

October 3, 2017  
Cottonwood County Board of Commissioners  
Regular Meeting  
Minutes

The Cottonwood County Board of Commissioners met in regular session on Tuesday, October 3, 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, Auditor/Treasurer Jan Johnson, Kathy Marsh, Nick Klisch, Craig Myers, Jesse Harmon, Karen Swenson, Ryan Miller, Connie Clausen, Gale Bondhus, Jason Purrington, Paul Johnson, Jed Rhubee, Roger Ambrose, Kyle Pillatzki, Jared Morrill, Drew Hage, and Rahn Larson.

Chairman Appel called the meeting to order. The Pledge of Allegiance was recited. Motion by Gravley, second by Holmen, unanimous vote (Commissioner Schmidt absent) to approve the agenda as amended. Motion by Holmen, second by Stevens, unanimous vote (Commissioner Schmidt absent) to approve the minutes of the September 19, 2017, regular meeting.

\* \* \* \*

Karen Swenson, Brown-Nicollet Community Health Director, Jesse Harmon, Environmental Health Specialist, and Ryan Miller, Environmental Health Specialist, met with the board regarding the Environmental Health Contract and 2018 license fees. Swenson informed the board that both the contract and license fees have been increased 5% for 2018. Motion by Stevens, second by Holmen, unanimous vote (Commissioner Schmidt absent) to approve the 2018 Environmental Health Contract with the Brown-Nicollet Community Health Board as presented and acknowledge the license fee increase of 5%.

\* \* \* \*

Connie Clausen, Windom HRA, informed the board that the Windom HRA is proposing to purchase the tax forfeited property at 957 River Road. Clausen stated that the property would be used as a non-HUD rental opportunity for lower income families in the Windom community. After much discussion, consensus of the board is to have the Board Chairman and the Auditor/Treasurer negotiate with the HRA Board on a sale price for the property and have Clausen bring back to a future meeting.

\* \* \* \*

Jason Purrington, Sheriff, met with the board to discuss a few items. Purrington presented a lease agreement for storage space in the vacated City of Windom fire hall. Purrington would like to lease two climate controlled garage stalls for equipment that is now stored either outside, at the fairgrounds, or in the Sheriff's Department garage. Purrington stated that the rent for each garage stall would be \$100/month. Motion by Holmen, second by Schmidt, unanimous vote to approve the lease agreement with the City of Windom and allow the Board Chair to sign the agreement.

Purrington presented a state quote from Alpha Wireless Communications in the amount of \$5,084.75 for the purchase of an APX6500 mobile radio for the Investigator's vehicle. Motion by Gravley, second by Stevens, unanimous vote to approve the purchase of the APX6500 mobile radio in the amount of \$5,084.75 from

Alpha Wireless Communications.

\* \* \* \*

Paul Johnson, Emergency Management Director, met with the board to discuss the iSpace Environments Contract. Johnson stated that Cottonwood County has had a maintenance contract on the video conference equipment since 2010 and has now been informed that the end of service date for a portion of the equipment is May 31, 2018. Johnson stated that the new contract has been received and the contract amount is \$2,190.59. Johnson stated that his recommendation is to not renew the contract and look into other options. The board consensus is to have Johnson do more research on other options and what other counties use; check with the County Attorney and Craig Myers at DVHHS as to usage; then bring back information at a future meeting.

\* \* \* \*

Jed Rhubee, Highway Maintenance Superintendent, and Roger Ambrose, HEO/Parks Technician, met with the board to get approval to purchase a new lawn mower for the Parks Department. Rhubee presented a state quote from MTI in the amount of \$18,612.57; a quote from MTI in the amount of \$18,411.52; and stated that GDF Bobcat was also contacted and did not submit a quote. Rhubee also stated that the Solid Waste Department is interested in the John Deere mower that Parks would have traded in on the new mower and would pay the trade-in value of \$8,500. Motion by Gravley, second by Stevens, unanimous vote to allow the Parks Department to purchase a Groundsmaster 3280-D Toro lawnmower from MTI in the amount of \$18,411.52 and sell the John Deere lawnmower to the Solid Waste Department for \$8,500 and allow the Solid Waste Department to sell their current lawn mower in the spring.

\* \* \* \*

Jared Morrill, Planning & Zoning Technician, met with the board to discuss a few items. Morrill presented a Conditional Use Permit request from Red Rock Quarry to continue with the mining operation in Amboy Township. Motion by Schmidt, second by Holmen, unanimous vote to approve the Conditional Use Permit request from Red Rock Quarry to continue with the mining operation in Amboy Township with the following conditions: (1) shall be in compliance with Cottonwood County Zoning Ordinance #28 and #38 – Mining, Extraction and Excavation; (2) shall obtain all necessary Local/State/Federal permits and fees; (3) an agreement with Amboy Township for road restoration and maintenance secured and maintained; (4) erection of adequate signage to notify all rock hauling trucks to enter and exit via State Highway 71; and (5) reclamation bond of a minimum of \$15,000 for the first 15 acres and an additional \$1,000 per additional actively mined acre that has not been reclaimed and certified.

