

February 2, 2016
Cottonwood County Board of Commissioners
Regular Meeting
Minutes

The Cottonwood County Board of Commissioners met in regular session on Tuesday, February 2, 2016 at 9:00 a.m. at the Cottonwood County Courthouse in Windom, MN. Present in person 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, Jed Rhubee, Kyle Pillatzki, Becky Alexander, Jason Purrington and Brian Cooley.

Motion by Schmidt, second by Appel, unanimous vote to approve the agenda. Motion by Holmen, second by Appel, unanimous vote to approve the minutes of the January 19, 2016 meeting.

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Commissioner Gravley voiced her thoughts regarding having the County Board say the Pledge of Allegiance in the future before all county board meetings as many of the committees that she serves on do this. Motion by Gravley, second by Schmidt, unanimous vote to add the Pledge of Allegiance to all future board agendas.

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Jed Rhubee, Highway Maintenance Superintendent, met with the board to discuss the purchase of two tandem trucks. Using the state bidding process, a quote was received from Astleford International Trucks for the purchase of two 2017 International tandem trucks for \$196,266.82, which includes sales tax, title, and licensing fees. Unit 45 (2002 International) and Unit 50 (2003 International) would be traded in. A state bid for snow attachments and accessories was received from TBEI in the amount of \$132,838 (\$66,419 for each truck). The total cost for two tandem trucks with snow attachments and accessories would be \$329,104.82. After much discussion regarding these purchases there was a suggestion to order two tandem trucks with attachments and to pay for one in 2016 and one in 2017. Motion by Schmidt, second by Gravley, unanimous vote to pay \$228,290 (already budgeted) towards the purchase of two 2017 International tandem trucks with snow attachments and accessories out of the 2016 budget and an additional \$100,814.82 being paid in January 2017.

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Kyle Pillatzki, Assistant County Engineer/Solid Waste Administrator, met with the board to give an update regarding the approval that he received from the board on January 19th to purchase GPS equipment for an amount not to exceed \$31,500. Pillatzki reported that the quote that he initially presented to the board did not have the controller with ability to connect to the robotic total station. He reported that he would like to purchase the controller that has this ability. The controller also has the capacity to double as a computer. The new quote is \$33,093.50 and Pillatzki agreed that the landfill will pay for ½ the price of the GPS equipment. Motion by Appel, second by Schmidt, unanimous vote to allow Pillatzki to spend an additional \$1,593.50 towards the purchase of GPS equipment from Frontier Precision.

Pillatzki led discussion regarding citywide clean ups. In the past, the county has given cities the option to have a one-time citywide clean up and give them a 50% reduction on the tipping fees for MSW. Motion by Gravley, second by Appel, unanimous vote to offer a one-time half price tipping fee of \$26.67/ton plus \$6.67/ton plus \$4.53 waste tax billed to the cities in Cottonwood County for the use of a citywide cleanup in 2016.

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Becky Alexander, SWCD Program Technician, met with the board to give a summary of what was completed in 2015 as requested by the MPCA annual report. She also gave an update on the property transfers and what progress has been made so far. Alexander reported that a second notification letter will be sent out in the near future to landowners on the list. If no contact or progress has been made then a third notification letter will come from the County Attorney's office.

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Jason Purrington, Sheriff, met with the board to get approval to purchase a new squad car for the Drug Task Force position, which was budgeted for 2016. Purrington presented a state contract price from Nelson Auto Center, Fergus Falls, MN in the amount of \$26,074.32. He also received a quote from Higley Ford in the amount of \$26,759.00. Motion by Holmen, second by Appel, unanimous vote (Commissioner Schmidt abstained) to accept quote from Higley Ford in the amount of \$26,759 in light of the fact that the county can save money not having to go and pick up a vehicle from Fergus Falls. County Attorney Nick Anderson and Commissioner Gravley were instructed to do some further research regarding the possibility of adding a statement relating to vehicle service to the bid process.

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Becky Alexander, SWCD Program Technician, had some further discussion with the board regarding GIS and county tile ditch mapping. Alexander presented further information as to what she feels that she could do for Cottonwood County as well as the time that might be involved with such an undertaking. She reported that the county tile ditch mapping that she could begin working on would be a foundation for the county and could easily be taken over if the county were ever to hire a GIS Analyst.

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

Further discussion was held regarding Alexander's proposal for county tile ditch mapping that was presented to the board for their review. The board agreed that Alexander should keep track of the time she spends on each ditch so that each ditch system can get billed accordingly. Motion by Holmen, second by Appel, unanimous vote to enter into agreement with SWCD and Cottonwood County, which will allow Becky Alexander to begin putting ditch and tile systems into an electronic format, which can then be utilized by the county. All hours SWCD bills the county for will be billed back to each individual ditch system.

