

July 18, 2017
Cottonwood County Board of Commissioners
Regular Meeting
Minutes

The Cottonwood County Board of Commissioners met in regular session on Tuesday, July 18, 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, Jared Morrill, Dave Bucklin, Martin Mollenhauer, Kathy Kretsch, Annette Fiedler, Gordon Regenscheid, Lisa Bigham, Freya Thurmer, Ron Klassen, Wendy Meyer, Rob Anderson, Andy Kehren, Ivan Harder, Jonathon Adrian, and Rodney Goertzen.

Chairman Appel called the meeting to order. The Pledge of Allegiance was recited. Motion by Gravley, second by Schmidt, unanimous vote to approve the agenda as amended. Motion by Holmen, second by Stevens, unanimous vote to approve the minutes of the July 5, 2017, regular meeting.

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Lisa Bigham, MnDOT District Planner, and Gordon Regenscheid, MnDOT District State Aid Engineer presented information on the 2018 – 2027 Ten Year Capital Highway Investment Plan. Regenscheid and Bigham summarized Cottonwood County specific plans for the next 10 years and any updates from last year's presentation.

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Freya Thurmer, Prairie Ecology Bus Center (PEBC) Executive Director, met with the board to introduce herself and to give a PEBC update. Thurmer informed the board that the PEBC conducted 222 programs in the region; which included teaching in 40 different schools, participating at 10 county fairs, and teaching 41 community education classes. Thurmer stated that within Cottonwood County specifically, the PEBC has participated in after-school programs, assemblies, and bus field trips with Mountain Lake, Red Rock Central, and Windom schools.

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

Chairman Appel opened the Public Hearing in regards to the petition from the City of Mountain Lake for partial abandonment of Branch F in County Ditch 21.

Andy Kehren, Senior Engineer – Bolton & Menk, gave a brief overview of what the petition proposed and answered questions from the board and the public.

Motion by Holmen, second by Schmidt, unanimous vote to recess the hearing until August 15, 2017 at 10:00 a.m. so that an outlet easement and maintenance agreement for Branch F of County Ditch 21 can be drafted.

Auditor/Treasurer Jan Johnson informed the board that a value will need to be established for the outlet benefit for the piece of property owned by the City of Mountain Lake, if the Ditch Authority accepts the abandonment. Motion by Holmen, second by Gravley, unanimous vote to contract with a ditch viewer for an outlet benefit value to be established.

Commissioner Schmidt gave a brief update on Judicial Ditch #3.

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

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Jared Morrill, Planning & Zoning Technician, met with the board to get approval of five Conditional Use Permit Applications. Motion by Holmen, second by Gravley, unanimous vote to approve the Conditional Use Permit request from Douglas Kuehl to construct a third mini-storage shed in Westbrook Township, Section 32, with the following conditions: (1) All necessary county setback permits and recording fees shall be secured; (2) All construction shall be in compliance with Zoning Ordinance #28; and (3) A dumpster or suitable container shall be onsite during construction for the collection of debris.

Motion by Gravley, second by Stevens, unanimous vote to approve the Conditional Use Permit request from South Central MN Youth for Christ to develop a stage, picnic pavilion, paint ball park and day recreation with trails in Midway Township, Section 34, with the following conditions: (1) Shall obtain all necessary Local, State, and Federal Permits; (2) Shall be in compliance with Zoning Ordinance #28; and (3) A dumpster or suitable container shall be onsite for the collection of refuse.

Motion by Schmidt, second by Holmen, unanimous vote to approve the Conditional Use Permit request from the Helen Linder Trust to add crushing and processing of granular material to the existing Mining and Extraction Operation located in Dale Township, Section 31, with the following conditions: (1) Recording fees shall be secured; (2) Adhere to all rules and conditions of Cottonwood County Ordinance #28 and Ordinance #36; and (3) Hours of operation shall be limited to between 6 a.m. and 8 p.m., Monday – Saturday.

