

October 16, 2018  
Cottonwood County Board of Commissioners  
Regular Meeting  
Minutes

The Cottonwood County Board of Commissioners met in regular session on Tuesday, October 16, 2018 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; County Coordinator Kelly Thongvivong, County Attorney Nick Anderson, Auditor/Treasurer Jan Johnson, Kathy Marsh, Nick Klisch, Kyle Pillatzki, Ron Schramel, Jeff Dahna, Drew Hage, Gale Bondhus, Eric Winters, Becky Buchholz, and Rahn Larson. Commissioner Schmidt was absent.

Chairman Gravley called the meeting to order. The Pledge of Allegiance was recited. Motion by Stevens, second by Appel, unanimous vote to approve the agenda as amended. Motion by Holmen, second by Appel, unanimous vote to approve the minutes of the October 2, 2018 regular board meeting.

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Ron Schramel, Windom City Attorney, and Jeff Dahna, Windom Telecommunications Manager, met with the board to ask for approval of a Public Utility Easement. Schramel gave a brief history of the area involved – Lots 1, 2 and 3 of Block 4, Vold Addition - and explained that an easement is being requested due to the heavy rain events of earlier this year that exposed a utility line. Motion by Stevens, second by Appel, unanimous vote to approve the Public Utility Easement as requested.

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Eric Winters met with the board to have discussion on the Home Initiative/Tax Abatement. Winters stated that he has recently completed construction of a new home outside of Bingham Lake and claims he was never told of the tax abatement program when starting the process. Winters stated that he applied for permits in September of 2017 and started construction in October of 2017. After discussion, no action was taken.

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Becky Buchholz, SWCD Program Technician, met with the board to give a short update on Hurricane Lake. Buchholz stated that the DNR has partnered with Ducks Unlimited and has submitted plans to fix the outlet. The proposed outlet is a modification to the original outlet, which is an extension that will draw water from higher in the water column that has higher dissolved oxygen content and is much lower in sulfides. The plans also show a shut off valve will be installed to stop the flow from leaving the bottom pipe during general lake level changes and vented covers will also be installed.

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Norm Holmen, Commissioner, requested that the board formally approve to join PrimeWest. Motion by Stevens, second by Appel, unanimous roll call vote to adopt Resolution 18-10-16 as follows:

**Resolution No. 18-10-16**

RE: COUNTY-BASED PURCHASING ELECTION AND COMMITMENT TO JOIN THE PRIMEWEST  
RURAL MINNESOTA HEALTH CARE ACCESS INITIATIVE  
(dba PRIMEWEST HEALTH)

**WHEREAS**, Minnesota Statutes 256B.692 authorizes county boards or groups of county boards to elect to purchase or provide health care services on behalf of persons eligible for medical assistance who would otherwise be required to or may elect to participate in the prepaid medical assistance program; and

**WHEREAS**, county-based purchasing promotes publicly transparent operations and direct accountability for the health care resources provided by our County, State and Federal governments, and the taxpayers; and

**WHEREAS**, the rural and local government ownership structure of county-based purchasing will facilitate integration with county Public Health and Social Services agencies, which play key roles in addressing social determinants of health, behavioral health, and community health needs; improving population health; and providing case management services; and

**WHEREAS**, participation in county-based purchasing will provide greater local control and input over public health care resources expended in our County, improve our citizens' health care experience and population health, and reduce unnecessary health care costs; and

**WHEREAS** Cottonwood County has an opportunity to join PrimeWest Health, a county-based purchasing organization that currently serves members in the counties of Beltrami, Big Stone, Clearwater, Douglas, Grant, Hubbard, McLeod, Meeker, Pipestone, Pope, Renville, Stevens, and Traverse.

**NOW, THEREFORE, BE IT RESOLVED** that Cottonwood County hereby elects to participate in county-based purchasing or provision of health care services on behalf of persons eligible for medical assistance in Cottonwood County. Cottonwood County will participate in county-based purchasing as follows:

1. Cottonwood County shall join PrimeWest Health upon execution of the Families and Children contract between the Minnesota Department of Human Services and PrimeWest Health engaging PrimeWest Health to administer Prepaid Medical Assistance and MinnesotaCare in Cottonwood County. Upon execution of such contract, Cottonwood County shall join PrimeWest Health by becoming a signatory to the Second Amended and Restated Health Care Access Joint Powers Agreement, in the form attached to this Resolution as **Exhibit A**.
2. Upon joining PrimeWest Health, Des Moines Valley Health and Human Services, on behalf of Cottonwood County, shall make a financial contribution to PrimeWest Health risk based capital reserves in the amount of \$1,372,109.80. A minimum of one half this amount shall be paid to PrimeWest Health upon Cottonwood County's execution of the Second Amended and Restated Health Care Access Joint Powers Agreement. Des Moines Valley Health and Human Services shall have an option to pay the remaining balance of the financial contribution to PrimeWest Health by May 1, 2020. Any such remaining balance shall be secured by a Promissory Note in the form attached to this Resolution as **Exhibit B**.

