

January 19, 2016  
Cottonwood County Board of Commissioners  
Regular Meeting  
Minutes

The Cottonwood County Board of Commissioners met in regular session on Tuesday, January 19, 2016 at 9:00 a.m. at the Cottonwood County Courthouse in Windom, MN. Present in person or via speaker phone for all or portions of the meeting were: Commissioners Kevin Stevens, Jim Schmidt, Donna Gravley, Norm Holmen; Tom Appel, County Coordinator Kelly Thongvivong; Auditor/Treasurer Jan Johnson; County Attorney Nick Anderson, Kathy Marsh, Kyle Pillatzki, Jed Rhubee, Ron Kuecker, Rahn Larson and Watonwan County Commissioners Keith Brekken, and Kathleen Svalland.

Motion by Holmen, second by Appel, unanimous vote to approve the agenda. Motion by Gravley, second by Schmidt, unanimous vote to approve the minutes of the January 5, 2016 meeting.

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Commissioner Gravley informed the board that she is willing to continue attending the DVHHS Mental Health Local Advisory Council meetings for 2016 if the board has no objections. The board consensus is for Gravley to continue.

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Kyle Pillatzki, Assistant County Engineer/Solid Waste Administrator, presented state quote from Frontier Precision in the amount of \$31,473.50 for new GPS equipment. Pillatzki informed the board that there is the possibility of purchasing used equipment from Frontier Precision for approximately \$17,000. Pillatzki is in the process of getting more information on the used equipment. Pillatzki also informed the board that the Landfill and the Highway Department will be sharing in the cost of the equipment. Motion by Schmidt, second by Gravley, unanimous vote to allow the purchase of GPS survey equipment from Frontier Precision in an amount not to exceed \$31,500.

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Jed Rhubee, Highway Maintenance Superintendent, met with the board to discuss a few items. Rhubee informed the board that the Parks Department received 3 applications for Camp Host. Motion by Holmen, second by Appel, unanimous vote to enter into a contract with John and Sandra Melton of Aurora, Colorado, to serve as camp host for the 2016 camping season dependent upon successful completion of a background check and drug testing.

Motion by Gravley, second by Schmidt, unanimous vote to allow the camp host to handle money for camping related transactions at Talcot Park.

Rhubee informed the board that the Parks Department has been contacted regarding holding a wedding and reception at Talcot Park. After much discussion, the consensus of the board is to have Rhubee put together a policy for weddings at Cottonwood County Parks and bring back to the board.

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Jan Johnson, Auditor/Treasurer, informed the board that he received the first quarter invoice from the Historical Society and that there was an amount of \$5,000 charge for the meeting room lighting/ceiling tile project. Motion by Holmen, second by Gravley, unanimous vote to pay the \$5,000 for the lighting and ceiling tile project at the Historical Society.

Johnson presented an amended Letter of Engagement for 2015 from the Office of the State Auditor. Johnson stated the changes were for updating the language for a single audit and pension references for the 2015 audit. Motion by Schmidt, second by Gravley, unanimous vote to allow the Chairman, County Coordinator, and Auditor/Treasurer to sign the amended Engagement Letter from the Office of the State Auditor.

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Kelly Thongvivong, County Coordinator, met with the board to discuss a few items. Motion by Holmen, second by Schmidt, unanimous roll call vote to adopt resolution 16-01-19 as follows:

**Resolution 16-01-19**

Authorizing Southwestern Mental Health Center, Inc. Board of Directors to amend the Mental Health Center's Articles of Incorporation by Changing the Location of the Registered Office of the Corporation.