Motion by Stevens, second by Schmidt, unanimous vote to approve the Conditional Use Permit request from Minion Excavating, Inc. for stockpiling material, crushing concrete and recycling bituminous on their site located in Lakeside Township, Section 10, with the following conditions: (1) Shall be in compliance with the Cottonwood County Ordinance #28 and Ordinance #36 Mining, Extraction, and Excavation; (2) Shall obtain all necessary Local, State, and Federal Permits; (3) Shall have a refuse container onsite; and (4) Hours of operation shall be between 6:30 a.m. and 7:30 p.m., Monday – Saturday.

Motion by Holmen, second by Gravley, unanimous vote to approve the Conditional Use Permit request from Minion Excavating, Inc. for mining, extracting, excavating, and processing, which includes crushing and stockpiling, on their site located in Dale Township, Section 31, with the following conditions: (1) Shall be in compliance with the Cottonwood County Ordinance #28 and Ordinance #36 Mining, Extraction, and Excavation; (2) Initial \$5,000 Reclamation Bond for 5 acres mined or non-re-claimed and an additional \$1,000 Bond per additional acre mined; (3) Hours of operation shall be between 6:00 a.m. and 8:00 p.m., Monday – Saturday; and (4) Develop a reclamation plan to be approved by Cottonwood County Planning and Zoning Technician.

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Kathy Kretsch, County Recorder, and Martin Mollenhauer, GIS Specialist, presented information to the board on ePanic Buttons. Kretsch presented a quote for 30 buttons from ePanic Button, LLC, in the amount of \$3,750.00 and one year's subscription in the amount of \$1,000, for a total of \$4,750.00. Mollenhauer stated that if you purchase a 3-year subscription the discounted rate would be \$900 per year. Kretsch stated that the Technology Fund would pay for the buttons and one year of the subscription fee. After much discussion, motion by Schmidt, second by Gravley, unanimous vote to approve the purchase of a maximum of 20 ePanic Buttons and a 3-year subscription for a total amount not to exceed \$3,500.

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Kelly Thongvivong, County Coordinator, met with the board to discuss several items. Motion by Holmen, second by Schmidt, unanimous vote to move Miranda Harrison, Jailer/Dispatcher, to permanent full-time status effective July 18, 2017.

Motion by Stevens, second by Schmidt, unanimous vote to appoint Nicholas Klisch to a 1-year term as the County Engineer for Cottonwood County effective July 12, 2017. By statute, the county board may appoint a new county engineer for a term of only one year. All reappointments shall be for a term of four years, and shall be made in May of the year in which the term expires.

Motion by Schmidt, second by Holmen, unanimous vote to allow Nick Klisch, County Engineer/Public Works Director, to receive a monthly cell phone allowance in the amount of \$60.

Motion by Gravley, second by Stevens, unanimous vote to approve the settlement agreement between Cottonwood County and an employee and allow the chairman to sign.

Motion by Stevens, second by Schmidt, unanimous vote to approve the resignation of Heather Youngwirth, part-time Jailer/Dispatcher, effective August 1, 2017, with appropriate payout of benefits.

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Motion by Schmidt, second by Holmen, unanimous vote to approve July warrants as follows:

County Revenue Fund	\$ 40,126.49
Long Term Capital Outlay	\$ 132.60
County Building Fund	\$ 1,269.15
Ditch Fund	\$ 107.54
Taxes and Penalties Fund	\$ 602.65
County Revenue Fund	\$ 5,077.93
Road and Bridge Fund	\$114,204.81
Waste Abatement/Score Fund	\$ 1,448.48
Landfill Enterprise	<u>\$ 5,764.19</u>
	\$168,733.84

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Kelly Thongvivong, County Coordinator, inquired as to who would be attending the Fall Legislative Meeting in September. Holmen and Appel stated they would like to attend.

Thongvivong led discussion regarding her research on Courthouse Dome painting.

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Commissioner Gravley informed the board that Plum Creek Library representatives would be attending August 15 and asking for an increase in their 2018 budget.

Commissioner Stevens informed the board that MRCC dues will also be increasing by approximately \$200 for 2018.

Commissioner Appel informed the board that the Energy Board and Travel Southwest Minnesota will also be asking for an increase in 2018.

Commissioner Appel led a short discussion on county buildings.

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There being no further business, the meeting was adjourned at 11:30 a.m.

Jan Johnson, Auditor/Treasurer

Thomas D. Appel, Board Chairman

Kelly Thongvivong, County Coordinator