

August 21, 2018
Cottonwood County Board of Commissioners
Regular Meeting
Minutes

The Cottonwood County Board of Commissioners met in regular session on Tuesday, August 21, 2018 at 9:00 a.m. at the Cottonwood County Courthouse in Windom, MN. Present for all or portions of the meeting, in person or via telephone, were: Commissioners Tom Appel, Donna Gravley, Kevin Stevens, Norm Holmen, Jim Schmidt; County Coordinator Kelly Thongvivong, County Attorney Nick Anderson, Auditor/Treasurer Jan Johnson, Kathy Marsh, Nick Klisch, Greg Ous, Ronda Allis, Lisa Bigham, Jed Rhubee, Gale Bondhus, Kathy Kretsch, Nancy Macgregor, Alex Schultz, Kay Gross, Drew Hage, Kristi Sell, Jason Rupp, Jason Purrington, Annette Fiedler, and Rahn Larson.

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. Motion by Holmen, second by Schmidt, unanimous vote to approve the minutes of the August 7, 2018 regular board meeting as amended.

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Motion by Schmidt, second by Appel, unanimous vote to close the meeting as permitted by Minnesota Statute 13D.05 Subd. 3(b) to discuss the following litigation: Prime Pork vs. Cottonwood County at 9:02 a.m. Individual present for the meeting were: 5 Commissioners, Kelly Thongvivong, Nick Anderson, Jan Johnson, Kathy Marsh, and Gale Bondhus.

Motion by Holmen, second by Schmidt, unanimous vote to open the meeting at 9:20 a.m.

Motion by Holmen, second by Schmidt, unanimous vote to enter into a Memorandum of Understanding concerning the engagement of Patchin Messner Dodd & Brumm for the purpose of rendering valuation consultation and/or appraisal services.

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Greg Ous, Ronda Allis, and Lisa Bigham, MnDOT Representatives, gave a review of statewide and district investment plans, planned projects for 2023-2028, funded projected for 2019-2022, a draft of District 7 bike plan, and answered Cottonwood County transportation questions.

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Commissioner Gravley led discussion regarding the sale of Sarah Park. Gravley stated that the monies received for the sale of Sarah Park could be used for improvements to other county parks. Gravley did state there are no other parks being discussed for sale. Motion by Schmidt, second by Stevens, unanimous vote to hold a public hearing for the sale of Sarah Park at the earliest possible date.

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Kathy Kretsch, County Recorder, and Nancy Macgregor, Chief Deputy Recorder, met with the board to discuss the implications of the new regulations and responsibilities of the Enhanced Driver and Real ID License. Kretsch explained how she would like to have a separate office for driver's license, birth, death and parent notices, and hire additional staff. After much discussion, the board said they would take her recommendation under advisement for the present time and during the 2019 budgeting process.

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Alex Schultz, Planning and Zoning Technician, met with the board to discuss Aquatic Invasive Species funding requests. Motion by Schmidt, second by Holmen, unanimous vote to approve the following Aquatic Invasive Species funding requests as follows: Mountain Lake - Lake Commission for the purchase of a weed harvester and labor in the amount of up to \$15,000 for 2019, the Ecology Bus for an estimated \$6,000 for 2019, AIS promotional expenditures for banquet raffle prizes of up to \$3,000 for 2018 and up to \$3,000 for 2019, and bill board advertising at \$750 per month for two billboards for the period August 13, 2018 through August 13, 2019.

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Kay Gross, SWCD District Administrator, met with the board to discuss the SWCD/Contract Services budget for 2019, the Cottonwood County planning & Zoning budget for 2019 and get approval for the Board of Water and Soil Resources FY2019 SWCD Local Capacity Matching Funds Grant. Motion by Appel, second by Stevens, unanimous vote to allocate a base of \$18,200 with an option to increase up to \$22,750 for FY 2019 Local Capacity Match Funds for the Cottonwood SWCD in addition to the Cottonwood SWCD base allocation of \$52,000.

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Drew Hage, Windom EDA Director, stated that he has received a Home Initiative application from George R. "Rick" Buchholz, Jr. for a new, single family home. Hage stated that all requirements to date have been met so a public hearing date needs to be set. Motion by Schmidt, second by Appel, unanimous roll call vote to approve resolution 18-08-21 as follows:

Resolution No. 18-08-21

Resolution Calling for a Public Hearing on Proposed Tax Abatement for New Residential Project

WHEREAS, Cottonwood County is committed to the best interests of the citizens of Cottonwood County; and

WHEREAS, Minnesota Statutes §469.1813 gives authority to a County to grant an abatement of taxes imposed by the County if certain criteria are met; and

WHEREAS, in addition to the statutory requirements, on December 13, 2016, the Cottonwood County Commissioners approved the Cottonwood County Home Initiative Guidelines (the "Guidelines") and program documentation; and

WHEREAS, George R. ("Rick") Buchholz, Jr. ("Buchholz") is the owner of the following described real estate within Cottonwood County, Minnesota:

Parcel #: 18-020-0400

Address of Property: 29524 County Road 7, Westbrook, MN 56183

Legal Description of Property: A tract of approx. 4.11 acres described as: North 316 Feet of West 567 Feet of NW¼ of SW¼ of Section 20, Township 107N, Range 38W, in Cottonwood County, Minnesota, (abbreviated description); and