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

Commissioner Holmen presented a resolution for the board’s consideration. Motion by Holmen, second by Gravley, unanimous roll call vote to adopt resolution as follows:

**Resolution 16-02-02A
Opposing the Creation of a Minnesota River Basin Commission**

WHEREAS, Senate File No. 2204 was introduced to the Minnesota State Senate on May 16, 2015 to establish a Minnesota River Basin Commission, and

WHEREAS, the proposed Minnesota River Basin Commission would plan, develop, implement, administer, construct and maintain water resource project and programs of benefit the Minnesota River Basin, and

WHEREAS, Senate File No. 2204 requests \$500,000 for initial organizational and administrative start-up cost and allows for future budget requests for administrative , organizational, and technical operations, and

WHEREAS, Senate File No. 2204 allows for future water management implementation funding requests from Lessard-Sams Outdoor Heritage Council, Clean Water Fund, and Legislative-Citizen Commission on Minnesota Resources, and

WHEREAS, Cottonwood County has a Joint Powers Agreement with both Area II Minnesotat River Basin Projects, Inc. (Area II) and the Redwood-Cottonwood Rivers Control Area (RCRCA), and

NOW, THEREFORE BE IT RESOLVED, that Cottonwood County does not support Senate File No. 2204, and

BE IT FURTHER RESOLVED, that Area II and RCRCA work extensively to address floodwater retention and soil erosion within five major watersheds of the Minnesota River and will continue to support these efforts, and support the efforts of other existing organizations who work to improve water quality and other benefits to the Minnesota River, and

BE IT FURTHER RESOLVED, that Area II and RCRCA continue to work with conservation partners to plan develop, implement, construct and maintain beneficial water resource projects that are prioritized, targeted, and measured existing comprehensive local water plans and through the transition to One Watershed, One Plan, and

BE IT FURTHER RESOLVED, that State funding for restoring the Minnesota River Basin continue to be appropriated to those organizatinos currently working on those efforts and not be appropriated to any overarching organizations such as the proposed Minnesota River Basin Commission in Senate File No. 2204.

S/Kevin Stevens, Board Chair

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Commissioner Gravley presented further information regarding the Plum Creek Library System’s request for funding. Gravley would like the board to consider eliminating two outreach stops (one in Delft and another in Ann Township) for the bookmobile. Motion by Schmidt, second by Appel, unanimous vote to allow Gravley to approach Plum Creek Library System in regards to the possible elimination of these two particular outreach stops.

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Jan Johnson, Auditor/Treasurer, met with the board to ask for their approval of a 3-year support agreement for the county financial system. The Joint Integrated/IFS Committee (JIC) and the MnCCC Board has approved the Maintenance & Support Contract with TriMin for IFS and the county now needs to approve and sign as well. Motion by Gravley, second by Schmidt, unanimous vote to allow the Board Chairman to sign the agreement as presented.

Motion by Schmidt, second by Appel, unanimous vote to approve renewal of liquor license for the Mt. Lake Golf Course.

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Kelly Thongvivong, County Coordinator, met with the board to present a resolution for consideration by the board. Motion by Schmidt, second by Holmen, unanimous roll call vote to adopt resolution as follows:

**Resolution 16-02-02
Procurement Requirement per Uniform Administrative Requirements**

WHEREAS, the Cottonwood County Board of Commissioners acknowledges the need to develop a written procurement policy in compliance with the Uniform Administrative Requirement for Federal Awards; and

WHEREAS, the new procurement requirements are effective on 2015 Federal Grant Awards; and

WHEREAS, Cottonwood County chooses to take advantage of a two year grace period for implementation of the new requirements.

NOW THEREFORE BE IT RESOLVED that Cottonwood County will develop the written standards in compliance with the Uniform Administrative Requirements, Cost Principles and Audit Requirements for Federal Awards beginning in 2017.

WHEREUPON, the above resolution was passed and adopted by the Cottonwood County Board of Commissioners on this 2nd day of February, 2016.

S/Kevin Stevens, Board Chair

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

County Revenue Fund	\$ 54,709.66
Long Term Capital Outlay	\$ 4,820.00
County Building Fund	\$ 422.49
Ditch Fund	\$ 561.30
County Revenue Fund	\$ 5,480.17
Road and Bridge Fund	\$ 26,764.95
Waste Abatement/SCORE	\$ 1,900.67
Landfill Enterprise	<u>\$ 3,216.46</u>
	\$ 97,875.70

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Chairman Stevens gave an update regarding a conversation he had with a Redwood County Commissioner regarding the increase to MRCC rates and the question as to whether or not Cottonwood County feels they are getting their monies worth by being involved with this organization.

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Commissioner Holmen reported that the pipeline meeting that he attended with Emergency Management Director Paul Johnson was beneficial and he would recommend other commissioners attend if given the chance.

There being no further business, the meeting was adjourned at 10:27 a.m.

Jan Johnson, Auditor/Treasurer

Kevin Stevens, Board Chairman

Kelly Thongvivong, County Coordinator