

September 4, 2018
Cottonwood County Board of Commissioners
Regular Meeting
Minutes

The Cottonwood County Board of Commissioners met in regular session on Tuesday, September 4, 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, Jim Schmidt; County Coordinator Kelly Thongvivong, County Attorney Nick Anderson, Auditor/Treasurer Jan Johnson, Kathy Marsh, Nick Klisch, Jed Rhubee, Kathy Kretsch, Drew Hage, Gale Bondhus, Kia Harries, Paul Johnson, and Rahn Larson.

Chairman Gravley called the meeting to order. The Pledge of Allegiance was recited. Motion by Holmen, second by Stevens, unanimous vote to approve the agenda as amended. Motion by Schmidt, second by Appel, unanimous vote to approve the minutes of the August 21, 2018 regular board meeting.

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A public hearing was held in regard to the residential property tax abatement applied for by George R. "Rick" Buchholz, Jr. for the construction of a single family home on parcel number 18-020-0400. No opposition to the abatement was heard prior to or at the hearing. Motion by Schmidt, second by Appel, unanimous roll call vote to approve the George R. "Rick" Buchholz, Jr. Home Initiative application and resolution 18-09-04 as follows:

Resolution No. 18-09-04

**RESOLUTION APPROVING TAX ABATEMENT FOR
CERTAIN PROPERTY PURSUANT TO MINN. STAT. §469.1813**

WHEREAS, Minnesota Statutes §469.1813 gives authority to the County of Cottonwood to grant an abatement of property 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 adopted the Cottonwood County Home Initiative Guidelines (the "Guidelines") which must be met before an abatement of taxes will be granted for residential development; 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 made application to Cottonwood County (the "County") for the abatement of taxes as to the above-described parcel; and

WHEREAS, Buchholz has met the statutory requirements outlined under Minnesota Statutes §469.1813 Subdivision 1(1) and Subdivision 1(2)(i) as well as the County's Home Initiative guidelines for tax abatement; and

WHEREAS, the County expects the benefits to the County of the proposed abatement agreement to at least equal the costs to the County of the proposed agreement and finds that the proposed abatement is in the public interest because it will increase or preserve the tax base.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF COTTONWOOD COUNTY, MINNESOTA, AS FOLLOWS:

1. Cottonwood County does hereby grant an abatement to GEORGE R. ("RICK") BUCHHOLZ, JR. of the County's share of real estate taxes upon the above-described parcel based on the proposed construction of a new single-family home on said parcel.
2. The tax abatement will be for no more than five (5) years commencing on the first year of taxes payable for the assessed value related to the capital improvement (new home) outlined above.
3. The County shall provide the awarded abatement payment following payment by the property owners of the real estate taxes due annually. One single payment of the County's share of the abatement shall be made to the property owners of record by December 30th of that calendar year.
4. The tax abatement shall be for the residential capital improvements only. Land values and the current base value are not eligible and will not be abated.
5. The abatement shall be null and void if construction of the new home is not commenced within six (6) months of the approval of this resolution or if real estate taxes are not paid on or before the respective annual payment deadlines.

Adopted this 4th day of September, 2018.

S/Donna L. Gravley, Board Chairman

S/Jan Johnson, Auditor/Treasurer

Discussion was held regarding the timeline for the abatement process and if any major changes happen to the house plans. Consensus of the board is that they should be notified of any major changes to house plans that were submitted with an application.

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Motion by Stevens, second by Schmidt, unanimous vote to allow the Board Chair to sign the ratification of the Professional Services Agreement between TriMin Systems Inc. and the Minnesota Counties Computer Cooperative (MnCCC) for the maintenance and support of IFS.

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Kathy Kretsch, County Recorder, met with board regarding staffing of the Recorder's office due to the extra work and time that issuing Enhanced and Real ID licenses will bring. Motion by Schmidt, second by Stevens, to post internally and then advertise for a full-time Deputy Recorder at a starting wage of \$16.80 per hour. Voting Aye – Schmidt, Stevens, and Gravley. Voting Nay – Holmen and Appel. Motion passed.

