

March 17, 2015
Cottonwood County Board of Commissioners
Regular Meeting
Minutes

The Cottonwood County Board of Commissioners met in regular session on Tuesday, March 17, 2015 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, Kevin Stevens, Norm Holmen, Jim Schmidt, Donna Gravley, County Coordinator Kelly Thongvivong; Auditor/Treasurer Jan Johnson; County Attorney Nick Anderson, Kathy Marsh, Luke Ewald, Glenn Johnson, Tom White, Jason Purrington, Becky Alexander, Rahn Larson, Jacqueline Knips, Aaron Backman, and John Lafferty.

Motion by Stevens, second by Schmidt, unanimous vote to approve the agenda as amended. Motion by Appel, second by Schmidt, unanimous vote to approve the minutes of the March 3, 2015 meeting.

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Luke Ewald, DVHHS Health Educator, presented a plaque to the County Board on behalf of Start Noticing, a Tobacco-Free Communities Grant through the Minnesota Department of Health, thanking the County Board for protecting the health of the community and county employees by implementing a tobacco-free grounds policy.

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Jason Purrington, Sheriff, met with the board to discuss a few items. Purrington stated that he would like to replace four laptops that are used by the deputies. Purrington stated that this purchase would be paid for by 911 funds. Motion by Gravley, second by Schmidt, unanimous vote to approve the state quote from SHI in the amount of \$6,028.00 for the purchase of four laptops and extended warranty.

Purrington presented the 2015 Minnesota Annual County Boat and Water Grant. Purrington stated that he would use these funds to purchase life jackets to keep in each of the squad cars. Motion by Stevens, second by Appel, unanimous vote to approve the 2015 Minnesota Annual County Boat and Water Grant for \$885.

Purrington would like to apply for a grant that is being given to law enforcement for a free pharmaceutical drug container. Motion by Schmidt, second by Gravley, unanimous vote to allow Jason Purrington, Sheriff, to apply for the pharmaceutical drug container grant and allow Board Chairman to sign a letter of support.

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Becky Alexander, SWCD Program Technician, met with the board to discuss the Middle Minnesota SSTS Low Interest Loan Grant. Alexander stated that several counties that are part of the Middle Minnesota watershed have come together to provide low interest loans for septic systems. Cottonwood County has participated in this in the past. Motion by Stevens, second by Appel, unanimous vote to approve the Clean Water Partnership Loan Program Agreement for the Middle Minnesota SSTS Low Interest Loan Project. Motion by Schmidt, second by Appel, unanimous roll call vote to adopt resolution as follows:

**RESOLUTION NO. 15-03-17
MIDDLE MINNESOTA WATERSHED SSTS LOAN PROJECT (SFR0288)**

BE IT RESOLVED by the Cottonwood County Board of Commissioners, that it hereby designates **Becky Alexander, SWCD Farm Bill Assistant & District Program Technician** as Project Representative for the Middle Minnesota Watershed SSTS Project Clean Water Partnership Project for Cottonwood County.

The Project Representative shall have the authority to represent the Cottonwood County Board of Commissioners in all Project matters that do not specifically require action by the Cottonwood County Board of Commissioners.

BE IT FURTHER RESOLVED by the Cottonwood County Board of Commissioners that, as Loan Sponsor, the Cottonwood County Board of Commissioners enters into the attached Minnesota Clean Water Partnership Project Implementation Loan Agreement along with Renville County, as Project Sponsor, and the Minnesota Pollution Control Agency to conduct the Middle Minnesota Watershed SSTS Project Clean Water Partnership Project.

BE IT FURTHER RESOLVED by the Cottonwood County Board of Commissioners that the County Board Chair, Norman Holmen be authorized to execute the attached Minnesota Clean Water Partnership Project Implementation Loan Agreement for the above referenced Project on behalf of the Board as Loan Sponsor.

BE IT FURTHER RESOLVED by the Cottonwood County Board of Commissioners that the **SWCD District Administrator, Kay Gross** be authorized to execute loan disbursement requests for the above referenced project to the Minnesota Pollution Control Agency on behalf of the Board.

DATED: March 17, 2015

S/Norman Holmen, Board Chairman

S/Jan Johnson, Auditor/Treasurer

Alexander also discussed with the board the General Obligation Note dollar amount. The Minnesota CWP Loan Agreement states that \$75,000.00 has been allocated to Cottonwood County for their part of the watershed. Alexander stated that it is suggested to have the note for double the allocated amount, \$150,000. Motion by Gravley, second by Stevens, unanimous vote to set the General Obligation Note amount at \$150,000.

Discussion was held regarding the ordinance on property transfers and septic inspections.