**WHEREAS**, the Southwestern Mental Health Center's Board of Director's determined the Centers existing corporate office at 216 East Luverne Street, Luverne, MN no longer suited the needs of the corporation, and

**WHEREAS**, the Southwestern Mental Health Center Board of Directors purchased and remodeled new corporate office space at 117 South Spring Street, Luverne, MN, and

**WHEREAS**, the Southwestern Mental Health Center's Articles of Incorporation reflect the Center's registered corporation office as 216 East Luverne Street, Luverne, MN

**BE IT HEREBY RESOLVED**, that the Cottonwood County Board of Commissioners, all being voting members of Southwestern Mental Health Center, Inc. pursuant to Minnesota Statutes 317A.133 Subd. 3 do hereby authorize the Board of Directors of said corporation to amend the Articles of Incorporation by changing the location of the registered office of the corporation to 117 South Spring Street, Luverne, MN without further approval of the members with voting rights.

Adopted this 19<sup>th</sup> day of January 2016.

S/Kevin Stevens, Board Chairman

Motion by Schmidt, second by Appel, unanimous vote to accept the Workforce Innovation and Opportunity Act Joint Powers Agreement as presented.

Motion by Appel, second by Schmidt, unanimous vote to advertise for part-time Jailer/Dispatcher positions as soon as possible.

Consensus of the Board is to not hire an Engineering Aide at this time. The need for filling this position will be looked at again in April.

Thongvivong asked for approval to obtain quotes for a new air conditioning unit at the courthouse. The board directed Thongvivong to put together a spec sheet for the air conditioning unit before obtaining quotes. Motion by Appel, second by Holmen, unanimous vote to allow the County Coordinator to obtain quotes for the replacement of the air conditioning unit at the courthouse.

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Motion by Schmidt, second by Appel, unanimous vote to recess as the County Board and to convene as the Ditch Authority at 10:00 a.m. to hold a

conference call with Watonwan County for discussion regarding Cottonwood-Watonwan Judicial Ditch #1 and to what extent the redetermination should be done. Commissioners Brekken and Svalland from Watonwan County were available for the conference call.

Consensus of the board is to include all the acres that watershed topography encompasses draining into JD 1 and receiving benefit from JD 1 when the redetermination of benefits is done. This would include JD 2, JD 4, JD 13, JD 14, CD 16, CD 21, CD 23, CD 27, and additional acres surrounding those systems.

Motion by Appel, second by Schmidt, unanimous vote to adjourn as Ditch Authority and reconvene as County Board.

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

County Revenue Fund	\$ 89,065.33
Long Term Capital Outlay	\$ 3,705.70
County Building Fund	\$ 726.32
Ditch Fund	\$ 1,024.15
Ditch Sinking Fund 4 JD 3	\$ 1,958.37
Ditch Sinking Fund 5 JD 1	\$ 556.44
Road and Bridge Fund	\$ 35,470.10
Waste Abatement/SCORE	\$ 1,085.00
Landfill Enterprise	<u>\$ 6,756.95</u>
	\$140,348.36

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Kelly Thongvivong, County Coordinator, reminded the board that the AMC Legislative Conference is March 10 – 11 in St. Paul and asked who would be attending. Attending: Holmen, Appel, and Schmidt.

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Commissioner Gravley informed the board that at a future meeting there will be discussion concerning Mountain Park and Lake Sara Park.

Commissioner Stevens informed the board that the possibilities for a DVHHS office building are still being explored.

Commissioner Schmidt informed the board he has spoken with Becky Alexander and is very impressed with what she has done to date with GIS for the SWCD office.

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Motion by Schmidt, second by Appel, unanimous vote to close the meeting at 10:42 a.m. to discuss strategy for labor negotiations. Present for the closed session were: Commissioners Holmen, Stevens, Appel, Schmidt, and Gravley; Kelly Thongvivong, Jan Johnson, Nick Anderson, and Kathy Marsh.

Motion by Gravley, second by Schmidt, unanimous vote to open the closed session at 11:03 a.m.

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There being no further business, the meeting was adjourned at 11:03 a.m.

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Jan Johnson, Auditor/Treasurer

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Kevin Stevens, Board Chairman

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Kelly Thongvivong, County Coordinator