

April 2, 2019
Cottonwood County Board of Commissioners
Regular Meeting
Minutes

The Cottonwood County Board of Commissioners met in regular session on Tuesday, April 2, 2019 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, Kevin Stevens, Norm Holmen, Larry Anderson; County Coordinator Kelly Thongvivong, County Attorney Nick Anderson, Auditor/Treasurer Jan Johnson, Kathy Marsh, Brenda Skrove, Jan Voit, Jason Purrington, Jason Rupp, Becky Buchholz, Jed Rhubee, Nick Klisch, Roger Ambrose, Brad Odegard, Laura Sandmeyer, Mark Bartosh, Carol Hartman and Rahn Larson.

Chairman Holmen called the meeting to order. The Pledge of Allegiance was recited. Motion by Gravley, second by Stevens, unanimous vote to approve the agenda as amended. Motion by Appel, second by Stevens, unanimous vote to approve the minutes of the March 19, 2019 meeting.

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Brenda Skrove, Cottonwood County A.C.E. Coordinator, met with the board to inform them of some of the ways that volunteers help the community. Skrove stated that in 2018 there were 220 volunteers with a total of 27,015 volunteer hours. Carol Hartman, A.C.E. Volunteer, told the board of the many different programs that she volunteers her time. Chairman Holmen then presented Skrove with a framed Proclamation proclaiming April 2, 2019 as National Service Recognition Day.

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Jan Voit, Heron Lake Watershed District Administrator, presented an update on the 2018 activities of the Heron Lake Watershed. Voit reviewed several programs in progress, explained the new grants received, and talked of a couple pending and potential applications.

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Sheriff Jason Purrington met with the board to ask that they sign a Proclamation for Telecommunicators Week in recognition of the work that the dispatchers do for the county. Motion by Anderson, second by Gravley, unanimous vote to recognize the Proclamation and declare the week of April 14-20, 2019 as National Public Safety Telecommunicators Week and to allow Board Chair to sign.

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Becky Buchholz, SWCD Program Technician, met with the board to get approval to apply for a Clean Water Partnership low interest SSTS loan. Buchholz stated that the county is currently out of low interest loan funds to offer homeowners for replacing non-compliant septic systems. Buchholz stated that the interest rate to the county would be 0% and a maximum of 1.5% to the homeowner. Buchholz stated that the request would be for \$900,000 for a three year loan program (3 years to spend, 10 years to pay back). After discussion, motion by Gravley, second by Appel, unanimous vote to apply for the MPCA Clean Water Partnership Low Interest SSTS Loan funds in the amount of \$900,000 to continue to serve our rural homeowners for septic system replacement.

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Nick Klisch, County Engineer/Public Works Director, and Jed Rhubee, Public Works Superintendent, met with the board to discuss a few items. Rhubee presented a quote for a Road Groomer from RGM in the amount of \$14,400. Rhubee stated that the Road Groomer that was purchased in the fall of 2018 has proven to be very effective and that the number of miles that can be done in a day is 3 to 4 times the miles a motor grader can cover. Motion by Appel, second by Stevens, unanimous vote to purchase an 11 foot Road Groom from RGM in the amount of \$14,400.

Klisch led discussion on the consideration of increasing the wheelage tax and implementing a local option sales tax for maintaining and replacing aging pavements in the county.

Motion by Gravley, second by Stevens, unanimous roll call vote to approve resolution 19-04-02B as follows:

Resolution 19-04-02B

WHEREAS Minnesota Counties maintain 30,742 miles of County State Aid Highway (CSAH) roads and 14,141 miles of county roads, totaling over 30% of the state’s roadways; and

WHEREAS the total annual need is \$1.084 billion over the next 25 years just to maintain the current CSAH and county road system, not including expansion; and

WHEREAS the annual funding gap for counties has resulted in deferring basic maintenance, delaying expansion projects with resulting safety concerns, mounting congestion, and missed economic growth for businesses and commuters; and

WHEREAS a comprehensive and sustainable transportation solution should include robust funding for roads, bridges, and transit, and address the varying needs in different parts of the state; and

WHEREAS increased funding for Minnesota’s Highway User Tax Distribution Fund would provide additional, stable funds for MnDOT, all 87 counties, all cities with a population of 5,000 or more, and townships across the state;

NOW THEREFORE BE IT RESOLVED that the Cottonwood County Board of Commissioners encourages the Minnesota Legislature to pass and the Governor to sign a bill.