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Nick Klisch, County Engineer/Public Works Director, met with the board to discuss a few items. Klisch informed the board that Storden Township had a culvert out on 310th Street during the flood event. Klisch stated that the culvert is classified as a bridge and that the township will pay up to \$10,000 in engineering and \$10,000 in construction costs and will refund the county any FEMA funds received in excess of the \$20,000. Motion by Holmen, second by Schmidt, unanimous vote to advertise for bids for Project 017-599-10 – Storden Township Bridge Replacement.

Motion by Schmidt, second by Holmen, unanimous vote to purchase a 13 foot Road Groom, hydraulic pump kit, and set of magnets from Road Groom Mfg. in the amount of \$19,025.

Klisch reviewed a 5-year plan for equipment replacement with the board.

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Paul Johnson, Emergency Management Director, met with the board to discuss a few items. Motion by Stevens, second by Appel, unanimous vote to purchase a 4G/lte cellular Bi Directional Amplifier from Alpha Wireless in the amount of \$1,950.00. Johnson stated that this will replace the 3G Bi Directional Amplifier.

Motion by Holmen, second by Schmidt, unanimous vote to approve applying for the Emergency Management Performance Grant (EMPG).

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Motion by Appel, second by Stevens, unanimous vote to approve a 3-year Memorandum of Agreement between the University of Minnesota Extension and Cottonwood County for the 4-H Program Coordinator position.

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Kelly Thongvivong, County Coordinator, met with the board to discuss a few items. Motion by Schmidt, second by Holmen, unanimous vote to accept the resignation from Austen Smedsrud, full-time jailer/dispatcher, effective September 6, 2018, with appropriate payout of benefits.

Motion by Appel, second by Stevens, unanimous vote to accept the retirement resignation from Kevin Paulsen, full-time Building and Grounds Worker, effective September 28, 2018, with appropriate payout of benefits.

Motion by Holmen, second by Stevens, unanimous vote to post internally and advertise simultaneously for a full-time Building and Grounds Worker. A committee has been set up to review the Building and Grounds Worker job description.

Motion by Schmidt, second by Appel, unanimous vote to terminate the Contract for Engineering Services with Watonwan County effective September 3, 2018, as Watonwan County has hired an engineer.

Motion by Holmen, second by Schmidt, unanimous vote to terminate the stipend paid to the County Engineer for Engineering Services for Watonwan County effective August 31, 2018.

Motion by Appel, second by Schmidt, unanimous vote to approve a 3-month extension of the DNR lease for office space at the N71 Office Building.

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Commissioner Appel gave an update on the CPT meeting he attended. Appel also gave an update on the 10th Street Office Complex. Motion by Stevens, second by Schmidt, unanimous vote to approve up to \$10,000 in miscellaneous expenses for the 10th Street Office Complex.

Appel also stated that the DAC has a conference table for sale. The board consensus is for Commissioner Appel to make an offer on the conference table.

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

County Revenue Fund	\$ 34,679.34
Long Term Capital Outlay	\$ 6,305.38

County Building Fund	\$ 14,343.58
Agency Fund	\$ 1,712.50
Taxes and Penalties Fund	\$ 412.43
County Revenue Fund	\$ 142.23
Road and Bridge Fund	\$ 39,636.84
Waste Abatement/Score Fund	\$ 1,893.50
Landfill Enterprise Fund	\$ 5,271.65
	<u>\$104,397.45</u>

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Commissioner Gravley led discussion regarding proposed 2019 Department budgets.

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There being no further business, the meeting was adjourned at 12:23 p.m.

Jan Johnson, Auditor/Treasurer

Donna L. Gravley, Board Chair

Kelly Thongvong, County Coordinator