Morrill presented a draft copy of the Buffer Ordinance that has been reviewed by the Board of Water and Soil Resources (BWSR) and presented at a public hearing. Motion by Schmidt, second by Stevens, unanimous vote to approve the Buffer Ordinance as presented excluding paragraph 6.2.2.

Morrill presented a revision to the Shoreland Ordinance – Agricultural Use Standards due to the fact that the Buffer Ordinance was in contradiction. Motion by Holmen, second by Schmidt, unanimous vote to approve amending the Shoreland

Ordinance to include paragraphs B1 and B2.

\* \* \* \*

Drew Hage, Executive Director Windom EDA, met with the board to inform them that the legal description on Resolution 17-09-19A was incorrect and should have read as follows: A 5.00 acre tract in the SW¼ SE¼ SE¼ of SW¼ and SE¼ SE¼ SE¼ of SW¼ of Section 17, Township 105 North, Range 36 West of the 5<sup>th</sup> P.M., Cottonwood County, Minnesota (abbreviated description). Discussion was also held regarding the process for tax abatements in the future.

\* \* \* \*

Kelly Thongvivong, County Coordinator, met with the board to discuss a few items. Thongvivong and Commissioner Appel led discussion regarding the recycling assessments. Appel stated that it was determined by the County Attorney that a public hearing is not necessary for increasing the recycling assessments and that only a board motion is needed. Motion by Gravley, second by Schmidt, unanimous vote to set the recycling assessment fees as follows: residential - \$50/year, drop shed - \$30/year, and commercial - \$100/year, effective January 1, 2018.

Motion by Stevens, second by Holmen, unanimous vote to rescind the motion made on September 19, 2017, based on Minn. Stat. 400.08. The motion on September 19<sup>th</sup> read as follows: "Motion by Gravley, second by Holmen, unanimous vote to set a public hearing date for public comment on the increased recycling assessment fees for Monday, October 30, 2017 at 6:30 p.m. at the Law Enforcement Center."

Motion by Schmidt, second by Holmen, unanimous vote to approve three health care plans to be offered for 2018 through BCBS and the SW/WC Service Coop.

Motion by Gravley, second by Stevens, unanimous vote to increase the county contribution toward single health care coverage from \$720/month to \$800/month for any plans offered through the county effective January 1, 2018.

\* \* \* \*

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

County Revenue Fund	\$ 69,996.09
Long Term Capital Outlay	\$ 29,811.37
County Building Fund	\$ 4,666.10
Agency Fund	\$ 140.00
Taxes and Penalties Fund	\$ 8,750.00
County Revenue Fund	\$ 27.48
Road and Bridge Fund	\$ 54,686.87
Waste Abatement/Score Fund	\$ 615.00
Landfill Enterprise	<u>\$ 18,490.36</u>
	\$187,183.27

\* \* \* \*

Kelly Thongvivong, County Coordinator, informed the board that the county will be using Clifton Allan Larson again in 2018 for ACA reporting.

Motion by Gravley, second by Holmen, unanimous vote to allow the Public Works Department to use the county credit card to enroll engineering staff in

certification classes.

\*

\*

\*

\*

Commissioner Gravley informed the board that she received information on a grant possibility through MnDOT for local community projects, which is to include historic preservation. Gravley thought this would be a possibility to help with the Courthouse windows.

Commissioner Gravley gave an update on the Career Technical Education Center tour in South Dakota she attended on September 26.

Commissioner Appel led a short discussion on flood insurance and the flood zone maps for Cottonwood County.

\*

\*

\*

\*

Motion by Schmidt, second by Stevens, unanimous vote to close the meeting at 11:25 a.m. to develop an offer for parcel numbers 258200280 and 258200290 and to discuss strategy for labor negotiations. Present for the closed session were: Commissioners Appel, Schmidt, Stevens, Gravley, and Holmen; Kelly Thongvivong, Jan Johnson, and Kathy Marsh.

Motion by Gravley, second by Stevens, unanimous vote to open the closed session at 12:15 p.m.

\*

\*

\*

\*

There being no further business, the meeting was adjourned at 12:15 p.m.

---

Jan Johnson, Auditor/Treasurer

---

Thomas D. Appel, Board Chairman

---

Kelly Thongvivong, County Coordinator