Adopted by the County Board of Commissioners the 2nd Day of April, 2019.

S/Norman Holmen, Board Chairman

S/Jan Johnson, Auditor/Treasurer

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Kelly Thongvivong, County Coordinator, met with the board to discuss a few items. Thongvivong presented two quotes for carpeting for the Court Administration office. Quotes were as follows: Hammers Furniture - \$8,258.62 and Windom Floor & Sleep - \$6,292.00. Motion by Gravley, second by Appel, unanimous vote to accept the quote from Windom Floor & Sleep in the amount of \$6,292.00 for carpeting the Court Administration office contingent on Court Administration purchasing new cubicles.

Motion by Gravley, second by Stevens, unanimous roll call vote to adopt resolution 19-04-02A as follows:

Resolution 19-04-02A

Family Homeless Prevention and Assistance Program Resolution

WHEREAS, the Minnesota Housing Finance Agency has made available Family Homeless Prevention and Assistance Program grant monies to encourage and support innovation at the local level to help prevent homelessness, reduce the length of homeless episodes, and reduce repeated episodes of homelessness, and

WHEREAS, Area service providers who administer programs that address families crisis needs have identified gaps within the service delivery system, and

WHEREAS, Area service providers who administer programs that address families crisis needs have identified strategies to address the identified service gaps,

WHEREAS, Area service providers wish to continue to work together to coordinate their services and improve the service delivery system,

WHEREAS, United Community Action Partnership desires to make an application on behalf of the area service providers for funds to address these identified problems,

NOW THEREFORE BE IT RESOLVED that the County of Cottonwood agrees to support United Community Action Partnership in its application and implementation of the proposed Family Homeless Prevention and Assistance Program for the period of July 1, 2019 to June 30, 2021.

Adopted by the County Board of Commissioners the 2nd Day of April, 2019.

S/Norman Holmen, Board Chairman

S/Jan Johnson, Auditor/Treasurer

Thongvivong presented a draft job description for the Auditor/Treasurer position that will be appointed as of July 10, 2019 for the remainder of the term. There was consensus of the board to amend the job description in the following areas: minimum qualifications should read "... and six years of recent financial business experience ..." instead of 10 years, and in the additional requirements should read "Some lifting of 50 pounds..." instead of 100 pounds. Motion by Stevens, second by Anderson, unanimous vote to approve the Auditor/Treasurer job description as presented with amendments and set the minimum wage for the appointed position at \$35.53 per hour. Thongvivong should proceed with advertising.

Thongvivong and Commissioner Gravley then led the discussion on the Sentence to Serve (STS) program and renewal of contract. Discussion was based on benefit of the program versus cost. After much discussion, no action was taken and the topic to be brought back to the next board meeting.

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Motion by Stevens, second by Gravley, unanimous vote to approve April warrants as follows:

County Revenue Fund	\$ 73,998.43
County Building Fund	\$ 3,108.12
County Revenue Fund	\$ 625.28
Road and Bridge Fund	\$ 25,489.61
Waste Abatement/Score Fund	\$ 48.60
Landfill Enterprise	<u>\$ 10,968.08</u>
	\$114,238.12

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Commissioner Gravley asked for an update on the Bus Garage as she has a transit meeting on April 3 and would like to give an update. Gravley also gave an update on the United Community Action meeting she attended on March 28th.

Commissioner Appel gave an update on the 10th Street Office Building, a MN Rural Energy Board meeting he attended on March 25, and stated he would like to have a work session regarding the Highway Shop sometime in the near future.

Commissioner Holmen gave an update on the CPT meeting he attended on March 25th.

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There being no further business, the meeting was adjourned at 11:15 a.m.

Jan Johnson, Auditor/Treasurer

Norman Holmen, Board Chair

Kelly Thongvivong, County Coordinator