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Jacqueline Knips, Parks and Trail Director, met with the board to discuss land rental at Pat's Grove. Knips informed the board that Kent Freking has been renting the 8.75 acres for an estimated eight years at \$525 per year. Knips would like the board to approve renting the 8.75 acres for \$100 per acre to Kent Freking and will have the County Attorney write up a lease. Motion by Schmidt, second by Stevens, unanimous vote to approve renting the 8.75 acres at Pat's Grove for \$100 per acre.

Discussion was held regarding Sara Park. Knips stated that she has had approximately seven phone calls to purchase Sara Park. Knips also stated that she will be applying for a grant for a boat ramp for Sara Park and is still pursuing talks with the DNR.

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Aaron Backman, Windom EDA Executive Director, and John Lafferty, Chamber of Commerce Executive Director, led discussion regarding an informational kiosk for the Courthouse Square. The project would be a collaboration between Cottonwood County and the Windom Chamber to better market the area. Backman stated that the information kiosk could provide information to tourist and residents regarding our historic Courthouse, County services, County museum, parks, and points of interest in Windom and throughout the county. Backman stated that ownership and maintenance would be the county's responsibility. The two examples of a kiosk that were provided at the meeting would cost \$20,000 for a larger sign or \$9,000 for a smaller sign. Funding for such a sign would be split between Cottonwood County, Windom CVB, and a possible Remick Foundation Grant. Motion by Gravley, second by Stevens, unanimous vote to support a Remick Grant application for \$6,000 for the development of an informational kiosk on the Courthouse Square.

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Kelly Thongvivong, County Coordinator, met with the board to discuss a few items. Motion by Stevens, second by Gravley, unanimous vote to move Jay Elness to permanent full time status as a Building and Grounds Worker effective March 22, 2015 following successful completion of a 6-month probationary period and give Elness a 3% wage increase.

Thongvivong and Commissioner Gravley presented information regarding a County Day Proclamation for Cottonwood County. Gravley informed the board of an A.C.E. Joint Powers Board meeting she attended on February 26 where discussion was held regarding the possibility of participating in County Day of Recognition for National Service. Gravley stated that Cottonwood County should participate and proclaim April 7, 2015 as National Service Recognition Day. Motion by Gravley, second by Schmidt, unanimous vote to approve County Day Proclamation as presented naming April 7, 2015 as National Service Recognition Day and advertise in the paper and on the radio. The advertising expense should be paid out of the Commissioner's budget.

Thongvivong informed the board that the IT room at the Law Enforcement Center is in need of air conditioning. The consensus of the board is to have Glenn Johnson, Director of Information Systems, contact an air conditioning contractor and have them evaluate the IT room as to what is needed to cool the room.

Thongvivong also stated that one of the compressors for the air conditioning unit for the Courthouse is not working and that the second compressor is having issues. The consensus of the board is to have Kevin Paulsen, Courthouse Building and Grounds Worker, schedule a service check on the air conditioner.

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

County Revenue Fund	\$ 41,356.12
Long Term Capital Outlay	\$ 2,394.99
County Building Fund	\$ 972.13
Ditch Fund	\$ 88.59

Agency Fund	\$ 271.00
Road and Bridge Fund	\$ 39,200.68
Waste Abatement/SCORE	\$ 3,773.20
Landfill Enterprise	<u>\$ 3,730.06</u>
	\$ 91,786.77

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Commissioner Appel updated the board on a GBERBA meeting he attended in Mankato and discussion that was held regarding Governor Dayton’s buffer strip initiative.

Appel also stated that he would like to see an organizational flow chart for the county.

Commissioner Stevens informed the board of a conversation he had with Craig Myers, DVHHS, regarding a phone connection in the meeting rooms of the Law Enforcement Center and also projectors in the meeting rooms. Stevens stated that he has talked to Glenn Johnson, Director of Information Systems, and that a phone connection can be installed when a new phone system is installed. The consensus of the board is to budget the projectors for next year in the county building fund.

Stevens also updated the board of the watershed-ditch authority meeting that he and Commissioner Schmidt attended in Jackson. Stevens stated that language in the current law needs to be revised clarifying that the ditch authority is in charge and can be handed to the watershed if warranted. Stevens stated that any changes in the law would need legislative action.

Commissioner Gravley updated the board on a Western Community Action meeting that she attended. Western Community Action and Heartland will be merging and hope to have the merger completed by January 2016.

Gravley asked that the minutes or highlights of the Department Head meetings be shared with all the commissioners.

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There being no further business, the meeting was adjourned at 11:02 a.m.

Jan Johnson, Auditor/Treasurer

Norman Holmen, Board Chairman

Kelly Thongvong, County Coordinator