WHEREAS, Buchholz proposes to a construct a new home on this property; and

WHEREAS, Buchholz has requested tax abatement on this property pursuant to the Guidelines; and

WHEREAS, the abatement of taxes on the above-described parcel would be for the period of five (5) years commencing on the first year of taxes, payable for the assessed value related to the capital improvements, as outlined in the Guidelines; and

WHEREAS, based on an Estimated Market Value of \$200,000 for the new home and based on 2017 tax rates (payable in 2018), the estimated tax abatement for Cottonwood County for this property would be approximately \$751 per year. The total estimated tax abatement by Cottonwood County for the five-year period is approximately \$3,755. (These figures were calculated using 2017 tax rates. The market value for the project is only an estimate, since the building has not been constructed and the tax rates will change each year.)

WHEREAS, Minnesota Statutes require that a public hearing be held prior to the approval of the proposed tax abatement.

Now, therefore, **BE IT RESOLVED by the COUNTY COMMISSIONERS FOR COTTONWOOD COUNTY, MINNESOTA**, as follows:

1. Public Hearing. A public hearing to consider the proposed tax abatement, as set forth above, shall be held on Tuesday, September 4, 2018, at 9:02 a.m. in the County Commissioners’ Room in the Cottonwood County Courthouse, 900 Third Avenue, Windom, Minnesota.
2. Notice of Public Hearing. The Cottonwood County Auditor is authorized and directed to cause notice of the hearing to be published once in a newspaper of general circulation in the County at least 10 days, but less than 30 days, prior to the date for the hearing. The public hearing notice shall include a description of the property for which the abatement is being considered and the total estimated amount of the proposed tax abatement based on current information.

Adopted this 21st day of August, 2018.

S/Donna L. Gravley, Board Chairman

S/Jan Johnson, Auditor/Treasurer

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Commissioner Appel led discussion regarding current building rental rates that are being charged at the county buildings and what a possible rate would be for the SWCD office in the 10th Street Office Building. Consensus of the board is for Commissioner Appel to negotiate a rental rate.

Appel gave an update on the DVHHS remodel project and stated the project is almost completed.

Appel reviewed the floor plans for the 10th Street Office Building and led discussion as to the next step of the process.

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Jan Johnson, Auditor/Treasurer, met with the board to open the bids for the private sale of tax forfeiture property to adjoining land owners. One bid was received for property 11.032.0208 as follows: Doris T. Wenberg - \$100.00. Motion by Holmen, second by Appel unanimous vote to accept the bid from Doris T. Wenberg in the amount of \$100.00 for tax forfeiture property 11.032.0208.

One bid was received for property 19.130.0230 as follows: Mark Peterson - \$200.00. Motion by Schmidt, second by Stevens, unanimous vote to accept the bid from Mark Peterson in the amount of \$200.00 for tax forfeiture property 19.130.0230.

Two bids were received for property 19.130.0310 as follows: Rebecca Konz - \$1,001.00, and Salex Elevator, LLC - \$151.00. Motion by Stevens, second by Schmidt, unanimous vote to accept the bid from Rebecca Konz in the amount of \$1,001.00 for tax forfeiture property 19.130.0310.

One bid was received for property 23.493.0040 as follows: Brian and MaryAnn Reddemann - \$500.00. Motion by Holmen, second by Schmidt,

unanimous vote to accept the bid from Brian and MaryAnn Reddemann in the amount of \$500.00 for tax forfeiture property 23.493.0040.

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Kelly Thongvivong, County Coordinator, informed the board that she had brought the Procurement Policy with revisions to the July 17th meeting, and, since that time, she has been contacted by the State Auditors with more revisions. After reviewing the new revisions and some discussion, motion by Schmidt, second by Stevens, unanimous vote to allow for a 30-day posting of the Procurement Policy as revised.

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The County Board had discussion regarding PrimeWest Health and the resolution passed at the August 9th DVHHS meeting. After much discussion, motion by Schmidt, second by Holmen, unanimous vote for Cottonwood County to join PrimeWest Health with DVHHS being fiscally responsible for the cost associated with joining.

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

County Revenue Fund	\$ 52,679.98
Long Term Capital Outlay	\$ 758.60
County Building Fund	\$ 32,779.69
Ditch Fund	\$ 5.45
Agency Fund	\$ 300.00
County Revenue Fund	\$ 3,792.42
Road and Bridge Fund	\$ 77,989.65
Waste Abatement/Score Fund	\$ 1,477.63
Landfill Enterprise Fund	<u>\$ 11,027.56</u>
	\$180,810.98

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Commissioner Schmidt led discussion regarding the clean out of ditches being done by the county versus private industry.

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Jan Johnson, Auditor/Treasurer, asked the board to discuss the problem of garbage and tires that are being thrown in township ditches.

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Commissioner Gravley led discussion regarding proposed 2019 budgets and asked for comments from each department's liaison.

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There being no further business, the meeting was adjourned at 3:40 p.m.

Jan Johnson, Auditor/Treasurer

Donna L. Gravley, Board Chair

Kelly Thongvivong, County Coordinator