This resolution was adopted by the Cottonwood County Board of Commissioners on October 16, 2018

Adopted this 16th day of October, 2018.

S/Donna L. Gravley, Board Chairman

S/Jan Johnson, Auditor/Treasurer

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Kyle Pillatzki, Solid Waste Administrator, met with the board to get approval for Short Elliot Hendrickson, Inc. (SEH) to update the landfill permit application. Pillatzki informed the board that the landfill has been operating under the November 2005 permit as a landfill permit application was submitted in February 2010 and never approved. The MPCA has now requested that the 2010 application be

updated and resubmitted. Pillatzki would like SEH to update the permit application. Motion by Appel, second by Stevens, unanimous vote to accept the quote from Short Elliott Hendrickson, Inc. in an amount not to exceed \$48,780.00 to update the landfill permit application.

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Nick Klisch, County Engineer/Public Works Director, met with the board regarding the Noxious Weed Grant application.

Motion by Holmen, second by Appel, unanimous vote to allow Alex Schultz, Planning and Zoning Technician, to sign the Noxious Weeds Grant application.

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Discussion was held regarding driveways, field approaches, ditches, and tile system repairs and who is responsible for repairs.

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Donna Gravley, Commissioner, updated the board on an in-floor heating problem at the Windom Highway Department. Gravley also informed the board that Sarah Park was sold for \$10,500 on Saturday, October 13, 2018.

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Tom Appel, Commissioner, presented a contract with I & S Group, Inc. for the 10<sup>th</sup> Street Office renovation. Motion by Appel, second by Holmen, unanimous vote to approve the architectural contract with I & S Group, Inc. for the 10<sup>th</sup> Street Office renovation in the amount of \$22,300.00.

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Kelly Thongvivong, County Coordinator, met with the board to discuss a few items. Motion by Holmen, second by Stevens, unanimous vote to hire Mark Schenk as Building and Grounds Worker, on Range 8 - Step E of the 2018 wage matrix, effective October 17, 2018.

Motion by Appel, second by Stevens, unanimous vote to hire Tesla Crowell, Tyann Baloun, and Tino Vetsouvahn as part-time Jailer/Dispatchers pending successful completion of all hiring requirements.

Motion by Holmen, second by Appel, unanimous vote to terminate McKenna Schreier, part-time Jailer/Dispatcher, effective October 16, 2018 with appropriate payout of benefits.

Motion by Stevens, second by Holmen, unanimous vote to approve an agreement between Cottonwood County and Dorothy Fundahn for boiler services effective October 1, 2018. Fundahn will be paid \$100 per month until agreement is terminated.

Thongvivong presented a lease amendment for the County Attorney's office located at 1044 3<sup>rd</sup> Avenue. Motion by Stevens, second by Appel, unanimous vote to approve the County Attorney's office lease amendment as presented.

Motion by Appel, second by Stevens, unanimous vote to approve the Workforce innovation and Opportunity Act (WIOA) Joint Powers Agreement as presented.

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Motion by Appel, second by Stevens, unanimous vote to approve October warrants as follows:

|                          |              |
|--------------------------|--------------|
| County Revenue Fund      | \$ 98,697.54 |
| Long Term Capital Outlay | \$ 132.60    |

|                            |    |                 |
|----------------------------|----|-----------------|
| County Building Fund       | \$ | 36.55           |
| Taxes and Penalties Fund   | \$ | 270.00          |
| County Revenue Fund        | \$ | 6,802.75        |
| Road and Bridge Fund       | \$ | 116,447.71      |
| Waste Abatement/Score Fund | \$ | 350.00          |
| Landfill Enterprise Fund   | \$ | <u>4,721.54</u> |
|                            |    | \$227,458.69    |

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Commissioner Appel led discussion regarding the county credit cards. Motion by Appel, second by Stevens, unanimous vote that any employee using a county credit card is required to complete a credit card authorization form each time the card is used and prior to the purchase.

Commissioner Gravley informed the board that she helped with the Coats for Kids give away on October 15<sup>th</sup> and there was a good turn-out.

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There being no further business, the meeting was adjourned at 10:40 a.m.

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Jan Johnson, Auditor/Treasurer

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Donna L. Gravley, Board Chair

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Kelly Thongvivong, County Coordinator