley, second by Stevens, unanimous vote to open the closed session at 11:00 a.m.

There being no further business, the meeting was adjourned at 11:00 a.m.

Jan Johnson, Auditor/Treasurer

Thomas D. Appel, Board Chairman

Kelly Thongvivong, County Coordinator